

**The Philadelphia Parking Authority  
Mellon Independence Center  
701 Market Street, Suite 5400  
Philadelphia, PA 19106**

**RFP No. 16-15 – Mechanical/Electrical Engineering  
Two Center City Garages  
Addendum Two**

To: See Email Distribution List  
From: Mary Wheeler  
Manager of Contract Administration  
Date: July 7, 2016  
No Pages: 5

This addendum is issued on July 7, 2016 prior to the bid due date to add, delete, modify, clarify and/or to respond to questions submitted by prospective proposers regarding the work included in the above referenced bid request.

**CLARIFICATIONS, CHANGES AND ADDITIONS TO THE RFP DOCUMENTS**

1. Attached is the installation permit for the Family Courthouse Garage issued by the City of Philadelphia, Department of Public Health Air Management Services for your reference.

**QUESTIONS**

1. **Question:** In regard to the DBE goals, is that a mandatory requirement?

**Response: No, the goals set are recommendations.**

2. **Question:** This project seems like mostly controls. You're not really touching the fan itself for the amount of ventilation required, correct?

**Response: Correct. We do not intend to replace the fans.**

**END OF ADDENDUM TWO**



**CITY OF PHILADELPHIA  
DEPARTMENT OF PUBLIC HEALTH  
AIR MANAGEMENT SERVICES**

**INSTALLATION PERMIT**

Installation Permit No.: 14301  
Plant ID: 10497

Date: February 16, 2016

Owner: First Judicial District of Pennsylvania  
Address: FJD Procurement Unit 368 CH  
Philadelphia, PA 19107

Source: Philadelphia Family Court  
Location: 1501 Arch Street  
Philadelphia, PA 19102

Contact: Marc Flood, Esquire  
Phone: 215-683-7953  
Email: marc.flood@courts.phila.gov

Pursuant to the provisions of Title 3 of the Philadelphia Code, the Air Management Code of February 17, 1995, as amended, and after due consideration of an installation permit application received under the rules and regulations of the Philadelphia Air Pollution Control Board, the City of Philadelphia, Department of Public Health, Air Management Services (AMS) on February 16, 2016 approved plans for the installation and temporary operation of the air contamination device(s) described below:

Source location	Source Description	Number of Parking Space	Type of Garage
Enclosed Garage	Mechanical Ventilation with CO monitors	262	Enclosed Below Ground

This Installation Permit expires on February 16, 2017. If the installation has not been completed by this date, an application for either an extension or new installation permit must be made. The conditions of this installation permit will remain in effect until they are incorporated in an operating license.

**This Permit is modified on 2/23/2016 to reflect the type of garage.**

This Installation Permit is subject to conditions prescribed in the attachment.

  
Rahel Gebrekidan  
(215) 685-9429

**INSTALLATION PERMIT CONDITIONS**  
**INSTALLATION PERMIT NO. 14301**  
**COMPANY: PHILADELPHIA FAMILY COURT**

1. The Mechanical Ventilation system of the Parking Garage shall be installed operated and maintained in accordance with both the manufacturer's specification and the specifications in the application (as approved herein).
2. The parking garage shall have a mechanical ventilation system designed and maintained to limit CO concentration to a maximum average of 50 ppmv during any eight consecutive hours. [AMR XII, Section IV.A]
3. The mechanical ventilation exhaust discharge capacity and supply discharge shall meet the requirements of the Air Management Regulation XII Procedures and Guidelines related to the review and approval of Automotive Facilities. The facility may use the International Code (IMC) of 2009 standard of 0.75 cfm/ft<sup>2</sup> in lieu of the Philadelphia Guidelines if the facility demonstrates to the satisfaction of AMS that the parking garage will meet the CO requirements of Air Management Regulation XII.
4. Supply and exhaust air openings must be situated so that good air distribution occurs over the area ventilated and no "dead air" space exists. [AMR XII Procedures and Guidelines Condition 4]
5. Supply air must come from an outside air source at least twenty feet from street traffic and parking spaces. Exhaust points must be at least twenty-five feet from supply air intakes and openings in habitable structures and ten feet from pedestrian areas. [AMR XII Procedures and Guidelines Condition 4]
6. The ventilation system must be designed and operated so that a negative air pressure is maintained in the facility to prevent leakage of contaminated air into adjoining occupied spaces. [AMR XII Procedures and Guidelines Condition 5]
7. The mechanical ventilation system must be controlled and monitored from a central location accessible to operating, maintenance or security personnel at all times that the facility is available for use. [AMR XII, Section IV.(C)]

