



Information Item No.1

Date of Information Item No.1: July 05, 2023

**Arlington Public Schools
Procurement Office**

Invitation to Bid

Invitation to Bid Title: Water Testing and Treatment Services for HVAC Systems (Re-Bid)

Invitation to Bid Number: 143FY23

Invitation to Bid Issue Date: June 12, 2023

Pre-Bid Conference: A Pre-Bid Conference will not be held for this Solicitation

Bid Closing Date/Time: July 11, 2023, No Later Than 11:59 P.M. (Local Prevailing Time)

Bid Opening Date/Time: July 12, 2023, at 10:00 A.M. (Local Prevailing Time)

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- The following information is provided to help Bidders submit a Bid in response to ITB No. 143FY23:

Q1. Will you accept Bids to be submitted via email or at the Syphax Education Center by mail, express mail, in person, or by courier?

A1. No, Bidders must submit mandatory requirements found in the Instruction to Bidders, Section 27.1 of the ITB, into the Platform through the link found on the Current Solicitations webpage under the Procurement Office website. Found under the Due Date column for ITB 86FY23 of the Current Solicitations table is a link for Bidders to submit their Bid. (“Link to submit Bid – ITB 86FY23”). To assist Bidders with their Bid submission, screenshots of the steps required to submit a Bid are provided in ITB.

Q2. What documents must be submitted with the Bids?

A2. The **Class 1 Mandatory Requirements** in Section 27.1 of Instruction to Bidders must be submitted with your Bids. Failure to provide any of them with your Bid will result in the Bid being considered non-responsive and not being considered for Contract award.

- Q3.** Are the Class 2 Mandatory Requirements required to be submitted with the Bids?
A3. Class 2 Mandatory Requirements should accompany your Bid, but if omitted the Bidder may be given the opportunity to supplement its Bid in accordance with **Section 27.3 of Instructions to Bidders.**
- Q4.** Is it Mandatory to enter a price for each Item?
A4. Yes. A price must be entered for each item to be considered for award.
- Q5.** Other than your website, where is the ITB posted?
A5. The Invitation to Bid (ITB) is posted on the eVA website. The link to the ITB on the eVA website is as follows: [Link to the ITB for Water Testing & Treatment Services for HVAC Systems](#)
- Q6.** Do we provide the prices by completing the Pricing Schedule in the Bid Form?
A6. No. The Pricing Schedule form in the Bid Form is for information purposes only. Bidders must not provide their prices using this form. Prices must be provided using the Excel Spreadsheet Pricing Schedule at Appendix 3 and uploaded into the Platform with the Bid Form.
- Q7.** Who is the current vendor?
A7. The current vendor is Boland Trane
- Q8.** What is the value of last fiscal year's annual expenditure?
A8. The expenditure totaled \$58,919.00.
- Q9.** Who owns the existing equipment?
A9. APS owns the equipment.
- Q10.** What chemical is currently in place?
A10. The chemicals currently being used are unknown.
- Q11.** Are legionella tests required? If so, how often?
A11. No, we do not test for legionella currently.
- Q12.** Please reconsider removing Mandatory Requirements of DPOR classification Commercial Building Contractor (CBC) or DPOR specialty Commercial Improvement Contracting (CIC)
A12. Approval is given to remove Mandatory Requirements of DPOR classification Commercial Building Contractor (CBC) or DPOR specialty Commercial Improvement Contracting (CIC). See Addendum No. 1.

Issued By:
Carolina Sorto
Procurement Specialist
Direct Telephone: (703) 228-6193
Email: carolina.sorto@apsva.us