

 <p>School District Five Of Lexington and Richland Counties</p>	District Five of Lexington and Richland Counties Amendment # 1	Solicitation #	2018-033
		Date Issued	March 23, 2018
		Procurement Official	Lynda Robinson
		Phone	(803) 476-8140
		E-Mail Address	ljrobins@lexrich5.org

DESCRIPTION	Mechanical and HVAC Inspection, Repair and Preventative Maintenance
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The Term "Offer" Means Your "Bid" or "Proposal"

SUBMIT OFFER BY	May 2, 2018 at 3:00 PM
QUESTIONS MUST BE RECEIVED BY	April 17, 2018 @ 2:00 PM
NUMBER OF COPIES TO BE SUBMITTED	1

Offers must be submitted in a sealed package. Solicitation number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO:

**District Five of Lexington and Richland Counties
Purchasing Office
1020 Dutch Fork Road
Irmo, SC 29063**

CONFERENCE TYPE: Pre-bid Conference DATE & TIME: 2/22/18 at 3:30 PM (EST) As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: Lake Murray Elementary School 1531 Three Dog Road Chapin, SC 29036
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AWARD & AMENDMENTS	The award, this solicitation, and any amendments will be posted at the following web address: www.lexrich5.org/Page/16458
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You **must** submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of sixty (60) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		OFFEROR'S TYPE OF ENTITY: (Check one) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ (See "Signing Your Offer" provision.)
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		
TITLE (Business title of person signing above)		
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. The entity named as the Offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, <i>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.		
STATE OF INCORPORATION (If Offeror is a corporation, identify the state of Incorporation.)		TAXPAYER IDENTIFICATION NO.

COVER PAGE

PAGE TWO
(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for Offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.)				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Area Code:</td> <td style="width: 25%;">Number:</td> <td style="width: 25%;">Extension:</td> <td style="width: 25%;">Facsimile:</td> </tr> </table>	Area Code:	Number:	Extension:	Facsimile:
Area Code:	Number:	Extension:	Facsimile:		
	E-Mail Address:				
PAYMENT ADDRESS (Address to which payments will be sent.)	ORDER ADDRESS (Address to which purchase orders will be sent)				
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	Order E-Mail Address:				
	<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> Order Address same as Notice Address (check only one)				

ACKNOWLEDGMENT OF AMENDMENTS: Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue.

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT	10 Calendar Days (%)	20 Calendar Days(%)	30 Calendar Days (%)	_____ Calendar Days (%)
	_____	_____	_____	

MINORITY PARTICIPATION

Please answer the following question:

1. Are you certified as a MOB/WOB (minority-owned business/woman-owned business) by the State of South Carolina?
 Yes No
 If yes, provide certification number: _____.

AMENDMENT #1
MECHANICAL AND HVAC INSPECTION, REPAIR AND PREVENTATIVE MAINTENANCE
SOLICITATION 2018-028

ACKNOWLEDGE RECEIPT

Submitters shall acknowledge receipt of amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two of the original solicitation (3) by letter, or (4) by submitting a response that indicates in some way that the firm received the amendment.

CHANGES TO THE REQUEST FOR PROPOSALS:

1. Reference Schedule of Events: The deadline for submission of detailed proposals is changed to May 2, 2018 at **3:00** pm.
2. Reference Section III, Scope of Work/Specifications, 2.0 Services: The frequency of outdoor condenser coil cleaning service is changed to one **(1)** time per contract year.
3. Reference Section III, Scope of Work/Specifications, 2.1 List of Covered Equipment: The excel spreadsheet containing the list of covered District HVAC equipment has been updated and can be found at www.lexrich5.org/Page/16458.
4. Reference Section III, Scope of Work /Specification, 2.0 Services-The following is added to the scope of work:

Air Cooled Chillers. Air cooled chillers are located at Irmo High School. Contractors shall perform preventative maintenance per the manufactures specifications. Inspections and maintenance shall include, but is not limited to the following.

