



SUBJECT: Request For Proposals (RFP) No. 20-001

**San Bernardino International Airport
"Heating and Ventilation and
Air Conditioning (HVAC) System Maintenance"**

ADDENDUM No. 1 – Date: February 4, 2020

To all Pre-Proposal Meeting Attendees:

This Addendum No. 1 to the subject RFP provides answers to participants' questions, provides additional information, and modifies the original Scope of Work as part of the original Bid Documents.

By this reference, all provisions of and attachments to this Addendum No. 1 are hereby incorporated into the subject RFP. Participants shall account for all provisions pursuant to this Addendum No. 1 in submitting their proposals.

NOTE: UNLESS OTHERWISE SPECIFIED ALL OTHER DETAILS IN THE RFP SHALL REMAIN THE SAME.

Additional Information:

1. Sheriff Hangar listed in the RFP but omitted during the RFP job walk is part of the Scope of Work. The following equipment is:
 - 5 each Unit # 38AUQB07A0M6A0A0C0 Filters: 20 each 16"x24"x2"
 - 4 each Unit # 25HHA460A600 5 ton ductless units Filters: 4 each 24"x24"x1"
 - 1 each Unit # 25HHA448A600 2.5 ton ductless units Filter: 1 each 20"x20"x1"
 - 1 each Unit # 25HHA430A388 4 ton ductless unit
 - 4 each Reznor Hangar Heaters
 - 5 each Unit # WS080A swamp cooler units
 - Unit # 80ACE B Exhaust Fan
 - Unit # 70ACF B Exhaust Fan
 - Unit # 30ACEB Exhaust Fan
 - 2 each Unit # RAS17EAZVUL (Toshiba ductless units)
2. Location # 2 for SBIAA (Guang Lin Café) shall be omitted as this is not part of the Scope of Work.

QUESTION:	RESPONSE:
1. Several times during the job walk it was mentioned that there is a location called the Sheriff's hanger. This location is not on the schedule and we did not walk it. Can you confirm if this is part of the PM? If so, we will need a schedule of equipment.	Yes, the Sheriff's hangar will be walked on Thursday the 6 th at 8 am to establish list of equipment. On Page 11 of the RFP it is listed as the 14 th location.
2. Building 680 (fire station) has an incorrect equipment list. All of the equipment listed is out of service and should be deleted from the schedule. Based on the walk, it appears that there are (9) mixed size AC pro split systems 3.5 and 3 tons. Each one has (2) interior fan coils. Please confirm this is the correct equipment schedule.	The equipment in Building 680 had old equipment listed in error. The replacement system was installed in early 2019 and had not been reflected on the RFP. The new system has AC PRO Split Type Conditioners: 9 each Unit #AWHD(36)ND3GO; 2 each Unit #AWHD(42) ND3EO; 1 each Unit #AWH18QD-D3DNA3G/I. Air Handler from old system still used to move air: 1 each Unit# WHR025C1, A/C Units: McQuay Season Pak Air Handler, Water chiller R22 50 lbs. Chiller no longer in service, Boiler no longer in service.
3. The A/C units on top of the terminal bridges will require a high lift for service. Please confirm, as was discussed on the walk, that the airport will provide a lift for this work.	Airport will provide a lift for these units. Contractor will need to sign a Hold Harmless Agreement for the use of Airport owned equipment.

<p>4. Building 58 there are (2) thru the wall units not identified on the schedule. Please confirm these are part of the service?</p>	<p>Please include all equipment identified during the job walk including Building 58.</p>
<p>5. Section IV: Maintenance Schedule for All Locations states that "Contractors are also encouraged to develop and submit alternative preventative maintenance schedules that meet the Agencies' requirements, as stated in this RFP, while providing cost savings to the Agencies. All preventative maintenance shall be coordinated with the AGENCY representative at least one work day prior to the commencement of services.". Please clarify if service providers are able to submit an alternative preventive maintenance schedule in addition or in lieu of the current preventative maintenance schedule.</p>	<p>Alternative schedules are to be submitted in lieu of or in addition to, depending on the contractor's recommendation.</p>
<p>6. Section IV: Services to be Provided states that "Contractor shall repair or replace failed or worn moving parts (such as: bearings, motor rotors, motor starters, seals, gears, burners, actuators, controls and switches). Prior to beginning any repair or replacement, Contractor will troubleshoot the system to diagnose the system's problems. The Agency shall not incur any extra charge for this service. Contractor shall itemize the equipment list covered under repair or replaceable.". Please clarify if the service provider is required to add extra labor to the contract schedule (bid) to account for troubleshooting of each piece of equipment or if Time and Material Service Calls outside of the contract will be billable.</p>	<p>repair or</p> <p>The troubleshooting shall be part of the bid, T+M outside of contract will be billable separately.</p>
<p>7. Section IV: I. Preventive Maintenance states "Excluded from this scope of Services is the cost of parts and oil analysis.". Please clarify if filters and belts are to be excluded from the contract as they are considered to be "parts".</p>	<p>scope of</p> <p>The cost of filters are included in Exhibit A, all other parts would need to be approved by the SBIAA representative before installation.</p>
<p>8. Exhibit A requires service providers to fill in a Quarterly Filter Replacement price. Please clarify if the service provider should fill in the price of labor to replace filters or price of parts.</p>	<p>Replacement</p> <p>This cost should include labor and parts.</p>
<p>9. Exhibit A Contractors Hourly Service Rate Per Additional Service Requirement Section lists hourly rates but does not specify what type of service technician labor rates the AGENCY would like listed, journeyman applied or commercial technician. Please clarify which type of labor rates the AGENCY would like listed.</p>	<p>SBIAA requires journeyman level experience.</p>
<p>10. Section IV: Additional Contractor Requirements states "Automation specialists that are current on a variety of HVAC control systems, and must be able to provide operator coaching and on-site training of select personnel as needed, as included in the cost for routine services. Contractor shall have full-time journeymen-level mechanical personnel and factory-trained automation specialists.". This section does not list if there is a requirement for a minimum number of qualified technicians required to be employed by the service provider or if there is a requirement for a formal training curriculum for the service provider's technicians. Please provide clarification if there are any additional requirements relating to the number, ability, training, or technical resources the service provider can provide.</p>	<p>The contractor must have enough sufficiently qualified personnel to accommodate for emergency call outs, 24/7 coverage and during times that the primary technician is sick or on vacation. The airport is an environment in which tenants have varying hours of business and keeping spaces conditioned is a primary focus.</p>
<p>11. Section I: L. Security Access and Background states that "A Federal criminal background check might be required by SBIAA...". Please clarify if this needs to be performed for every service technician within the service provider's company that is to be available for emergency service or if this is only required for the primary and secondary technicians that will be performing the preventative maintenance and technicians performing emergency service can be escorted by an AGENCY employee.</p>	<p>All personnel with access to the airfield will need to go through specialized access control training, in the Airport Badging Office prior to commencement of service and work.</p>

