



26B-001 Maintenance and Repair for Mechanical Cooling, Boilers, Automatic Temperature Control Systems, and Refrigerant Equipment

ADDENDUM 1

March 16, 2026

QUESTIONS and ANSWERS:

The following responses are provided to clarify the intent of the solicitation documents. These responses do not modify the scope of work or contract requirements unless explicitly stated. All other terms and conditions of the IFB remain unchanged.

Question 1. What was the total dollar amount for the previous base contract by year, if possible.

Answer 1:

<u>FY</u>	<u>total</u>
FY22	\$59,600.00
FY23	\$60,800.00
FY24	\$68,322.99
FY25	\$70,373.68
FY26	\$72,483.86

Question 2. What was the total number of repair task orders and dollar amount placed through the previous contract by year, if possible.

Answer 2:

<u>FY</u>	<u># task orders</u>	<u>total</u>
FY23	24	\$37,000.00
FY24	10	\$42,475.00
FY25	3	\$12,000.00
FY26	4	\$6,000.00 (as of March 1)

Note: the amounts above do not include repairs orders that were assigned as a result of competitive quote process.

Question 3. a. What is the cloud-based service management platform approved by the College?
 b. Will there be free training offered?
 c. Is there a fee to use the platform?

Answer 3: a. The College does not mandate a specific cloud-based service management platform. Contractors may utilize any digital service management system capable of maintaining service records, maintenance history, technician assignments, and compliance documentation as described in Section 4.0 of the IFB. The system must maintain service documentation electronically and allow the College reasonable access

to service records and maintenance documentation upon request. Ref §4.0J

b. The training referenced in the IFB shall be provided by the contractor as part of the contract requirements. Any costs associated with providing this training shall be included in the contractor's bid pricing and shall not be billed separately. Ref § 4.0J

c. Any costs associated with the contractor's selected service management platform, including licensing or subscription fees, shall be the responsibility of the contractor and shall be included in the contractor's bid pricing. Such costs shall not be billed separately to the College. Ref. §4.0J

Question 4. As related to 4.0 SPECIFICATIONS / SCOPE OF WORK:

a. Please provide clarification/confirmation that "Q." and the reference to auxiliary equipment only `pertains to tasking and not repairs.

i. Controls are specific to the equipment and does not include any labor/materials related to the BAS system.

b. "Q." seems contradictory to "4.P" in that it states that materials listed under "4.P" above, shall be included in the base contract / preventative maintenance bid prices and not chargeable."

i. "4.P" states "Contractor shall quote refrigerant pricing at the time of need."

c. "U." states for any motor over 50HP, vibration analysis is required. Please provide quantity of motors over 50HP.

Answer 4:

a. Section 4.Q refers to preventative maintenance activities associated with auxiliary components supporting the operation of the equipment included in the preventative maintenance scope. Preventative maintenance tasks such as inspection, cleaning, adjustment, and routine servicing of these components are included in the base contract. Repair or replacement of failed components is not included in the base preventative maintenance scope and will be handled under the Time and Material repair provisions of the contract. This provision does not include maintenance or programming of the Building Automation System except as necessary to verify proper operation of the serviced equipment. Ref §4.0Q

b. Section 4.Q refers to routine preventative maintenance materials associated with the performance of scheduled maintenance activities. Section 4.P addresses refrigerant specifically and establishes that refrigerant will be billed separately at the contractor's documented supplier cost plus the markup percentage provided in the bid form. Refrigerant is therefore not included in the base preventative maintenance price. Ref §4.0Q

c. Based on current campus equipment inventory there are no motors exceeding 50 HP that would fall under this requirement. The College reserves the right to adjust quantities as equipment is replaced or modified. Ref §4.0U

Question 5. As related to 5.0 BASE CONTRACT / PREVENTATIVE MAINTENANCE – EQUIPMENT & WORK INCLUDED:

a. "C." REFRIGERATORS, WALK-IN COOLERS, AND FREEZERS: Should bulbs be included in base bid?

b. "D." ICE MACHINES: Replace water filter. Please provide a filter list with quantity and manufacturer part numbers.

