



**ALBUQUERQUE PUBLIC SCHOOLS  
PROCUREMENT DEPARTMENT**

**February 25, 2015**

**ADDENDUM #1**

**RFP # 15-044MM-SL**

**Project: Repairs for HVAC**

**RFP Submittal Deadline:** February 27, 2015 @ 2:00 p.m. local time  
Albuquerque Public Schools  
Offsite Procurement Office  
Attn: Michael Madrid, CPPB - Construction Buyer  
915 Locust St., SE Room 7  
Albuquerque, NM 87106

**Question/Answer:**

- **Question:** Page 55: The heading on the first material cost column is titled “Dollar Amount Estimated on Subcontractor and Material Costs”. Does this mean that the fixed fee can be applied to mark up subcontractor costs? The last sentence of the paragraph above this column states, “SUBCONTRACTOR(S) EXPENSE SHALL BE CONSIDERED A PASS THROUGH COST TO APS AND NO ADDITIONAL MARK-UP WILL BE PERMITTED. These two statements seem to be in conflict. Please clarify.
- **Answer:** The Fixed Fee Table has been modified. The following table replaces the table referenced in the RFP document.

Dollar Amount Estimated on equipment rentals and material Costs	Fixed Fee (Expressed in Dollar Amount on the estimate for a project)
\$1.00 - \$100.00	<b>NO MARK-UP WILL BE ALLOWED</b>
\$101.00 - \$200.00	\$
\$201.00 - \$300.00	\$
\$301.00 - \$400.00	\$
\$401.00 - \$500.00	\$
\$501.00 - \$600.00	\$
\$601.00 - \$700.00	\$
\$701.00 - \$800.00	\$
\$801.00 - \$900.00	\$
\$901.00 - \$,1000.00	\$

- **Question:** Page 55: If I understand the Fixed Fee process correctly, a mark-up percentage is applied to the median of each specified dollar amount range. From this a fixed dollar amount will be calculated and added to the material / rental cost for that dollar amount range. Example: Range 1, \$1.00 - \$1000.00; If I apply a 10% mark-up to the median dollar amount for that range of \$500.00, then my fixed fee for that dollar amount range will be \$50.00. That \$50.00 will be added to my material / rental cost no matter if that cost is \$1.00 or \$1000.00. Is this correct?
- **Answer:** The fixed fee is an amount calculated by each offeror based on individual offeror's profit and overhead requirements. The percentage used by an offeror to calculate the mark-up does not have to be calculated using the median of the range. It's up to each offeror to determine how the amount will be calculated.
- **Question:** Page 53: Most of the equipment rental categories are not relevant to HVAC repair. Can I add additional HVAC specific tools to the Rental Rate Sheet?
- **Answer:** Yes
- **Question:** The Laborer Pricing that is preprinted in the RFP documents DO NOT match up with any Prevailing Wage pricing **for Laborer Groups** that I can see. We would like to add a Semi Skilled Laborer VI to the pricing instead of what is originally in the RFP – is this possible or do we need to stick to the Prevailing Wages that are in the RFP already?
- **Answer:** The referenced labor categories are typical for work performed under the on-call services solicitation. It is understood that the requirements of a specific project may require additional categories to be identified, however in order to ensure that offeror(s) are being evaluated consistently, the labor categories referenced in the RFP shall remain as the benchmark.
- **Question:** Is there a page limit for the Price Proposal section and its Items?
- **Answer:** No
- **Question:** Does the Written Quality Assurance Plan that is supposed to be binded separately from the Technical Proposal still fall under a “tabbed” item and subject to the 30 page limitations.
- **Answer:** No
- **Question:** Do the pre-printed forms FROM the RFP itself that need to be filled in count as pages for the tabbed sections?
- **Answer:** No

- **Question:** We currently have MM2 & MM3 license (HVAC sheet metal and gas). Are these licenses sufficient to bid the above Repair Service for HVAC - on demand. We perform this kind of service in the private sector currently.
- **Answer:** The MM-98 is the mechanical contractor's license. The MM98 consists of 4 licenses each covering their own disciplines. In order to do the complete gambit of Mechanical contracting, one must have all 4 licenses.

**NOTE:** Your acknowledgement of this Addendum #1 shall be provided with your response.

Thank you for your interest in Albuquerque Public Schools.

**ACKNOWLEDGE ADDENDUM WITH RFP:**

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**COMPANY/FIRM NAME**

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**SIGNATURE**

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**DATE**