

ESD Mechanical/HVAC Maintenance: Request for Proposals**Received Vendor Questions and Responses:****Q.1 Are there limitations on working hours/access to equipment?**

A.1 ESD's regular work hours are 8:00 AM to 6:00 PM. The mechanical contractor shall limit their mechanical/HVAC maintenance to regular hours. In the event that after-hour work access is required for certain operations, additional hourly service compensation shall be based on the Addl. Ser. (Reg.) and Addl. Ser. (OT) as the contractor has provided on ESD's 2015 HVAC bid form. – See attached.

Q.2 Regarding "signs of refrigerant leakage" would a complete leak check be part of this or at additional cost?

A.2 Upon evidence of low pressure indicating a refrigerant leak, the mechanical contractor will perform a complete leak check and determine the leak location and cause. This is a contract requirement. The mechanical contractor will then provide ESD's Design & Construction Department (D&C) a comprehensive repair scope itemizing anticipated labor, material and refrigerant replacement costs. Authorization to proceed will then be provided.

Q.3 Regarding "check capacitors" if replacement required – included in s/a or at additional cost?

A.3 Replacement of capacitors is not in the base contract with additional costs provided to D&C in a comprehensive repair scope itemizing anticipated labor and material charges. Authorization to proceed will then be provided.

Q.4 Procedure to authorize repairs above & beyond the scope as set forth in the RFP – should we find a failing compressor, what is the protocol to proceed with replacement?

A.4 The compressors are under manufactures warranty until December 2019. Other major mechanical and electrical components, outside of warranty, will be provided to D&C in a comprehensive repair scope itemizing anticipated labor and material charges. Authorization to proceed will then be provided.

Q.5 Is replacement of air filters included in the maintenance or an additional charge?

A.5 Labor and material for complete air filter replacements shall be considered as a base component of this maintenance contract.

Q.6 Does this contract fall under New York State Department of Labor Prevailing Wage Requirements?

A.6 Mechanical contractor shall base their bid to be in compliance with NYS DoL prevailing wages for New York County.

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Q.7 **Are bonds required?**

A.7 Bonds are not required for this proposal.

Bids due: December 18, 2015 12:00 PM