



## ADDENDUM NUMBER ONE

AUGUST 4, 2022

**RFQ #22-913-40  
HVAC PREVENTIVE MAINTENANCE SERVICES AT HANO ADMINISTRATIVE  
BUILDINGS**

THE FOLLOWING ADDENDUM IS BEING ISSUED TO INCORPORATE THE FOLLOWING IN THE REFERENCED REQUEST FOR QUOTES.

**ITEM #1 WRITTEN QUESTIONS RECEIVED**

**Question One:** Due to additional discover time needed “Company X” is requesting an additional nine days be added to the due date of August 17, 2022. The new due date would be Friday August 26<sup>th</sup> at 2pm.

**Answer: The Solicitation will be extended two (2) additional days and will be due by 2:00pm on August 19, 2022.**

**Question Two Clarification:** In the list of equipment air handler unit information is not listed under Part II- Scope of Service ( Manufacturer, Equipment, Quantities, Unit Model Numbers and Unit Serial Number) or total count of the air handlers in buildings A & B. In the task codes (required scope) there is a section identifying what should be performed during quarterly inspections. Please confirm the quantities of air handlers to be covered under this agreement in buildings A & B.

**Answer: 12 Units in Building A, 3 Units in Building B. Total number of Units=15.**

**Question Three:** Will HANO provide the belts and filters for the air handler unit maintenance?

**Answer: HANO will provide and install the filters only, the Contractor must provide and install the belts when needed.**

**Question Four:** Will HANO provide the belts required for the cooling towers, when needed?

**Answer: No**

**Proposals must be received by the Housing Authority of New Orleans (HANO) in the Office of Procurement and Contracts by 2:00 p.m., local time on Wednesday, August 19, 2022. All terms and conditions shall remain as stated in the original Request for Proposal. All addenda must be acknowledged.**

**END OF ADDENDUM NUMBER ONE**

