



SOLICITATION ADDENDUM

Solicitation Number: IFB 16-168 Addendum #1 Page 1 of 7

Solicitation Due Date: March 25, 2016, at 2:00 p.m. Local Time

CITY OF PHOENIX
Procurement Division
251 W. Washington Street
8th Floor
Phoenix, AZ 85003
Phone: (602) 262-7181

INVITATION FOR BID
IFB 16-168
ELECTRICAL MOTOR DRIVES AND MAINTENANCE (1/2 TO 5,000 HP) - REQUIREMENTS
CONTRACT

QUESTIONS AND ANSWERS:

Question 1: Is it acceptable to no-bid on the labor/machine shop/technician rates and only bid on the new motors?

Answer 1: Yes, it is acceptable to bid only for the new motors or bid only for the labor/machine shop/technician rates. Please review the Discount requirements, Section III, Special Terms and Conditions, Discount, Item 4 for submittal requirements. Please review the Multiple Awards, Section III, Special Terms and Conditions, Discount, Item 5 for actual utilization of Multiple Awards. Please review the Scope of Work and Special Terms and Conditions for insurance requirements for the repair service requirements and for insurance requirements for the new motor requirements.

CHANGES:

See the attached updated Submittal Form to change Section 5, References. Contractor shall provide three references for **electrical motor repair or for selling new electrical motors**.

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____



SECTION V - SUBMITTAL

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Please submit one original and one copy of the Submittal (Section V). **Please submit only Section V, do not submit a copy of the entire document.** This offer will remain in effect for a period of 120 calendar days from the bid opening date and is irrevocable unless it is in the City's best interest to do so.

1. ALL OR NONE BID PRICE SCHEDULE AND DELIVERY SCHEDULE

Note: Prices offered shall not include applicable state and local taxes. The city will pay all applicable taxes. For the purposes of determining the lowest cost, the city will not take tax into consideration. Taxes must be listed as a separate item on all invoices.

PARTS:

VAUGHEN'S PRICE GUIDE DISCOUNT: _____ %
(MUST BE EXPRESSED IN THE FORM OF A PERCENT)

DATE OF GUIDE: _____

HORSEPOWER RANGE FOR SERVICE: _____ TO _____

LABOR COSTS:

Machine Shop Rate: _____ /per hour

Field Technician - on site: _____ /per hour

AFTER HOURS LABOR COSTS:

Machine Shop Rate: _____ /per hour

AFTER HOURS Field Technician - on site: _____ /per hour

Field Technician on site labor rates shall be used when the services are needed by the City. On-Site labor rates are a flat hourly rate. Travel hours, Contractor's equipment, licensing, permits, overhead, fuel surcharge and any other incidental fees will **not** be permitted under this contract. Contractor should take this into consideration when preparing their response. Labor time period will be from "check in" and "check out" at the City's facility or with the Department Project Coordinator.

NOTE: SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH TO THE CITY OF PHOENIX A VAUGHEN'S PRICING GUIDE AND QUARTERLY COST UPDATES FOR REFERENCE PURPOSES

INCIDENTAL/REPAIR PARTS:

Cost Plus (not to exceed +10%) _____ %

For Repair Requirements, see Section IV, Scope of Work, Replacement Parts and New Motors.



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NEW MOTORS:

NOTE: It's not in the best interest of the City to evaluate a range of discounts offered per manufacture due to the variability of the electric motors. A discounted range will be considered non-responsive. For Discount requirements, see Section III, Special Terms and Conditions, Discount, Item 4.

