



## FULTON COUNTY PURCHASING DEPARTMENT

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Jerome Noble, Director

August 9, 2005

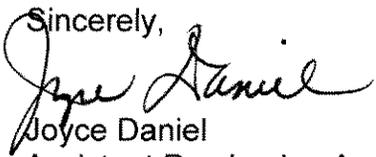
RE: **RFP#05RFPJAILMAINT-JDK**  
**Comprehensive Operation and Preventive and Predictive Maintenance**  
**Services for the Fulton County Jail Complex**

Dear Proposers:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced Request for Proposal (RFP).

Except as provided herein, all terms and conditions in the RFP referenced above remain unchanged and in full force and effect.

Sincerely,

  
Joyce Daniel  
Assistant Purchasing Agent

This Addendum forms a part of the contract documents and modifies the original RFP documents as noted below:

1. **Page 22, 3.1.2 Number of Copies:** Proposers shall submit one (1) original and five (5) copies each of the Technical and Cost Proposals. **Cost Proposals** shall be submitted in a separate sealed envelope and clearly marked on the outside. Proposers shall submit one (1) original and two (2) copies of the Contract Compliance Exhibits in a separate sealed envelope and clearly marked "**Contract Compliance**" on the outside. All envelopes and packages must be clearly marked "**RFP #05RFPJAILMAINT-JDK**". All proposals must be complete with all requested information.
2. **Contract Compliance Clarification:** The Office of Contract Compliance does not grant participation credit for suppliers. Our program expects subs to perform a commercial useful function (on site) to granted participation credit. List both vendors and suppliers.
3. **Pages 98 & 99, Section 9, Exhibit 1, Cost Proposal Form – Revised (Form Attached at the end of this Addendum)**
4. **Revised Changes, Additions, Deletions and Submittal Requirements to the RFP.**

## 2.2 CONTRACT/DEFINITIONS

### Add

Emergency – This is a situation that is a threat to personal safety, property, or major interruption of the Sheriff Department function. Allow 30 for response and 2 hours to correct the problem or reduce it to a High Priority status.

High Priority – This is a situation in which a timely response is important however, property or safety is not immediately threatened. Allow 60 minutes for a response and 8 hours to correct the problem or reduce it to a Scheduled status.

Scheduled – This is a situation in which work can be scheduled. Allow 5 days for a response and 2 weeks to correct the problem.

### **3.3 SCOPE OF WORK/TECHNICAL REQUIREMENTS**

#### **Add and delete at 3.3.1: (services included)**

##### **Add**

- Repairs to vandalized systems and components of building systems
- Video-teleconferencing systems

##### **Delete**

- Trash removal and recycling

#### **Add and delete at 3.3.2: (services not included)**

##### **Add**

- Trash removal and recycling

##### **Delete**

- Repairs to vandalized systems and components of building systems

### **3.4 Organizational Requirements**

#### **Change 3.4.2 to read:**

The FMM will be supported by qualified and experienced full-time on site technicians exclusively assigned to these facilities for the duration of the contract

#### **Change 3.4.3 to read:**

The FMC will provide a qualified team of service managers, technicians, and administrative support personnel on a full-time basis. Qualifications for these positions are identified in Section 3.5

#### **Change 3.4.3.1 to read:**

The contractor must staff the organization sufficiently to meet the services needs of the Jail Complex in regard to Preventive and Predictive Maintenance, repair requirements, service calls, associated services, emergency services, management and administration.

#### **Change 3.4.3.2 to read:**

Maintaining staff strength-(in number) and quality is only one of several points of assessment regarding contractor performance during this Contract. Strength and quality are a necessary requirement for Contract compliance and administration; but these alone are not sufficient to ensure a 'satisfactory'

assessment of the performance. Quality control related to performance and documentation are more suited for assessment of Contract compliance. However, if the contractor fails to provide adequate staff of a period of one month, the County will assess damages per section 3.2.4 in the amount of missing labor component and/or any associated County cost for County implemented services.

**Change 3.4.3.3 to read:**

Since this is a 24/7 operation, even through holidays, the Proposer must provide a typical 'proposed for approval' Weekly Staffing Plan that shows the number of staff and their discipline for each shift, including managers and administrative staff. Staffing Plans must address weekdays, weekends, emergencies, holidays and natural disasters. This Contract requires the Contractor to submit Monthly Staffing Plans for County approval.

**Change 3.4.5 to read:**

All Contract personnel as assigned full time to this contract must be stationed in the facilities continuously during the term of the contract. If additional operating space is needed by the Contractor, the Contractor shall submit a request with justification to the County for space within the facility. However if space is not available the Contractor must provide the temporary space requirements until the County can provide for such space.

