



Financial Management
Department
Purchasing Division
1112 Manatee Avenue West, Ste
803
Bradenton, FL 34205
Phone: (941) 749-3044
george.earnest@mymanatee.org

November 23, 2016

TO: All Interested Quoters
SUBJECT: Request for Quotes #16-2790GE
Generator Preventative Maintenance Services

ADDENDUM #1

Quoters are hereby notified that this Addendum shall be acknowledged on the Quote Form and made a part of the above named quoting and contract documents. Quotes submitted without acknowledgment of the Addendum will be considered incomplete.

The following items are issued to add to, modify, and clarify the quote and contract documents. These items shall have the same force and effect as the original quoting and contract documents, and cost involved shall be included in the quote prices. Quotes to be submitted on the specified quote date, shall conform to the additions and revisions listed herein.

1. **DELETE** the original Quote Form pages 1 – 3 and **INSERT** the revised Quote Form attached.
2. **CHANGE** Article C.02, Contractor Requirements, on page C-1 of the Quote documents to read as follows:

C.02 CONTRACTOR REQUIREMENTS

A. Provide required “One-time” service on all units

The Contractor will be responsible to provide labor and material to top off any fluids (as needed), change all belts, coolant hoses and clamps, air filters (must be dated and list engine hours), block heater hoses and clamps, replace coolant thermostat and coolant one time during the FIRST year term of this contract on each generator on this RFQ.

Note: Any additional belts, hoses, air filters (must be dated with engine hours noted) and coolant beyond the one time required, will be invoiced on a time and material basis.

B. Provide Scheduled Inspections All Generators on this list shall be serviced twice per year. Generally the Contractor shall provide an annual (major) inspection around November / December and a semi-annual (minor) Inspection around May / June, but specific service schedule(s) shall be determined per MCPM's authorized representative.

1. Provide **Annual Service**: that include at a minimum: (Nov / Dec)
 - Engine inspection and test run.
 - Oil change with corresponding filter change,
 - Oil testing with report copy sent to MCPM,
 - Fuel filter(s) change,
 - Fuel system inspection and operation,

- Cooling system inspection, testing specific gravity and proper operation of coolant system,
- Air intake system
- Exhaust inspection and operation
- Block heater inspection
- Starting system inspection and operation
- Generator system, inspection and operation
- Transfer switch operation

2. Provide **Semi-Annual** Service that include at a minimum (May / Jun)

Everything in the annual service minus:

- Oil change with corresponding filter change.
- Fuel filter
- Transfer switch operation

C. Provide a 4-hour load bank test, on an “as required” basis per the MCPM's authorized representative. This test will be for up to 95% of the rated capacity of the generator and a return to normal operation/condition when completed.

- It is the intent of the county to have at least one load bank test of each unit during the three year span of this contract.
- The exception will be the fire pump engine which will not be load banked.
- Some locations may require the daily rental of a standby generator during the load bank test. Pricing for this rental is part of the Quote Form and shall include all materials, equipment and labor to deliver, hookup, start, run for the duration of the load bank test, and pickup when the load bank test is complete. The County reserves the right to provide a portable standby generator from alternative sources.
- The rental generator shall be delivered with enough fuel for eight (8) hours of operation. The County will replace any fuel used or allow the Contractor to bill for the fuel used at the Contractor's cost (proof of cost is required). If a larger generator does not come with eight (8) hours capacity, the County will provide refueling as needed.
- The Contractor should assume the need for 100' feet of cable for the hookup.

3. **NOTE the RFQ due date has changed to December 2, 2016 at 3:00 PM.**

The following questions have been presented by potential quoters:

1. QUESTION

Item B.09: Would the County consider changing the cancellation notice for the Vendor from the current 90 days requirement to 30 day's notice to match the County's reserved right?

Response: The requirement will remain unchanged.

2. QUESTION:

Item C.02: Will the County consider allowing the Contractors to have a line on the Quote Form for Daily Generator Rental fuel as opposed to the current specification that fuel be provided to the County at the Contractor's cost?

