Hayward Unified School District

Purchasing Department
24411 Amador Street, Hayward, CA 94544

BID # 27.004
Bid Name/Project: Districtwide Elevator and Wheelchair Lift Service, Preventive Maintenance, and Repairs Maintenance Services

Addendum # 1 - 11/9/26
(Total of 4 pages including attachments)

A. CLARIFICATIONS

1. Section **INSTRUCTIONS TO BIDDERS AND ATTACHMENT 2 - BID FORM FOR MAINTENANCE CONTRACT**
   - Item
     a **REMOVE**: "Attachment "2" BID FORM Remove Document(s) in its entirety"
     b **REPLACE WITH**: "Attachment "2" BID FORM - **REVISED BY ADDENDA#1 11/6/26**

B. REQUEST FOR INFORMATION/OTHER

1. **Question:** Bid form for elevators Item D, and wheelchair lifts Item C ask for Five-Year Load TESTING Total (From Exhibit B Annual Prices). Exhibit B calculates 'One Time Five Year Total', but does not calculate 'Annual Total'.Should these fields on the bid form be completed with the 'One Time Five Year Total' calculated as built in to Exhibit B spreadsheet, or should these be adjusted for Annual Total (manually calculated) as implied by the bid form?
   Response: The Five-Year Load Testing Total should reflect the **One-Time Five-Year Total** calculated in Exhibit B, rather than an annualized amount. The intent is to capture the total cost of the five-year load testing service over the five-year period, not an annual recurring expense. The Bid Form has been revised to correspond to Exhibit B.

2. **Question:** Were there any common questions or concerns raised by other bidders that resulted in the extension?
   Response: No

3. **Question:** Have there been any revisions to the scope of work, contract requirements, evaluation criteria, or service expectations since the original RFP was issued?
   Response: EXHIBIT B" EQUIPMENT LIST AND BID PRICES and the Bid Form have been revised.

4. **Question:** Will any addenda or clarifications be released for bidders before the new due date?
   Response: Yes, this Addenda No 1 released 11/6/26. Please check the website for and future addendums issued up until the bid due date.

5. **Question:** Has the anticipated contract start date changed as a result of the extension?
   Response: No.

6. **Question:** Is there anything you would recommend vendors focus on or clarify in their proposals to ensure they are aligned with the district's expectations?
   Response: No

7. **Question:** Are service calls and callbacks included in the monthly maintenance rate, or should they be billed separately using the regular and emergency hourly rates provided on the Bid Form?
   Response: No, they would be billed separately based on the Hourly Rate and Emergency Hourly Rate provided on the Bid Form.

8. **Question:** Are the wheelchair lifts subject to the same parts-and-repair coverage as the elevators? The scope does not appear to distinguish between the two, so we would like to confirm whether the listed wheelchair-lift components, repairs, and replacement parts are expected to be included in the service price or billed separately as authorized work.
   Response: The wheelchair lifts are subject to the same parts-and-repair coverage as the elevators.

9. **Question:** Can you please confirm the required preventive-maintenance frequency? Should the elevators receive monthly service, and should the wheelchair lifts receive semiannual service, meaning two visits per year?
   Response: As stated.

ATTACHMENT "2"

BID FORM

REVISED BY ADDENDA#1 11/6/26

To: Governing Board of Hayward Unified District ("District" or "Owner")

From:

_____

(Proper Name of Bidder)

The undersigned declares that Bidder has read the Bid Documents, including without limitation the Invitation to Bid, the Agreement, and the Instructions to Bidders, and agrees and proposes to furnish all necessary labor, materials, and equipment to perform and furnish all services and work in accordance with the terms and conditions of the Bid Documents of **Contract No. 27.004** for Districtwide Elevator and Wheelchair Lift Service, Preventive Maintenance, and Repairs **maintenance services ("Contract" and "Contract Documents").**

1. **Bid.** The cost of all labor, materials, and equipment necessary for the completion of the work, including **Attachment 1 - Scope of Work**, even though not shown or specified, shall be included in the unit price for the various items shown herein. The District reserves the right to increase and decrease the quantity of any item or omit items as may be deemed necessary or convenient for the District, and the same shall in no way affect or make void the contract. When increases and decreases are made, appropriate additions or deductions from the contract total price will be made at the stipulated unit price.

Elevator Max. Cap. (2,000-3,500lbs.):

a. Monthly Service Rate **Annual Total** (From Exhibit B Annual Prices) $ _____

b. Annual TESTING Total (From Exhibit B Annual Prices) $ _____

c. Annual Fire Alarm Smoke TESTING Total (From Exhibit B Annual Prices) $_____

d. Five-Year Load TESTING - **One Time Total** (From Exhibit B - One-Time Five-Year Total) $_____

Hourly Rate $ _____ Emergency Hourly Rate $ _____

Wheelchair Lift Max. Cap. (750 lbs.):

a. Annual Service Total (From Exhibit B Annual Prices) $ _____

b. Annual TESTING Total (From Exhibit B Annual Prices) $ _____

c. Five-Year Load TESTING - **One Time Total** (From Exhibit B One-Time Five-Year Total) $_____

Hourly Rate $ _____ Emergency Hourly Rate $ _____

Costs for parts and materials plus _____ % increase or mark up

Costs for parts and materials minus _____ % discount