**INSTALLATION PERMIT CONDITIONS**  
**INSTALLATION PERMIT NO. 14301**  
**COMPANY: PHILADELPHIA FAMILY COURT**

8. For garages containing 35 or more parking spaces, a CO detection system shall be installed controlled, and monitored from the central location and be calibrated to initiate emergency procedures. [AMR XII Procedures and Guidelines Condition 5]
9. For garages containing 35 or more parking spaces, the Permittee shall have AMS approved Emergency Action Procedure and shall post and maintain a copy of the approved procedure in the central control and monitoring location of the parking garage. [AMR XII, Section IV.(D)]
10. The Emergency Action Procedure shall be put into immediate effect by the responsible person on duty when there is; [AMR XII, Section IV.(D)]
  - (a) A failure of the mechanical ventilation system or carbon monoxide monitoring system, or when,
  - (b) The carbon monoxide concentration at any monitoring point in the parking garage exceeds 200 ppm during any fifteen (15) minute period.
11. The Emergency procedures shall include at least an audible alarm to alert the responsible personnel who shall then take the following steps; [AMR XII Procedures and Guidelines condition 6]
  - (a) Advise patrons to stop engines and leave the facility.
  - (b) Close entrances.
  - (c) Start emergency or reserve ventilation system and,
  - (d) The notification of Air Management.
12. For a parking garage of more than two levels or 250 spaces, the detection system shall be automated to initiate and carry out step 11(a) via local alarms and illuminated signs. Alternately, a public address system may be employed to instruct patrons to leave. The parking facility may return to normal service when the carbon monoxide concentration returns to a safe level. [AMR XII Section IV(b)]
13. Air Management Services shall be notified immediately of any parking facility ventilation emergency; telephone (215) 685-7580 weekdays and (215) 686-4514 at other times.
14. Attendants, guards, ticket takers, booths, or any occupied spaces which normally have openings to the facility must be pressurized with temperature controlled supply air so that there is an outflow air velocity of at least 50 feet per minute through the openings. Air must be introduced into the booth so that there is no draft on the occupant and must come from a supply air source. [AMR XII Procedures and Guidelines Condition 8]
15. The parking facility shall not be used for any automobile repairs that would require the operation of an engine for more than ten minutes. [AMR XII Procedures and Guidelines Condition 9]

**INSTALLATION PERMIT CONDITIONS**  
**INSTALLATION PERMIT NO. 14301**  
**COMPANY: PHILADELPHIA FAMILY COURT**

16. Maintenance and Monitoring and Recordkeeping Requirements [AMR XII Procedures and Guidelines Condition 10]
- (a) All ventilation systems should be inspected on a monthly schedule with a service record kept in the facility's office. Minimum preventive maintenance for fans includes: periodic cleaning of duct work, plenums, filters and screens, a check on the proper operation and adjustment of all dampers and louvers, fan belt adjustment and motor lubrication.
  - (b) The Permittee must be able to demonstrate the accurate functioning of the carbon monoxide detection system. As a minimum, calibration should be checked bi-weekly with service records kept in the facility's office.
  - (c) The Permittee shall monitor and provide to AMS a continuous recording of ambient carbon monoxide (CO) measurements within the parking garage when requested.  
[AMR XII Section IV(b)]
17. All records shall be kept for two (2) years and be produced upon request by Air Management Services.