



City of Alameda, California

October 19, 2022

TO: PROSPECTIVE BIDDERS

Mechanical and HVAC Preventative Maintenance and Repair at City Facilities ADDENDUM NO. 1

Addendum No. 1 is hereby issued to make the following revision to the website Bid Due Date and to answer a question posed by bidder:

1. Website
 - a. <https://www.alamedaca.gov/BUSINESS/Bid-on-City-Contracts/RFP-Mechanical-Heating-Ventilating-and-Air-Conditioning-HVAC-Maintenance>
 1. Bid Due Date:
 - Remove: Monday, October 24, 2022
 - Replace with: Thursday, October 27, 2022
2. Question: The language in your scope of work for each piece of equipment states: “All parts, refrigerant and other material to complete repairs are furnished under the provision of this agreement”. Does this mean part costs and hours needed for unforeseen repairs outside of maintenance scope shall be included in the proposal? Or is this stating that all materials necessary to complete the maintenance scope of work shall be included in the proposal?
 - a. Any work that falls within the manufacturer’s recommendation of preventative maintenance/repair of equipment should be included in the proposal (see Exhibit B, VI. Preventative Maintenance Service). If there is work outside the scope of preventative maintenance, the bidder will work up a separate quote for Public Works Supervisor’s approval (see Exhibit B, V. Authorization for Repairs), which will be paid under the Hourly Rates and Markup portion of the bid document.

APPROVED: *Ricardo De la Torre* 10/20/2022
DocuSigned by:
Ricardo DeLaTorre Date
 Public Works Supervisor

Receipt is hereby acknowledged of Addendum No. 1, **Mechanical and HVAC Preventative Maintenance and Repair at City Facilities.**

Company Name / Contractor Date: _____

By: _____

NOTE: THIS COMPLETE ADDENDUM, SIGNED AND DATED MUST BE RETURNED WITH YOUR BID.