

# Notice to Bidders

## THIS IS NOT AN ORDER

ADVERTISED BID #1011-001  
RELEASE DATE: June 8, 2010

**MANDATORY PRE-BID CONFERENCE** will be held on the 17<sup>th</sup> day of June, 2010 at the Conference Room located at Truckee Meadows Water Authority, 1355 Capital Blvd., Reno, NV 89502 and will commence promptly at 8:15 a.m. Bidders shall sign into the conference between 8:00 a.m. and 8:15 a.m. Any prospective bidder arriving **after** 8:15 a.m. shall be considered **late** and shall not be permitted to attend the conference; and a bid proposal **will not** be accepted from such bidder. **TMWA will accept and entertain bids from only those in attendance. NO EXCEPTIONS MADE.** After the project contract and bidding discussion, site visits will be conducted. Bidders will need to provide their own transportation to view site locations. Maps and 11" x 17" HVAC Maintenance Lists will be provided at the meeting. It is anticipated that the site visits will take most of the day. Lunch will be from 12:00 p.m. to 1:00 p.m. Lunch is "on your own" and the tour will stop for lunch around 4<sup>th</sup> and 6<sup>th</sup> Street, Reno, NV. The site visits should be completed by 4:00 p.m. and are mandatory to bid on the project.

**BID DOCUMENTS** may be downloaded from TMWA's web site at [http://www.tmh2o.com/about\\_us/doingbusinesswithtmwa/](http://www.tmh2o.com/about_us/doingbusinesswithtmwa/)

**QUESTIONS** will be accepted until 8:00 a.m. on June 23<sup>rd</sup>, 2010. Questions must be submitted in writing to Justine Chambers, Purchasing/Contracts Administrator, Truckee Meadows Water Authority FAX No. 775-834-8153, E-mail: jchambers@tmwa.net. All questions received will be answered by Addendum and posted to TMWA's Web Site.

**ADDENDUMS** are distributed from TMWA's web site at [http://www.tmh2o.com/about\\_us/doingbusinesswithtmwa/](http://www.tmh2o.com/about_us/doingbusinesswithtmwa/). It is each bidder's responsibility to ensure that they have received all Addendums prior to submission of their bid. If questions are received an addendum will be posted to the web site on June 23, 2010 by 5:00 p.m.

**SEALED BIDS** must be submitted to **TRUCKEE MEADOWS WATER AUTHORITY (TMWA)**, in person to 1355 Capital Blvd., Reno, NV 89502 or by mail to P.O.Box 30013, Reno, NV 89520-3013, by not later than 2:00 p.m. on June 29<sup>th</sup>, 2010. Bids received after the date and time set for receipt will be **REJECTED**.

**BID OPENING** will be held publicly at 2:05 p.m. on June 29<sup>th</sup>, 2010 at 1355 Capital Blvd., Reno, NV 89502

**BID AWARD** is scheduled to be made by July 1, 2010.

**PRICES** must be quoted FOB Reno, Nevada.

**TERM OF CONTRACT:** One year with the right to renew for two additional single years for a total of three years.

### **HVAC MAINTENANCE**

Truckee Meadows Water Authority (TMWA) is accepting sealed bids for all labor, materials, equipment, and incidentals required for normal periodic maintenance on TMWA's HVAC equipment. The equipment to be maintained includes but is not limited to, chillers, air handlers, evaporative coolers, split systems, exhaust fan's, boilers, pumps, gas fired unit heaters, package units and forced air systems. The equipment to be maintained is of various types of manufacturers. Bids must be submitted in accordance with this bid document and any addendums issued.

Justine Chambers, Purchasing/Contracts Administrator