



Request for Proposal 25029
HVAC Services
Addendum 1
March 10, 2025

QUESTIONS

1. Does the RFP simply focus on time and materials calls?
Yes, this does not apply to specific projects. This is for routine service calls with minor repairs and/or troubleshooting and providing a quote for the repair. Any work over \$1,000 will require a quote prior to proceeding further.
2. How important is to provide response times?
Response time is necessary to understand the capacity of respondent. It is understood that times are not guaranteed and will fluctuate based on demand and seasonal peak times.
3. The RFP asks for hard numbers on certain parts, refrigerant and other items that are out of our control. We are at the mercy of a landscape where pricing changes all the time.
It is understood that some materials and refrigerants will vary based on market. Please provide a mark-up percentage that will be changed based on market purchase price.

Vendor Signature

Date:

Maranda Jessie

Purchasing Manager

Proposal responses must include a copy of this page, signed by the vendor, confirming receipt of same. We hope this information is helpful in developing your response and we appreciate your participation.