Response: The County declines to change the specification. Additional fuel, if needed, shall be provided at the Contractor's cost.

3. QUESTION:

Item C.04.B. Will the County allow overtime labor rates for Preventative Maintenance?

Response: The only possibility of preventative maintenance overtime labor being allowed is for work at the Judicial Center (Judicial Center work will be Saturdays). All other preventative maintenance will be at normal labor rates.

4. QUESTION:

Item C.04.B.: Will the County consider adding a Quote Form item for a "Call Out Fee" for both normal and overtime labor repairs?

Response:

The County will allow a "Call Out" charge for emergency service requests. A revised Quote Form is attached to provide this item. Failure to appear within the four (4) hour response time will void this "Call Out" charge. Only "time on site" will be considered for all other services, schedule or unscheduled.

5. QUESTION:

Item C.04.B.: Will the County consider allowing an item on the Quote Form for a markup percentage for parts or equipment?

Response:

This specification will remain unchanged and the Contractor must provide proof of cost for parts or equipment.

6. QUESTION:

Item D.01: Will the County consider lowering the number of required factory certifications from three (3) to two (2)?

Response:

Yes, the County will consider responses from Contractor's providing only two (2) factory certifications.

7. QUESTION:

Would we be able to limit our liability by either excluding incidental or consequential damages, or by capping the liability for damages at 3x the contract price?

Response: No.

8. QUESTION:

Would we be able to include our standard warranty and exclude any implied warranties?

Response: No.

9. QUESTION:

With regard to the payment and warranty provisions, when is acceptance deemed to have occurred?

Response: The County considers a service event to be accepted when the Manatee County Property Management representative or a "site contact person" has signed the completed Service Report.

10. QUESTION:

What comprises the "Overtime" hourly labor rate?

Response: These will be all hours outside the Monday through Friday, 8:00 AM to 5:00 PM hours, to include all holidays.

END OF ADDENDUM #1

Quotes will be received at Manatee County Purchasing, 1112 Manatee Avenue West, Bradenton, Florida 34205 until **December 2, 2016 at 3:00 PM.**

Sincerely,

A handwritten signature in black ink, appearing to read "CDaley", is written over the printed name.

Chris Daley CPPO, CPPB
Buyer Manager, Purchasing Division

REVISED QUOTE FORM
RFQ 16-279GE, GENERATOR PREVENTATIVE MAINTENANCE SERVICES
(page one of four)

A	Location	KW	Annual PM Cost	Semi-annual PM Cost	1-Yr. One-time Svc. Cost
1	Radio Shop	135	\$	\$	\$
2	Buffalo Creek-Radio	55	\$	\$	\$
3	Cortez Site-Radio	55	\$	\$	\$
4	East County-Radio	20	\$	\$	\$
5	NW-Radio	55	\$	\$	\$
6	Loraine Site-Radio	25	\$	\$	\$
7	Desoto Ctr. Dist. 1	1250	\$	\$	\$
8	Desoto Ctr. Evidence	50	\$	\$	\$
9	Jail-Detention Large.	800	\$	\$	\$
10	Jail-Detention Small	350	\$	\$	\$
11	Jail-Fuel Island	7	\$	\$	\$
12	Jail-Fish Farm	41	\$	\$	\$
13	Stockade-Phone rm.	60	\$	\$	\$
14	Stockade-A&B	300	\$	\$	\$
15	Quattlebaum House	35	\$	\$	\$
16	First Union Bldg.	Fire pump	\$	\$	\$
17	Admin Ctr.	1000	\$	\$	\$
18	Construction Office	33.5	\$	\$	\$
19	GTE Bldg	150	\$	\$	\$
20	Health Dept.	80	\$	\$	\$
21	Historic Courthouse	100	\$	\$	\$
22	Judicial Ctr.	1500	\$	\$	\$
23	Tax Collector Office	150	\$	\$	\$
24	Animal Shelter	80	\$	\$	\$
25	PW-Drainage Bldg.	35	\$	\$	\$
26	EMS #5	25	\$	\$	\$
27	Public Safety Ctr. #1	1000	\$	\$	\$
28	Public Safety Ctr. #2	1000	\$	\$	\$
29	Fleet Svc-26 th Ave E.	180	\$	\$	\$
30	Fleet Svc-66 th St W.	200	\$	\$	\$
31	Public Works Admin.	350	\$	\$	\$
32	Transit Bldg 26 th Ave E.	125	\$	\$	\$
	COLUMN TOTALS		\$	\$	\$
A	SUBTOTAL (of all three columns)				\$

