

SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Karen Guerrero  
BID NO.: 13-0625

Date Issued: March 11, 2013

FORMAL INVITATION FOR BEST VALUE BIDS (BVB)  
FOR:  
GENERATOR MAINTENANCE  
SERVICE, REPAIR AND PARTS  
ADDENDUM 1

Sealed bids, one (1) Original and seven (7) copies, addressed to the Purchasing Manager, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5<sup>th</sup> Floor, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until 3:00 p.m., March 22, 2013 and then publicly opened and read aloud for furnishing materials or services as described received herein below,

The San Antonio Water System Purchasing Department is willing to assist any bidder(s) in the interpretation of bid provisions or explanation of how bid forms are to be completed. Assistance may be received by visiting the Purchasing Office in the SAWS Main Office, 2800 US Hwy 281 North, San Antonio, TX 78212, or by calling (210) 233-3819.

This invitation includes the following:

Invitation for Best Value Bids  
Terms and Conditions of Invitation for Bids

Specifications and General Requirements  
Price Schedule

The undersigned, by his/her signature, represents that he/she is authorized to bind the Bidder to fully comply with the Specifications and General Requirements for the amount(s) shown on the accompanying bid sheet(s). By signing below, Bidder has read the entire document and agreed to the terms therein.

Signer's Name: \_\_\_\_\_ Firm Name: \_\_\_\_\_  
(Please Print or Type)

Address: \_\_\_\_\_

Signature of Person Authorized to Sign Bid \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Please complete the following:

Prompt Payment Discount: \_\_\_\_\_% \_\_\_\_\_days. (If no discount is offered, Net 30 will apply.)

Please check the following blanks which apply to your company:

Ownership of firm (51% or more):

\_\_\_ Non-minority \_\_\_ Hispanic \_\_\_ African-American \_\_\_ Other Minority (specify) \_\_\_\_\_

\_\_\_ Female Owned \_\_\_ Handicapped Owned \_\_\_ Small Business (less than \$1 million annual receipts or 100 employees)

Indicate Status: \_\_\_ Partnership \_\_\_ Corporation \_\_\_ Sole Proprietorship \_\_\_ Other (specify) \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_

**THIS ADDEDUM MUST BE SIGNED AND RETURNED WITH YOUR BID RESPONSE**

On page 18, under **TRANSFER SWITCH PREVENTIVE MAINTENANCE – RECOMMENDED ANNUALLY (TSPM)**, the last bullet point shall now read:

- Perform relative infrared heat scan on all contacts. Results must be provided to the appropriate SAWS manager within 15-days.

On page 20, under MEGOMETER TESTING, the statement shall now read:

**MEGOHMETER TESTING**

Test main stator, main rotor, exciter stator, and exciter rotor. Record data for reference and provide written documentation of findings and recommendations to the appropriate SAWS manager within 15-days.

On page 21, under **REPORTS**, change the third bullet shall now read:

- The contractor shall have service tickets signed by the Electrical Manager or a supervisor in the department upon completion of service or inspection copies shall be provided to the appropriate SAWS manager within 15-days.

**Questions**

1. Regarding to page 37, Part 2-Optional Services. The pricing schedule is asking for “fuel sampling cost.” Under our fuel maintenance service, this can be performed 2 different ways. With the first being, less expensive. See below.
  - (a) Contamination Sampling - checks for water contamination and bottom sediment
  - (b) Quality and Contamination Sampling (covers the above plus) - checks for: 1 -gel, flash, and cloud points; 2- Verifies distillation and Cetane level (this meets ASTM standards required to comply with annual fuel testing required by the NFPA) 3 - Fuel issues often appear when equipment performs

Please verify which “fuel sampling” will be required between the 2 options above, so we can price accordingly.

*Response:* It appears that the “want” is to have sampling which corresponds to item (a) as described above. “checks for water contamination and bottom sediment”

2. On Page 12: What is the definition of generator maintenance certified for all manufacturers?

*Response:* Vendor shall ensure that technician is certified to perform maintenance on listed generators.

3. On Page 13.d., Can SAWS provide a template for vendor to use to draft the maintenance schedule and plan to include service levels due date per site?

*Response:* It is the bidder’s responsibility to submit a maintenance plan that meets the requirements.

4. On Pages 16 & 17: At what intervals must the oil sample analysis be performed?

*Response:* Quarterly.

5. On Pages 16 & 18: At what intervals must batteries be replaced?

Response: Intent is for all batteries to be replaced within a three year period, unless earlier replacement is warranted.

6. On Page 20: Will SAWS be responsible for all parts labor, and supplies for any repair which is needed to maintain the units' in operable condition resulting from mechanical failure and/or parts failure or breakage?

Response: SAWS shall pay for all parts, labor and supplies for any repair which may be needed to maintain units' in operable condition resulting from damage caused by abuse, improper operation or alteration of equipment.”

7. On Page 41: If the vendor is not a SMWB business, is the good faith effort a requirement?

Response: Yes, the form must be filled out. In the sections that do not apply place a “N/A.”