Answer 5:

a. Replacement of interior lighting bulbs for refrigeration equipment is not considered part of the preventative maintenance base scope and would be handled as repair or replacement work if required. Ref §5.0C

b. The College will supply the replacement water filters for the ice machines covered under this contract. The contractor shall be responsible for replacing the filters as part of the preventative maintenance activities. Contractors are not required to include the cost of ice machine filters in their bid pricing. Ref §5.0D

Question 6: Does the College have a filter and belt list for the covered equipment? Please provide.

Answer 6:

The solicitation documents include an equipment list identifying the manufacturer and model numbers for the equipment included in the preventative maintenance scope. Contractors are responsible for reviewing the applicable manufacturer documentation and determining the preventative maintenance requirements and associated materials necessary to service the listed equipment. This includes belts, filters, and similar service components required to perform manufacturer-recommended preventative maintenance, such as air filters, oil filters, and other equipment-specific service filters where applicable. The College will not be providing a consolidated filter or belt list for bidding purposes. As previously noted, the College will supply water filters for ice machines. Ref: Equipment List/ PM Scope

Question 7: Who is the current Automatic temperature controls contractor?

Answer 7:

The College currently maintains a separate service relationship for the Building Automation System (BAS). Work performed under this contract may require coordination with the College and its BAS service provider when servicing equipment connected to the control system. Maintenance, repair, or programming of the BAS is not included in the scope of this contract. Ref: ATC/ BAS Scope

Question 8: Can you begin working at 6 AM?

Answer 8:

Normal service hours for work under this contract are as defined in the IFB. Requests for work outside of those hours, including earlier start times, may be approved by the College on a case-by-case basis depending on operational needs and building access. Ref §2.0B

Question 9: What is the yearly budget amount for this contract?

Answer 9:

This information will not be provided.

Question 10: If you provide a quote for a repairs, will payment be based on actual material and hour used, or the quoted amount?

Answer 10:

Repair work will be authorized by the College prior to proceeding. Payment for repair work will be based on the actual labor hours and materials required to complete the

repair in accordance with the contract labor rates and material markup provided in the bid. Ref §2.0B

Question 11: Is a cloud-based service management platform a requirement. Or can invoices and schedule be emailed?

Answer 11: The IFB requires the contractor to maintain service records, maintenance history, technician assignments, and related service documentation in a digital format consistent with Section 4.0. Contractors may utilize any digital service management system capable of maintaining these records. Email alone does not meet the documentation and recordkeeping requirements of the IFB. The IFB does not require invoices or scheduling functions to be managed through that system. Ref §4.0J

Question 12: What grade stationary engineer license do you need to work on the boiler, or is a HVAC journeyman license suitable?

Answer 12: Contractors performing work under this contract shall comply with all applicable federal, state, and local licensing requirements governing boiler operation, maintenance, and repair. It is the responsibility of the contractor to ensure personnel performing the work hold the appropriate licenses as required by applicable regulations. Ref §3.0B/ Boiler Licensing

Question 13: Will multiple vendors be awarded? How will that be determined?

Answer 13: Award will be made in accordance with the terms and evaluation criteria outlined in the IFB. The College reserves the right to make award to a single contractor or to multiple contractors if determined to be in the best interest of the College. Ref §FS13/ Award

Question 14: Do the controls have a separate contract? Or do they get rolled into this contract?

Answer 14: The College maintains a separate service contract for the Building Automation System (BAS). Maintenance, repair, or programming of the BAS is not included in the scope of this contract. The contractor may be required to coordinate with the College and its BAS service provider when servicing equipment connected to the control system. REF: ATC/ BAS Scope

Question 15: Section 4.00 states that the contract price shall include all necessary materials and supplies such as compressor oil, gear oil, grease, electrical or magnetic relay controls, capacitors, contactors, relays, indicator lights, hand towels, tools, and cleaning solvents. Can you please clarify items meant to be covered by the contract. For instance, contactors and relays can vary considerably in cost depending on the size of equipment, as can the price of compressor oil in large quantities. Typically repair parts are not covered in standard contracts.

Answer 15: The items listed in Section 4.0 refer to routine preventative maintenance consumables

and minor service components typically required to complete scheduled maintenance tasks. Routine preventative maintenance materials such as cleaning solvents, small quantities of lubricants used for routine servicing of moving components, and minor service items used during inspection are included in the base contract.