- 1. BALDOR %
a. HORSEPOWER RANGE: TO
2. EMERSON %
b. HORSEPOWER RANGE: TO
3. EIM %
c. HORSEPOWER RANGE: TO
4. TOSHIBA %
d. HORSEPOWER RANGE: TO
5. LEESON %
e. HORSEPOWER RANGE: TO
6. MARATHON %
f. HORSEPOWER RANGE: TO
7. G.E. %
g. HORSEPOWER RANGE: TO
8. US MOTORS %
h. HORSEPOWER RANGE: TO
9. WESTINGHOUSE %
i. HORSEPOWER RANGE: TO
10. RELIANCE %
j. HORSEPOWER RANGE: TO
11. LINCOLN %
k. HORSEPOWER RANGE: TO
12. DAYTON %
l. HORSEPOWER RANGE: TO
13. MITSUBISHI %
m. HORSEPOWER RANGE: TO

Company Name



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2. PAYMENT TERMS

Contractor offers a prompt payment discount of _____% _____ days to apply after receipt of invoice or final acceptance of the products, whichever is later. If no prompt payment discount is offered, enter 0 in the % space to indicate net 30 days, otherwise payment terms shall be 2% 20 days, net 30 days; effective after receipt of invoice or final acceptance of the products, whichever is later. Payment terms offering less than 20 days will not be considered in the price evaluation of your bid.

Any prompt payment terms offered must be clearly noted by the Contractor on all invoices submitted to the City for the payment of goods or services received.

3. WARRANTY

Specify the Vendor or dealership where warranty work will be done:

Vendor _____

Address _____

City, State and Zip Code _____

4. EMERGENCY TWENTY-FOUR HOUR SERVICE CONTACT

Name _____

Telephone Number _____

Alternate Contact _____

Telephone Number _____

5. REFERENCES

Contractor shall furnish the names, addresses, and telephone numbers of a minimum of three (3) firms or government organizations for which the Contractor currently furnishing or has furnished, in the past, completed service for electrical motor repair or for selling new electrical motors.

Company Name _____

Address _____

Reference _____

Telephone Number _____

Email address _____

Company Name _____

Address _____

Reference _____

Telephone Number _____

Email address _____

Company Name _____



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Company Name _____
Address _____
Reference _____
Telephone Number _____
Email address _____

Company Name _____

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Solicitation No. IFB 16-168 (JLR)

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OFFER

TO THE CITY OF PHOENIX:

The Undersigned hereby offers and agrees to furnish the material and or service(s) in compliance with all terms, conditions, specifications, and addenda issued as a result of solicitation and any written exceptions in the offer.


Arizona Sales Tax No. _____

Use Tax No. for Out-of State Suppliers _____

City of Phoenix Sales Tax No. _____

Taxpayer's Federal Identification No. : If recommended for contract award, Offeror agrees to provide its federal taxpayer identification number or as applicable its social security number to the City of Phoenix for the purposes of reporting to appropriate taxing authorities, monies paid by the City of Phoenix under the awarded contract. If the Offeror provides its social security number, the City will only share this number with appropriate state and federal officials. This submission is mandatory under 26 U.S.C. § 6041A.

OFFEROR MUST BE IN COMPLIANCE AT THE TIME OF AWARD

<p>Enter City's Registration System ID Number</p>  <p>Located at City's eProcurement website (see SECTION I – INSTRUCTIONS - CITY'S REGISTRATION)</p>	
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Offeror has read, understands, and will fully and faithfully comply with this solicitation, its attachments and any referenced documents. Offeror certifies that the prices offered were independently developed without consultation with any of the other offerors or potential offerors.

Authorized Signature

Date

Printed Name and Title

Company Name _____

Address _____

City, State and Zip Code _____

Telephone Number _____

Company's Fax Number _____

Company's Toll Free # _____

Email Address _____

Company Name _____

ACCEPTANCE OF OFFER

The Offer is hereby accepted.

The Contractor is now bound to sell the materials or services listed by the attached contract and based upon the solicitation, including all terms, conditions, specifications, amendments, etc. and the Contractor's Offer as accepted by the City.

This contract shall henceforth be referred to as Contract No. _____. The Contractor has been cautioned not to commence any billable work or provide any material or service under this contract until Contractor receives purchase order, or contract documentation.

CITY OF PHOENIX, a municipal corporation
Ed Zuercher, City Manager

City Clerk

Jim Campion, Deputy Finance Director

Approved as to form this 19 day of November, 2014

Awarded this _____ day of _____, 2016.

This document has been approved as to form by the City Attorney and is on file with the City Clerk. It need not be submitted to the City Attorney for approval unless the form document is altered.