

CITY OF WHITE HOUSE
BID# 16-1030A
HVAC Maintenance and Repairs
ADDENDUM #1

There have been additional HVAC units listed and questions that need to be addressed in an addendum. This addendum and any hereafter should be treated as part of the original bid document.

1. Since there is an issued Addendum, the “Addendum Acknowledgement” form should be filled out and turned in with the bid. This form should be sent with this Addendum.
2. There have been units removed and added to the HVAC unit listing in the RFP document labeled “Appendix A”. The updated HVAC unit list should be sent with this Addendum.
3. **Clarification:** The City is looking for a company to maintain and service the HVAC units already in service. Any new units during the HVAC Maintenance and Repairs Contract term will have to be bid out separately.
4. **Clarification:** The City is leaving the maintenance program up to the awarded company. Maintenance should include everything from filters, belts, cleaning the coils, etc. There should be an inspection of each unit at least twice a year.