

**GARLAND INDEPENDENT SCHOOL DISTRICT**  
**Marvin Padgett Building**  
**PURCHASING DEPARTMENT BRANCH**



*701 NORTH FIRST STREET*  
*Garland, Texas 75040*  
*972/487-4132*

DATE: August 24, 2016

**ADDENDUM # 2**  
**CSP # 499-04-16 FOR: IT Director's Office Renovation**

The following information is in response to questions received and are hereby included and made part of any award pursuant to CSP #499-04-16.

**THE DATE AND TIME FOR SUBMITTAL OF RESPONSES IS CHANGED FROM AUGUST 25, 2016 TO:**

**Date: September 1, 2016**

**Time: 10:00 A.M. CST**

*Mark A Booker*  
Mark A. Booker  
Director of Purchasing

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

# QUESTIONS & RESPONSES

## **Question 1:**

The electrical drawing is missing.

## **Response 1:**

See attached Electrical drawings, EL101 and EP101.

## **ADDENDUM**

1. Reference Section 00 21 13 –
  - a. Paragraph 1.1.2 – Deadline for questions is Friday, August 26, 2016. Any resulting addendum will be posted by Monday, August 29, 2016. See attached.
  - b. Paragraph 1.1.3 – Proposal due date is changed from August 25, 2016 to: **September 1, 2016 at 10:00 a.m.**, same location. See attached.
  - c. Paragraph 1.1.6 – See attached: Add, “For proposals over \$100,000.00,” to read: *“For proposals over \$100,000.00, a proposal bond on Garland ISD Proposal Guarantee Bond Form, from a Surety authorized to transact business in the State of Texas, in the amount of five percent (5%) of the greatest total amount of the proposed contract amount (Base Price plus all Allowances), payable without recourse to the order of the Garland ISD Board of Trustees, must accompany the Proposal as a guarantee that, if awarded the Contract, the proposer will promptly enter into and execute the Contract and Performance and Payment Bonds on the forms provided.”*

2. Add drawing EL1.1 and EP1.1, see attached.

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**SECTION 00 21 13 – INSTRUCTIONS TO PROPOSERS, 7 PAGES**

**1.1 GENERAL INFORMATION**

**1.1.1. Scope**

In accordance with Texas Government Code Chapter 2269, Subchapter D, the Board of Trustees of Garland ISD is requesting Competitive Sealed Proposals (CSP).

**1.1.2. Discrepancies and Interpretations**

Proposer must notify procurement at [bids@garlandisd.net](mailto:bids@garlandisd.net) and the Garland ISD Point of Contact, Stoney Crump, by August 26, 2016 with any questions arising out of the drawings or specifications or if discrepancies, ambiguities or omissions are found in the Proposal documents or if further information or interpretation is desired. There will be a pre-proposal meeting on August 15, 2016 which may include a site visit.

Answers to inquiries will be provided in writing to all proposers in addenda form by close of business August 29, 2016. It is the proposer's responsibility to check the website for addenda's posted at <http://www.garlandisd.net/connect/do-business/current-opportunities>. All provisions and requirements of such addenda will supersede or modify affected portions of the Proposal documents. All addenda will be incorporated into and bound with the Contract Documents. No other explanation or interpretation will be considered binding.

**1.1.3. Submittal Procedures**

Submit the Proposal in sealed packages of sufficient size to hold the original and one hard copy with flash drives for the other copies of the Proposal documents. These should be packaged following the instructions in Specification Section 00 41 10 - Overall Proposal Packaging Checklist.

Hand-carried proposals or proposals submitted via carrier service are to be delivered to:

**Garland ISD Purchasing Construction Department  
Marvin Padgett Auxiliary Services Center  
701 N. First St., Garland, Texas 75040.**

Proposals submitted via the U. S. Postal Service are to be mailed to:

**Garland ISD Purchasing Construction Department  
P. O. Box 469026, Garland, Texas 75046-9026**

Clearly mark all proposal envelopes as instructed (#1.2.1 below). Allow sufficient transit time.

**\*\*Delivery of CSP envelope to other Departments within the Garland ISD is not considered as delivery to the Purchasing Construction Department. \*\***

Once completed and signed, return your CSP to the Garland ISD Purchasing Construction Department (as instructed above). Mark the package in the lower left hand corner as follows:

**CSP#: 499-04-16; IT Director's Office  
DUE: Date September 1, 2016, 10:00AM. Local Time**

Proposals received at the Garland ISD Purchasing Construction Department in the **Marvin Padgett Auxiliary Services Center** after the time and date specified above will not be considered and will be filed unopened.

