

ADDENDUM # 1
DLI IFB 6100043555 HVAC Services for UC Altoona

This addendum #1 is to provide answers to the submitted potential Offeror questions to be posted to the DGS website, <http://www.emarketplace.state.pa.us/Search.aspx> on or before September 7, 2017. Offerors' questions were submitted via the DLI resource email account RA-li-OIT-BAS-Procure@pa.gov. The questions and approved answers are as follows below:

Addendum Key:

- The **questions** are marked in **bold** and;
- (a) =the approved answer(s)

1. At the bottom of page two it says that semi-annual inspections should include... “Check all vents and ductwork, and clean as needed.”

Duct cleaning is rarely needed and can be costly. “Checking vents and duct work and recommending cleaning if needed” makes sense.

(a) The semi-annual inspections should include checking the vents and ductwork and if cleaning is needed, a recommendation for cleaning would be appropriate. The cleaning of vents and ductwork is not routinely performed at each inspection and therefore would be an additional cost. A quote for the cost of the cleaning must be submitted for approval prior to any vent or duct work cleaning.

2. There is no mention of coil cleaning.

(a) Coil cleaning is not necessary every year. If upon inspection it is recommended that coil cleaning be performed, a quote for the cost of coil cleaning must be submitted for approval prior to any coil cleaning.

3. On Page 3 under “Rates” it says that coolant, hoses, and minor parts are to be included in the cost of routine maintenance. ???

(a) Materials and minor parts that are typically required for routine preventative maintenance as well as labor should be included in the quote for semi-annual inspections. If the total cost of materials exceeds \$100, any additional materials that are required to complete an inspection must be quoted separately for approval.