



**City of Myrtle Beach**  
SOUTH CAROLINA

PURCHASING AND  
MATERIALS MANAGEMENT

(843) 918-2170  
FAX: (843) 918-2182

**ADDENDUM 001**

**March 7, 2018**

**18-B0113**

**HVAC Replacement Program**

A Pre-Bid Meeting was held March 7, 2018. Those in attendance were:

Ruth Burlison	City of Myrtle Beach
Jay Hood	City of Myrtle Beach
Timmy Chitwood	City of Myrtle Beach
Marcus Scott	Four Star
R. F. McElveen	Cayce
Joe Piet Rondi	Piedmont
Louis Resko	ARS
Brenden Curran	Trinity
Stephen Linstew	Melton
Hunter Richardson	North Strand
Eric Vostater	Cayce

The following points were discussed and clarified:

- This will be a five (5) year program consisting of Split Systems, Roof Systems, Curb Adaptors, Electrical, Smoke Detectors and Disconnects. Work is to be completed for the initial base year in sixty (60) calendar days. Subsequent years will be determined.
- Bidder must be a Mechanical Contractor. They are to follow all codes, current SEER, and Energy Code 2015.
- If a crane is to be used it will be at the expense of the Contractor.
- All units are to be Trane or Carrier. Numbers on each unit are to be visible.
- Bidders must visit each facility to verify serial numbers and tonnage on units.
- Safety is a must and any damage caused will be repaired at the expense of the Contractor.
- Warranty, Serial Numbers and Start-up sheets are to be provided prior to final payment.

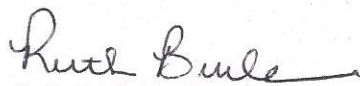
The following questions were asked and answered:

1. Are we to use Coastal Coding?  
A. No

2. Are we required to have an escort in the facilities?
  - A. The facilities are award you are visiting. The Police Department will be the only facility you will be required an escort. You can call Timmy Chitwood at 843-997-7841 to accompany you.
3. Can we re-use disconnects?
  - A. Yes, unless they are damaged to the point of replacement. If they are damaged, contact Jay Hood and he will make arrangements for replacement.
4. Can we work weekends?
  - A. You can work weekends in any facility that is open on weekends. The winning bidder is to give Jay Hood a schedule of when you will be in each facility.

All questions are to be emailed to [rburleson@cityofmyrtlebeach.com](mailto:rburleson@cityofmyrtlebeach.com) by 10:00 AM March 13, 2018.

Thank you,



Ruth Burleson/Buyer  
City of Myrtle Beach