

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

August 5, 2025

ADDENDUM NO. 01

Your reference is directed to RFx Number 3000025215 for the Invitation to Bid (ITB) for the State of Louisiana – *Mand.SiteVst* HVAC & Generator Maint for Secretary of State – Old State Capital, which is currently scheduled to open at 10:00 AM CT on August 20, 2025.

The following changes are to be made to the referenced solicitation:

Line 1 of RFx currently reads: “Vendor to provide HVAC and Generator Maintenance as specified for Secretary of State Old State Capitol located:”

Line 1 of RFx changed to read: “Vendor to provide HVAC Maintenance as specified for Secretary of State Old State Capitol located:”

Replacing Attachment B – Specifications – Pages 1-8 in its entirety.

Attachment B, Page 2, Section 2 b.- ii. – 6 & 7 currently reads:

- 6. Batteries – all emergency generator batteries shall be replaced no later than August 30th and/or as needed. Replacement thereafter shall be a minimum of every two years and/or as needed.
- 7. Emergency generator – service is to include all parts, materials and labor. The emergency generator annual inspection shall be performed by a qualified certified ONAN diesel mechanic. The emergency generator annual inspections shall also include a load test.

Attachment B, Page 2, Section 2 b.- ii. – 6 & 7 changed to remove both. Generators not to be serviced.

Attachment B, Page 4, Section 3 d.- i. – 2 changed to remove. Generators not to be serviced.

Attachment B, Page 7, Section 7 b. changed to remove entirely. Generators not to be serviced.

All else remains as on original Invitation to Bid.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3rd Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756, and indicate the RFx number and the bid opening date and time on the outside of the envelope for proper identification. Electronic transmissions other than by fax are not being accepted at this time

Revisions received after bid opening shall not be considered and you shall be held to your original bid.

Revision:

For: _____ By: _____

By: Blanche Rinaudo
Office of State Procurement
Telephone No. 225-342-5525
Email: Blanche.Rinaudo@la.gov