

MEMORANDUM

To: All Interested Vendors

From: Dan Jones
Procurement Buyer

Date: September 28, 2020

Subject: Addendum No. 1
RFP CML #20-009 HVAC and Mechanical Preventative Maintenance
Summary of Pre-Bid Meeting
Questions and Answers
Modification
Walkthrough Scheduling

Part I. Summary of Pre Bid Meeting

On Thursday, September 24, 2020, at 10:00 AM the Columbus Metropolitan Library (“CML”) conducted a pre-bid meeting for the RFP for HVAC and Mechanical Preventative Maintenance. The pre-bid meeting was held virtually via Microsoft Teams. CML sent the following representatives:

Ryan Drake, Operations Manager
Chris Allen, Maintenance Supervisor
Christian Fields, Lead Maintenance Technician
Tony Holloway, Lead Maintenance Technician
Dan Jones, Procurement Buyer
Edward Woda, Procurement Manager
Theresa Kauffman-Bidwell, IT Vendor & Procurement Administrator

The following companies sent representatives:

Speer Mechanical
DeBra/Emcor
Air Force One
Brewer Garrett
Bruner
Daikin Applied
Crawford and Assoc.
Enervise
Ohio Heating
ABM Technical Solutions
Limbach Technical

The company representatives in attendance offered questions on the specifications. A condensed summary of the questions and answers is in Part II of this addendum.

Part II. Questions and Answers

Q1: Does the cost tabulation include repair costs?

A1: The RFP will be scored based only on Preventative Maintenance as per Appendix A. Appendix B, Corrective Maintenance Cost, is for locking in rates, in the eventuality that CML would need repair work done.

*The only guarantee is for Preventative Maintenance.

Part III. Modification

Modification #1

Appendix C – HVAC Inventory has been updated.

Please review at <https://www.columbuslibrary.org/about/doing-business>

Part IV. Walkthrough Scheduling

Tours of facilities are available by request through Wednesday, September 30.

Please email procurement@columbuslibrary.org.

BIDDERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS MEMORANDUM (ADDENDUM NO. 1) ON THE ACKNOWLEDGEMENT OF ADDENDA FORM IN THE ITB DOCUMENTS