Oral or telegraphic bids transmitted via the District's facsimile machine are not acceptable. Proposals must be submitted to the District in a sealed package. **DO NOT FAX YOUR PROPOSALS!**

Proposals **must be signed by an authorized individual to contractually bind their firm** when submitting the Proposals. Failure to sign the proposals will be considered as a "mistake in proposals", and the proposals will be rejected as "non-responsive".

Garland ISD is a public entity subject to the provisions of the Texas Public Information Act (Texas Government Code Chapter 552). Responses to this invitation may be subject to release as public information unless the response or specific parts of the response are an exception from public disclosure under such Act. Proposers should consult with their legal counsel regarding disclosure issues and take the appropriate precautions to safeguard trade secrets or any other confidential or proprietary information before responding to this invitation. The District assumes no liability or responsibility for release of any information not properly identified and documented in accordance with the enclosed Confidential Information Declaration & Copyright Authorization Form.

In the event that the District receives a request for disclosure of material marked "confidential" or "proprietary", the District may request an opinion from the Texas Attorney General concerning whether such material must be disclosed. The District assumes no liability or responsibility for release of any information that the Texas Attorney General or a court of law determines to be subject to release. Copyrighted qualifications are unacceptable and will be disqualified as non-responsive.

The firm shall be responsible for any cost incurred in the preparation of proposals and participation in the evaluation process. There is no expressed or implied obligation by Garland ISD to reimburse any individual or firm for any costs incurred in preparing or submitting qualifications, for providing additional information when requested by Garland ISD, or for participating in any selection demonstration/interviews, including discovery (pre-contract negotiations) and contract negotiations.

#### **1.1.4. Preparation of Competitive Sealed Proposals**

The Proposal must be based on conditions at the project site, the project Drawings, the project manual, and any addenda issued.

All original Proposal Forms must be authoritatively executed and submitted on the Proposal forms furnished by Garland ISD.

If the **Technical Proposal** form does not provide sufficient space to adequately respond to a question, the proposer should attach additional 8 1/2" X 11" white paper sheets as required, referencing the page and question numbers to which the response pertains.

A Proposal with omissions, alterations, conditions, or carrying riders or other qualifiers which modify the Proposal form may result in the proposal being deemed as non-responsive.

If the proposer chooses to issue a "No Response" (N/R) to a question on the Proposal, an explanation of this action is required. Failure to do so may be viewed by Garland ISD as incomplete and may subject the entire Proposal to rejection.

Only one proposal shall be submitted by each proposer. If two or more Proposals are submitted, either in one envelope or in separate envelopes, such multiple Proposals will be deemed as non-responsive.

Facsimile submissions or modifications are not allowed. Any modifications not inside the submission envelopes/packages will not be considered part of the Contractor's proposal.

The proposer will receive no compensation or reimbursement of expenses incurred in the preparation of this Proposal.

Garland ISD reserves the right to reject any or all Proposals. Garland ISD also reserves the right to waive errors and omissions in any proposal if it deems it in the best interest of Garland ISD to do so.

**1.1.5. Public Information and Notice of Confidentiality**

Garland ISD considers all Proposal information, documentation and supporting materials submitted in response to this Request for Competitive Sealed Proposal to be non-confidential and/or non-proprietary in nature, and therefore, shall be subject to the public disclosure under the Texas Public Information Act (*Texas Government Code*, Sec. 552.001, et seq.) after the award of the contract. Exceptions to this are listed in this Project Manual.

The firm must stamp in bold red letters the term "**CONFIDENTIAL**" or "**PROPRIETARY**" on every page of any part of a proposal that the proposer claims is confidential or proprietary. *Furnishing confidential or proprietary information is discouraged.* The District cannot guarantee that the District will be allowed to keep the information submitted confidential. The District may reject as non-conforming any bid that contains confidentiality claims that the District in its sole discretion considers vague or unreasonable.

All Proposal and parts of proposals that are not marked as confidential or proprietary will generally be considered public information once the contract is awarded. The District assumes no liability or responsibility for release of any information not properly marked. The District assumes no liability or responsibility for release of any information that is properly marked, but is determined by the Texas Attorney General or a court of law to be subject to release. In the event that the District receives a request for disclosure of material marked "confidential" or "proprietary," the District may request a ruling from the Texas Attorney General concerning whether such material must be disclosed.

