

REQUESTS FOR CLARIFICATION  
RFP for AIR HANDLER CLEANING

1. Lump sum proposal should not include the cost to clean cabinets and fans adjacent to coils, this RFP is just to clean the coils. In the course of cleaning the coils, if contractor finds a particularly dirty cabinet or fan, contractor should submit a change order request to the project manager via an email. Project manager can approve these as need but the contractor must get approval before proceeding.
2. Exhaust fans to be cleaned are those coming from restroom areas. Kitchen exhaust fans are being cleaned by others.
3. Prevailing wage is provided when/if overall cost of contract exceeds \$50,000.
4. The District will not be providing an escort into each school. The contractor will be asked to comply with District requirements for fingerprinting and background checking so that the District can then supply the contractor with a card key access badge.
5. Each school has custodial staff on duty throughout the summer and work will be coordinated with them through the project manager, Luanne Zoller. Custodial staff generally work 7:00am until 4:00pm every day in the summer. In some cases, district maintenance staff will be able to assist as arranged by the project manager, Luanne Zoller. The work needs to be completed within the timeframe custodial staff is working. Under special circumstances the work day can be extended by the contractor but this has to be arranged with the project manager, Luanne Zoller, so that she can have the school locked up afterwards and set the burglar alarms.
6. Blueprints will not be provided to the contractor. The schools generally have their air handlers located in obvious places like the roof or in back on an equipment pad. District maintenance staff will be able to assist with those locations that are not as obvious.