8. On page 15, under PM1, do we also include fuel hoses as part of the inspection and replacement?

Response: Flexible hoses only.

9. On page 15, under COOLING SYSTEM; do we include flushing as part of the COOLING SYSTEM process?

Response: Yes, system flushing is to be performed.

10. On page 16, under LUBE OIL SYSTEM, regarding the scheduled oil sample, how often do you want the sample collected?

Response: Quarterly.

11. On page 19, under LOAD BANK TESTING, we can provide a more accurate price if we were allowed to break pricing down by size. Can you change the pricing structure to mirror PM1 and PM2 by KW?

Response: Please note updated pricing schedule below.

12. Can you add “As needed, at additional cost” under battery replacement page 16?

Response: Please note pricing schedule below.

13. Pg 37 Part 2- Optional Services- **Transfer Switch Maintenance**, can we get that broken down into different size ranges, because there is a difference in performing a PM on a 100 Amp ASCO 300 ATS then there is with a Russelectric 2500 amp bypass ATS. The same goes for PMing a ATS verses a Manual Transfer Switch. Can you break this down to Manual Switches and Automatic Switches, then each of those by Amperage Size?

Response: Please note updated pricing schedule below.

14. Regarding **Megger Testing**- Will this be able to be scheduled with any of the PM's or do we price this as an additional charge plus the trip charge to perform when it is asked for?

Response: If prior arrangements are made, otherwise it will be additional.

15. During LVL 1 PM's are we doing oil samples at each one, 4 times a year?

Response: Yes, please see responses to questions number 4 and number 10.

16. On replacing air filters, you have listed under both LVL 2 and LVL 3, do you want the air filters to be replaced annually or as needed and during LVL3 PM's?

Response: Replace air filters annually.

17. During the LVL 2 PM you have to check switches (oil and coolant shut downs), are we to pull the switches and make sure that they operate correctly or are you wanting to check the wiring by jumping out the switches and making sure that they shut the unit down? Do I have to put the Coolant switch in hot water and make sure that it opens and closes at the correct temperature, same for the oil pressure sender?

Response: Operation of the switches is required, the method is the responsibility of the vendor.

18. On a LVL 3 PM, you have to DRAIN, FLUSH AND REFILL COOLANT, is this how you want it done, or did you mean drain and refill coolant?

Response: Please see response to question number 9.

19. Page 15 – Detailed Description of Service Levels – Fourth Bullet Point – Contractor Shall Furnish at their expense the following supplies; Engine crank case oil, engine oil filter elements, air filters, fuel hoses, fuel filters, and battery cables. (Specifically Fuel Hoses and Battery Cables). So my question is, please clarify if fuel lines and battery cables are to be provided at no cost? Since they are not included in the PM1, PM2, or PM3 schedules of service descriptions.

Response: Fuel lines and battery cables (excluding woven metal hoses) shall be provided at no cost.

20. Must the prospective contractor have a local office in the San Antonio area? (Reference Pg. 14 – C. Bidders Facilities and equipment may be a determining factor...)

Response: The office does not have to local; however, the technicians must be able to response in the time requested for this contact as well as be able to perform as stated in the contract.

21. Must the prospective contractor have a minimum of 3 technicians dedicated to this contract, and must they be located and dispatched from San Antonio?

Response: Contractor shall provide a minimum of a 3-person workforce specifically to handle SAWS Generator maintenance needs and requirements. The personnel do not have to local; however, the technicians must be able to response in the time requested for this contact as well as be able to perform as stated in the contract.

22. How often do you perform the load bank testing? Is it annually on all generators?

Response: Annually.

23. Are all of your generators 480 Volt or less?

Response: No, please see location list provided.

24. How is the accessibility for each generator? Can we get within 50' of each generator to load bank test? If not, which ones will require additional cable?

Response: Approximately 75% of the generators are 50 feet or less and approximately 25% of the generators are more than 50 feet.

25. Can you provide us with the engine model and serial number on all units?

Response: We will provide you with as many engine models and serial numbers as possible.

26. Can you tell us what the budget was for 2012 under this contract, including repairs?

Response: We are not required to provide you with this information; however, the estimated quantities provided in the bid are based on historical data.

27. Can you extend the due date?

Response: No.

Below is the updated pricing schedule. Return this portion with your bid response.

**(TAB 5) ATTACHMENT D  
PRICING SCHEDULE**

**PART 1 - STANDARD SCHEDULED/SERVICES** (Total cost will be calculated by unit price x no. locations x service per unit per year).

