

**TOWN OF WELLESLEY, MASSACHUSETTS  
FACILITIES MAINTENANCE DEPARTMENT**

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September 30, 2013

**ADDENDUM #1**

INVITATION FOR BID #WFMD-FY14-003

**School HVAC Maintenance Project**

THIS ADDENDUM IS TO ANSWER THE FOLLOWING QUESTIONS/ITEMS THAT RESULTED FROM THE PRE-BID MEETING THAT WAS HELD ON WEDNESDAY, SEPTEMBER 25, 2013:

**QUESTIONS**

- Q1. The Town has Metasys Systems in Bates, Sprague, and the Middle School. How will the Town's Metasys Systems Service Contractor's work interface with the HVAC Maintenance Contractor's work?
- A1. The Town's Metasys Systems Service Contractor's work includes Metasys hardware, software, and programming. The HVAC Maintenance Contractor's work shall include field devices and control wiring to the Metasys hardware (i.e., control panels). The Town expects the HVAC Maintenance Contractor to utilize and operate the Metasys Systems as required to perform the HVAC maintenance work. The Town will engage its Metasys Systems Service Contractor as necessary to support the work. The Town reserves the right to modify the above scopes of work.

**ITEMS**

- 1-1 Drawing "#G-1": **INSERT** "SCHOOL HVAC MAINTENANCE PROJECT – SHEET #G-1 GENERAL NOTES" drawing #G-1 at page #87 of the Project Manual.
- 1-2 Project Manual p. 82 §§ 1.3, A. 1.: **DELETE** the sentence and **REPLACE** with: "The work shall be scheduled such that two 2-man teams (i.e., total of four technicians on the project at any time) established by the project are working on two different schools at the same time (i.e., total of one 2-man team per school), unless otherwise directed by the Town."
- 1-3 The "Town of Wellesley HVAC Maintenance Project WFMD-FY-003 Mandatory Pre-Bid Meeting Attendees List" has been provided for your reference (See page #2 of 2 attached).

**ALL OTHER TERMS AND CONDITIONS OF THIS BID REMAIN UNCHANGED. PLEASE BE SURE THAT YOU ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORM.**

Thank you.



Allen Hebert  
Energy Manager

**Town of Wellesley  
HVAC Maintenance Project WFMD-FY-14-003  
Mandatory Pre-Bid Meeting Attendees List**

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