**Delete paragraph 3.4.8**

**Change 3.4.15 to read:**

The FMM will be responsible for maintaining and submitting an accounting of all Contract associated activities related to the Jail Complex for auditing purposes.

**Change 3.4.16 to read:**

If sufficient expertise is not available within the maintenance organization to repair or maintain any of the systems or sub-systems within this Contract, the FMC will subcontract the task when needed or directed by the CA. If these situations persist as common or routine, meaning monthly, the Contractor shall secure the employment of a more-technical qualified staff relating to management and/or field technicians.

**3.4.18 to read:**

Some of the building systems and components may be under warranty. The

FMC shall acquaint himself with such warranty details and coordinate repair with the guarantor when warranty repairs do arise. The FMC shall implement a CMMS warranty management plan for systems and system components. This plan shall include a monthly report on warranty status and warranty activity.

**Change 3.4.19 to read:**

The FMC must use the "MAXIMO" Computerized Maintenance Management System ("CMMS") and process and procedures to document all Contract related activities and services (see Section 3.8 for details). The FMC **shall not** use any other CMMS to document their activities and services.

**Change 3.4.20 to read:**

The FMC must provide/facilitate manufacturers' training to Contract staff, GSD staff and Sheriff department staff in operation of systems including, but not limited to, security locking control systems, fire alarm systems, fire control (sprinkler) systems, audio systems, CCTV systems, and video conferencing systems. Duration of training shall not be less than 4 hours in each case. This training shall be required on a yearly basis and as upgrades and expansions are made on the respective systems.

### **3.5 CONTRACTOR QUALIFICATIONS**

**Change 3.5.1.3 to read:**

Assigned HVAC Technicians must possess universal certification under EPA mandatory technician certification as required by 40 CFR Part 82, Subpart F

**Change 3.5.1.4 to read:**

Assigned HVAC Technicians must have training obtained from the National Institute for Certification in Engineering and Technology (NICET) or from an equivalent institution, or from a manufacturer of HVAC equipment.

**Change 3.5.1.5 to read:**

Assigned HVAC Technicians must have at least five (5) years of demonstrated experience in maintaining, repairing and troubleshooting HVAC equipment in a large commercial or industrial building.

**Change 3.5.1.6 to read:**

Assigned HVAC Technicians must be competent in troubleshooting HVAC pneumatic control systems and DDC control systems based on the data provided by the Service Calls. Therefore, the technicians must have sufficient knowledge

and experience and capability to troubleshoot these systems, and the staff writing the work orders must be proficient in understanding the facility systems.

**Change 3.5.1.7 to read:**

Assigned Plumbers must be trained, licensed by the State of Georgia, and experienced in large building systems.

**Change 3.5.2.1 to read: (we realize the original RFP section numbers changed without notice)**

Assigned Plumbers must have 5 (five) years experience in installation and repair of plumbing systems, including back-flow prevention and grease trap maintenance, in large commercial or industrial buildings.

**Change 3.5.2.2 to read:**

Assigned Building Mechanics must have training in an industrial training institution in one (1) or more trades like carpentry, masonry, steel working, millwright etc. or equivalent experience.

**Change 3.5.2.2.1 to read:**

Assigned Building Mechanics must have at least five (5) years experience in a large commercial or industrial building.

**Change 3.5.2.2.2 to read:**

Assigned Building Mechanics must have adequate knowledge in identifying problems related to building systems, especially carpentry, wood working, doors and windows, and locks smith.

**Change 3.5.2.3 to read:**

Assigned Electricians must have received training from the National Institute for Certification in Engineering and Technology (NICET) or from an equivalent institution and must possess a license issued by a Federal or State administration recognized by the State of Georgia

**Change 3.5.2.4 to read:**

Assigned Electricians must have adequate knowledge of NEC 2002 and must have experience working as an electrician for a large commercial/office/correctional facility for a period not less than two (2) years.

**Change 3.5.2.5 to read:**

Assigned Electronic Technicians must have undergone a course of study in

electronics and must possess a certification equivalent to NICET certification. Further, the technician must have experience as a technician working on the security systems of a correctional facility, for a period not less than two (2) years.

**Add 3.5.2.5.1**

On site Electronic Technicians shall be trained for servicing the on-site locking controls, CCTV, Audio, and Teleconferencing systems. Staff training is required on a yearly basis and when ever system upgrades are made or new equipment is installed.

**Change 3.5.2.6 to read:**

Assigned Technicians responsible for maintenance of Fire Protection system as required in Section 3.4.4 must possess NICET Level 2 certification in Inspection and Testing of water based systems.

**Change 3.5.2.7 to read:**

Assigned Locksmiths must have undergone a course of training in Locksmith trade and must have a minimum of three years experience in a correctional facility of similar size in operating, troubleshooting and repairing locking systems independently. These Locksmiths must also have manufacturer's training from Southern/Folger on the locking systems typical to this Jail Complex.

