



**Project: HVAC Filter Service
Cumberland County Schools**

**Addendum No. 1
Date: October 4, 2021**

**Owner: Cumberland County Schools
801 Gillespie Street
Fayetteville, N.C. 28306**

**Bid Date: October 7, 2021
Bid Time: 2:00 p.m.**

The following changes, additions and clarifications are made to the General Conditions and Specifications for the above referenced project: **Number of pages 2**

Contractor must dispose of all dirty filters. School dumpsters may not be used for disposal.

Questions and answers:

Q: Is this a one year contract? Or one year with 2 renewable options?

A: The contract is for one year. The contract is renewable each year up to 4 years (covered in Article 52 of the contract)

Q: Do we need to complete the performance and payment bond forms? Sales and use tax certificate form?

A: No bonds are due with the bid. Payment and Performance Bonds are required of the winning bidder. Sales tax forms are due with invoices.

Q: Do you have to be a licensed mechanical contractor to bid on this project?

A: No. a mechanical license is not required for Filter Service.

Q: Can you clarify the dimension of the following filters listed in Appendix B: 42 x 90 x 1, 48 x 90 x 1?

A: These are rolls.... 42 inches x 90 feet x 1 inch and 48 inches x 90 feet x 1 inches

Q: What type of filters are currently in use throughout the school system?

A: We currently use pleated filters (except for foam in window AC units)

Q: Will we need to provide a sample product with our bid submission

A: No

Q: In regards to Merv-9 spec, which ASHRAE Standard 52.2 test does this apply to? 2012 or 2017?

A: 2017

Q: Is this the inaugural year of the HVAC Filter Service bid, or is there a current vendor in place?

A: We have always changed them in-house. This would be the first year.

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Q: Is it possible that you could mail the complete filter list as a spreadsheet?

A: Yes

Q: If we were awarded the bid, would there be a filter list per school available?

A: We will generate a filter list by location to the winning bidder upon request

Q: Do the window a/c filter have a plastic backing?

A: No, it is a foam filter without a backing

Q: What is an estimate of your current annual filter purchases?

A: We spend roughly \$30,000 on filters per change out. We were changing twice a year, but we intend to increase to four times a year.

Q: Will all locations be accessible during normal working hours?

A: Typically, all locations will be available for filter change out. However, during testing periods the schools do not allow this type of work. You must notify the school principal 24 hours in advance of your arrival to do work.

Q: Can you estimate the number of man hours currently required to change all filters one time?

A: A very rough estimate is 5,000 man hours per filter change.

Q: Would CCS consider providing outdoor storage space for 2 vendor owned work vehicles and a trailer?

A: It is something we could discuss with the contractor and our attorney. The contractor would have to waive our liability.

Q: What forms must be completed with submission of the bid?

A: The bid form must be completed with all the proper information and signatures. Either Affidavit A or Affidavit B of the MBE documents must be submitted.

END OF ADDENDUM NO. 1