Proposals asserted to be copyright protected in their entirety are unacceptable and may, in the District's sole discretion, be disqualified as non-responsive. By submitting copyrighted materials as part of your bid, you hereby grant the District authorization to reproduce and provide copies of such information in response to a valid request for information under the Texas Public Information Act, Texas Government Code Chapter 552. By submitting copyrighted materials, you are representing that you have the authority to grant such authorization for the reproduction and release of such information. You further agree to waive any and all claims against the District regarding the release of such copyrighted information including, but not limited, to any claim of copyright infringement when released in response to a valid request for information under the Texas Public Information Act, Texas Government Code Chapter 552.

- Contents of this document are NOT considered Confidential or Proprietary
- Contents of this document ARE considered Confidential or Proprietary. Please identify the pages and/or sections declared Confidential or Proprietary by properly marking the pages &/or sections as confidential or proprietary and listing them below:

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The undersigned affirms that the District assumes no liability/responsibility for the release of any information if this form is not properly completed, signed and the appropriate pages clearly marked as directed. The undersigned further grants authorization for the reproduction and release of any information asserted to be copyright protected in response to a request for information under the Texas Public Information Act, and waives any and all claims regarding the release of such information.

\_\_\_\_\_ Printed Name

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Signature	Title	Date
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#### **1.1.6. Proposal Guaranty Bond**

For proposals over \$100,000.00, a proposal bond on Garland ISD Proposal Guarantee Bond Form, from a Surety authorized to transact business in the State of Texas, in the amount of five percent (5%) of the greatest total amount of the proposed contract amount (Base Price plus all Allowances), payable without recourse to the order of the Garland ISD Board of Trustees, must accompany the Proposal as a guarantee that, if awarded the Contract, the proposer will promptly enter into and execute the Contract and Performance and Payment Bonds on the forms provided.

The Proposal Guaranty Bond must be accompanied by a properly dated and executed Power of Attorney with a raised Surety seal on each document. Failure to do so will constitute an irregular Proposal which will be deemed as non-responsive. Use of a Surety company's bond form is not acceptable and will result in the Proposal being deemed as non-responsive.

Should the successful proposer fail to execute and return to Garland ISD, the Contract and Performance and Payment Bonds within fifteen (15) calendar days after the date of transmittal of the Contract Documents for execution, the Proposal Guaranty Bond becomes the property of Garland ISD.

Proposal guaranties of all proposers will be retained until after the Contract, Bonds and Insurances have been executed and received by the Garland ISD.

No cashier's checks, official checks, or other items will be accepted. Only a Proposal Guaranty Bond as described in this paragraph is accepted for proposal security.

#### **1.1.7. Insurance**

Original Certificates of Insurance, as well as copies of the original insurance policies and endorsements as required by the contract documents are due not later than 5 business days after execution of contract by the owner. (Refer to Exhibit "A"). An affidavit of ability to provide the required insurance should be submitted with the proposal, "Exhibit A1."

#### **1.1.8. Ownership of the Competitive Sealed Proposal and Contractor's Proprietary Information**

Submitted Proposals, documentation and supporting materials shall become the property of Garland ISD.

#### **1.1.9. Site Investigation**

It is the responsibility of each proposer to examine the project site, existing improvements, and adjacent property and be familiar with existing conditions, and the full scope of the work to be provided before submission of a Proposal. By submitting a proposal, the Proposer certifies his acceptance of this requirement.

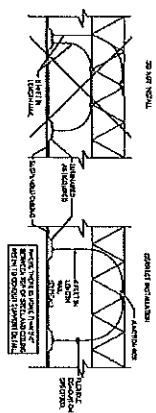
After investigating the project site and comparing the Drawings and Project Manual/Specifications with the existing conditions, the proposer should immediately notify the Garland ISD Point of Contact identified in 1.1.2 of any conditions for which requirements are not clear; or about which there is any question regarding the extent of the Work involved.

Should the successful proposer fail to make the required investigations and should a question arise after award of contract as to the extent of the Work arising from existing conditions, the A/E will review the issues and make a recommendation to the Project Manager.