### **3.6 HOURS OF OPERATION**

**Change 3.6.2.1 to read:**

At any period or shift where technical expertise and or manpower is needed beyond the capability of technicians on site the FMC must provide for "on-call services" to respond with support within 60 minutes of the call.

### **3.8 COMPUTERIZED MAINTENANCE MANAGEMENT**

**Add section 3.8.4**

The contractor should factor into his proposal the following items:

The FMC will be responsible for obtaining training on the CMMS system (Maximo) for their staff.

The FMC will provide CMMS (Maximo) training for three Fulton County employees. The training will be provided each year in the local area and by a

Maximo certified trainer.

The FMC will be required to provide a validated accurate inventory of equipment located in all of the facilities identified in Exhibit #2. The FMC shall collect equipment information, compare this information to the existing information in the CMMS system and update the system accordingly. The FMC will use a third party subcontractor who is knowledgeable of building systems having the ability to identify equipment with parent/child relationships and the ability to input this information in the Maximo CMMS system. After entry of information into the CMMS Fulton County personnel should be able to identify equipment to the component level by parent/child relationships and also by warranty date. The FMC will coordinate all this process fully with the Fulton County Contract Administrator or point of contact. This task will be accomplished within 90 days after contract notice to proceed.

### **3.16 EXISTING DEFICIENCY REPORT**

#### **Add the following:**

Under the terms of this Contract the FMC will be responsible for preventive and predictive maintenance of all building systems even if the system is identified as a 'pre-existing deficiency'.

### **3.19 REPORTING REQUIREMENTS**

#### **Change 3.19.8 to read:**

Repairs resulting from Vandalism, Control and Reporting

Vandalism is defined as physical damage to facility, grounds, building systems or building systems' components caused by actions of inmates and or staff who act with careless abandon for property and/or with intentional destructive action.

The threshold for reimbursement for incidents of vandalism is \$500.

The FMC is responsible for all incidents which cost \$499 or less. The only reimbursable costs are material, labor or subcontracted material and labor. FMC administrative costs and initial staff response activities are not reimbursable.

The FMC is reimbursed for all incidents which cost \$500 or more. The only reimbursable costs are material, labor, or subcontracted material or labor. FMC administrative costs and initial staff response activities are not reimbursable.

These costs for each incident shall be documented by detailed invoices with any

back-up information required by the County. The County will not reimburse the FMC for service call notification and service call response activity including investigation and documentation of incidents of vandalism.

**Change 3.19.8.6 to read:**

Payment for vandalized building systems and system components requires investigation, documentation, authorization and CMMS reporting. The FMC shall include in this RFP proposal lump sum pricing a contingency fund in the amount as listed elsewhere in this document.

The FMC shall submit separate invoices against this Contract account on a monthly basis itemizing the approved repair services for incidents of vandalism. These invoices are to be issued with all required documentation attached detailing the itemized scope of services, materials, cost of materials, listed labor, labor cost, and copies of approved vandalism repair authorization.

**3.29 CONTRACT COORDINATION WITH COUNTY MEP UPGRADE PROJECT**

**Change 3.29.2 to read:**

There will be a proportional reduction in maintenance activities by the FMC as/when equipment/systems are taken out of service for the MEP Upgrade. At this time there is not schedule or order of magnitude for this MEP work progress. Therefore a reduction in FMC Contract cost will need to be negotiated between the FMC and the County at the respective times of service reduction. When the County approves a Contract with the MEP Contractor the FMC will be notified and given a copy of the MEP work requirements and base-line schedule. For the record, the FMC shall make their Proposal for required services as though the facility systems will be in-place for at least the next twelve months.

**Add 3.9.18. Energy Conservation.**

The contractor will make every attempt to save energy and other natural resources (water) in the course of their daily operations.

**Add 3.9.20. Liquid Propane Gas Storage, Blending Station and Delivery System**

The LP gas system is an alternate fuel source for the water heating operation within the Central Plant. The County has an interruptible gas contract for the Jail facility. In reference to this LP Gas system the FMC will be responsible for the

following:

1. Contracting with a certified agent for inspections, testing and training in safety and operations of the system;
  - a. The agent must be approved by the County.
  - b. Inspections and testing shall be performed on a quarterly basis by this agency. This will be documented by the FMC in the CMMS.
  - c. Training shall be given in October of each year and as needed to keep the FMC staff proficient in system safety and operations.
2. Daily operation and maintenance activities associated with this liquid propane gas storage, blending station and delivery system;
3. Providing no less than yearly training of operation and maintenance for County and FMC staff;
4. Once a month, monitoring and recording the fuel quantity and leak testing the system;
5. During the heating season, once each shift, monitor and record the fuel level and system operation;
6. Contact General Services for coordinating the refueling schedule as tank capacity drops below 40%;
7. Respond to gas curtailment notices for operation of the system within the allotted time to defer surcharges on gas consumption;
  - a. If the FMC fails to implement operation of the LP system a back-charge will be taken against the FMC Contract.
  - b. Written documentation is required by the FMC for all correspondence and actions taken during the curtailment process.

