

ADDENDUM TRANSMITTAL

REQUEST FOR PROPOSAL (RFP)

For

THE GOOD SAMARITAN SOCIETY (GSS)

For

**HVAC PREVENTATIVE MAINTENANCE FOR FACILITIES IN
NORTHERN ALBERTA**

Locations: Northern Alberta

RFP Number: P103-2021-049

TO: ALL PROPONENTS OF RECORD

RE: ADDENDUM NO. 3, November 8, 2021

Attached is a copy of Addendum No. 3, dated November 8, 2021, consisting of 4 pages (excluding the cover page).

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This Addendum Number 3 forms part of the RFP and contract documents and modifies them as follows:

RFP DOCUMENT

The RFP Number remains P103-2021-049

CLARIFICATIONS

- Q1.** For equipment such as the Cleaver Brooks boilers, steam boilers, and chillers we know this requires time, certain personnel, certain training, capacity and expertise to look after equipment like this. We are accounting for this time/cost/expertise in our RFP submission. Can we ensure this time/cost/expertise is transparent in the RFP for all other vendors and accounted for?
- A1.** It is expected that when the proponents respond, they will need to factor in the required training, etc. If the Contractor is unable to service once the Contract is awarded, they would need to subcontract at their own cost.
- Q2.** On page 5 of the RFP, under Section 10: Water treatment Services, it says “Proponent shall provide a boiler water treatment program”; does that mean that water treatment for non boiler equipment such as cooling towers is not to be included?
- A2.** Please include equipment such as cooling towers and all closed loop systems.

- Q3.** a) In regards to the warranty question found under the Submission Requirements, 7. Project Comprehension, Question .5, Can you please clarify what specific warranty The Good Samaritan Society is seeking and what types of sample reports?
b) Will the sample reports be counted toward the 20-page page limit as we would typically include these type example items within the appendices.
- A3.** a) Please provide warranty details on any work completed at a GSC facility.
Sample reports will include Work Orders, Preventative Maintenance Reports, Emergency Service Reports, Backflow Preventer Inspection Reports (when applicable) and a schedule of the Preventative Maintenance Services.
Reports shall include the following details: the date, the facility (name and address), a summary of the work completed, labour details, materials used, and any additional charges.
b) No, sample reports are not included in the 20-page limit.
- Q4.** Can you please clarify whether Appendices will be counted toward the 20-page final page limit?
- A4.** No, Appendices are not included in the page limit.
- Q5.** I noticed during the site walk through at the Corporate Office that there is some equipment that is not listed, specifically Nortec Humidifiers.
- A5.** The humidification at Corporate Office is decommissioned; the dehumidifiers do not work and will not be included.
- Q6.** Will the new contractor be given a grace period to identify and confirm any equipment not listed and to be covered under the Fully Comprehensive agreement?
- A6.** Yes, the new contractor be given a grace period to identify and confirm any equipment not listed and to be covered under the Fully Comprehensive agreement.
- Q7.** We understand that we must submit Appendix “A” (2 pages total), and Appendix F (1 page). Do these three pages included in the 20 page limit or are these excluded?
- A7.** Please see A4.
- Q8.** With a possible option of (2) 1-year add on agreements after the initial 3-year term, are we supposed to include pricing for those years or are they to be negotiated after contract award?
- A8.** Yes, this will be negotiated prior to the end of the 3-year term.
- Q9.** Can we include the Appendix “F” breakdown on our own letterhead in the proposal or does it need to be on the exact form provided?
- A9.** Yes, that is acceptable.
- Q10.** Item .10 on page 5 indicates that a boiler treatment program is to be provided at various sites. In Appendix C, Equipment Listing, there are cooling towers listed at the Corporate Office. Is the intent to exclude the treatment of cooling towers?
- A10.** Please see A2.

Q11. At Dr. Zetter Centre there are steam boilers listed. Are there steam boilers at any other sites that were not on the site visit list? And if so, what is the boiler horsepower, load and annual make-up at all sites including Zetter?

A11. Zetter has the only steam boiler (FULTON ICS 30 N/A ST-HW 40-100 HP)

Q12. Also, for steam boilers, what if any, pre-treatment is in place. i.e. softeners, dealkalizers? And are they properly size and operating as intended.

A12. Operating as designed treatment with our sourced vendor through our current preventative maintenance contractor.

Q13. Reviewing the Appendix C, there are sites that have air cooled chilled water. Are these systems to be included for water treatment? And if so have they been treated previously and what is the approximate system volume?

A13. Yes, chilled water shall be included. Operating as designed treatment with our sourced vendor through our current preventative maintenance contractor.

Q14. What is the approximate volume for each hot water heating system requiring treatment and have they been previously treated?

A14. This information is not available at this time.

Q15. Is there an opportunity to extra bill, at a mutually agreed upon price, if there are closed loop deficiencies and or if they do not contain proper levels of industry standard corrosion inhibitors?

A15. No, not at this time.

Q16. Item .10 b) calls for regular examination & testing and adjustments for all water treatment devices and to perform periodic water analysis. Please define regular and periodic. What is the service level expectation?

A16. Regular examination is every 6 months and periodic would be if the site has a break in the system and chemical will need to be added.

Q17. Item .10 c) calls for providing and maintaining monitoring equipment. Is it the intent to do this at an extra cost? If not, what type of equipment is in place and where? What is the age and condition of the equipment?

A17. The intent is for it not to be an extra cost.

Q18. Is the intent for water treatment to be provided at an “All Inclusive Regular Billing Price”. If so, what possible products and services required be considered an extra, i.e. legionella testing, test kits and reagents, dispersants, cleaners?

A18. This was previously performed by the chemical company subbed out all inclusive.

Q19. I know filters have been answered in addendum 1 but could these questions be clarified?

- a) Pre-filters – are the pre-filters required to be a MERV 8 filter or a MERV 13 filter (high capacity)? Observations during the two site visits included a fiberglass MERV 7 cardboard cell is this acceptable?

- b) Second stage or primary filters – an assortment of box style filters were also observed. MERV 14 recommended on these filters?

A19. a) No MERV 8/13 should be in place, and carbon filters during smoke season.
b) MERV 14 should be used.

Q20. Will the new contractor be given time to develop a deficiency report to identify broken or failed “moving and maintainable” equipment before assuming responsibility for its performance?

A20. Yes, within reason.

Q21. Are the building pricing tables excluded from the page count?

A21. Yes.

Q22. Is APPENDIX ‘A’ – PROPOSAL SHEET SUMMARY excluded from the page count as well?

A22. Yes.

Q23. Will a list of qualifications and tickets be acceptable or will a scanned copy be required?

A23. As per section 8.2 c) of the RFP document, please provide copies of certifications.

END OF ADDENDUM.