



RFP# 19-20-23

HVAC Replacement – Unit #3 City Hall

## Addendum No. 2

<b>Project Name:</b> HVAC Replacement – Unit #3 City Hall	<b>Project No.:</b> RFP# 19-20-23
<b>Prepared By:</b> Denisha Harris	<b>Date:</b> March 17, 2020

### General Questions, Clarifications & Requirements:

1. A new MANDATORY pre-bid meeting date has been set for Friday, March 20, 2020 at 1:00pm. The meeting will be held via teleconference using the following dial – in information:

Toll Free: 1-833-274-2366

Meeting ID: 9141 3790

2. MANDATORY Site visits will be scheduled by appointment only on the following days:

Tuesday, March 24

Wednesday, March 25

Please contact Ross Peterson at 252-916-0798 to schedule an appointment. All appointments will be scheduled one company at a time; please provide as much flexibility as possible in your schedule for these two days so that we may accommodate everyone.

**NOTE: You must have attended the pre-bid meeting in order to schedule a site visit.**

3. The adjusted bid due date is Friday, April 3, 2020 @ 1:00pm. **Bids will not be received in-person.** Bids must be submitted using the following methods:
  - Via email to Ross Peterson at [rpeterson@greenvillenc.gov](mailto:rpeterson@greenvillenc.gov); or
  - Via postal mail delivered to 1500 Beatty Street, Greenville, NC 27834 on or before Friday, April 3, 2020 @ 1:00 PM and addressed to Mr. Ross Peterson, Building and Grounds Supervisor, with the words Bid Enclosed, HVAC Replacement – Unit #3 City Hall on the outside of the mail carrier envelope.

**NOTE: No late bids will be accepted. Please take this into consideration when timing the delivery of your submittal.**

**4. An amended bid schedule may be found below:**

<b>Pre-Bid Teleconference</b>	<b>March 20 @ 1:00pm</b>
<b>Site Visits (by appointment only)</b>	<b>March 24 and 25</b>
<b>Last Day to Submit Questions</b>	<b>March 27 @ 5:00pm</b>
<b>Answers to Questions posted online</b>	<b>March 31 @ 5:00pm</b>
<b>Bids Due</b>	<b>April 3 @ 1:00pm</b>

**End of Addendum #2**