<u>SAWS Item No.</u>	<u>Description</u>	<u>No. Locations</u>	<u>Service Per Unit Per Year</u>	<u>UNIT PRICE</u>	<u>EXTENDED TOTAL</u>
	PM1 – Size 8KW to 30KW	11	4	\$	\$
	PM1 – Size 35KW to 80KW	26	4	\$	\$
	PM1 – Size 100KW to 175KW	28	4	\$	\$
	PM1 – Size 180KW to 300KW	25	4	\$	\$
	PM1 – Size 345KW to 480KW	13	4	\$	\$
	PM1 – Size 500KW to 750KW	11	4	\$	\$
	PM1 – Size 900KW to 1000KW	4	4	\$	\$
	PM1 – Size 2000KW and larger	2	4	\$	\$
	PM2 – Size 8KW to 30KW	11	1	\$	\$
	PM2 – Size 35KW to 80KW	26	1	\$	\$
	PM2 – Size 100KW to 175KW	28	1	\$	\$
	PM2 – Size 180KW to 300KW	25	1	\$	\$
	PM2 – Size 345KW to 480KW	13	1	\$	\$
	PM2 – Size 500KW to 750KW	11	1	\$	\$
	PM2 – Size 900KW to 1000KW	4	1	\$	\$
	PM2 – Size 2000KW and larger	2	1	\$	\$

**PART 1 - TOTAL STANDARD SCHEDULED/SERVICES \$** \_\_\_\_\_

**PART 2 - OPTIONAL SERVICES** – (Services performed on an as needed basis).

<u>SAWS Item No.</u>	<u>Description</u>	<u>Est. Qty. Per Year</u>	<u>UNIT PRICE</u>	<u>EXTENDED TOTAL</u>
	PM3 – Size 8KW to 30KW	11	\$	\$
	PM3 – Size 35KW to 80KW	26	\$	\$
	PM3 – Size 100KW to 175KW	28	\$	\$
	PM3 – Size 180KW to 300KW	25	\$	\$
	PM3 – Size 345KW to 480KW	13	\$	\$
	PM3 – Size 500KW to 750KW	11	\$	\$
	PM3 – Size 900KW to 1000KW	4	\$	\$
	PM3 – Size 2000KW and larger	2	\$	\$
	LBT – 2 Hour Load Test - Size 8KW to 30KW	11	\$	\$
	LBT – 2 Hour Load Test - Size 35KW to 80KW	26	\$	\$
	LBT – 2 Hour Load Test - Size 100KW to 175KW	28	\$	\$
	LBT – 2 Hour Load Test - Size 180KW to 300KW	25	\$	\$
	LBT – 2 Hour Load Test - Size 345KW to 480KW	13	\$	\$
	LBT – 2 Hour Load Test - Size 500KW to 750KW	11	\$	\$
	LBT – 2 Hour Load Test - Size 900KW to 1000KW	4	\$	\$
	LBT – 2 Hour Load Test – Size 2000KW and larger	2	\$	\$
	TSPM - Transfer Switch Maintenance - Size 8KW to 30KW	11	\$	\$
	TSPM - Transfer Switch Maintenance – Size 35KW to 80KW	26	\$	\$
	TSPM - Transfer Switch Maintenance – Size 100KW to 175KW	28	\$	\$

TSPM - Transfer Switch Maintenance – Size 180KW to 300KW	25	\$	\$
TSPM - Transfer Switch Maintenance – Size 345KW to 480KW	13	\$	\$
TSPM - Transfer Switch Maintenance – Size 500KW to 750KW	11	\$	\$
TSPM - Transfer Switch Maintenance – Size 900KW to 1000KW	4	\$	\$
TSPM - Transfer Switch Maintenance – Size 2000KW and larger	2	\$	\$
MEGGER TEST – Megohmeter Testing – All Sites (price per test)	50	\$	\$
FA -Fuel Sample Cost – All Sites (price per test)	50	\$	\$
Direct Drive Units – Engine and Drive Maintenance (price per maintenance call)	50	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 8KW to 30KW	11	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 35KW to 80KW	26	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 100KW to 175KW	28	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 180KW to 300KW	25	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 345KW to 480KW	13	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 500KW to 750KW	11	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 900KW to 1000KW	4	\$	\$
VLRA (Valve Regulated Lead Acid) starting batteries; sized as recommended by the generator set manufacturer; Size 2000KW and larger	2	\$	\$

**PART 2 - TOTAL OPTIONAL SERVICES \$ \_\_\_\_\_**

**PART 3 - EMERGENCY/AFTER HOURS SERVICES**

<u>SAWS Item No.</u>	<u>Description</u>	<u>Est. Qty. Per Year</u>	<u>UNIT PRICE</u>	<u>Total Cost</u>
	Trip Charge for Emergency/After Hours/ Mileage Travel (Flat Rate Trip Charge)	12 / Trips		
	Standard Labor Rate (Hour)	100 / hours		
	Premium Labor Rate – Emergencies/ After Hours (Hour)	50 / hours		
	Generator Repair Parts - _____% Discount – Discount Rate applies to all Makes of Generators	_____ % Discount	\$20,000	

**PART 3 - TOTAL EMERGENCY/AFTER HOURS SERVICES \$ \_\_\_\_\_**

**TOTAL COST = PART 1 + PART 2 + PART 3 \$ \_\_\_\_\_**

NOTE: Any parts ordered for scheduled maintenance the contractor will not be allowed to charge shipping or freight.