

Procurement Office
HARFORD COMMUNITY COLLEGE
401 Thomas Run Road
Bel Air, Maryland 21015
443-412-2307

**RFP 20P-002 MAINTENANCE AND REPAIR FOR MECHANICAL COOLING, BOILERS,
AUTOMATIC TEMPERATURE CONTROL SYSTEMS AND REFRIGERATION EQUIPMENT
(HVAC SERVICES 2019)**

ADDENDUM NO. 2

The following shall be incorporated into the captioned solicitation as though included in the original documents issued:

1. **ADD** the following building equipment; all this equipment shall be included in the contract's base bid maintenance and inspection services:

Darlington Hall

Chiller YORK	M: YVAA0273DUV46BAVBX	S: 2NAM023015
AHU-1 YORK	M: XTO-072X102-JJPM046A	S: CABM XT0111
AHU-2 YORK	M: XTO-084X114-JJQN046A	S: CABMXT0125
AHU-3 YORK	M: XTO-072X102-JJPL046A	S: CABM XT0144

Boilers Lochinvar – CREST Condensing Boilers

M: FBN2000	S: L13H00257722
M: FBN2000	S: L13H00257727
M: FBN2000	S: L13H00257212

2. Page 21, Paragraph 11.2 **CHANGE** to read:
Bidder must have a functioning office that will be performing the work, within approximately **fifty (50)** mile radius of the College's main campus.

QUESTIONS AND ANSWERS

Q1: Will the list of attendees to the pre-bid conference be posted to EMMA?

A1: Yes, minutes of pre-proposal meeting and sign in sheet attached herein.

Q2: Section 9.2.32.

- a Compressor oil to be included. Does this only pertain to the chillers in the RFP or all Systems in the RFP?
- b Electric or Magnetic relay controls. Does this only pertain to what's in the piece of equipment and excludes motor starters and disconnects?
- c Price for all refrigerant

- A2: a. All systems in RFP up to the \$6000.00
b. Correct, only to the piece of equipment not motor starts or disconnects. Yet, if additional components are needed and approved, the components and cost would come from the initial \$6000 of the base proposal price.
c. Type of coolant and percent (%) mark up and/or fixed fees.
R22
R404A
R410A
R134A
- Q3: Please clarify if the associated costs in 9.2.3.2 are part of the \$6000.00 cap listed in 9.2.4.2 line number 4.
- A3: Up to the \$6,000 only for components and larger volumes of materials are part of the RFP. The other cost for your techs to have rags, WD-40 etc. to do their jobs are not line items for billing purposes.
- Q4: If the cost of 9.2.3.2 is not covered in 9.2.4.2-line number 4, please clarify what you consider "Electrical or Magnetic Relay Controls" to be. This could be an extensive list of parts at varying costs. Please provide a more quotable definition.
- A4: Up to the \$6000 are part of the RFP. Items costing \$25.00 or more could be a billable item as long as it stays with the College.
- Q5: If you don't have factory training by two of the manufacturers listed, would this result in bids being rejected/disqualified? *Per 9.1.1.3 Each bid submitted shall include:*
"2. Certification indicating each proposed mechanic has received factory training by a least two (20 of the manufacturers of the equipment specified in Schedules I and II and VII (or will have completed the required training prior to execution of the contract). The successful Contractor shall also furnish, in advance, the same certification for all new personnel assigned to the College during the contract term."
- A5: Bids submitted without the documents listed may be rejected.
- Q6: Could you please provide Model and Serial Number for the refrigerator and freezer.
A6: Walk-In Thermo Cool Refrigerator with Freezer with Bohn Evaporator Model ADT090AK; SN: D05J02584 and Condensing Unit Model: TEZA025L8-HT3C-F; SN: 170474633T
Walk-in Thermo Freezer with SmartSpeed Evaporator and Copeland Condensing Unit Model KAMA-010A-TAC-800; SN 04G60554R
- Q7: Could you please provide refrigeration type and weight (10 tons R22) for Refrigeration and Freezer.
A7: Walk in Freezer and Refrigerator, coolant type unknown, but Minimal volume-Units directly above walk-in boxes on roof.
- Q8: Section 9.2.4.2 number 4: How is the statement meant? It states up to \$2500 of parts and materials per incident, not to exceed \$6,000 per year. Is that asking for \$6,000 total for all equipment or each individual piece of equipment?