<p>12. Section IV: I. Preventive Maintenance specifies that this work will be performed on a bi-monthly (every 60 days) basis while IV. Specified Services outlines Annual Maintenance, Operational Inspections, etc. The maintenance interval for the scopes listed is stated to be bi-annually which implies that the same scope of work will be performed during each visit. While the annual maintenance typically includes all of the services performed during a quarterly maintenance, a quarterly maintenance on its own is often a reduced scope of work. Please clarify whether the scope of work will vary between the quarterly maintenance, the annual maintenance, and bi-monthly maintenance; if there is a difference please provide a scope of work for each service for each type of equipment.</p>	<p>Preventive Maintenance shall occur at a minimum bi-monthly, the remainder of the inquiry is unclear as there is a reference to bi-annually which is not part of the RFP Scope. The schedule of services in regards to Preventive and Annual shall be furnished per the Contractors "experience, equipment application, and equipment operating hours that are recommended by each equipment manufacturer and location. This service is designed to optimize the reliability and efficiency of the equipment, extend the useful life of the AGENCY's equipment, and provide proactive indications of excessive wear and damage to HVAC systems before a catastrophic failure occurs during the next operating season"</p>
<p>13. The List of Maintained Equipment lists fan coils, split system condensing units, dryers, boilers, compressors, cooling towers, and walk in freezers, but there is no schedule defining a scope of work in the Equipment Tasking section for this type of equipment. Please clarify if these units should receive the service defined in one of the other schedules or provide a dedicated scope of work and maintenance frequency.</p>	<p>All equipment shall be given the same schedule of services and if the Equipment Tasking sections excludes a particular piece of equipment the Contractor shall furnish along with their bid package a recommended scope of work and maintenance frequency.</p>
<p>14. The List of Maintained Equipment table does not list equipment that was identified during the site walk, such as window units and condensing units at Building #58. Please clarify if the service provider should base their proposal and pricing on the tables provided or if the service provider needs to field identify every piece of equipment and receive approval from AGENCY on the equipment list prior to bidding.</p>	<p>Please include all equipment identified during the job walk including Building 58.</p>
<p>15. Section IV: Maintenance Schedule for All Locations states "For buildings where units are temporary placed out of service, the Contractor shall provide cost for required preventative maintenance of the unit currently not in operation.". Please clarify which units in the List of Maintained Equipment are temporarily placed out of service. Most units during the site walk were not in operation.</p>	<p>With exception of Building 680, which has now decommissioned equipment, all equipment as it currently stands are operational.</p>
<p>16. The RFP does not specify if filters can be delivered to and disposed of on the site. Please clarify if either of these aspects is acceptable.</p>	<p>Filters may be disposed of onsite.</p>

<p>17. Section IV: II. Equipment Tasking SPECIAL NOTE states "The following services are typical to HVAC service. Additional services may be required as industry or manufacturer recommended services arise and shall be covered in the contract cost.". Please clarify if this means that the bid should be based on OEM recommended services and intervals or if the bid should be based on the services listed and deviations should be clarified in the exclusions portion of the contract.</p>	<p>Bids should be listed based on the services listed.</p>
<p>18. I would like to request the sign in sheet be issued as an addendum.</p>	<p>Pete Paluzzi, Allison Mechanical Inc. 909-478-5633 ppaluzzi@allison1.net Mike Feyka, FM Thomas 800-660-0891 mfeyka@fmthomas.com Kasenia Colomo, Trane 949-763-1184 kasenia.colombo@trane.com Eric Rose ACCO Eng. Systems 949-331-8337 erose@accoes.com Gregory Weingart, AC Mechanical Inc. 951-351-8040 greg@acmechanical.net</p>