
A D D E N D U M # 1

TO: ALL PROSPECTIVE Bidders

FROM: Purchasing Department

DATE: April 5, 2018

RE: ON-CALL HVAC MAINTENANCE & REPAIRS SERVICES BFY18/20-21

The following information is added to the bid documents for the aforementioned subject bid.

QUESTION #1

Is there any planned maintenance for the equipment or is it done in-house?

ANSWER #1:

Regular and preventative maintenance is performed by College Maintenance staff.

QUESTION #2:

In the bid there is a reference for Boilers, Towers and Chillers? We at ICC also work on them as well. Is there a bid that is coming out for them as well?

ANSWER #2:

Refer to Scope of Work, Section 2.2 regarding the reference to Boilers, Towers and Chillers. The remainder of this question is not an appropriate query for a bid clarification/addendum.

QUESTION #3:

Is there a results page for this bid from 2016 and 2017?

ANSWER #3:

"This is not an appropriate query for a bid clarification/addendum."

QUESTION #4:

Section 7. Equipment, Tools and Material, states "Rentals and cost associated with rental of any tools or specialized equipment will be the responsibility of the contract and shall not be billable to the College." Does this include cranes and lifts? Are we able to bill the College for lifts and cranes, and if so is there a markup allowed to the cost?

ANSWER #4:

The College would consider the need for cranes or lifts to be a Special Project (refer to Section 5.d) requiring an estimate approved by the College prior to the commencement of any work.

Please see the following revision to Section 5.d.i)

- i. *Provide an estimate for labor, parts and specialized equipment to include crane(s), lift(s) to the College immediately following site inspection and/or delivery of project scope. Regular contract mark-up may be included as a line item in the estimate for specialized equipment.*

Note that Scope of Work, Section 2 OVERVIEW requires the contractor to coordinate all equipment specifically including cranes and lifts.

QUESTION #5:

Section 12b. Is for scheduled regular maintenance. It mentions lump sum services and monthly reports for regular scheduled maintenance. The bid proposal form does not have a spot for lump sum pricing for the maintenance and the scope does not detail when and what is required for maintenance. Is the maintenance to be performed T&M or for a separate lump sum amount? If lump sum where should we be listing the price? What are the requirements/scope for the maintenance; filters, belts, cleaning, controls, quantity, etc.? Could you please clarify?

ANSWER #5:

This bid is for On-call HVAC Maintenance and Repairs. All work is performed on a Time and Materials basis only. There may be times or instances during the contract period when the College specifically requests the contractor to perform maintenance that is usually performed by the College's In-house Maintenance staff. The Scope of Work for this service will be defined by the College based on need. For this work, the College will request a Lump Sum Price based on the rates, parts costs and mark-up proposed through this bid for a defined period of time.

QUESTION #6:

On page 19, Section A, subsection a., the first sentence references ...”a Bid Bond in the form annexed to the Bidding Documents ...” however, there isn't a specific bid bond form included. Is there a specific bid form we should use for this particular project or will a generic form be acceptable?

ANSWER #6:

Yes a generic form is acceptable

Please complete below. A signed copy of this addendum, SIGNED BY AN OFFICER OF THE BIDDER AUTHORIZED TO DO SO, must be included with your bid submission.

Submitted by _____

Signature: _____

Title: _____

Company or Corporation: _____

Phone #: _____ Email: _____

Date: _____