



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA  
 SCHOOL BOARD ADMINISTRATION BUILDING  
 Procurement Management Services  
 1450 N.E. 2nd Avenue, Room 650  
 Miami, FL 33132

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| Direct All Inquiries To<br>Procurement Management Services<br>Buyer's Name: _____<br>PHONE: (305) 995-_____<br>Email: _____<br>TDD PHONE: (305) 995-2400 |
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**BID/RFP ADDENDUM**

Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_

BID/RFP No. \_\_\_\_\_ BID/RFP TITLE: \_\_\_\_\_

**This addendum modifies the conditions of the above-referenced BID/RFP as follows:**

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*All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>*

*The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid.*

1. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been submitted, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

**I acknowledge receipt of Addendum Number \_\_\_\_\_**

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

**(PLEASE TYPE OR PRINT BELOW)**

LEGAL NAME OF BIDDER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ E-MAIL I.D. \_\_\_\_\_ FAX # \_\_\_\_\_

BY: SIGNATURE (Manual): \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): \_\_\_\_\_ TITLE: \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

**QUESTIONS AND ANSWERS ADDENDUM 1**

1. Please clarify, all base units will be heat pumps model unless instructed otherwise by the designing Mechanical Engineer. (Not all models referenced for all brands are heat pump operation)

**Answer: Heat pumps are not required.**

2. Should the base units have a standard economizer or standard ventilation for fresh air requirements since there is a separate line item for Energy recovery?

**Answer: No standard economizer. Standard ventilation shall be provided.**

3. Do the units require an Outside Air damper in conjunction with the economizer and/or Energy Recovery Wheel?

**Answer: Yes.**

4. Will we need to include in our base unit bids the following as stated in the Master Spec?

- a. Wall Sleeves

**Answer: No, this will be priced based on catalog discount.**

- b. Stands or rear extensions/rear plenums to achieve a sill height of 34" so that fresh air and exhaust air can be brought in or expelled as indicated in the Master Spec

**Answer: No, this will be priced based on catalog discount.**

- c. Three sided discharge plenums. Could you please provide the average height of a ceiling in the MDPS system?

**Answer: This is not part of the base unit price. The price will be based on catalog discount.**

- d. Trim Pieces to complete the unit

**Answer: No, this will be priced based on catalog discount.**

5. Please confirm start-up is not a part of this bid. If not, will start-up on the equipment be required under separate bid and by whom (Manufacturer or installing contractor)?

**Answer: The Contractor will install and start up.**

6. Do we need to coat the condenser coils with an epoxy coating as stated in the Master Spec?

**Answer: Yes.**

7. If the Architect is to specify the color of the unit, will we need to supply a color chart with our bid package?

**Answer: Yes.**

8. Are there any size limitations to the louver or is it based on the interior Air conditioning equipment?

**Answer: The louver size will be based on equipment. The price of louvers are noted as individual line items.**

9. The Master Spec calls out for a lockable plastic cover for the Thermostat. Should that be included in the price of the Thermostat?

**Answer: Yes.**

10. Per Paragraph 2.3, please confirm if the five year warranty includes labor?

**Answer: The Manufacturer shall provide the owner a five year parts and one year labor warranty as part of the bid for each unit.**

11. Per Paragraph 2.3, please define date of substantial completion. Would the school board accept a warranty period of 66 months from delivery or 60 months from date of substantial completion, whichever occurs first?

**Answer: Five years from substantial completion.**

12. Bid items 1-4, 12-15, and 22-25 are partial descriptions of units, without full and complete descriptions that would properly specify units that comply with the MDCPS Specification Section 15837. Should the optional items (varies by manufacturer) listed below be included in the bid price for these items or would these optional items be priced from the Manufacturer discount line items 11, 21 and 31 and added to the Bid items 1-4, 12-15, and 22-25 at the time of order?

- a. Factory coated condenser coil
- b. Antimicrobial coating of evaporator coil
- c. Phase monitor
- d. Electric heat
- e. Tamper resistant door latches
- f. Evaporator float switch
- g. Condenser/Outside pan float switch
- h. Disconnect Switch Integral to the Cabinet
- i. Compressor sound/acoustic jacket/wrap
- j. Ducted flange connection (for ducted applications)
- k. Painted powder coat louver (standard colors)
- l. Painted powder coat louver custom color match

**Answer: Yes include the optional items, except items i, j, k, and l. For item f. and g., all pans shall have overflow sensing system. For item i., not required if acoustical requirements are met as per specifications. For item j. and l., optional item as per catalog discount. For item k., optional line item.**

13. The bid document requires a 5 year Parts and Labor warranty by the manufacturer. Typically labor warranties are provided by the installing contractor and/or buyer with parts warranty by the manufacturer. Please provide a sample current warranty document from another manufacturer that provides MDCPS a 5 year labor warranty. We believe manufacturers participating in this bid need this information to understand the requirements of a labor warranty so that the manufacturers may consider the labor warranty feasibility and/or how to price this labor warranty.