Note: The cost of LP gas is not the burden of this FMC Contract.

## 5. Questions

**Question 1:** The above referenced RFP, Page 3, Paragraph 1.5.2, states that prospective bidders are to look at a PDF file (Exhibit 3) for an Equipment List. Where will we find that PDF file?

**Answer:** Addendum 1 is posted to the website with the contact information.

**Question 2:** Section 3.27 Technical Proposal Format, paragraph 3.27.3 requests that proposers "**Submit a list of current and previous contracts demonstrating substantive experience in correctional facilities of similar size (500,000 square footage and up) and facility contracts with similar**

**facility grounds and building systems' complexity, capacity, size, quantity and diversity"** and paragraph 3.27.3.4 requires **"a minimum....of at least three applicable current contracts"**. We respectfully request a change in the paragraph 3.27.3 to allow vendors with a contract or contracts for correctional facilities that total over 1 million square feet. We believe this would give the County the specialized expertise necessary to provide quality services.

**Answer:** Justification: Section 3.27 Technical Proposal Format, paragraph 3.27- the key word is "similar" which means "nearly, but not exactly the same or alike". This does not limit the competition to one vendor or the existing vendor.

**Question 3.** Is it possible for us to obtain a list of the current sub-contractors for trash removal, grease traps, elevators, pest control, water treatment plus fire protection and kitchen hood inspections?

**Answer:** This contract requires additional services above the current contract requirements; therefore a list of current subcontractors would not be complete. An accurate listing for current subcontractors may be obtained from Contract Compliance.

**Question 4.** Section 3.6.2.1 states that the contractor must have on-call technicians who can respond within 30 minutes to emergency situations. Does the County feel this is realistic considering that the technicians would need to live within 15 minutes of the facility to meet this requirement?

**Answer:** It is realistic due to the requirement of having staff on site 24/7/365. And on site staff should be capable of responding and stabilizing a situation.

**Question 5:** Section 3.9.2.2 (*the second paragraph labeled as 3.9.2.2*) – Who makes the determination if equipment or systems are "beyond useful life"?

**Answer:** The Contract Administrator.

**Question 6:** Will the County certify that the existing lighting meets the requirements listed in Section 3.9.10 or will this need to be verified during post award due diligence?

**Answer:** This will be verified during "post award due diligence".

**Question 7:** Paragraph 3.4.3 states that "three" building mechanics are required but then lists the number "(4)". Please clarify if three or four maintenance mechanics are required.

**Answer:** Three (3) maintenance mechanics are required.

**Question 8:** Where would we be able to obtain a list of the remaining book values on the assets or which pieces of equipment are fully depreciated?

**Answer:** The County does not have such a list.

**Question 9:** What is the construction schedule for the MEP upgrade project?

**Answer:** A preliminary schedule currently exists and is not ready for publication.

**Question 10:** Concerning the elevator upgrade project, when will that contract be awarded? At what point will the MEP contractor take responsibility for the elevator daily maintenance and at what point will the FMC under this contract be responsible?

**Answer:** The County does not have a firm date. Therefore, as the County's intent for this RFP, the FMC will need to include in their proposal full year cost for required services for elevators, HVAC, controls and plumbing. As services are no longer needed by the FMC a prorated cost will be deducted from the Contract.

**Question 11:** Concerning trash removal: What is the tonnage, frequency of pickups, size of trash container, and number of trash containers? Is there currently any recycling? Who breaks down the cardboard boxes?

**Answer:** The trash removal is handled by the County. The County removes about 20 tons a week, the pickups are weekly, and there are three 35 cubic yard containers. Recycling of cardboard is handled by the Office of the Sheriff.

**Question 12:** Section 3.10.5.1 references the HEPA filters. Where are these HEPA filters located? How many are there and what size are they (Size 2 x 2 or 2 x 4)?

**Answer:** The HEPA filtration units are located throughout the Jail

(Intake/Reception/Old Intake/Medical Infirmary/Medical Housing). There are less than 100 units and the size varies, yet it is less than 48" x 24".

