



DEPARTMENT of PUBLIC WORKS

1717 WEST 162nd STREET / GARDENA, CALIFORNIA 90247-3731 / WWW.CITYOFGARDENA.ORG / PHONE (310) 217-9568

REQUEST FOR PROPOSAL
HEATING, VENTILATING, AND AIR CONDITIONING SYSTEMS SERVICES
ADDENDUM NO. 1

REVISIONS/CLARIFICATIONS TO THE REQUEST FOR PROPOSAL:

1. The proposal deadline has been extended from 4 PM on Thursday, September 8, 2022 to **4 PM on Thursday, September 15, 2022.**
2. **Revised Scope:**

Facility	Facility Address
City Hall	1700 W 162 nd Street
Police Department	1718 W 162 nd Street
Nakaoka Community Center	1670 W 162 nd Street
Human Services	1651 W 162 nd Street
Rush Gym	1651 W 162 nd Street
Public Works	1717 W 162 nd Street
Justin Plaza	162 nd Street and Western Avenue
Johnson Park	1200 W 170th Street
Rowley Park	13220 Van Ness Avenue
Mas Fukai Park	15800 Brighton Avenue
Bell Park	14708 Halldale Avenue
Freeman Park	2100 W 154 th Place
Thornburg Park	2400 W 149 th Street

3. Replace the Bid Schedule with enclosed and **Revised Bid Schedule (8/30/2022)**, Addendum No. 1.
4. Provide details of all services provided in the monthly invoice.
5. Revised Scope (m) – The Contractor shall remove all and any unused tools, equipment, and surplus materials from the work site upon completion of the work and leave the work site in the same cleanliness and condition as it was upon arrival.
6. Revised Contractor Qualifications (iv) – Contractor shall comply with all security and access control procedures. Contractor shall be responsible for any keys or access control cards issued to them per City policy. If keys are issued, they shall not be duplicated.
7. Revised HVAC Equipment and Building Automation System Preventative Maintenance (g) – 30-day schedule: Justin Plaza, Public Works Breakroom and Public Works back offices

TASHA CERDA, Mayor / PAULETTE C. FRANCIS, Mayor Pro Tem
MARK E. HENDERSON, Councilmember / RODNEY G. TANAKA, Councilmember / WANDA LOVE, Councilmember
MINA SEMENZA, City Clerk / GUY MATO, City Treasurer / CLINT OSORIO, City Manager / CARMEN VASQUEZ, City Attorney

8. Following “Exhibit 3: Heater inventory at City Parks” to be amended:

Facility Name	Location	Inventory
Johnson Park	1200 W 170 th Street	2 Gas Wall Units
Mas Fukai Park	15800 Brighton Avenue	3 Gas Wall Units
Freeman Park	2100 W 154 th Street	2 Electric Units
Bell Park	14708 Halldale Avenue	2 Gas Wall Units
Thornburg Park	2400 W 149 th Street	3 Gas Wall Units
Rowley Park	13220 S Van Ness Avenue	1 Electric and 1 Gas Wall Unit

9. Request for Proposal is only for preventative maintenance. Anything outside the scope will be optional services as specified under “SCOPE” and “Service Contract Performance Objective”.
- a. *SCOPE*
The City of Gardena seeks bids from qualified HVAC contractors for the purpose of providing preventative maintenance, serving and repairing for Heating, Ventilating, and Air Conditioning systems located in the City of Gardena.
 - b. *Service Contract Performance Objective:*
Apply preventative maintenance procedures to reduce chances of premature equipment failures.
10. Heaters will be serviced twice a year.

END OF ADDENDUM NO. 1