



**ROCKFORD BOARD OF EDUCATION  
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES  
FOR SCHOOL DISTRICT NO. 205  
ROCKFORD, ILLINOIS**

IFB No.           IFB No. 21-42 HVAC Water Treatment Chemicals & Service  
DATE:            May 26, 2021  
RE:              **ADDENDUM NO. 1**

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To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

**If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.**

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at [purchasingdeptstaff@rps205.com](mailto:purchasingdeptstaff@rps205.com).

ROCKFORD BOARD OF EDUCATION

CLARIFICATIONS

This addendum includes the pre-bid meeting minutes.

By: Dane Youngblood  
Director of Purchasing

May 20, 2021

## **BID 21-42 HVAC Water Treatment Chemicals & Services,**

10:30 AM – The Pre-Bid Meeting commenced. Two contractors were in attendance.

10:45 – The Bid documents and scope were reviewed. Questions were asked and answered (see below).

Q: What is the current value of this contract?

A: The budget for bid 21-42 is \$50,000.00

Q: Please clarify Section 3.1.4.1 and 3.1.4.1.1 i.e., *3.1.4.1. All existing equipment must be inventoried, tested, and certified as serviceable. 3.1.4.1.1. Any non-functional systems are to be replaced.* Is this in reference to water treatment equipment or HVAC equipment?

A: This section is in reference to water treatment equipment.

Q: Are blowdowns to be completed weekly? (Reference: 3.4 Service Schedule Matrix)

A: Yes, blowdowns are to be completed weekly.

Q: Are all boilers being blown down weekly or only steam boilers?

A: Only steam boilers

Q: Is the contractor expected to complete testing monthly? (Reference: 3.4 Service Schedule Matrix)

A: Yes, the cooling systems need to be tested monthly.

Q: Are the bypass feeders already in place? (Reference: 3.5.1.4 Closed-Loop System Details – sc. 3.5.1.4.1 & 3.5.1.4.2)

A: Yes, the bypass feeders are already installed.

Q: Do internal district trades staff complete testing daily? (Reference: 3.5.1. Heating Season – sc. 3.5.1.1)

A: Yes, testing is completed daily.

Q: Please verify the PH range of 6 – 8.5. (Reference: 3.5.2 Open-Loop Systems – sc. 3.5.2.3)

A: The PH range for Open-Loop System water is 6 – 8.5.

Q: Does the internal trades staff change drums between contractor visits? (Reference: General Question)

A: Yes, the internal trades staff will change drums, as needed, between contractor visits.

Q: Do you want a dual biocide rather than a singular biocide? (Reference: 3.6 Chemical Requirement – sc. “multiple”)

A: Yes, the District wants a dual biocide, both oxidizing and non-oxidizing.

Q: Is Section 3.6.1.10 in reference to steam boilers? (Reference: 3.6.1 Chemicals Must – sc. 3.6.1.10)

A: Yes, this is in reference to steam boilers.

Q: Are the closed-loop systems currently being treated with a nitrate-based formula? (Reference: 3.6 Chemical Requirements – sc. “General”)

A: Yes

Q: Does the contractor need to remove expended drums? (Reference: General)

A: Yes, the contractor is responsible for removing expended drums.

11:30 – The Pre-Bid Meeting ended.



## PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB No. 21-42 HVAC Water Treatment Chemicals & Service for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addenda published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for June 1, 2021 at 2:00 pm Rockford Board of Education, 6th floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval June 8, 2021.
- Bid RFI Procedures - All written correspondence during the bid process **MUST** be sent to Dane Youngblood, Director of Purchasing, via email at [PurchasingDeptStaff@rps205.com](mailto:PurchasingDeptStaff@rps205.com). Last RFI will be accepted until May 25, 2021 at 12 pm. Last addendum will be issued by May 27, 2021 at 4:30 pm.
- Addenda will be emailed to all attendees at the pre-bid conference, posted on the RPS website and Demand Star.
- **PLEASE** reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive.

ROCKFORD PUBLIC SCHOOLS  
 IFB No. 21-42 HVAC Water Treatment Chemicals & Service  
 Pre-Bid Meeting Sign-In Sheet  
 May 20, 2021 at 10:30 a.m.



PRE-BID MEETING SIGN-IN SHEET

IFB No. 21-42 HVAC Water Treatment Chemicals & Service

PLEASE WRITE EMAIL ADDRESS SO THAT IT IS LEGIBLE IN ORDER TO RECEIVE ADDENDUM INFORMATION

| Printed Name              | Company Name                    | Company Address                           | Telephone                            | E-mail                                   |
|---------------------------|---------------------------------|---|--------------------------------------|--|
| 1<br>PHIL BOCHNIARZ       | H2O WATER TECHNOLOGY            | 500 S. VERMONT ST.<br>PALATINE, IL. 60067 | 847-356-7400<br>CELL<br>847-436-7413 | PHILBOCHNIARZ@H2OWATER<br>TECHNOLOGY.COM |
| 2<br>Vi Lam               | Essential Water<br>Technologies | 6625 N. Avondale Ave.<br>Chicago IL 60631 | 630-452-4587                         | vi@essentialwater<br>tech.com            |
| 3<br>Rachel<br>Szydłowski | Essential Water<br>Technologies | 6625 N. Avondale Ave.<br>Chicago IL 60631 | 216-2-716-2360                       | rachel@essential<br>watertech.com        |
| 4<br>Nelson P<br>BAILY    | RPS                             | 501 2 <sup>nd</sup> St<br>Rockford, IL    | 815-298-4589                         | nelson@baily<br>rps205.com               |
| 5<br>BRIAN<br>WOLF        | RPS. 205                        | 501 7th St<br>Rockford, IL                | 815-298-1859                         | Brian.Wolf@<br>RPS.205.com               |
| 6<br>Guy Czynski          | RPS 205                         | 501 7th St.                               | 815-328-3771                         | Guy.Czynski@<br>RPS.205.COM              |
| 7                         |                                 |   |                                      |  |