**Question 13:** What type of florescent lamps are currently installed T-8s or T-5s?

**Answer:** T8's are standard, yet there are multiple types of florescent lamps.

**Question 14:** Is it possible to access any of the current data from the MAXIMO CMMS?

**Answer:** No access to the current data is available at this time.

**Question 15:** Who will be responsible for adding users and setting access levels for MAXIMO?

**Answer:** Fulton County General Services will establish users and the levels of access for MAXIMO.

**Question 16:** What reports will be available and/or generated through MAXIMO and who will have access to them?

**Answer:** General Services has not established all the reports that will be used in MAXIMO at this time but will do so within 60 days after NTP (Notice to Proceed).

**Question 17:** Who will be responsible for maintaining the MAXIMO CMMS?

**Answer:** Fulton County General Services and Information Technology will maintain MAXIMO.

**Question 18:** Will the FMC be responsible for providing the computers for its staff to access the CMMS or will the County provide them?

**Answer:** Yes, the FMC will be responsible for providing computers for its staff and 4 computers for Fulton County staff. Minimum requirements are Intel Pentium Processor with 512 MB memory, minimum processor speed is 1.7GHz, with Windows XP and Office XP installed with support pack 2. Unit should

contain a network card for Ethernet and have a 17" or larger color flat panel screen. Each computer should have a desk top ink jet HP color printer.

**Question 19:** Will the County or the FMC be responsible for providing internet access?

**Answer:** Yes, the County will provide internet access for the contractor, but the contractor must abide by the County Information Technology policies and procedures.

**Question 20:** Will the County or the FMC be responsible for providing phone, fax, and data lines?

**Answer:** Yes, the FMC will be responsible for providing for their own phone, fax and data lines. Note: The data and phone lines will be provided by Information Technology and funded through this contract.

**Question 21:** Are there any special radio's required for the FMC staff and if so, does the County provide them?

**Answer:** No, the County does not provide and radios and there are no special radios required. The current contractor used Nextel units which worked well in the buildings.

**Question 22:** How many manholes exist that require cleaning and pump-out on site?

**Answer:** Eleven. They are #4 through #14.

**Question 23:** Is Pest Control included in the contract?

**Answer:** No, pest control is not included in the contract.

**Question 24:** Please provide more information on the equipment list. Required information includes the manufacturer's name, serial number, model number, size, and nomenclature definitions on the Maximo equipment list.

**Answer:** We do not have this information available at this time. Gathering this information is part of this new contract.

**Question 25:** Please provide copies of maintenance work orders for the past 3 months.

**Answer:** Time does not permit us to provide this information.

**Question 26:** For each building listed we need the following information:

- A) Fire Alarm Panel manufacturer & model number
- B) Total pull stations
- C) Total smoke detectors
- D) Total duct detectors
- E) Total heat/thermal detectors
- F) Total water flow switch
- G) Total tamper switches
- H) Total number of wet systems, dry systems, pre-action systems, deluge systems.
- I) Total fire pumps
- J) Total number of fire hydrants
- K) Total number of fire extinguishers
- L) Total number of kitchen hood systems

**Answer:** This information is not readily available at this time.

**Question 27. Section 1, paragraph 1.2.1:** This paragraph states that the County is in the process of awarding a multi-year construction contract for ME upgrades at the Jail. Paragraph 3.29 states that the FMC will be provided a copy of this contract for reference. Since the FMC is expected to factor in these MEP upgrades when he develops his cost proposal (3.29.2), when can we reasonably expect to receive a copy of the MEPU contract?

**Answer:** Clarification/CHANGE for 3.29.2 – Change 3.29.2 to read:  
There will be a proportional reduction in maintenance activities by the FMC as/when equipment/systems are taken out of service for the MEP Upgrade. At this time there is not a schedule or order of magnitude for this MEP work progress. Therefore a reduction in FMC Contract cost will need to be negotiated between the FMC and the County at the respective times of service reduction. When the County approves a Contract with the MEP Contractor the FMC will be notified and given a copy of the MEP work requirements and base-line schedule. For the record, the FMC shall make their Proposal for required services as though the facility systems will be in-place for at least the next twelve months.

**Question 28. Paragraph 1.5.2:** This paragraph indicates the vendor is responsible for determining both the quantity and condition of installed equipment and that any differences between what is contained in Exhibit 3 and the actual number/condition of this equipment cannot be used to negotiate changes in the firm, fixed price of the contract. There is currently insufficient time to conduct a detailed walk-through of the facility prior to the established proposal submittal date. **As both equipment quantity and condition are critical factors in determining price, we request the County extend the proposal submittal date by 45 days to allow vendors adequate time to assess all equipment.**

**Answer:** No, we are not extending the proposal submittal date.

**Question 29. Paragraph 1.5.2:** If a proposal extension cannot be granted (see 1 above), please clarify how the County intends to deal with equipment that should be added or deleted from Exhibit 3 once a complete inventory is accomplished.

