



Solicitation Information

27 March 09

Addendum #4

LOI # 7203890

TITLE: HVAC Maintenance & Repair Services Program

Submission Deadline: 6 April 09 @ 2:00 PM (Eastern Standard Time)

PLEASE BE ADVISED THAT CONTRACTOR MUST POSSESS A PIPEFITTER MASTER I AND REFRIGERATION MASTER I LICENSE OR A MASTER MECHANICAL CONTRACTOR LICENSE AT TIME OF BID.

The following are vendor questions and State responses:

1. Is there an equipment list?

The RPF requests the vendor to provide a price to put together this list of equipment and a plan for the recommended maintenance for the buildings listed.

2. Does this include new jobs?

This MPA can be utilized for new construction providing it meets the rules set by purchasing.

3. Minimum of two technicians?

There needs to be at least two licensed technicians on staff employed by each bidder to respond to service calls.

4. One Hour response time or less?

We expect good customer service and need to be assured that the bidder can respond in one hour or pass on the request service call.

5. Who determines the tier of personnel dispatched?

The type of equipment listed in the RFP describes the tier. If there is a question on the tier DOA will designate with the requisition and PO for a DOA facility.

6. Beginning tier level must be a Journeyman by law?

A properly licensed apprentice may perform the work described in the lowest tier under the direct supervision of a Journeyman or Master.

7. State dispatched personnel?

DOA can send person qualified and licensed to work with vendor on projects.

8. Financial Information?

Please include information stating how long the business has been in operation and approximate annual revenue.

9. Mechanical Contractor to sub-contract water treatment?

The MPA vendor may be asked to provide water treatment.

10. Emergency response time detailed in proposal?

Please provide standard operating procedure for your company to DOA for acceptance.

11. Resumes OEM courses taken. List relevant information.

This will be used to evaluate bidders on experience and knowledge of DOA equipment and systems.

12. No plumbing in MPA?

If plumbing is required for a repair it will be treated as a subcontractor.

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