



## **City of Raleigh**

**Request for Proposals #: 274- 2024-RCPAC-04 HVAC**

**Preventative and Corrective Maintenance Plan**

**Title: RCPAC HVAC Preventative and Corrective Maintenance Plan**

**Proposal Due Date and Time: December 12, 2023 no later than 5:00PM EST**

**\*LATE PROPOSALS WILL NOT BE ACCEPTED\***

### **ADDENDUM NO. 2**

**Issue Date: December 6, 2023**

**Issuing Department: Raleigh Convention and Performing Arts Complex  
Direct all inquiries concerning this RFP to: Brian Clark**

**Director of Operations**

**Email: [Brian.Clark@raleighnc.gov](mailto:Brian.Clark@raleighnc.gov)**

City of Raleigh  
Addendum 2 to RFP 274-2024-RCPAC-04 HVAC Preventative and Corrective Maintenance  
Plan

**Issue Date:**

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

Mandatory Pre-Proposal Conference and Site Visit on November 28, 2023, at 10:00 AM at the Raleigh Convention Center with attached Sign-In Roster.

Written Questions Received with response noted below.

- Question: Full Maintenance, what is the extent of the maintenance cover? Does it include repairs, parts, controls, etc.?
  - a. Response:
    1. Refer to section 2 of the RFP, Tab 6: Cost. In a separate sealed envelope provide a minimum of two (2) complete copies of cost schedule. Standard, Overtime and Holiday Hourly rates shall be fully burdened to include all costs, all applicable overhead and profit (including lodging, meals, and transportation). NOTE that all prices will remain valid for the duration of the Contract. Items without costs should be identified using \$0.00. Cost Schedule shall be submitted and contain:
      - 1) Preventative Maintenance (PM) Costs
      - 2) TOTAL COST
      - 3) Refrigerant Cost
      - 4) Personnel Cost
      - 5) Corrective Maintenance (CM) Cost Allowance
      - 6) Cost Schedule
    2. Refer to section 4, scope of services of the RFP, that describe provided services for any awarded contractor.
- Question: Refrigeration leaks/ oil leak that are present on chiller equipment now?
  - a. Response:
    1. Refer to section 4, scope of services of the RFP. To generate predictable costs, refrigerant is included at no cost to the city up to 1

point a year per unit for all services. All additional refrigerating will be paid as a separate item. An allowance for corrective maintenance services is included to address any additional costs required to return equipment to full operation should an issue occur aside from preventative maintenance.

2. Refer to section 2 of the RFP, Tab 6: Cost
  - a. Item 3. Refrigerant Cost to include a price quote listing the refrigerant (R134A) cost by pound.
  - b. Item 6. Cost Schedule to complete a detailed cost schedule that includes “additional services price quote Refrigerant R134A per pound”.

Brian Clark  
Director of Operations

**Sign below and return this addendum with your proposal.**

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**Proposer Name & Company:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

## SIGN-IN ROSTER

BUSINESS NAME	REPRESENTATIVE	PHONE NUMBER / CELL	EMAIL ADDRESS
Piedmont Service Group	Tyler Holmes	919 616 5667	Tholmes@piedmontsg.com
Piedmont Service Group	Dillon Gleason	336-587-7608	dillonGleason@piedmontsg.com
Heat Transfer Solutions	Michael Gregory	919-662-7848	michaelgregory@hfsnj.com
Tower-heating's Air	Kevin Crane	970-355-0538	Kevin@Towerheatingandair.com
TOWER HEATING & AIR	RYAN OTTEN	919-720-0112	RYAN@TOWER HEATING AND AIR.COM
CARRIER	Lauren Winkler	704-492-0521	lauren.winkler@carrier.com
STIR Mech.	Ricky Collazo	980-384-6100	ricky.collazo@stir-mechanical.com
Hoffman Mechanical Solutions	Jonathan Coats	919-239-5266	JonathanCoats@HoffMech.com
Carrier	Greg Wrench	919-625-3256	greg.wrench@carrier.com