



**CHINO BASIN WATER CONSERVATION DISTRICT
4594 SAN BERNARDINO ST
MONTCLAIR, CA 91763**

**ADDENDUM NO. 2
RFP NO. 2024-04 – HVAC MAINTENANCE AND REPAIR SERVICES
JANUARY 3, 2025**

NOTE: This Addendum forms a part of the Request for Proposals (RFP) Documents and/or supersedes or amends the corresponding information included in the original RFP documents. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal. Please acknowledge receipt of the Addendum by submitting Appendix H.

All other terms and conditions remain unchanged.

ADDENDUM NO. 2 CONTENTS

- I. REQUEST FOR PROPOSAL**
- II. QUESTIONS AND ANSWERS**

REQUEST FOR PROPOSALS

1. SECTION 3, PAGE 7, SCHEDULE OF RFP EVENTS, revise the section, as follows:

It is the goal of the District to select the contractor by the end of **January 2025**. In preparation for that action, the following *tentative* schedule of events has been prepared.

<u>Schedule Item</u>	<u>Date**</u>
Release of RFP	Monday, November 25, 2024
*Job Walk	Thursday, December 12, 2024, at 9:30 a.m.
Deadline for Written Questions	December 17, 2024, at 4 p.m.
Responses to Questions	December 18, 2024, by 5 p.m.
Proposals are Due	Wednesday, January 8, 2025, at 2 p.m.
Interviews (week of)	January 13, 2025
Approval of Contract *	February 2025 or March 2025.

**All dates are subject to change at the discretion of the District.

All questions, requests for clarifications, changes, exceptions or deviations to the Scope of Work set forth in this RFP must be submitted **via email**:

Alicia Fernandez, Administrative Services Manager
Chino Basin Water Conservation District
Email: afernandez@cbwcd.org

The District will respond to all written questions, if applicable, by issuing a written addendum. Prospective firms are encouraged to submit the respondents' contact form to receive any addenda. **If you are submitting your proposal digitally, please state "RFP NO. 2024-04 – HVAC MAINTENANCE AND REPAIR SERVICES" in the subject line.**

2. APPENDIX A, PRELIMINARY SCOPE OF WORK, see the note below:

In response to the air filter quantities and sizes, Mitsubishi Split System Information TABLE found in 'APPENDIX A' 'PRELIMINARY SCOPE OF WORK', the information is correct.

Mitsubishi Split System Information

Unit	Qty	Filter Size
Split System Package Unit 1	1	20x24x1.0
Split System Package Unit 2	1	20x24x1
Split System Package Unit 3	1	20x24x1
Split System Package Unit 4	1	20x24x1
Split System Package Unit 5	1	10x10x1
Split System Package Unit 6	1	12x20x1
Split System Package Unit 7	1	10x10x1
Split System Package Unit 8	1	20x22x1
Split System Package Unit 9	1	20x22x1
Split System Package Unit 10	1	16x24x2
Split System Package Unit 11	1	16x20x1

*This TABLE is inclusive for all three buildings.

QUESTIONS AND ANSWERS:

Please note the Answer revision to part of Question No. 17, in Addendum No. 1, is as follows:

17. Q. For your pricing page we need to know the below:
- Air filters - what size? We are unsure the given list is completely accurate as there are discrepancies in the equipment nomenclature.
- A. answer is as follows:

- **There are (4)** 20" x 24" x 1" air filters
- **There are (2)** 10" x 10" x 1" air filters
- **There are (2)** 20" x 22" x 1" air filters
- **There is (1)** 16" x 20" x 1" air filter
- **There is (1)** 16" x 24" x 2" air filter
- **There is (1)** 12" x 20" x 1" air filter

***** END OF ADDENDUM NO. 1 *****