



ADMINISTRATIVE SERVICES
Purchasing

1551 ROCK QUARRY ROAD
BUILDING F
RALEIGH, NORTH CAROLINA 27610
PHONE: 919.588.3444

WAKE COUNTY PUBLIC SCHOOLS

BID ADDENDUM UPDATE

BID Number: 251-25-28

COMMODITY/SERVICE:

BOILER PREVENTATIVE MAINTENANCE

ADDENDUM NUMBER: **QA-1**

ADDENDUM NAME:

QUESTION-ANSWER

BUYER: Jim Jaeger

RFP DUE DATE/TIME:
APRIL 11, 2024 1:00 pm ET

INSTRUCTIONS: **ADDENDUM INCLUDES WCPSS RESPONSES TO ANY
VENDOR RFP QUESTIONS AND PRE-BID MEETING NOTES**

IMPORTANT NOTE: **WITH THE POSTING OF THIS ADDENDUM, THIS RFP
WILL BEGIN A "QUIET PERIOD" UNTIL IT IS OPENED**

NO NEW QUESTIONS CAN BE ANSWERED

VENDOR QUESTIONS	WCPSS ANSWERS
<p><i>During our review of the RFP we are unsure if you guys require a mechanical contractor license to bid on this job ?</i></p> <p><i>Can you advise on the requirement for a license to bid or if this might be waived ?</i></p>	<p>HVAC License required to work on a boiler.</p>
<p><i>Exhibit A, PDF page# 24 Under Procedure, you have listed what appears to be external preventative maintenance procedures. However, under Aerco Model MLX, you have listed to wash and clean heat exchanger if needed, which is an internal preventative maintenance procedure. Would you like the preventative maintenance procedures to be external, or internal as well?</i></p>	<p>Bid scope as listed</p>
<p><i>Exhibit A, PDF page# 24 Under Procedure, you have listed Aerco Model KC, Aerco Model Benchmark, and Aerco Model MLX as the boiler models to be serviced. However, in the list of Aerco boilers to be serviced, PDF page numbers 27-33, there are several Aerco boilers listed without models given, or Benchmarks without sizes provided. Boilers of differing sizes may require different ignitors, flamerods, filters, etc. A spreadsheet identifying Aerco boiler models for which there are questions regarding model specified or capacity is attached to this email. Can you clarify the models and capacities for Aerco boilers to be serviced?</i></p>	<p>Additional information is not available at this time.</p>
<p><i>Exhibit A, PDF page# 24 Under Procedure, you have listed the Lochinvar Crest FBN1500-5000 as the boiler models to be serviced. However, in the list of Lochinvar boilers to be serviced, PDF pages 34-39, there are several Lochinvar boiler models included that are not Crests, including a storage tank. A spreadsheet identifying Lochinvar boiler models other than the Crest is attached to this email. Do you want the different models of Lochinvar to be included in the preventative maintenance quote?</i></p>	<p>Just the Crest units are to be included with the bid.</p>
<p><i>Exhibit A, PDF page# 24 Under Aerco Model KC, you have listed steps for the preventive maintenance procedures. Do you want us to limit our PM activities to these listed procedures?</i></p>	<p>Yes</p>
<p><i>Exhibit A, PDF page# 24 Under Aerco Model Benchmark, you have listed steps for the preventive maintenance procedures. Do you want us to limit our PM activities to these listed procedures?</i></p>	<p>Yes</p>
<p><i>Exhibit A, PDF page# 24 Under Aerco Model MLX, you have listed steps for the preventive maintenance procedures. Do you want us to limit our PM activities to these listed procedures? To include washing and cleaning heat exchanger, if necessary (internal PM)?</i></p>	<p>Bid scope as listed</p>

Exhibit A, PDF page# 24 Under Lochinvar Crest FBN(L)1500-5000, you have listed steps for the preventive maintenance procedures. Do you want us to limit our PM activities to these listed procedures?	Yes

March 21, 2024 9:00 am

Pre-Bid Meeting for Energy & Physical Plant (RFP's 251-25-28 to 251-25-67, 70)

Jim Jaeger

- **Introduction**
- **This meeting is for the Energy and Physical Plant bids for the 2024-2025 school year contracts**
- **All communication goes through email to Jim Jaeger**
- **Welders – there are 3 welding bids for next year**
- **Fire Sprinkler Inspections are done by region (Five Bids 36-39,70)**
- **Please sign in at the front door**
- **Existing vendors we thank you and future vendors we appreciate your interest**
- **Contracts start July 1, 2024**
- **Watch page 2,3 for due dates – 2 due dates and times listed – due at 1:00 those days – Bid opening is public and no awards given that day**
- **You can request the opening day information after the opening is completed via email to Jim Jaeger**