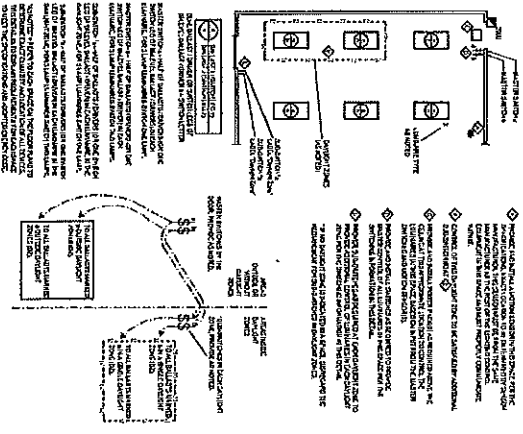
Requests for site visits by individual proposers after the formal Pre-Proposal Meeting and Site Visits, and for the purpose of evaluating and preparing a proposal, will not be accommodated. State law requires proper background checks and badging or accompaniment by District personnel for site visits. It is not practical for the District to provide such accompaniment for individual proposers outside the prescribed Pre-Proposal and Site Visit parameters. Therefore the only viable and appropriate opportunity for viewing the site prior to the proposal date is to attend the Pre-Proposal Meeting and Site Visits.

**LIGHTING SYMBOLS**

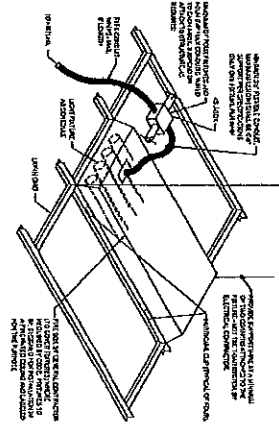
NO.	DESCRIPTION	SYMBOL
1	2' x 4' RECESSED DOWN LIGHT	(Symbol)
2	4' x 4' RECESSED DOWN LIGHT	(Symbol)
3	6' x 6' RECESSED DOWN LIGHT	(Symbol)
4	8' x 8' RECESSED DOWN LIGHT	(Symbol)
5	10' x 10' RECESSED DOWN LIGHT	(Symbol)
6	12' x 12' RECESSED DOWN LIGHT	(Symbol)
7	14' x 14' RECESSED DOWN LIGHT	(Symbol)
8	16' x 16' RECESSED DOWN LIGHT	(Symbol)
9	18' x 18' RECESSED DOWN LIGHT	(Symbol)
10	20' x 20' RECESSED DOWN LIGHT	(Symbol)
11	24' x 24' RECESSED DOWN LIGHT	(Symbol)
12	30' x 30' RECESSED DOWN LIGHT	(Symbol)
13	36' x 36' RECESSED DOWN LIGHT	(Symbol)
14	42' x 42' RECESSED DOWN LIGHT	(Symbol)
15	48' x 48' RECESSED DOWN LIGHT	(Symbol)
16	54' x 54' RECESSED DOWN LIGHT	(Symbol)
17	60' x 60' RECESSED DOWN LIGHT	(Symbol)
18	72' x 72' RECESSED DOWN LIGHT	(Symbol)
19	84' x 84' RECESSED DOWN LIGHT	(Symbol)
20	96' x 96' RECESSED DOWN LIGHT	(Symbol)
21	108' x 108' RECESSED DOWN LIGHT	(Symbol)
22	120' x 120' RECESSED DOWN LIGHT	(Symbol)
23	144' x 144' RECESSED DOWN LIGHT	(Symbol)
24	168' x 168' RECESSED DOWN LIGHT	(Symbol)
25	192' x 192' RECESSED DOWN LIGHT	(Symbol)
26	216' x 216' RECESSED DOWN LIGHT	(Symbol)
27	240' x 240' RECESSED DOWN LIGHT	(Symbol)
28	270' x 270' RECESSED DOWN LIGHT	(Symbol)
29	300' x 300' RECESSED DOWN LIGHT	(Symbol)
30	324' x 324' RECESSED DOWN LIGHT	(Symbol)
31	360' x 360' RECESSED DOWN LIGHT	(Symbol)
32	400' x 400' RECESSED DOWN LIGHT	(Symbol)
33	450' x 450' RECESSED DOWN LIGHT	(Symbol)
34	500' x 500' RECESSED DOWN LIGHT	(Symbol)
35	576' x 576' RECESSED DOWN LIGHT	(Symbol)
36	648' x 648' RECESSED DOWN LIGHT	(Symbol)
37	720' x 720' RECESSED DOWN LIGHT	(Symbol)
38	810' x 810' RECESSED DOWN LIGHT	(Symbol)
39	900' x 900' RECESSED DOWN LIGHT	(Symbol)
40	1008' x 1008' RECESSED DOWN LIGHT	(Symbol)
41	1152' x 1152' RECESSED DOWN LIGHT	(Symbol)
42	1344' x 1344' RECESSED DOWN LIGHT	(Symbol)
43	1512' x 1512' RECESSED DOWN LIGHT	(Symbol)
44	1728' x 1728' RECESSED DOWN LIGHT	(Symbol)
45	1944' x 1944' RECESSED DOWN LIGHT	(Symbol)
46	2250' x 2250' RECESSED DOWN LIGHT	(Symbol)
47	2592' x 2592' RECESSED DOWN LIGHT	(Symbol)
48	2916' x 2916' RECESSED DOWN LIGHT	(Symbol)
49	3240' x 3240' RECESSED DOWN LIGHT	(Symbol)
50	3600' x 3600' RECESSED DOWN LIGHT	(Symbol)



