



**REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSAL
RFQ/RFP #2627-409**

HVAC PREVENTATIVE MAINTENANCE SERVICES

AT

SANTIAGO CANYON COLLEGE

Addendum No.1

Issued: October 7, 2026

The following changes, additions, deletions, or corrections shall become part of the above-mentioned RFP:

A. The following are responses to questions received:

1. Question: Confirm York chiller evaporator type (shell-and-tube vs braze-plate) on D CH-1 and H CH-1/CH-2 — does Eddy Current apply, and which year should first ECT be priced? If ECT does not apply to braze-plate evaporators, please confirm in writing.

Answer: York Chillers at Bldg. D and H are shell-and-tube. Eddy current testing (ECT) is not required under this contract.

2. Question: Provide / confirm nameplate tons / MBH / HP for incomplete schedule units (chillers, RTUs, AHUs, H/State boilers, packaged/splits).

Answer: This information is located within the equipment schedules; refer to RFP Dropbox Link Exhibit G, Equipment Schedules, for nameplate information located within the Excel tabs.

3. Question: Confirm complete Building T equipment list (Dropbox schedule looks incomplete).

Answer: See summary below for Building T and S. Also refer to the RFP Dropbox Link Exhibit G, Equipment Schedules for nameplate information located within the Excel tabs:

Bldg. T:

BARD- 1 Make: BARD, Model: WH241-A04XX4XX

BARD- 2 Make: BARD, Model: WH241-A04XX4XX

BARD- 3 Make: BARD, Model: WH482-A10VX4XXX

RTU-1: Make: Bryant, Model: 577ENWE60090NATP

KEF: NO NAMEPLATE INFORMATION AVAILABLE

Bldg. S:

BARD- 1 Make: BARD, Model: W48HA-B06VP4XXX

BARD- 2 Make: BARD, Model: W48HA-B06VP4XXX

BARD- 3 Make: BARD, Model: W48HA-B06VP4XXX

4. Question: Of 268 VAVs, how many are fan-powered w/ filters vs shutoff — are VAV filters in base price?

Answer: None of the VAV boxes are fan-powered w/ filters. All VAVs are standard shutoff VAV boxes relying on the central air handler pressure.

5. Question: Provide a filter schedule (size/MERV/qty) or confirm field-measure after award.

Answer: See Attachment #1 to this Addendum for a filter schedule.

6. Question: Is Eddy Current in the base annual price, separate when due, or allowance/T&M?

Answer: Eddy current testing is not required

7. Question: Phoenix Controls — OEM required vs certified third party; what's in vs out?

Answer: All equipment is OEM.

8. Question: Are Strobic / fume hood fans fully in base scope?

Answer: The preventative maintenance of the Strobic exhaust fans is required under this contract.

9. Question: Confirm proposers follow per-equipment SOW frequencies even when visit mix differs by building.

Answer: Confirmed.

10. Question: Which areas need after-hours access, and is premium time in base or T&M?

Answer: No premium time is needed. Access will be provided during normal working hours. The exact time shall be coordinated with the District M&O department.

11. Question: Access / badging / escort / lab lockdown rules?

Answer: The college M&O department will coordinate these details with the firm that is awarded the contract. There are no special escorting requirements, and any work within the labs will be coordinated around any class lab activities.

12. Question: Confirm major repairs / compressor / tube work after ECT are excluded → Part B / T&M with prior auth.

Answer: Any major repair work or new equipment identified during the term of this contract will be considered an additional expense and funded through the District's repair allowance budget. When such repairs are required, the District will request and review a separate proposal for the necessary work before authorization and implementation. This contract does not include major repair services beyond routine preventative maintenance.

13. Question: Campus BMS / DDC beyond chiller controllers + Phoenix — in or out?

Answer: This contract does not require any BMS/DDC work. This is out of scope. This scope of work will be handled by the District's BMS vendor (separate contract). However, for the Science Center Phoenix lab tracking system, since this is a specialty system applicable only at the Science Center, include the Phoenix lab tracking BMS PM work ONLY.

14. Question: Please confirm the printed Part B District Allowance dollar amount for Attachment 2

Answer: This value will be provided after RFP responses are received and before award of a contract.

15. Question: Will addenda revise equipment counts after the walk, and how will we be notified?

Answer: Refer to Exhibit A, Scope of Work, as the basis of the scope and quantities.

16. Question: Confirm proposal due Oct 14, 2:00 PM PT delivery method (email to FacilitiesRFP@rscdd.edu vs portal) and file format/size limits.

