



OFFICE OF PROCUREMENT SERVICES  
335 FOUR MILE ROAD  
CONWAY, SC 29526-6005

**AMENDMENT/ADDENDUM No. #1**

**Posting Date:** Friday, May 1, 2020

**Solicitation Number:** 1920-53MJ

**Description:** Provide Filter Replacement Services for Heating, Ventilation, and Air Conditioning (HVAC) and Coil Cleaning

**AMENDMENTS TO SOLICITATION:** (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e> (b) Offerors shall acknowledge receipt of any amendment/addendum to this by identifying the addendum number and the date of issuance with the Bidder's initials in the spaces provided on the *Official Bid Form* (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.[02-2A005-1]

**QUESTIONS FROM OFFERORS - AMENDMENT (JUN 2017):** The solicitation is amended as provided herein. Information or changes resulting from questions will be shown in a question-and-answer format. All questions received have been reprinted below. The "District's Response" should be read without reference to the questions. The questions are included solely to provide a cross-reference to the potential offeror that submitted the question. Questions do not form a part of the contract. The "District's Response" does. Any restatement of part or all of an existing provision of the solicitation in an answer does not modify the original provision except as follows: underline text is added to the original provision. Stricken text is deleted. [02-2A097-1]

1. **Question:** Annual inspection and PM just for condenser coil? Or HVAC PM for full unit?  
**Answer:** Full unit, condenser and evaporator and drain pans when providing the annual coil cleaning. Inspections should be carried out at all times when changing filters to make HCS aware of issues encountered while performing the filter change.
2. **Question:** Clean exterior return grilles throughout all rooms in schools? Or just filter return grilles?  
**Answer:** All return grills associated with the HVAC systems weather the filter is in the return grill or positioned in the HVAC equipment shall be cleaned by vacuuming or whipping off the grill surface at each changing. This should include return plenums and the attached insulation in these immediate areas.
3. **Question:** Please confirm Ring Panel w/steel internal support ring type filters are required.  
**Answer:** If allowed, filters will be required to meet all qualifications listed in section III. Filter Requirement section including no by-pass air around filter.
4. **Question:** IFB references start time 30 minutes after dismissal time. Is there Stop Work time to meet school closing time requirements?  
**Answer:** No, with the exception of the District Office which may require alternate schedules.
5. **Question:** Several rooms/locations do not show if personnel lift is required or not (ie. Blank field). Please advise.  
**Answer:** Information not available.
6. **Question:** Will any chillers be a part of the coil cleaning service and need to be included in the per unit price?  
**Answer:** Yes
7. **Question:** Will we be required to utilize the District work order system?  
**Answer:** Yes
8. **Question:** Can we substitute Rin Panel Filters with Merv – 10 Pleated Filters?  
**Answer:** No, we are only accepting what we specified or an approved alternate. This is not an approved alternate. Pleated Filters are not approved alternates.

**HORRY COUNTY SCHOOLS**

By: \_\_\_\_\_  
Robin B. Strickland, CPPB  
Procurement Officer