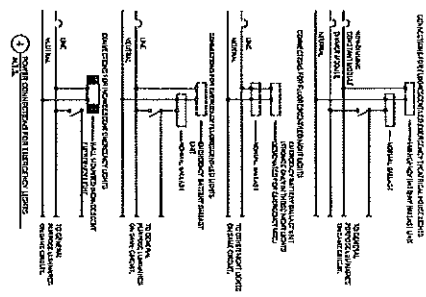
3. LIGHTING FIXTURES



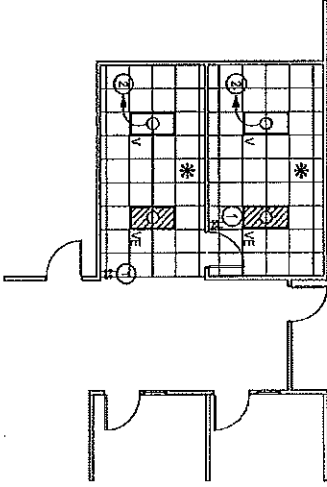
1. LIGHTING CONTROL SYSTEM



2. LIGHTING FIXTURE INSTALLATION



4. LIGHTING FIXTURE COMPONENTS



5. LIGHTING FIXTURE LAYOUT

**LUMINAIRE SCHEDULE FOR GARLAND ISD - TECH DIRECTORS OFFICE**

TYPE	DESCRIPTION	QTY	MANUFACTURER	NO. IN LOT
V	4' x 4' RECESSED DOWN LIGHT	27	OSRAM	27
V	6' x 6' RECESSED DOWN LIGHT	18	OSRAM	18
VE	4' x 4' RECESSED DOWN LIGHT WITH EMERGENCY	3	OSRAM	3

Notes: 1. All luminaires shall be provided with a minimum of 150 lumens per sq. ft. of fixture area. 2. All luminaires shall be provided with a minimum of 150 lumens per sq. ft. of fixture area. 3. All luminaires shall be provided with a minimum of 150 lumens per sq. ft. of fixture area.

**RENOVATIONS TO TECH DIRECTORS OFFICE GARLAND INDEPENDENT SCHOOL DISTRICT**

NO.	DESCRIPTION
1	REVISION
2	REVISION
3	REVISION
4	REVISION
5	REVISION
6	REVISION
7	REVISION
8	REVISION
9	REVISION
10	REVISION
11	REVISION
12	REVISION
13	REVISION
14	REVISION
15	REVISION
16	REVISION
17	REVISION
18	REVISION
19	REVISION
20	REVISION



EMA  
 Electrical Mechanical  
 & Plumbing  
 11000 West Loop  
 Suite 100  
 Houston, TX 77042  
 www.ema-houston.com



DATE: MARCH 23, 2018

PROJECT NO.	18-001
CLIENT	Garland Independent School District
LOCATION	Garland, TX
DATE	March 23, 2018

## RENOVATIONS TO TECH DIRECTORS OFFICE GARLAND INDEPENDENT SCHOOL DISTRICT GARLAND, TX

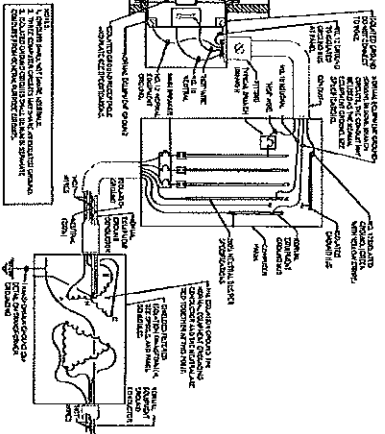
DATE	3/23/2018
PROJECT NO.	EP1.1
CLIENT	Garland Independent School District
LOCATION	Garland, TX
DATE	March 23, 2018

THIS DOCUMENT IS THE PROPERTY OF EMA. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREIN. IT IS NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF EMA.

