

August 17, 2021

To: All Potential Respondents  
From: Bobbi Pulley, Purchasing Agent  
Re: RFP1821467298 – ILEA Facility Equipment Maintenance

## ADDENDUM TWO

**Please amend the subject RFP to include answers to the following timely received questions and notes from the Site Visit:**

- Q1. Could you point me in the direction of where I can find Drawings and Specs related to this project?  
A1. **There are no drawings or specs. This RFP is requesting ongoing maintenance and repair on the equipment listed in the attachment.**
- Q2. Will the scope of this agreement include filter and belt changes or will those be quoted/invoiced separately as needed?  
A2. **Filter and belt changes will be part of the resulting contract.**

### Site Visit Notes:

- S1. The RFP is for maintenance and repair. Respondents are expected to recommend a preventative maintenance strategy as part of the Proposal.
- S2. All equipment, including filters and belts, listed on the “Detail” tab of the “RFP1821467298 - ILEA Mechanical Systems Breakdown” are included in the maintenance program. Models numbers are included on the “Detail” tab – Respondents should be able to determine required filters and belts using that information.
- S3. Hourly rates are to be provided for all maintenance and repair staff grades. These goods/services are exempt from Iowa Sales Tax. Davis Bacon Wages will not apply to this contract.
- S4. The estimated number of hours per staff grade is only required for those completing preventative maintenance. The estimated number of hours will be used for evaluation and budgeting. Billing will be based on actual hours.
- S5. The ILEA chiller will run at around 48 degrees fahrenheit.

**Please acknowledge receipt of this addendum by signing in the space provided below, and return this letter with your offer (do not send back separately).**

I hereby acknowledge receipt of this addendum.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Typed or Printed Name