Please note that a labor warranty is not included in MDCPS Specification 15837 and our experience with extended labor warranties, generally provided through 3rd party warranty companies, are expensive, incomplete and often not a good value for the buyer. We would recommend that the Bid be revised to either exclude the labor warranty or have it be provided on a separate line item.

This request for information only pertains to the labor warranty not the specified 5 year parts warranty included in MDCPS Specification 15837.

**Answer: The Manufacturer shall provide the owner a five year parts and one year labor warranty as part of the bid for each unit.**

14. The bid allows for four (4) one-year extensions. How will pricing be modified with extensions considering equipment costs will generally increase on a yearly basis? We do not believe it will be advantageous for MDCPS to request pricing be held at 5 years as this may either eliminate manufacturers from participating in the Bid and/or result in conservative pricing that will potentially result in higher costs to MDCPS. We would recommend that a reasonable cost increase be used such as CPI.

**Answer: It is expected that the prices submitted shall remain firm for the entire contract and extension period. However, fluctuating market conditions may affect the ability of awarded bidder(s) to maintain the original bid prices during the extension period. Therefore the Awarded Bidder(s) may request a price adjustment based on verifiable changes in the market.**

**All requests for price adjustments must be submitted in writing to Procurement Management Services, with substantial documentation, including but not limited to, applicable market indexes for the product(s) affected, letters from the manufacturer/producer of the product(s), Producer Price Indexes (PPI) published by the U.S. Department of Labor, and any other documentation supporting a request for price adjustment. The price adjustment shall not exceed the producer price index as reported by the Department of Labor.**

**Price adjustments may be made at each of the one (1) year extension periods, if any. M-DCPS will review all requests for price adjustments, and reserves the right to reject or to modify any and all requests as deemed to be in the best interest of M-DCPS. Each price adjustment is reviewed and submitted to the awarded vendor(s) for approval. If mutually agreed upon, the price adjustment(s) shall be valid for the next one (1) year period unless the adjustment period is otherwise stated and approved by Procurement Management Services at M-DCPS. Awarded vendor(s) who are granted price adjustments for the designated period must make these price adjustments valid for the entire designated period. M-DCPS reserves the right to approve requests for price adjustments or to disapprove and to secure new quotations.**

15. How will MDCPS take into account life cycle cost analysis and rebate program eligibility of the units on the bid? We would recommend that MDCPS require that each bidder provide FPL rebate information for each bid line item as to eligibility and amount of rebate as that would provide MDCPS a true understanding of total initial cost/savings.

**Answer: The engineer and/or Contractor may take this into consideration when selecting a manufacturer.**

16. The Invitation for Bid references there are to be no restocking fees. The equipment selected for this bid is generally Engineered Products HVAC designed and manufactured for specific conditions and projects. Generally the equipment is non-returnable as it is custom for the customer and/or project. Does section 2.2.4. mean that equipment may be returned at the sole discretion of MDCPS?

**Answer: This section does not apply to the items in this solicitation.**

17. The invitation for bid reflects that shipping/freight and unloading shall be by bidder. Please provide the delivery addresses and conditions (paved...etc.) anticipated at the delivery address. Please verify the intent of the bid is to require the bidder to provide a fork lift, lull, crane or other manpower and equipment to unload trucks at the delivery location(s).

**Answer: Delivery of classroom package units to any site within Miami-Dade County Public Schools shall be included in the base bid. Unloading and storage of units will be handled by others. Actual site condition is not relevant to this bid.**

18. We believe that MDCPS responses to the items above will result in changes as to manufacturer participation and/or pricing and therefore we would request that the bid due date be amended to provide an additional two (2) weeks. This time is necessary such that the manufacturers and distributors/agents have sufficient time as to properly review feasibility and pricing associated with the Invitation to Bid.

**Answer: Please refer to addendum 4 document, for revised bid opening date.**

#### **MODIFIED CONDITIONS OF THE SOLICITATION**

1. Page 36, Section 5.2 Evaluation Criteria, is changed and replaced with the following:

The Procurement Staff, assigned to this ITB, will evaluate all responsive and responsible bids based on the criteria listed herein, specifically Section 2. Please note, Procurement staff may apply scoring incentives for all registered SBE/MBE vendors and/or vendors claiming local preference, as noted within Section 1.14 and Section 1.15, respectively.

When in the best interest of the District, the Procurement staff may request the submission of best and final offers from all Bidders. The request for best and final offers shall be in writing and shall establish a common date and time for the submission. Bidders shall be informed that if they do not submit a best and final offer or a notice of withdrawal, their immediate previous offer will be construed as their best and final offer.