



Office for People With Developmental Disabilities

Andrew M. Cuomo
Governor

Kerry A. Delaney
Acting Commissioner

December 7, 2018

**Central A/C Start-Up & Inspection Services for the Wassaic Campus in Dutchess County - Taconic
DDS00 – TAC 121318**

IMPORTANT! Please see page 3. A copy of this Addendum, with original signatures, must be received by the proposal due date or within 3 business days of request by OPWDD. It is strongly recommended that this signed Addendum is submitted by the proposal due date. Failure to submit this signed Addendum as specified above will result in the bid being disqualified.

Questions and Answers:

Below is a compilation of the questions received for this bid. Questions that were repeated, or of a recurring nature, were consolidated.

- 1. Question:** The current contract states a Technician is required to be on premises approximately 600 hours per year is this still a requirement?

Answer: No, this is no longer a requirement.
- 2. Question:** Will someone need be here to observe the running of the chillers?

Answer: It is no longer a requirement to have a technician on premises 600 hours a year however this is a full-service contact and a Technician should visit the chillers at least once a week, more if necessary.
- 3. Question:** How should the invoices be submitted? Paper or email?

Answer: The awardee will be provided more information once a contract is awarded.
- 4. Question:** Are there any issues with the system currently? Are the bidding service companies to assume that all of the equipment listed in the IFB is currently operating as it should be and not in need of repair upon commencement of the agreement for the winning bidder?

Answer: We are currently under contract and there are no issues. We will allow any new contractor an opportunity to inspect equipment to identify concerns prior to the start of the contract.



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5. Question: In the Qualifications and scope of work, under detailed specifications, part C “Disinfection and Cleaning Protocol” can you confirm this is in reference to the Cooling Towers listed on the equipment list?

Answer: Yes, this is in reference to the Cooling Towers listed on the equipment list.

6. Question: Should bidding contractors include the 90-day legionella test required by Dept. of Health?

Answer: Yes.

7. Question: Will this cleaning and disinfection process occur at the end and/or beginning of the cooling season?

Answer: This must be completed at the beginning of the cooling season and re-inspected every 30 days and redone when necessary.

8. Question: On page 17 “statement of work”, it explains that this is a full- service agreement including all materials, parts and labor costs for both routine and preventative maintenance and miscellaneous and emergency repairs. On Page 20, section II, “Parts Replacement” the following statements are in conflict with the “statement of work”; item 2 it states the service company shall provide a written estimate for parts components and/or devices that are worn or not in proper operation; Item 3 states repairs over \$1000.00 must be authorized by DDSO superintendent or designee; Item 5 states notification and cost estimate of needed non-emergency repairs beyond inspection and/or maintenance must be submitted to DDSO superintendent or designee for approval within 24 hours, prior to making additional repairs. Question: in the IFB document there seems to be contradictory information about what is expected to be provided. Can you provide clarification on whether or not this contract is to include parts and labor to make repairs beyond preventative maintenance? Can you provide clarification if this contract is to include parts for emergency repairs?

Answer: Please see attached addendum. The language on page 20 has been modified.



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Addendum 1:

Change to IFB page 20 section II. Parts Replacement, Item 2 delete sentence two: (Prior approval required by the Taconic DDSOO Work Control Center, with the Service Company providing a written estimate).
Delete Item 3: Authorization to repair or replace systems or components over \$1,000 must be authorized by the Work Control Center Plant Superintendent or designee. Delete Item 5: Notification & cost estimate of needed non-emergency repairs beyond the inspection and/or maintenance must be faxed to the Work Control Center Plant Superintendent or designee at (845) 877-6023 within 24 hours for approval, prior to making additional repairs.

Respectfully,

Christina Palumbo, CMS 1,
Contracting Unit
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(Firm Name)

(Signature)

(Print Name)

(Date)

(Title)