Answer: Refer to RFQ/RFP Section 4.0, RFQ/RFP Response.

17. Question: Confirm any addenda issued since the Sep 22 walk, and how acknowledgements are recorded.

Answer: This will be Addendum #1. All addenda are posted on the website and distributed to the job walk attendees.

18. Question: Confirm whether chemical water treatment / tower water chemistry is in base scope or owner-furnished.

Answer: This is not required under this contract. The college contracts this scope with a separate vendor.

19. Question: Confirm refrigerant type/charge records for York chillers (and who owns refrigerant for top-offs).

Answer: Bldg. D Chiller uses R-134A and Bldg. H Chiller uses R-410A. The District owns excess refrigerant.

20. Clarify insurance / additional insured naming and whether COI is due with the proposal or at award.

Answer: The insurance details will be addressed after an award is made to a contractor. At this time, the contractor is to ensure it can obtain the insurance limits noted in the RFQ/P.

21. Please confirm that pricing for service is to be based on the provided HVAC Equipment Schedule found on pages 32-37, along with the scope of work on pages 38-63.

Answer: Confirmed.

22. If there is additional equipment found on site that is not listed on the HVAC Equipment Schedule, how are these intended to be addressed for service?

Answer: If there is any additional equipment, the college's HVAC technicians will be responsible for the equipment.

23. Please provide a filter list for the units requiring changes.

Answer: See Attachment 1 to this Addendum.

24. What are the primary controls for the Phoenix valves? Are they controlled by the campus BAS?

The primary control platform for the Phoenix valves is the Phoenix Laboratory Tracking Control Server.

At the Science Center (State), the Phoenix fume hood exhaust valves, general supply air valves, and general exhaust valves are all controlled through the Phoenix control server. This server interfaces with the Building Management System (BMS) through ICT100 software. The Building Management System (BMS), operated through the ALC server, is integrated with the Phoenix server and is responsible for laboratory scheduling, space temperature adjustments, monitoring, and reporting functions. The BMS system is outside the scope of this contract.

As part of this contract, the contractor shall provide preventative maintenance services for the Phoenix laboratory tracking control system, including the venturi valves and associated control server. Because this is a specialized standalone system, preventative maintenance shall be performed by a qualified service provider under this contract. The District has previously utilized Zaretsky Engineering Solutions for these services and has found them to be knowledgeable and experienced with the system.

25. Please confirm what building automation system(s) is being used throughout the campus and buildings for maintenance.

Answer: The general BMS is not included in this contract. However, the Phoenix BAS control server is part of this contract.

26. Is any controls maintenance required under this contract?

Answer: Controls maintenance is not included in this contract.

27. Could the District give us the list of the equipment with Brand, Model Numbers, Serials Number and Capacity of the equipment (inventory list)?

Answer: Refer to Exhibit G, Equipment Schedules, for nameplate information located within the Excel tabs and equipment schedules.

28. Could the District give us the list of the air filter types (MERV rating) and sizes per each equipment?

Answer: See Attachment 1 to this Addendum.

29. Could the District give us the list of the belt types and sizes per each equipment?

Answer: Refer to the RFP Dropbox Exhibit G, Equipment Schedules, for nameplate information and belt sizes located within the Excel tabs.

30. Could the District let us know who was your previous service provider before this project was bid out?

Answer: The college does not have a previous service vendor.

31. Could the District give us the official list of the bidders for this project?

Answer: The Site Walk Sign-In Sheet is posted on the District's Bid and Proposal Opportunities website, RFP #2627-409.

32. Does the District intend to award this project to one contractor only? Or multiple contractors?

Answer: The District intends to award the contract to one contractor.

33. If multiple contractors, does the District assign a specific building? Or how does the District decide which job goes to a specific contractor?

Answer: See Question # 32.

34. Does the awarded contractor(s) has the exclusive rights for all the repairs during the duration of the contract?

Answer: No, the District reserves the right to bid out any major repairs or ask for a proposal from the contractor and use the District's allowance to complete the repairs.