**Answer:** The FMC will be responsible for adding, deleting equipment items in the CMMS system as those items are changed out.

**Question 30. Paragraph 2.5:** What is the projected Contract Start Date?

**Answer:** The Contract start date would be October 1, 2005.

**Question 31. Paragraph 3.3.2:** This paragraph indicates "repairs to vandalized systems and components of building systems" **are not** included services. Paragraph 3.19.8.3 indicates the FMC **will be** responsible for vandalism repairs costing less than \$500. Please clarify these two paragraphs.

**Answer:** Repairs to vandalized systems and components of building systems will be part of the contract.

**Question 32. Paragraph 3.4.3:** This paragraph indicates the FMC will provide a minimum of "three (4)" Building Mechanics. Please clarify if three or four mechanics are required.

**Answer:** Identification for minimum staffing has been omitted from the RFP text.

**Question 33. Paragraph 3.4.8:** Does the requirements of this paragraph apply to scheduled events such as vacation, doctors appointments, etc. as well?

**Answer:** This paragraph is deleted.

**Question 34. Paragraph 3.4.18:** Please provide a listing of all equipment that is currently under warranty to include the equipment installation date and warranty expiration date.

**Answer:** Currently the County has no accurate documentation related to active warranty information. Reporting and documentation will be a requirement of this Contract.

**Question 35. Paragraph 3.4.19:** What version of Maximo is currently in use at the Fulton County Jail? How long has this system been in use?

**Answer:** The current version of MAXIMO is "Release 5.2 Build 061 049, DB Build V520-03".

**Question 36. Paragraph 3.4.19:** Will the County be responsible for providing all hardware, software and necessary upgrades to the existing Maximo system?

**Answer:** The FMC will be responsible for funding the CMMS license and six seats. The FMC will be required to provide four new computers for Fulton County employees. As specified in Addendum. The FMC will be required to provide all hardware and additional software necessary for their staff.

**Question 37. Paragraph 3.4.20:** Please identify the number and current positions of GSD/Sheriff Department staff that will be receiving training in the operation of various building systems.

**Answer:** The number of people and their identification is not available at this time. It is not the intent of the County to describe means and methods for this required training. Depending on the operating system, the number of County staff may vary from 5 to as many as 25.

**Question 38. Paragraph 3.5.1:** This paragraph specifies minimum years of experience in maintaining "a correctional facility" for several of the maintenance technician positions. Can the requirement for experience in a "correctional

facility” be waived? Can facility maintenance experience beyond the levels specified be substituted for “correctional facility” experience?

**Answer:** No exceptions taken.

**Question 39. Paragraph 3.5.3:** Subcontracted services will be a critical element of our overall cost proposal. We anticipate that several of our potential subcontractors will require a site visit prior to preparing their proposal to us. We are concerned that there is insufficient time between now and the established proposal submittal date to schedule and conduct these site visits. **Accordingly, we request the County extend the proposal submittal date by 45 days to allow potential vendor subcontractors adequate time to assess the equipment for which they will be responsible and prepare an estimate.**

**Answer:** No extension to the proposal will be entertained.

**Question 40. Paragraph 3.6.2.1:** This paragraph indicates one or more “technicians”, in addition to those “technicians” already on duty, must be able to respond to an emergency within 30 minutes of being notified. Please confirm this requirement and provide additional clarification as necessary.

**Answer:** Change 3.6.2.1 to read: At any period or shift where technical expertise and or manpower is needed beyond the capability of technicians on site the FMC must provide for “on-call services” to respond with support within 60 minutes of the call.

**Question 41. Paragraph 3.7.1:** How many service calls requiring 3 hours or less of labor and costing no more than \$200.00 in parts and materials were recorded in the last 360 days?

**Answer:** Currently the County has no documentation related to activity and costs at this level. Reporting and documentation will be a requirement of this Contract.

**Question 42. Paragraph 3.7.2.2:** Must this station be manned at all times between the hours of 7PM and 7AM or will a voice mail plus a pager for the maintenance technician on duty be sufficient?

**RFP#05RFPJAILMAINT-JDK Comprehensive Operation and Preventive and Predictive Maintenance Services for the Fulton County Jail Complex**

**Addendum No. 2**

**August 9, 2005**

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**Answer:** Yes, a station must be manned. Someone must receive the telephone call and must be able to contact a technician to respond.

**Question 43. Paragraph 3.7.3.2-4:** These paragraphs address response time only. Is there an established requirement for when repairs must be completed? Also, assuming an Emergency Service Call is responded to within 30 minutes and the emergency situation is alleviated, does this event then revert to a "Scheduled" Service Call?

