	<p style="text-align: center;">SOLICITATION ADDENDUM</p> <p style="text-align: center;">Page 1 of 3</p>	<p style="text-align: center;">CITY OF PHOENIX Water Services Department 200 W. Washington Street 9th Floor Phoenix, AZ 85003</p>
	<p>Solicitation Number: IFB-2425-WWT-685 Addendum # 1 Solicitation Title: HVAC Maintenance and Repairs Solicitation Due Date: 04/14/2025, 2:00 p.m., Phoenix Local Time</p>	

This addendum incorporates the following changes into the subject solicitation:

I. This addendum revises the Instructions of the subject solicitation as follows:

1. Section 8. Submittals, paragraph 8.2, Solicitation Response Check List, letter D, adds the following:

D. Submittal Forms - All submittal forms are completed and signed.

- ☐ **A - Pricing Proposal Template**
- ☐ **B - References**
- ☐ **C - Warranty Information**
- ☐ **D - Offer Page**
- ☐ **E - Conflict of Interest and Transparency**
- ☐ **F - Costs and Payments**
- ☐ **G - Debarment & Exclusion**

II. This addendum revises the Scope of Work of the subject solicitation as follows:

1. Section 3. Scope of Work, paragraph 3.17., Response Times, letter A, is replaced with the following:

A. Ensure that responses to all service work will be within four hours of notification from FMPC, except for emergency requests. Responses may be via email, mobile phone call and/or text message.


2. Section 3. Scope of Work, paragraph 3.17., Response Times, letter B, is replaced with the following:

B. Upon notification of emergency service work, contractor shall:

1. Contact FMPC or designee within one hour.
2. Coordinate all repair service work at the discretion of FMPC or designee.
3. Communication may be via email, mobile phone call and/or text message.

II. This addendum answers the following questions, which the City of Phoenix received after the subject solicitation's pre-proposal conference:

1. **Question:** Are there limitations to the liquidated damages? For service, if the response times not met is there risk of liquidated damages? Or are the liquidated

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damages specific to contracted installation project with agreed on completion date?

Answer: Refer to IFB-2425-WWT-685, Section 3, Special Terms and Conditions, paragraph 5.19., Liquidated Damages.

2. Question: Optional filter changes – what does this mean?

Answer: Refer to IFB-2425-WWT-685, Section 3, Scope of Work, paragraph 3.11, Optional Filter Change Service.

3. Question: Does the city want maintenance proposals for each site where equipment is listed, or just our rates?

Answer: Refer to IFB-2425-WWT-685 Attachment A – Pricing Proposal Template.

4. Question: Sub-contract rates – what are the ranges and is there flexibility?

Answer: Refer to IFB-2425-WWT-685, Section 3, Scope of Work, paragraph 3.18, Equipment Rental.

5. Question: Is the Pricing Proposal just the rate sheet we need to submit?

Answer: Refer to IFB-2425-WWT-685 Addendum 1, Item 2, and to IFB-2425-WWT-685 Attachment A – Pricing Proposal Template.

6. Question: Are the submittal forms the attachments and pricing sheet, or are there other forms I'm missing?


Answer: Refer to IFB-2425-WWT-685 Addendum 1, Item 1.

7. Question: Will pads provided for swamp coolers or is the vendor responsible for supplying these?

Answer: Refer to IFB-2425-WWT-685, Section 3, Scope of Work, paragraph 3.3, Contractor Requirements and Responsibilities.

8. Question: Could you please provide clarity with this statement? "Ensure that verbal responses to all service work will be within four hours of notification from FMPC, except for emergency requests."

Answer: Refer to IFB-2425-WWT-685 Addendum 1, Item 2.

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All other terms and conditions remain unchanged.

Offeror is required to sign and return addendum with their offer.

Name of Company: _____

Address: _____

Print Name and Title: _____

Authorized Signature: _____