

PATRICIA A. PESHKA
PURCHASING AGENT



SCOTT AVEDISIAN
MAYOR

CITY OF WARWICK
PURCHASING DIVISION
3275 POST ROAD
WARWICK, RHODE ISLAND 02886
TEL (401) 738-2000 EXT. 6240
FAX (401) 737-2364

To: All Prospective Bidders

From: Patricia A. Peshka, Purchasing Agent

Date: May 23, 2016

Re: **Bid #2017-26 HVAC Maintenance & Repairs for City-Owned Buildings**

Addendum #1

=====

Please be advised that the information provided below comprises Addendum # 1.

Please replace page 23 with the attached corrected page 23. Thayer/Warburton Arenas should be omitted.

The bid opening will be on Tuesday, May 31, 2016 at 11:00 AM.

Thank you for your interest in this project.

CITY OF WARWICK
DEPARTMENT OF PUBLIC WORKS
SPECIFICATIONS FOR HVAC MAINTENANCE AND REPAIR CONTRACT FOR
CITY-OWNED BUILDINGS

COMPLIANCE

SCOPE:

(Yes/No)

The scope of work required is to furnish all labor and parts necessary to service and maintain all heating, ventilation, hot water equipment at McDermott Pool, along with the other City Buildings. It also includes the filtration and purification systems at McDermott Pool. The period of this scope of work shall be for duration of the awarded contract, which will be July 15, 2016 through July 14, 2017. All work is to be done in accordance with these specifications. Repairs required by this specification will not include the ice plant at Thayer/Warburton Arenas.

REQUIRED SERVICES:

(Yes/No)

Repair Service:

To provide the necessary maintenance and repair service to keep all equipment in good working order at the labor rates agreed to in the contract for normal working hours, evening hours, and weekend hours. The contractor will be reimbursed for parts and labor by the city after each repair call. Each service must be invoiced separately. City of Warwick requires from the successful bidder(s) copies of vendor’s invoices for parts being billed to the City. Each bill should indicate the date of service and the building in which the service was performed, and billed within five (5) business days. Failure to adhere will result in non-payment of that particular bill. The overtime hours must be listed. No work is to be performed without owner authorization and issue of a purchase order to cover the necessary service.

The total amount of personnel to be used on each assignment must be approved by Joseph Blake, Maintenance, for Various City-Owned Buildings, at 401-738-2000 x6350.

Normal crew size is considered to be one (1) person. If more than one person is needed to perform, repair or maintain a job, prior authorization must be obtained. Compensation for such additional personnel will be as stipulated under the payment provisions.