Annual Inspection/Maintenance:

- a) Initial Site Inspection
- b) Review Diagnostics
- c) Flow/Differential Mechanical Switch Check
- d) Lock Out Tag Out
- e) Visual Electrical Inspection
- f) Visual Condenser Coil Check
- g) Start Unit
- h) Condenser Fans Check
- i) Low Temperature Sensor Calibration
- j) Control Panel Calibration Check
- k) Oil Analysis
- l) Leak Test Inspection
- m) Condenser Coil Cleaning
- n) Compressor Check
- o) Compressor and Oil Separator Heater Check
- p) Log Work

Quarterly Inspections/Maintenance:

- a) Customer Notification
- b) Initial Site Inspection
- c) Review Diagnostics
- d) Condenser Fans Check
- e) Visual Electrical Inspection
- f) Visual Condenser Coil Check
- g) Start Unit
- h) Log Work

CLARIFICATIONS

1. During the first thirty days of the contract there will be no “catch up clause”. It shall be assumed that all equipment is operating correctly and efficiently at the beginning of this contract unless otherwise noted by the contractor and agreed to by the District.
2. A filter list will not be provided by the owner. The successful proposer shall provide the District with a filter list, by location, at the end of the first contract period.
3. Site visits should be coordinated with the Facility Supervisor at each location. A contact list is included in this amendment. Site visits to our transportation offices should be coordinated through Vicki Beane at 803-476-4981. Site visits to the Gibbes Street Annex Office should be coordinated through Danielle Yarborough at 803-476-823.
4. A completed Attachment A (Site Visit Log) and Attachment B (Minority Participation Affidavit) must be returned with the proposal.
5. The anticipated contract start date is June 4, 2018.
6. The link to the District’s Capital Budget Plan is www.lexrich5.org/Page/14194.

FACILITY SUPERVISORS

Spring Hill High School, Academy for Success 803-476-8700 mgoode@lexrich5.org	Facility Supervisor: Malanda Goode
Ballentine Elementary (BES) 803-476-4500 stoland@lexrich5.org	Facility Supervisor: Shirley Tolland
Chapin Elementary (CES): 803-575-5900 kholme@lexrich5.org	Contact: Kathi Holme
Chapin High (CHS): 803-575-5400 mcclark@lexrich5.org	Facility Supervisor: Mike Clark
Chapin Middle (CMS): 803-575-5700 jchapman@lexrich5.org	Facility Supervisor: James Chapman
Crossroads Middle School (CRMS): 803-476-8300 aromeo@lexrich5.org	Facility Supervisor: Arturo Romero
Chapin Intermediate School (CIS) 803-575-5700 chines@lexrich5.org	Facility Supervisor: Craig Hines
Dutch Fork Elementary (DFES): 803-476-3900 jepting@lexrich5.org	Facility Supervisor: Randy Epting
Dutch Fork High (DFHS): 803-476-3300 rtjones@lexrich5.org	Facility Supervisor: Ty Jones
Dutch Fork Middle (DFMS): 803-476-4800 rlong@lexrich5.org	Facility Supervisor: Randy Long
H E Corley Elementary (HEC): 803-476-4001 ctcorley@lexrich5.org	Facility Supervisor: Chris Corley
Harbison West Elementary (HWES): 803-476-3800 dmcqueen@lexrich5.org	Facility Supervisor: Debra McQueen
Irmo Elementary (IES): 803-476-4200 srobins@lexrich5.org	Facility Supervisor: Shawn Robinson
Irmo High School (IHS): 803-476-3000 jaiken@lexrich5.org	Facility Supervisor: Joe Aiken
Irmo Middle School (IMS): 803-476-3600 cranly@lexrich5.org	Facility Supervisor: Chris Ranly
Lake Murray Elementary (LMES): 803-476-4600 gtrembla@lexrich5.org	Facility Supervisor: Gary Tremblay
Leaphart Elementary (LES): 803-476-4700 cedunlap@lexrich5.org	Facility Supervisor: Charles Dunlap
Nursery Road Elementary (NRES): 803-476-4300 sblocker@lexrich5.org	Facility Supervisor: Sanford Blocker
Oak Pointe Elementary (OPES) 803-476-4100 jnramsey@lexrich5.org	Facility Supervisor: Julie Ramsey
River Springs Elementary (RSES): 803-476-4400 gchudd@lexrich5.org	Facility Supervisor: Gary Chudd
Seven Oaks Elementary (SOES): 803-476-8500 lpayne@lexrich5.org	Facility Supervisor: Larry Payne
The Center for Advanced Technical Studies 803-476-8600 mtpowers@lexrich5.org	Facility Supervisor: Mike Powers

End of Amendment #1