- GENERAL NOTES:**
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM AND SIGNAL CODE (NFPA 72).
  2. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM AND SIGNAL CODE (NFPA 72).
  3. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE NATIONAL ELECTRICAL CODE (NEC) AND THE NATIONAL FIRE ALARM AND SIGNAL CODE (NFPA 72).
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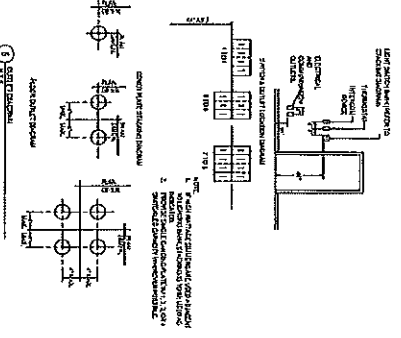
**ELECTRICAL POWER SYMBOLS**

SYMBOL	DESCRIPTION
[Symbol]	120V 1-PHASE
[Symbol]	208V 3-PHASE
[Symbol]	277V 3-PHASE
[Symbol]	480V 3-PHASE
[Symbol]	600V 3-PHASE
[Symbol]	720V 3-PHASE
[Symbol]	840V 3-PHASE
[Symbol]	960V 3-PHASE
[Symbol]	1080V 3-PHASE
[Symbol]	1200V 3-PHASE
[Symbol]	1320V 3-PHASE
[Symbol]	1440V 3-PHASE
[Symbol]	1560V 3-PHASE
[Symbol]	1680V 3-PHASE
[Symbol]	1800V 3-PHASE
[Symbol]	1920V 3-PHASE
[Symbol]	2040V 3-PHASE
[Symbol]	2160V 3-PHASE
[Symbol]	2280V 3-PHASE
[Symbol]	2400V 3-PHASE
[Symbol]	2520V 3-PHASE
[Symbol]	2640V 3-PHASE
[Symbol]	2760V 3-PHASE
[Symbol]	2880V 3-PHASE
[Symbol]	3000V 3-PHASE
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[Symbol]	3240V 3-PHASE
[Symbol]	3360V 3-PHASE
[Symbol]	3480V 3-PHASE
[Symbol]	3600V 3-PHASE
[Symbol]	3720V 3-PHASE
[Symbol]	3840V 3-PHASE
[Symbol]	3960V 3-PHASE
[Symbol]	4080V 3-PHASE
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[Symbol]	6600V 3-PHASE
[Symbol]	6720V 3-PHASE
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[Symbol]	7080V 3-PHASE
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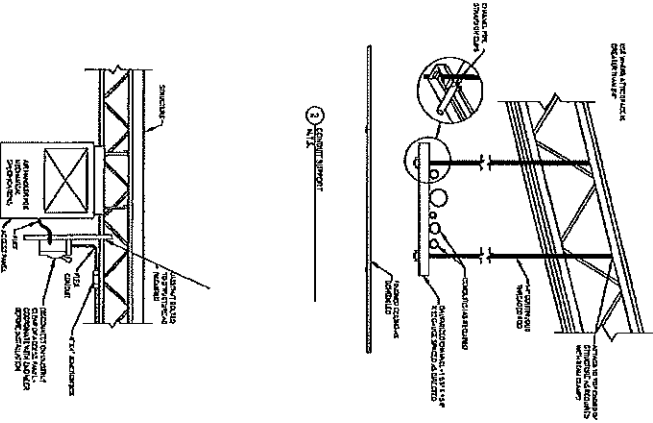


2. ELECTRICAL PANELS AND EQUIPMENT

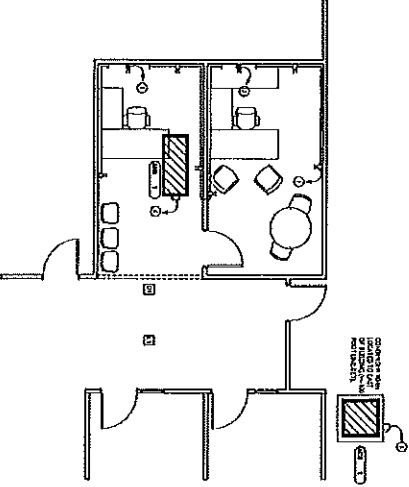
1. ELECTRICAL PANELS AND EQUIPMENT



3. ELECTRICAL PANELS AND EQUIPMENT



1. ELECTRICAL PANELS AND EQUIPMENT



4. ELECTRICAL PANELS AND EQUIPMENT

5. ELECTRICAL PANELS AND EQUIPMENT