RANCHO SANTIAGO
Community College District

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Santa Ana College • Santiago Canyon College

REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSAL
RFQ/RFP #2627-410

BUILDING AUTOMATION SERVICES PREVENTATIVE MAINTENANCE SERVICES

AT

SANTIAGO CANYON COLLEGE

Addendum No. 1 Revision 1
Issued: October 20, 2026

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

A. Under **Exhibit A - Scope of Work**, please disregard the referenced monthly eight (8)-hour service visit. The Contractor shall review the scope and submit a proposal and incorporate the appropriate number of labor hours required to complete all buildings and tasks outlined in **Exhibit A.** The proposed hours shall be sufficient to perform the services described in the scope of work.

B. The following are responses to questions received:

1. Question: Please clarify whether the selected contractor will be expected to perform programming, firmware updates, database modifications, controller replacement, or manufacturer-level diagnostics on proprietary Automated Logic (ALC) and Alerton field controllers. If so, will the District provide access to all manufacturer-specific software, licenses, passwords, and programming tools required to perform these services?

   Answer: Yes, the awarded contractor will be granted access to the District's ALC software to make programming changes. The contractor will be responsible for providing the necessary programming software for the Alerton system.

2. Question: If an ALC or Alerton field controller is diagnosed as failed, is replacement of the controller considered part of the preventative maintenance contract, or will such work be performed under separately authorized repair services and allowance funding?

   Answer: This work will be considered a repair service, and the district allowance funds may be used to cover the associated costs.

3. Question: Please clarify whether the District requires contractors to maintain active manufacturer dealership or certification status with both Alerton and Automated Logic Controls.

   Answer: The District requires a minimum of one active certification with either system. However, the selected contractor must have personnel with sufficient experience working with both systems.

4. Question: Please confirm whether the District expects Niagara N4 Supervisor support and BACnet communications troubleshooting only, or full support of all proprietary field controller platforms.

   Answer: The selected contractor will be responsible for the building control systems and ensuring that all BACnet communications between the controls and the Tridium system are fully functional. However, the contractor will not be responsible for maintaining the N4 system or JACEs.

5. Question: Please clarify which software platforms are included under required software updates and security patching, including Niagara N4, WebCTRL, Alerton software, and Phoenix Controls software.

   Answer: WebCTRL and Alerton. The remaining systems will be managed by other contractors.

6. Question: Please clarify whether the contractor is expected to diagnose and document alarm conditions only, or perform all corrective repairs as part of the preventative maintenance agreement.

   Answer: The selected contractor will be responsible for diagnosing and documenting alarm conditions. Minor corrective programming work will also be included in the contractor's scope of responsibility. Any repairs requiring controller replacement must be presented to the College for review and approval prior to proceeding with the work and will be paid through the District allowance budget.

7. Question: Please clarify whether preventative maintenance, troubleshooting, calibration, repair, programming, and certification of Phoenix Controls laboratory airflow systems are included within this contract.

   Answer: No, Phoenix Controls is excluded.

8. Question: If service is required on Phoenix Controls devices, does the District require the contractor to be an authorized Phoenix Controls service provider?

   Answer: See Response #7.

9. Question: Please confirm whether annual laboratory airflow certification, hood certification, or room pressurization certification services are required under this contract.

Answer: Not required in this scope.

10. Question: Will the awarded contractor be provided administrator-level access credentials for Niagara Supervisor, WebCTRL, Alerton workstations, BACnet routers, and network controllers?

    Answer: Yes, credentials will be issued to the selected contractor.

11. Question: Please confirm that all required software licenses, Niagara maintenance agreements, and OEM software subscriptions are owner-provided.

    Answer: See response #1.

12. Question: Please clarify whether calibration certificates traceable to NIST standards are required for sensors, transducers, airflow stations, and other BAS instrumentation.

    Answer: Calibration certifications are not required.

13. Question: Please clarify whether factory recalibration and certification services are required for BTU, power, and flow meters, or if field verification is acceptable.

    Answer: The selected contractor will be responsible for calibrating and readjusting temperature and airflow values as needed.

14. Question: Will the District permit the awarded contractor to conduct a complete BAS inventory verification and reconciliation prior to finalizing the maintenance schedule?
    Answer: The selected contractor must conduct an inventory verification to develop an accurate maintenance schedule.

15. Question: Given that the BAS Equipment Schedule identifies a substantial number of existing Alerton-controlled systems, please confirm whether respondents are required to provide current documentation from Alerton establishing that they are authorized to service, maintain, program, and support the existing Alerton equipment. If manufacturer authorization is required for particular activities, please identify those activities and confirm the documentation to be submitted with each proposal.

    Answer: Bidders shall identify the tools and software they will provide for the duration of the services. The College will evaluate and determine whether the proposed tools and software are adequate to meet its preventative maintenance needs.

16. Question: Exhibit A requires software updates, system optimization, troubleshooting, and controller operation verification. Please confirm whether respondents must demonstrate legitimate access to all required manufacturer software, programming environments,

firmware/ROC files, and technical support resources necessary to perform these services without relying solely on BACnet point access.

Will the District require evidence for the requested bid?

Answer: See Response 15.

17. Question: Alerton publishes cybersecurity guidance (attached) recommending maintenance of current supported software and controller application/firmware files, as applicable. Please clarify if bidder should be a certified dealer by the manufacturer to review installed Alerton firmware/ROC versions, identify applicable manufacturer security advisories, recommend and implement manufacturer-approved compatible security updates, and provide a documented status report.

    Answer: The selected contractor is not required to be an active Alerton dealer but must possess the necessary software and experience to service and make programming changes to Alerton controls.

18. Question: Please confirm whether the District intends to allocate a separate annual budget or replacement parts allowance under this contract to cover the purchase and replacement of failed BAS components, including Alerton controllers, communication modules, sensors, actuators, and other associated equipment.

    Additionally, given the existing Alerton infrastructure throughout the campus, please clarify whether the awarded contractor must be an **authorized Alerton/Honeywell representative** to procure genuine manufacturer replacement parts, access proprietary programming tools, perform firmware updates, and provide manufacturer-supported repairs.

    Answer: A District allowance will be allocated for replacement parts and controls required during preventative maintenance services.

    At a minimum, the selected contractor must be an authorized representative of either Automated Logic (ALC) or Alerton/Honeywell.

19. Question: Please confirm that the preventative maintenance, servicing, troubleshooting, calibration, and repair of Phoenix Controls Valves and their associated control components are excluded from the scope of work under this RFQ/RFP.

    Answer: See Response 7.

End of Addendum No.01 Revision 1