



**Compton Community College District  
1111 E. Artesia Blvd.  
Compton, CA 90221**

**DATE:** March 11, 2022  
**TO:** All Bidders  
**PROJECT:** RFQ CCC-067  
HVAC Maintenance & Repair Services for Various District Buildings  
**SUBJECT:** ADDENDUM #1

The following changes, omissions, and/or additions to the Project Documents shall apply to bids made for and to the execution of the various parts of the work affected thereby, and all other conditions shall remain the same.

Careful note of the Addendum shall be taken by all parties of interest so that the proper allowances may be made in strict accordance with the Addendum.

Respondent shall acknowledge receipt of this Addendum in the bid documents. Failure to do so may subject Respondent to disqualification.

**1. Changes to Specifications.**

- 1.1. RFP Section 1.2 Compton College and HVAC Equipment. Add the following building to the scope of work to be included "Campus Police Building".
- 1.2. RFP Section 2.13 District Negotiations. Revise to the following: "The District reserves the right (whether or not the District elects to engage in the BAFO process) **to enter into** negotiations with one or more Respondents regarding pricing, contract terms or other aspects of the requirements of the HVAC agreement."
- 1.3. RFP Section 4.2.1 Latest Date/Time for Submission of RFP Response. Revise the last sentence in the paragraph to read: "Respondents are encouraged to personally **deliver** RFP Responses directly to the office of the District's Campus Police Building or to retain a private courier/messenger service to personally deliver RFP Responses to the office of the District's Campus Police Building to ensure timely delivery to the proper location for submission of RFP Responses."
- 1.4. RFP Section 5.1 Selection Committee. Revise the last sentence in the paragraph to read "The foregoing notwithstanding, the District may **waive** minor irregularities or informalities in a RFP Response"
- 1.5. RFP Section 5.3 Selection Committee Recommendation. In the first sentence of the paragraph, replace the words "food service" with "HVAC".

- 1.6. RFP Section 5.5 District Negotiations. Revise to the following: “The District reserves the right (whether or not the District elects to engage in the BAFO process) **to enter into** negotiations with one or more Respondents regarding pricing, contract terms or other aspects of the requirements of the HVAC agreement.”
- 1.7. Agreement Section 2.2.2 Maintenance Services Records. Add the following “At the conclusion of each Maintenance Service, the Contractor’s Service personnel shall provide the District Representative with hard copy of written description of scope of work performed and which pieces of equipment were serviced or electronic/digital files. No payment will be made by the District for any Maintenance Service unless the Contractor completes and delivers written description of scope of work performed pursuant to the foregoing.
- 1.8. Attachment 2, Qualifications Statement Section 2 Prior Experience. Replace the word “engineering” with “HVAC” in the first sentence.
- 1.9. Attachment 2, Qualifications Statement Section 3 Essential Minimum Qualifications. Replace item 3.1 and 3.2 with the following revised requirements:
  - 3.1. Respondent has a current Comprehensive General Liability policy of insurance with coverage limits of at least One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) in the aggregate.
    - Yes
    - No (not qualified)
  - 3.2. Respondent has a current Employers Liability policy of insurance with coverage limits of at least One Million Dollars (\$1,000,000).
    - Yes
    - No (not qualified)

## 2. RFC Questions and Answers.

- 2.1. Question: Does CP mean Central Plant or Campus Police and are either excluded from the scope of work under this contract.  
Answer: Both Central Plant (CPT) and Campus Police Building (CPB) are included in the scope of work for the maintenance and repair services for this RFP.
- 2.2. Question: How often are the HVAC-related filters supposed to be changed in the Buildings included in this contract?  
Answer: All filters should be replaced quarterly (in January, April, July, and October) each year by the contractor/vendor; and the vendor/contractor is responsible for purchasing and storing new filters and discarding the old filters.
- 2.3. Question: Are all of the HVAC filters supposed to be MERV-13?  
Answer: Yes. If for some reason MERV-13 filters cannot be installed, the contractor/vendor must notify the District in writing to the District contact for approval to use a lesser filter rating.
- 2.4. Question: The District provided equipment schedules for each building. What should we do if the equipment listed does not match what is currently installed?  
Answer: The equipment shown on the schedule or an installed equal has been installed in each building and is included in this RFP.
- 2.5. Question: Who is providing the list of equipment for Exhibit C: HVAC Equipment?  
Answer: For the complete list of equipment, please refer to the equipment schedule provided for each building in the link provided in this RFP. Also, refer to 2.4 (question and answer).
- 2.6. Question: What maintenance is required for Chiller Plant/Central Plant (CPT) equipment and chilled water system?  
Answer: See Attachment A as part of this Addendum 1.

2.7. Question: Are the heating/hot water boilers part of the equipment to be maintained?

Answer: Yes, all equipment shown on equipment schedules or installed equal is to be maintained.

2.8. Question: Will the District provide chemicals needed for water treatment?

Answer: No, the contractor is responsible.

2.9. Question: Who is responsible for maintaining the chillers, cooling towers, pumps and other Central Plant related equipment?

Answer: The contractor/vendor awarded this contract is responsible (see Attachment for scope) including hiring sub-contractors as needed (e.g. Johnson Controls, Climatec, etc.).

**Attachments:** Attachment A

**END OF ADDENDUM #1**

## ATTACHMENT A

Scope of Work to provide monthly maintenance at Compton College Central Plant/Chiller Plant includes the following:

1. Clean all strainers in the condenser water loop twice monthly
2. Lubricate all motor, fans and pump bearings where applicable.
3. Check and record all pump pressures.
4. Check and record all entering and leaving water temperatures.
5. Inspect all switchgear and electrical connections.
6. Check electrical connections in starter panels.
7. Check motor amperage and record data
8. Maintain water treatment including service on the pulse pure system.
9. Maintain chillers by Factory authorized representative to maintain Factory warranty.
10. Inspect for proper water flow, pressures and temperatures.
11. Inspect water, oil and refrigerant level in the towers and chillers.
12. Inspect systems for any unusual noise and vibration
13. Record Oil sample and send to lab for analysis.
14. Change oil filters and verify oil heaters are operating.
15. Change oil eductor filter dryer.
16. Lubricate and check capacity control and linkage
17. Verify oil heater operation
18. Check and tighten all electrical connections
19. Inspect the condition or coolant circuit for leaks
20. Replace coolant as needed and ensure proper level
21. Clean and or backflush heat exchanger and strainer
22. Inspect units for heat damage.
23. Meg compressor motors
24. Isolate condenser tubes, remove one head and mechanically brush tubes as needed.
25. Take oil sample for analysis
26. Inspect and maintain cooling towers
27. Document all work performed and check in and out with college representative.
28. Remove all debris and trash from the property to maintain a clean and safe environment. We would be on site monthly for inspections.