Debra Wallace

- **Introduction**
- **Are there any new vendors? As we go through the bid process make sure you sign in on the sheet up front and list what you offer – we are creating a resource list**
- **This is a competitive bid process**
- **When submitting proposals we do not recommend using US Mail – our mail does not arrive until 3:00-5:00pm**
- **Fed ex is not reliable**
- **If you are local, it is best to hand deliver your submission**
- **Please ask questions today or by email to Jim Jaeger**
- **All communication goes through Jim Jaeger**

Jim Jaeger

- **We post our bids only to two websites: WCPSS and EVP**
- **Hub site automatically posts**
- **Make sure you monitor sites**
- **There is a strict period of time for questions – See schedule on page 3**
- **Addendums will be posted on the two sites**
- **Change in submission: 1 original copy and 1 electronic copy such as a thumb drive – no photocopy required**
- **All RFP's need to be fully executed – see page 2 – signature is required – we prefer a wet signature**
- **All other documents asking for initials or sign and quote section must be returned**
- **All bids need to be sealed – outer package needs to have bid #'s written on it – No emails or faxes**
- **Drop off Bids in person or courier to Purchasing Dept Bldg F Rock Quarry Rd**
- **Pages 2 and 3 have due dates – verify all your bid(s) due dates**
- **Bid openings will be in this same location, here at Purchasing Bldg. F**
- **We will date stamp bids – we do not issue receipts – you can take a picture of it stamped in or bring your own receipt for us to date stamp**
- **After Question and Answer there is a quiet period – No more new questions accepted, unless critical**
- **Recommend to not wait until last minute to submit if couriating your submission**
- **Last minute calls right before opening to ask if we received your package may go unanswered – Recommend to hand deliver if possible**
- **After today – review bids again – ask questions to Jim Jaeger by email by March 29th**
- **Will post addendums by April 2nd 5:00pm**

- Responses posted to only WCPSS & EVP as addendums
- No questions after Question and Answer period
- Terms and Conditions are not negotiable – read over before signing
- Required returned documents – Pages 2, 13, 14, 15, 16 and any Maintenance and Operations documents i.e. Form of Proposals, Exhibit A
- Most bids are asking for hourly rate – these need to be all inclusive rates – we can not predict what the scope of work will be for the future fiscal year
- If you are turning in a bid right before the opening – drop the bid off to the Purchasing front office first before due date/time and coming into bid opening room (same area as Pre-Bid for the public openings)
- Award process – after bids are open and read Purchasing will review, then Departments will review – they may ask for clarification – will come back to Purchasing for recommendation – Bid tabs will go to Departments to issue contracts
- If you ask for results, you can have the opening page results – final bid tab will not be available until after July 1, 2024 when the contract is completed and Purchase Order issued against that contract

Nate Slavik

- Introduction
- We appreciate all of your efforts
- We are soliciting service agreements and job order contracts
- It is best to provide individual pricing if asked
- We probably won't give all regions to one vendor – most likely choose multiple vendors
- Job order contracts – some are needed right away and some are scheduled out – we are asking for all inclusive hourly rate
- Job order contracts – we have a lot of work that we want to push out – we need vendors to be responsive
- Once vendor is awarded contract and Purchase Order – the Shop Supervisor will contact you and explain the process
- Please communicate with the Department on work status and such
- If you are new – we will talk about what the needs are for paperwork and invoicing
- When you drop off bids – they do not go to the shop – must be delivered to Purchasing and you must communicate through email to Jim Jaeger

Q: Does the RFP list payment terms?

A: I don't know if the RFP does but it is in the contract and I believe it is 45 days

Q: Are there any access issues for generators?

A: No issues – will provided keys to locks if needed

Q: High voltage generators?

A: No.

Q: Is there a model list?

A: Email your request to Jim Jaeger and we will give to everyone

Q: Sprinklers – Are we responsible for uploading to BSI or other online databases (used by local municipalities)?

A: No, Wake County Fire Marshal's office does not utilize one of these databases.

Q: Elevator repair and maintenance – do you have a count of how many there are?

A: There are a couple 100 – Not for PM service – this is for repair service

Q: Crane Lifts - Safety list?

A: We do not necessarily have one, we would work with our successful vendor to determine what is safe.

Additional Note: The district will require vendors to meet or exceed all OSHA, local, state and federal regulations as it relates to the safe operation of all equipment.

Q: Fire Alarm Monitoring – running off phone or cell?

A: Phone lines & IP

Q: Do you require to monitor through Security Central or can we use our own?

A: You can use your own

Q: Water treatment – break down – is there a standard?

A: We do not have volumetric breakdown, treatment is per hour and per bucket of chemical added. - treatment price – open system not as much volume – submit detail questions in writing and we will respond.

Jim Jaeger

- **Follow up your questions with an email to Jim by 10am on March 29, 2024**