**Answer:** Emergency calls must be responded to within 30 minutes and the emergency alleviated within 2 hours or reduced to a High Priority. High Priority work must be responded to within 60 minutes and the High Priority alleviated within 8 hours. Scheduled work must be responded to within 5 days and the Scheduled work completed within 2 weeks. When an emergency situation is alleviated it then reverts to a High Priority or Scheduled Service call depending on the definition.

**Question 44. Paragraph 3.9.2.1:** How many maintenance repair jobs costing \$201.00 to \$2,500.00 in labor, equipment, parts and materials were recorded in the last 360 days?

**Answer:** Currently the County has no documentation related to activity and costs at this level. Reporting and documentation will be a requirement of this Contract.

**Question 45. Paragraph 3.9.2.2:** How many repair projects costing more than \$2,500.00 but less than \$10,000.00 were recorded in the last 360 days?

**Answer:** Currently the County has no documentation related to activity and costs at this level. Reporting and documentation will be a requirement of this Contract.

**Question 46. Paragraph 3.9.2.3:** How many repair projects costing greater than \$10,000 were recorded in the last 360 days?

**Answer:** Currently the County has no documentation related to activity and costs at this level. Reporting and documentation will be a requirement of this Contract.

**Question 47. Paragraph 3.9.10:** Does the County possess an electronic inventory of the jail lighting system to include type and wattage of lamps/bulbs. If so, please provide a copy of this inventory to all vendors. If an inventory is not available, where can this information be obtained?

**Answer:** An inventory is not available.

**Question 48. Paragraph 3.10:** Exhibit 3 does not contain any information regarding equipment manufacturer, model, serial #, etc. for any equipment located in the Jail. Nor does this list provide any summary count. This information is critical to preparing an accurate cost proposal. Is this information available electronically? If this information is not electronically available, can it be obtained from a review of building drawings? If so, we do not believe there is sufficient time between now and the established proposal submittal date to allow for an accurate review of these drawings. **Therefore, we request the County extend the proposal submittal date by 45 days to allow for an adequate review of drawings.**

**Answer:** No extension to the proposal will be entertained. The information provided in Exhibit 3 is the most current information available at this time.

**Question 49. Paragraph 3.10:** Has all equipment preventive maintenance for the past 360 days been performed in accordance with equipment manufacturer specifications or standard job plans? Has this information been accurately recorded in Maximo?

**Answer:** Maintenance has been deferred. MAXIMO is currently not being utilized to a level expected and required in this next Contract.

**Question 50. Paragraph 3.10:** What is the average number of preventive maintenance tasks accomplished per month/per year?

**Answer:** 400/month – 4800/year

**Question 51. Paragraph 3.10.4:** What housing unit Air Handling Units have been upgraded/replaced within the last 720 days?

**Answer:** None or zero.

**Question 52. Paragraph 3.10.5:** What cooling tower/associated controls upgrades/replacements have been completed within the last 720 days?

**Answer:** Rebuilt pneumatic controls for bypass valves for condenser water system.

**Question 53. Paragraph 3.10.5:** This paragraph and paragraph 3.10.8 reference a "GSD task sheet". Please provide a copy of the current task sheet for each applicable item of equipment.

**Answer:** The task sheets reflect industry standards associated with maintaining the equipment. This information will be provided to the contractor at time of award.

**Question 54. Paragraph 3.16:** This paragraph allows the FMC 15 days from contract start-up to conduct a walk-thru for the purpose of defining pre-existing deficiencies. Considering the demands of the Minimum Performance Requirements and the breadth and scope of the equipment in the jail, in particular the location of the housing unit AHU's, we believe this time is inadequate. **Accordingly, we request a minimum of 30 days from the Notice to Proceed date to complete this walk-through and prepare an accurate and comprehensive Building and Equipment Deficiency Report.**

**Answer:** This is a firm requirement of this contract and will not be changed.

**Question 55. Paragraph 3.16:** Please confirm the FMC **will not** be responsible for the preventive/predictive maintenance or repair, under the firm, fixed contract price, of any item of equipment contained on the Building and Equipment Deficiency Report until appropriate repairs to that equipment have been completed either by the FMC or an outside agency as directed by the GSD.

**Answer:** Under the terms of the Contract the FMC will be responsible for preventive and predictive maintenance of all building systems even if the system is identified as a "pre-existing deficiency".

**Question 56. Paragraph 3.18:** Has the incumbent Contractor prepared a "detailed close-out plan" for this contract? If so, is a copy of this plan available for review. Additionally, can prospective vendors expect that all repairs identified

in this plan will be corrected prior to Contract Start Date as specified in paragraph 3.18.3?

**Answer:** Please note the current contract does not require a "detailed close-out plan". Therefore the answer to these questions is 'no'.

**Question 57. Paragraph 3.19.8:** How many incidents of vandalism costing less than \$500 in labor and material have occurred in the last 360 days?

