

**ADDENDUM No. 1**  
**Request for Competitive Sealed Proposals (CSP)**  
**19CSP134 HVAC Services at Austin High School**

May 22, 2019

Received by bidder:

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

**Item 1: Addenda Acknowledgement Requirement**

**Item 2: Safety Record Requirement**

**Item 1: Addenda Acknowledgement Requirements**

Section C.4 of the Proposal Form has been updated to include the following requirement: “Offeror must print, date and sign all addenda cover sheets and attached them to their bid package.”

AISD requests that bidders print the cover page of each addendum and turn it in with their proposal. Only the cover page is requested, additional pages may be omitted.

An updated checklist has been attached to this addendum as “Attachment 1”

**Item 2: Safety Record Requirements**

Sections D.1.2., D.1.3., D.1.4. have been updated to include the following requirement: “This report must be produced and printed 60 calendar days or less before the bid due date.”

**SUBMISSION CHECKLIST AND GUIDELINES**

Check when Completed	Task to be Completed by Respondent
	Request For Competitive Sealed Proposal Form (information typed in and <b>signed</b> )
	Proposal Bid Bond
	Required HUB Documentation
	Review and Complete Tables from Proposal Form
	Table A – All Projects in Progress
	Table B – All School (K-12 and higher education) projects completed in the past 8 years, beginning with projects for AISD
	Table C – All Non-School projects completed in the past 8 years
	Table D – Personnel
	Print, sign and date AISD Addendum Cover Sheets
	<p><b><u>Technical Submittals:</u></b> Provide product data (not shop drawings) required under the action submittal articles of the following specification sections:                      230519 “Meters and Gages for HVAC”,                      230523 “General-Duty Valves for HVAC Piping”,                      230529 “Hangers and Supports for HVAC Piping and Equipment”,                      230719 “HVAC Piping and Equipment Insulation”,                      232113 “Hydronic Piping”,                      232116 “Hydronic Piping Specialties”,                      236416 “Centrifugal Water Chillers”, <i>and</i>                      236514.14 “Open-Circuit, Induced-Draft, Crossflow Cooling Towers”                      Include a submittal number and cover page per section 013300 "Submittal Procedures" for each of the above sections.</p>
	<b><u>Hard Copy Submission</u></b> AISD requires one (1) marked “original”
	<b><u>Electronic Copy:</u></b> AISD requires submission of one (1) electronic PDF copy via USB

Order for Submission	Document
1	Cover Sheet
2	Table of Contents
3	Proposal Form
4	Table A – All Projects in Progress

5	Table B – All School (K-12 and higher education) projects completed in the past 8 years, beginning with projects for AISD
6	Table C – All Non-School projects completed in the past 8 years
7	Table D – Personnel
8	Proposal/Bid Bond (can be found at the Austin ISD website under “CSP Front End Documents”- <a href="https://www.austinisd.org/cp/forms">https://www.austinisd.org/cp/forms</a> )
9	Required HUB Documentation
10	Printed and Signed AISD Addendum Cover Sheets
11	Technical Submittals