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| <b>INVITATION TO BID - ADDENDUM NO. 1</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  | <b>LSU</b> | <b>BID DUE DATE AND TIME</b>                                                                                                                                                                                                                 |  |
| BOARD OF SUPERVISORS OF<br>LOUISIANA STATE UNIVERSITY<br>AND AGRICULTURAL & MECHANICAL COLLEGE                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |            | <b>10/14/2025    11:00 AM    CT</b>                                                                                                                                                                                                          |  |
| <b>SOLICITATION</b> RFQ-0000002625<br><b>SUPPLIER #</b><br><b>SUPPLIER NAME AND ADDRESS</b><br><div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |  |            | <b>RETURN BID TO</b><br><br><div style="text-align: center; font-size: 1.2em;">lsubids@lsu.edu</div><br><br><b>Buyer</b> Sharday Warner Mckinley<br><b>Buyer Phone</b><br><b>Buyer Email</b> swarner@lsu.edu<br><b>Issue Date</b> 09/19/2025 |  |
| TITLE: RESIDENTIAL LIFE HVAC PREVENTATIVE MAINTENANCE SERVICES                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |  |            |                                                                                                                                                                                                                                              |  |
| Addendum 01: Notice is given to all parties that this solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached addendum.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |            |                                                                                                                                                                                                                                              |  |
| <p style="text-align: center;"><b>To Be Completed By Supplier</b></p> <ol style="list-style-type: none"> <li>_____ "No Bid" (sign and return this page only).</li> <li>_____ My Company does not wish to receive future solicitations for this spend category.</li> <li>Specify your Delivery: To be made within _____ days after receipt of order.</li> <li>If applicable, Supplier's Addendum Acknowledgement/Response:<br/> As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and<br/> _____ submit no alterations/clarifications to our original bid.<br/> _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.</li> </ol> <p style="text-align: center;"><b>General Instructions to Suppliers</b></p> <ol style="list-style-type: none"> <li>Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.</li> <li>Read the entire solicitation, including all terms, conditions and specifications.</li> <li>All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.</li> <li>Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.</li> <li>Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</li> <li>By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.</li> </ol> |  |            |                                                                                                                                                                                                                                              |  |
| <b>SUPPLIER NAME</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |  |            | <b>MAILING ADDRESS</b>                                                                                                                                                                                                                       |  |
| <b>AUTHORIZED SIGNATURE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |            | <b>CITY, STATE ZIP</b>                                                                                                                                                                                                                       |  |
| <b>PRINTED NAME</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |  |            | <b>PHONE #</b>                                                                                                                                                                                                                               |  |
| <b>TITLE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |  |            | <b>FAX #</b>                                                                                                                                                                                                                                 |  |
| <b>E-MAIL</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |  |            | <b>FEDERAL TAX ID #</b>                                                                                                                                                                                                                      |  |

## **ADDENDUM NO. 1**

**1. Would it be possible to schedule site visits for each of these pieces of equipment?**

*No site visits will be scheduled. The equipment has been clearly listed and detailed within the specifications, and this information is sufficient for suppliers to prepare and submit accurate pricing for the preventative maintenance services.*

**2. Will there be any mandatory pre-bid meetings?**

*No, mandatory or non-mandatory pre-bid meetings are not required.*

**3. Is a pre-bid walkthrough of the buildings planned?**

*No, a pre-bid walkthrough is not planned or required.*

**4. What does the equipment access look like for these dorms? Are there any sites with limited access, and will maintenance need to be scheduled during certain days or times due to the residential life location?**

*Equipment is easily accessible with no limited access. Dates and times for service are to be scheduled within standard business hours and coordinated with Facility Services. No overtime rates will need to apply. Any repairs or services beyond the defined preventative maintenance scope, including the provision or replacement of refrigerant, will be quoted and billed separately.*

**5. Taylor Hall was not included on the filter list. Are there any filters associated with that building?**

*Taylor Hall is part of the pentagon community. Filters are washable.*

END OF ADDENDUM NO. 1