

# FINANCE & ADMINISTRATION

## REQUEST FOR PROPOSALS

Preventative Maintenance for Heating, Ventilation & Air  
Conditioning (HVAC) and Similar Equipment  
RFP50138 - Addendum 2

Release date: September 20, 2016

Proposals will be received up to  
3:00:00 pm local time on Thursday, September 29, 2016

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## SITE VISIT NOTES

A site visit was held on September 16, 2016 and five of the six locations were visited. The following notes and updates will apply to the RFP for Preventative Maintenance.

### **Location 1, Wastewater Treatment Plant in Milford:**

We did not include one piece of equipment which will require service, a Nu Air NU175DA Heat Recovery Ventilator Type 291916, Serial Number NU17511062523.

### **Location 2, Water Treatment Plant in Enfield:**

There are no permanent fall arrest anchors on the roof in Enfield.

### **Location 4, Mount Uniacke Library:**

Some concerns were raised with respect to the Mount Uniacke site. The Air Handling Units are accessed through a ceiling hatch located in a small room behind the library service desk. There is currently no permanent lighting in the attic space and light is provided by a trouble light powered from an extension cord plugged in behind the desk. There is plywood placed over the ceiling trusses to allow technicians to access the equipment, but there are other areas where there is no plywood. Concerns were raised that a technician might inadvertently step off the plywood and that there was risk someone might unplug the trouble light and leave the technician in darkness, which would not be safe.

East Hants will therefore install caution tape to identify the areas in the attic space which do not have plywood on them and we will have an electrician install a permanent switch and two lights in the attic space prior to the start of this contract. The successful Contractor will be responsible to bring their own ladder to access the space. Please note that the space is small and care will have to be taken when handling the ladder.

The successful Contractor will be provided with a key and security code if our Building Maintenance Technician is not available to coordinate access to the building.

We have included a short video showing the attic space.