As part of preventative maintenance, the contractor is expected to inspect system oil levels and may perform minor oil top-offs where required for normal equipment operation. Full oil changes or significant oil replacement associated with equipment failure are not included in the base preventative maintenance price and will be handled under the Time and Material repair provisions of the contract.

Replacement of failed electrical components such as contactors, relays, or capacitors is considered repair work and will be handled under the Time and Material repair provisions of the contract. However, if the equipment manufacturer identifies periodic replacement of a component as part of required preventative maintenance in the manufacturer's maintenance documentation, such replacement shall be considered part of scheduled preventative maintenance. The contractor shall provide manufacturer documentation identifying the periodic replacement requirement upon request.

The solicitation documents include an equipment list identifying the manufacturer and model numbers for the equipment included in the preventative maintenance scope. Contractors are responsible for reviewing the applicable manufacturer documentation to determine the preventative maintenance requirements for the listed equipment. Ref: §4.0 Materials / PM Scope

ATTACHMENT:

The prebid meeting sign in sheet is attached to this addendum.

NOTICE:

Harford Community College will be closed for Spring Break from 4:00 PM on March 20, 2026, until 8:00 AM on March 30, 2026. Bids packages will not be accepted during this time.

REMINDER:

The receipt of posted addenda must be acknowledged in the appropriate area of the bid form. Failure to acknowledge receipt of addenda may deem the bid submittal to be non-responsive.

HARFORD COMMUNITY COLLEGE
 IFB 26B-001 Maintenance and Repair for Mechanical Cooling, Boilers,
 Automatic Temperature Control Systems and Refrigerant Equipment
 Pre-bid/Site Visit: March 5, 2026 9:00 AM
 Chesapeake Welcome Center, Room 239

NAME	COMPANY	PHONE	EMAIL
Vince Dubbins	ECPH	302 743 6803	Vince@ecph.net
Bill White	ECPH	(302) 561-0309	Bill@ecph.net
Jennifer LaBella	Velociti	412-860-8805	jennifer.Labella@velociti-services.com
Charles Allen	TAC	410-376-6691	callen@tempaircompany.com
Cris Palmer	Benchmark Automation & Controls	443-463-6210	CPalmer@benchmark-controls.com
Bob Pemberton	TEMP AIR COMPANY	667 305 8473	BPEMBERTON@TEMPAIRCOMPANY.COM
Barb Hempfling	Fidelity mechanical	443-685-4547	barbarah@fidelity-mech.com
Tony Cosentino	Flo-tron	443-463-7244	Tony@flo-tron.com
PAT O'KEEFE	CFST	301-852-9551	POKEEFE@CROCKETT-FACILITIES.CO
Joe Chervenak	Tech Site Services LLC	240-228-6185	jchervenak@techsiteservicesllc.com
Anna Zink	Flo-Tron	443-465-4233	AZINK@FLO-TRON.COM
ALEX BISHOFF	Patapsco Mech	301-922 0524	abishoff@Patapsco mechanical.com

NAME	COMPANY	PHONE	EMAIL
Mike Janystka	RF Warder Inc	710-344-6190	MJanystka@RFwarder.com
Pat Owens	RF Warder Inc	710-344-0190	POwens@RFwarder.com
DAVE M'ARBE	INNOVATIVE MECHANICAL	301-752-5872	DMARBE@INNOVATIVEHVAC.NET
Chuck Moore	R. Brooks Mech	443-309-4686	chuck@rbrooksmechanical.com
mett hennig	R. Brooks mech	443-945-6685	m.hennig@rbrooksmechanical.com
Deborah Dietrich	rMECH	301-310-5147	deb.dietrich@coolsys.com
Wade Raynor	Control Sources	443-324-4432	wraynor@controlsources.biz
Brandon Blankenship	Denver-Elek	443-844-6702	BBlankenship@Denver-Elek.com
DAVID LOEFFLER	GAGHAN MECH.	443-975-9945	dloeffler@gaghanmech.com
JOE HREN	R.F. WARDER	443-757-7300	JHren@RFWARDER.COM
Keller Wake	Bay Area	410-977-1138	