Enclosed: Attachment No. 1

End of Addendum No.1

ADDENDUM # 1
ATTACHMENT NO. 1
SANTIAGO CANYON COLLEGE HVAC FILTER SCHEDULE

LOCATION	QTY	NUMBER	DESCRIPTION
BUILDING G - LOWER ROOF	16	M1320252	20x25x2 MERV 8 Pleated Filter
BUILDING G - LOWER ROOF	8	M1320202	20x20x2 MERV 8 Pleated Filter
BUILDING G - LOWER ROOF	16	M1316202	16x20x2 MERV 8 Pleated Filter
BLDG G-UPPER ROOF	32	M1320202	20x20x2 MERV 8 Pleated Filter
BLDG G- UPPER ROOF	76	M1316202	16x20x2 MERV 8 Pleated Filter
BLDG. SC - RM 205	22	M1316252	16x25x2 MERV 8 Pleated Filter
BLDG. SC - RM 205	22	M1316242	16x24x2 MERV 8 Pleated Filter
BLDG. SC 224	40	M1324242	24x24x2 MERV 8 Pleated Filter
BLDG. SC 224	16	M1312242	12x24x2 MERV 8 Pleated Filter
BLDG. SC 224	1	2020-3ply	20x20 3-Ply Poly Panel
BLDG. SC	40	F8V4-2424-GWB	MERV 16 (95%) 4V-Bank 24x24x12 w/DSG
BLDG. SC	16	F8V4-1224-GWB	MERV 16 (95%) 4V-Bank 12x24x12 w /DSG
BLDG. H - ROOF	80	M1316242	16x24x2 MERV 8 Pleated Filter
BLDG. H - ROOF	80	M1316252	16x25x2 MERV 8 Pleated Filter
BLDG. H - ROOF	1	2020-3ply	20x20 3-Ply Poly Panel
BLDG. H - ROOF	2	2025-3ply	20x25 3-Ply Poly Panel
BLDG A	25	M1324242	24x24x2 MERV 8 Pleated Filter
BLDG B	25	M1324242	24x24x2 MERV 8 Pleated Filter
BLDG. L	22	M1316252	16x25x2 MERV 8 Pleated Filter
BLDG. L	2	1620-3Ply	16x20 3-Ply Poly Panel
BLDG. L	2	2020-3ply	20x20 3-Ply Poly Panel
BLDG. L	22	M1316242	16x24x2 MERV 8 Pleated Filter
BLDG. D	46	2020-3ply	20x20 3-Ply Poly Panel
BLDG. D	15	2025-3ply	20x25 3-Ply Poly Panel
BLDG. D	1	2032-3Ply	20x32 - 3 Ply Link Panel
BLDG. D	1	Poly Panel-Spe...	22x30 3 Poly Link Special
BLDG. D	2	2040-3Ply	20x40 3 Ply Link Panel
BLDG. D	2	1625-3Ply	16x25 3-Ply Poly Panel
BLDG. D	1	Poly Panel-Spe...	25x54 3 Poly Link Special
BLDG. D	2	2030-3Ply	20x30 - 3 Ply Poly Panel
BLDG. D	1	Poly Panel-Spe...	20x45 3 Poly Link Special
BLDG. D	2	2032-3Ply	20x32 - 3 Ply Poly Panel
BLDG. D	1	1620-3Ply	16x20 3-Ply Poly Panel
BLDG. D	1	1616-3Ply	16x16 3-Ply Poly Panel

BLDG. D	4	2040-3Ply	20x40 3 Ply Link Panel (2 - 20x20 panels per
BLDG. E	30	M1320242	20x24x2 MERV 8 Pleated Filter
BLDG. E	5	M1312242	12x24x2 MERV 8 Pleated Filter
BLDG. C	2	1272-3Ply	12x72 3-Ply Poly Panel Special
BLDG. C	4	1818-3ply	18x18 3-Ply Poly Panel
BLDG. C	3	1825-3ply	18x25 3-Ply Poly Panel
BLDG. C	3	2025-3ply	20x25 3-Ply Poly Panel
BLDG. C	2	1020-3ply	10x20 3-Ply Poly Panel
BLDG. C	2	1025-3ply	10x25 3-Ply Poly Panel
BLDG. C	2	1625-3Ply	16x25 3-Ply Poly Panel
BLDG: T	4	2030-3Ply	20x30 - 3 Ply Poly Panel
BLDG M&O	1	2024-3ply	20x24 3-Ply Poly Panel
BLDG M&O	2	2020-3ply	20x20 LINK (2-10x20 Panels per link)
BLDG M&O	1	1625-3Ply	16x25 3-Ply Poly Panel
BLDG M&O	2	Poly Panel-Spe...	22x24 3 Ply Poly Panel Special
BLDG S	3	2030-3Ply	20x30 - 3 Ply Poly Panel