

ADDENDUM TRANSMITTAL

REQUEST FOR PROPOSAL (RFP)

For

THE GOOD SAMARITAN CANADA (GSC)

For

**HVAC PREVENTATIVE MAINTENANCE FOR FACILITIES IN
COASTAL BC**

Locations: Coastal British Columbia

RFP Number: P103-2021-051

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 3 pages (excluding the cover page).

ADDENDUM NUMBER: 3

REQUEST FOR PROPOSAL (RFP)

For

THE GOOD SAMARITAN CANADA (GSC)

For

HVAC PREVENTATIVE MAINTENANCE FOR FACILITIES IN COASTAL BC

Locations: Coastal British Columbia

RFP Number: P103-2021-051

TO: ALL PROPONENTS OF RECORD

RE: ADDENDUM NO. 3, November 8, 2021

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

RFP DOCUMENT

The RFP Number remains P103-2021-051

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.** 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.
- A2.** 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.
- Q3** Can you please clarify whether Appendices will be counted toward the 20-page final page limit?
- A3.** No, Appendices are not included in the page limit.
- Q4.** 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?
- A4.** a) No MERV 8/13 should be in place, and carbon filters during smoke season.
b) MERV 14 should be used.
- Q5.** 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?
- A5.** 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.
- Q6.** 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?
- A6.** Yes, this will be negotiated prior to the end of the 3-year term.
- Q7.** 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?
- A7.** Yes, within reason.
- Q8.** Are the building pricing tables excluded from the page count?
- A8.** Yes.
- Q9.** Is APPENDIX ‘A’ – PROPOSAL SHEET SUMMARY excluded from the page count as well?
- A9.** Yes.

Q10. Will a list of qualifications and tickets be acceptable or will a scanned copy be required?

A10. [As per section 8.2c\) of the RFP document, please provide copies of certifications.](#)

END OF ADDENDUM.