



**THE ESCAMBIA COUNTY SCHOOL DISTRICT
PURCHASING DEPARTMENT
75 NORTH PACE BLVD.
PENSACOLA, FL 32505**

ADDENDUM #1 REQUEST FOR PROPOSAL (RFP)

AMENDMENT POSTING DATE:

June 29, 2017

PURCHASING CONTACT & TELEPHONE:

Jim Higgins; 850.469.6183
Jhiggins@escambia.k12.fl.us

RFP TITLE:

CHILLER PREVENTATIVE MAINTENANCE

RFP NUMBER:

172503

RFP OPENING DATE & TIME:

NO CHANGE – JULY 11, 2017 2:00 PM, CENTRAL TIME

NOTE: PROPOSALS RECEIVED AFTER THE RFP OPENING DATE AND TIME WILL NOT BE ACCEPTED.

Addendum #1 shall serve to amend, replace, and append information provided to the potential Responders in the original RFP package. To assist in the development of their responses, interested Responders are encouraged to carefully review the information found in Addendum #1.

The following information contained in the original RFP has been added, deleted, or replaced:

#1. Section III.N. (page 10) is deleted in its entirety and replaced with the following Section III.N.:

N. INVOICES: Upon completion and inspection of authorized work, a detailed invoice will be submitted for approval to the Maintenance Department, Attention: Maintenance Director, 30 East Texar Drive, Pensacola, Florida 32503. All invoices must reference the appropriate Purchase Order and must include, at minimum, the manufacturer's part number, the Manufacturer's Suggested Retail Price (MSRP), the MSRP discount percentage applied (see Section V.B.3.), and the discounted price being charged to the District.

#2. Section IV.A.2. (page 12) is deleted in its entirety and replaced with the following Section IV.A.2.:

2. Complete the inspection and preventative maintenance tasks as detailed in Attachment A in addition to the tasks identified in Section IV.A.1. The District will allow the successful Responder(s) an initial period of no more than sixty (60) days to inspect each piece of equipment listed in Attachment B to identify any leaks, areas that show signs of corrosion, insulation that needs repair, and contactors that need to be replaced. Within this sixty (60) day period, the successful Responder(s) must submit thorough initial inspection reports, by email, to the Director of Maintenance. Reports should identify any deficiencies that require repair. Following receipt of the initial inspection report(s), the District will verify and correct the deficiencies. If the successful Responder(s) fails to submit the initial inspection reports to the Maintenance Director within the sixty (60) day period, the successful Responder(s) will be responsible for correcting the deficiencies at no additional cost to the District.

#3. Section IV.A.3. (page 12) is deleted in its entirety and replaced with the following Section IV.A.3.:

3. Complete Eddy-current tests (ECT) on **all** water cooled chillers at least once every five (5) years. The District may request the performance of an Eddy-current test at any time throughout the life of the Agreement if the test has not yet been conducted. The District will not require the successful Responder(s) to perform more than one (1) Eddy-current test in a five (5) year period. The awarded Responder(s) may independently determine that an Eddy-current test is necessary and may subsequently conduct the ECT. All ECT results will be provided to the Maintenance Director and Facilities Planning Director, or their designated representatives, in report form (see Section IV.B.8.).

#4. Section IV.B.7. (page 14) is deleted in its entirety and replaced with the following Section IV.B.7.:

7. Generate Site Visit Reports following the quarterly and annual inspection and preventative maintenance tasks conducted as detailed in Sections IV.A.1 and IV.A.2. Each Site Visit Report shall detail the tasks conducted while on-site. When repairs are required and authorized, the Responder shall create a Service Report that details the items as described in Section IV.B.6 and the final outcome of the service.

All reports shall be sent by email to the Maintenance Director and Facilities Planning Director, or their designated representatives, within five (5) business days following completion of the authorized work. All reports shall include all logged data. Log sheets shall be attached to all reports.

#5. Section V.B.3. (page 16) is deleted in its entirety and replaced with the following Section V.B.3.:

3. Discount Percentage Off of Manufacturer's MSRP (Maximum – 10 Points):

The Responder shall obtain written verification from the Manufacturers of the equipment identified in Attachment B verifying that Manufacturer's pricing catalogs are no longer available. This verification shall be attached with the Responder's response to this RFP.

All parts, materials, and equipment pricing will be based on a percentage discount off of the Manufacturer's Suggested Retail Price (MSRP). The applicable pricing shall be the MSRP less the MSRP percentage discount as stated on Attachment B. The same percentage discount will apply regardless of chiller type.

All invoices submitted must include, at minimum, the Manufacturer's part number, the MSRP, the MSRP discount percentage applied, and the discounted price being charged to the district. The successful Responder(s) must obtain a quote from the Manufacturer that states the MSRP each time an item(s) need to be purchased. For payment to be made, this quote must be attached to the successful Responder's invoice. Refer to Section III.N. for additional details regarding invoice submission.

By signing below, the Responder acknowledges receipt of Addendum #1 for RFP #172503. Responder must attach and return all pages of Addendum #1 with their Proposal.

RESPONDER (Agency Name): _____

PRINTED NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE OF AUTHORIZED REPRESENTATIVE: _____

DATE: _____