

**RFP 2020-Q**  
**HVAC Preventative Maintenance and Repair Services**

**Addendum 1**  
**Q&A**

1. This proposal request is written for HVAC Maintenance only, how will repairs be handled?  
**A. Proposal will be for HVAC Preventative Maintenance and Repair Services for specified equipment listed in the RFP.**
  
2. Item #3 under Section III states “Operational Inspection”; Is there a specified quantity of Operational Inspections or is it just one in addition to the Annual Inspection?  
**A. Inspections as follows:**
  - **Chillers, Cooling Towers, and Boiler, monthly**
  - **Air Handlers and Exhaust Fans, 1 annual plus 5 scheduled inspections**
  - **Pumps and Air Compressors, 1 annual plus 3 scheduled inspections**
  
3. What is the duration of the contract?  
**A. The contract will run from date contract is signed thru September 30, 2021.**
  
4. This RFP does not specify the Annual Inspections for the Cooling Towers being performed on Martin Luther King Jr. Day. Will this be a requirement as it has been in the past?  
**A. Cooling Towers inspection and cleaning to be done on Martin Luther King Jr. Day.**
  
5. Item #11 under Section III states “Laser Alignment”; Is this in reference to the pumps? Typically, a laser alignment is only necessary on a pump after a repair so can you please provide more information on this item to be more detailed as to what specifically is being requested?  
**A. Laser alignment to be done as needed after a repair. Chiller vibration analysis and oil analysis to be done annually.**
  
6. Item #5 under Section III states “Coil Cleaning”; please specify quantity of coil cleanings desired.  
**A. Coil cleaning to be done annually in the month of May (after the pollen season).**
  
7. Item #4 under Section III states “Belt Service”: please specify quantity of belt changes desired.  
**A. Belt service/replacement to be done as needed at inspection.**
  
8. Item #2 under Section III states “Air Filter Service”; Please specify quantity of air filter changes desired.  
**A. Air filter service to be done by County staff.**

9. Is a bond required on this project?

**A. Yes.**

10. Is the coverage preventative maintenance or full coverage? If full coverage, which pieces of equipment?

**A. This will be a full coverage agreement (Preventative Maintenance and Repair) to include the equipment list in RFP. Note: The Chillers are currently under warranty.**

11. Can the VAV Boxes be monitored under the BAS system via a mechanic trained to do these?

**A. The VAV boxes can be monitored under the BAS system by a trained mechanic. The mechanic assigned to this facility must have Control repair capabilities.**