B	LOAD BANK TESTING COST		
	Location	KW	Cost per occurrence
1	Radio Shop	135	\$
2	Buffalo Creek-Radio	55	\$
3	Cortez Site-Radio	55	\$
4	East County-Radio	20	\$
5	NW-Radio	55	\$
6	Loraine Site-Radio	25	\$
7	Desoto Ctr. Dist. 1	1250	\$
8	Desoto Ctr. Evidence	50	\$
9	Jail-Detention Large.	800	\$
10	Jail-Detention Small	350	\$
11	Jail-Fuel Island	7	\$
12	Jail-Fish Farm	41	\$
13	Stockade-Phone rm.	60	\$
14	Stockade-A&B	300	\$
15	Quattlebaum House	35	\$
16	First Union Bldg.	Fire pump	Not included
17	Admin Ctr.	1000	\$
18	Construction Office	33.5	\$
19	GTE Bldg	150	\$
20	Health Dept.	80	\$
21	Historic Courthouse	100	\$
22	Judicial Ctr.	1500	\$
23	Tax Collector Office	150	\$
24	Animal Shelter	80	\$
25	PW-Drainage Bldg.	35	\$
26	EMS #5	25	\$
27	Public Safety Ctr. #1	1000	\$
28	Public Safety Ctr. #2	1000	\$
29	Fleet Svc-26 th Ave E.	180	\$
30	Fleet Svc-66 th St W.	200	\$
31	Public Works Admin.	350	\$
32	Transit Bldg 26 th Ave E.	125	\$
B	SUBTOTAL		\$

C Labor Cost for Repairs				
1	Hourly rate: Normal Time (M-F, 8-5) On site only, no travel time accepted	\$	X 250 Hours =	\$
2	Hourly rate: Overtime On site only, no travel time accepted	\$	X 40 Hours =	\$
3	"Call Out" charge for 4 hour emergency response services. One charge per service event.	\$	X 1 Each =	\$
C	SUBTOTAL			\$

D Generator Rental During Load Bank Tests:				
Includes all materials, equipment and labor to deliver, hookup, start, run for the duration of the load bank test, and pickup when the load bank test is complete. Delivered with enough fuel for eight (8) hours of operation. Assume the need for 100' feet of cable. The quantities are estimates only as this is an "as needed" basis.				
Description		Per Day Price	Estimated Quantity	Extended Cost
1	60 KW	\$	X 1 =	\$
2	125KW	\$	X 1 =	\$
3	750KW	\$	X 1 =	\$
4	1,000KW	\$	X 1 =	\$
5	1,250KW	\$	X 1 =	\$
How many days make a week:		Weekly Rate	Est. Quantity	
6	60 KW	\$	X 1 =	\$
7	125 KW	\$	X 1 =	\$
8	750 KW	\$	X 1 =	\$
9	1,000 KW	\$	X 1 =	\$
10	1,250 KW	\$	X 1 =	\$
How many weeks make a month:		Monthly Rate	Est. Quantity	
11	60 KW	\$	X 1 =	\$
12	125 KW	\$	X 1 =	\$
13	750 KW	\$	X 1 =	\$
14	1,000 KW	\$	X 1 =	\$
15	1,250 KW	\$	X 1 =	\$
D	SUBTOTAL		\$	

SUBTOTALS SUMMARY AND TABULATION	
Section A: Maintenance Costs Subtotal	\$
Section B: Load Back Testing Cost Subtotal	\$
Section C: Labor Costs Subtotal	\$
Section D: Generator Rental Subtotal	\$
Grand Total For Award Purposes (sum of all four subtotals)	\$
COMPANY NAME:	