A8: It means \$2,500 per incident with approval from the Coordinator for Facilities Maintenance, with a total of \$6,000 per year as part of your proposal price. Other additional parts and material cost would be billable.

END ADDENDUM 2

September 5, 2019

Harford Community College

Pre-Proposal Meeting Minutes

**RFP 20P-002 MAINTENANCE AND REPAIR FOR MECHANICAL COOLING, BOILERS,
AUTOMATIC TEMPERATURE CONTROL SYSTEMS AND REFRIGERATION EQUIPMENT
(HVAC SERVICES)**

1:00 p.m. Thursday, August 22, 2019, Edgewood Hall Room E132

Attendees:

Lou Claypoole, Director for Campus Operations
Steve Solomon, Coordinator for Facilities Maintenance
Will Dietz, Facilities Maintenance Manager
Sandra Clifford, Director for Procurement
Beth Bertier, Procurement Assistant & Recorder

Announcements:

Sandi Clifford highlighted items relating to the specifications
Deadline for questions is 2:00 pm Thursday, August 29, 2019; email to
scifford@harford.edu

One (1) priced proposal complete with technical proposal marked "Technical Proposal with Pricing" and three (3) complete technical proposals without pricing marked "Technical Proposal w/o Pricing" shall be delivered to the Procurement Office located in the Conowingo Center building room 105 not later than **2:30 p.m. Tuesday, September 10, 2019**. Prices firm for 60 days after the proposal due date.

No public opening; the evaluation committee will review and score the technical proposals based on criteria within the proposal. Award will be made on technical and price factors that present the best offer to the College.

Other important dates:

The evaluation will be completed by September 20, 2019 so that the recommendation for award can be made to the College's Board of Trustees for its meeting on October 8, 2019.

The initial contract period will begin November 4, 2019 through June 30, 2021 with the option, at the College's sole discretion, to renew for four (4) additional annual terms which will be July 1, 2021 through June 30, 2025.

Bidders must have a functioning office performing the work within a fifty (50) mile radius of the College's main campus.

Variety of locations that are serviced and indicated in the RFP document and there are a variety of manufacturers and equipment.

All questions will be answered and will be posted to the College's bid board (www.harford.edu/purchasing/bidboard) and Emaryland Marketplace Advantage.

Question: Document specifically defines dates for inspections- January, April, June, September, October 1 – are these firm dates?

Answer: Inspections should fall roughly around those dates.

There is currently a building under renovation that is not included in this specification as it will be under warranty for a year. The equipment will be added to the contract once the warranty period expires. This is a fluid contract as changes to requirements are continuous depending on additions/deletions of equipment.

We have a HVAC position that performs daily routine maintenance and also Facilities Maintenance Techs who perform routine maintenance on the equipment. We don't service chillers or boilers.

We have two Building Automation Systems – one is Honeywell, one is Pritchett. Honeywell is 90% of the campus.

PRE-PROPOSAL MEETING
SIGN-IN SHEET

RFP 20P-002 HVAC SERVICES

1:00 PM Thursday, August 22, 2019, Edgewood Hall Room E132

PLEASE PRINT

FIRM NAME	ADDRESS/CSZ	PHONE #	REP NAME & EMAIL
ABM	12040 Indiana Crk Beltsville MD	301.440.1303	Lauven. Kirwan @ abm .com
Bel Air Mechanical	203 STAR Pointe ct unit 3D	410 776-7677	DAVE SULLIVAN dsullivan@abm.com RYAN
DENVER ELECT	8800 KETSO DRIVE BALTIMORE, MD 21221	410 574-8400	DAN SHAWATTAN dshawattan@denver-elek.com
R F Warder	10556 Philadelphia Rd white Marsh MD 21162	410-344-0190	MIKE JANYSKA MJanyska@Rwarder.com
Reliable Gain Heating & Cooling	110 E. Lexington St Baltimore, Md 21202,	443-540-7716	GEORGE@reliable-gain.com