

# Frequently Asked Questions for RFP-AM-2024-006

1. Is there an existing contract in place now for HVAC PM, Repair and Services? If yes, who is your current provider for the services? **At this moment, we do not have a contract with a vendor for HVAC.**
2. How much is the current contract value? **At this moment, we do not have a contract with a vendor for HVAC.**
3. We see the equipment list for 19 locations but do not see the equipment list for the Administrative Offices which is referenced to be included in our bid. **The Administrative Office has two (2) VRF rooftop mini splits (2-ton Daikin).**
4. We see VRF noted on the equipment list but no details- for instance how many VAVs are there? **There is a total of thirty (30) VAVs water sourced with heating coils.**
5. Is there a preferred pricing format or bid sheet? **There is not a preference, just ensure that Preventative Maintenance is broken down into locations per month.**
6. What are the insurance requirements? **The vendor selected shall purchase and maintain during the term of any resulting contract a Professional Liability Insurance with limits of at least \$1,000,000 each occurrence and \$3,000,000 aggregate. The vendor shall submit Certificate of Insurance, before the agreement is signed, indicating PGCMLS as the holder of the insurance.**
7. Are bonds required? **Not applicable.**
8. Is equipment and are buildings available for access and work during regular business hours? **The Central Maintenance (CM) staff will provide access from 6am-4pm Mon-Fri.**
9. Is there a specific pricing sheet we are expected to fill out? If not, should prospective bidders assume that PGCMLS is looking for a rates sheet? **There is not a specific pricing sheet. And yes, a rate sheet is acceptable.**
10. Our team does not employ any welders, so are prospective bidders able to subcontract work, given that those services will be on a T&M basis? What markup would be allowed for subcontracting? **Welding work can be subcontracted; however, HVAC work cannot be subcontracted.**
11. Will a bid form be provided? **No, bid forms are not provided. Vendors can include a breakdown of pricing per location and services.**