**Answer:** Please note the currently contract does not require the contractor to track on the CMMS incidents of vandalism. The County has no record accounting for this cost of vandalism.

**Question 58. Paragraph 3.19.8:** How many incidents of vandalism costing more than \$500 in labor and material have occurred in the last 360 days?

**Answer:** Please note the current contract does not require the contractor to track on the CMMS incidents of vandalism. The County has no record accounting for this cost of vandalism.

**Question 59. Paragraph 3.19.8:** Please provide additional clarification as to the meaning of the following sentence: "Note response activity and management cost for service orders identified as caused by vandalism are considered as FMC Contract requirements and are not reimbursable".

**Answer:** Change 3.19.8 to read: Repairs resulting from Vandalism, Control and Reporting Vandalism is defined as physical damage to facility, grounds, building systems or building systems' components caused by actions of inmates and or staff who act with careless abandon for property and/or with intentional destructive action. The threshold for reimbursement for incidents of vandalism is \$500. The FMC is responsible for all incidents which cost \$499 or less. The only reimbursable costs are material, labor or subcontracted labor and material. FMC administrative costs and initial staff response activities are not reimbursable. The FMC is reimbursed for all incidents which cost \$500 or more. The only reimbursable costs are material, labor or subcontracted material or labor. FMC administrative costs and initial staff response activities are not reimbursable. These costs for each incident shall be documented by detailed invoices with any back-up information required by the County. The County will

not reimburse the FMC for service call notification and service call response activity including investigation and documentation of incidents of vandalism.

**Question 60. Paragraph 3.19.8.5:** Please confirm that the intent of this paragraph is that any services (labor and materials) expended to initially effect temporary repair of a system/item of equipment damaged through vandalism cannot be combined with the services (labor and materials) expended to complete final repair of that system/item of equipment and charged accordingly.

**Answer:** You are correct in your understanding of this paragraph.

**Question 61. Paragraph 3.19.8.6:** Will the FMC be required to reimburse the County should vandalism repairs significantly underrun the \$4,000/mo or \$48,000/year allowance? If so, what constitutes a "significant underrun"? Likewise, will the FMC be authorized reimbursement for vandalism repairs that exceed the \$4,000/month or \$48,000/year allowance?

**Answer:** There is no longer a \$48,000 allowance. Reimbursement is based on the incidents above the \$500 threshold.

Change 3.19.8.6 to read: Payment for vandalized building systems and system components requires investigation, documentation, authorization and CMMS reporting. The FMC shall include in the RFP proposal lump sum pricing in the cost proposal. The FMC shall submit separate invoices against this Contract account on a monthly basis itemizing the approved repair services for incidents of vandalism. These invoices are to be issued with all required documentation attached detailing the itemized scope of services, materials, cost of materials, listed labor, labor cost, and copies of approved vandalism repair authorization.

**Question 62. Paragraph 3.22:** Waiting until after contract award to establish Minimum Performance Standards could have an adverse impact on the cost parameters used to develop the FMC's cost proposal. We would recommend and request these parameters be established and provided to all potential vendors before technical and cost proposals are submitted. We do not believe sufficient time is available for the County to adequately prepare and publish these Standards before the established proposal submittal date. **Accordingly, we request the County extend the proposal submittal date by 45 days to allow adequate time to develop and publish the Minimum Performance Standards.**

**Answer:** General Services believes through discussions and reasonable industry practice the FMC and County can establish equitable Performance Standards. No extension to the proposal will be entertained.

**Question 63. Paragraph 3.24.1.2:** What parameters/guidelines will be used to determine the "quantity of non-performing labor hours".

**Answer:** A parameter and guideline would be industry standard hours to accomplish a required service.

**Question 64. Paragraph 3.24.1.4:** What recourse shall the FMC have if they disagree with the decision of the Area Manager, Central Fulton Service Area?

**Answer:** None

**Question 65. Paragraph 3.27.5:** Will a Business Office located within the City of Atlanta suffice for this requirement?

**Answer:** Local preference shall be given to businesses having a business location within the geographic boundaries of Fulton County. The term business location means a physical structure, office, or suite, but does not include a post-office box or a temporary job or project site location.

**Question 66. Paragraph 3.27.15.2:** This paragraph assumes a pool of fully qualified management personnel and maintenance technicians is available and readily accessible for assignment to this contract. This is not the case for Wackenhut Services, Inc. We believe, in light of the experience requirements specified in earlier paragraphs, that it will take a minimum of 45 days to advertise for, interview, select and execute offer letters for the administration and maintenance personnel that will be assigned to this contract. **Accordingly, we request the County extend the proposal submittal date by 45 days to allow adequate time to identify the high quality personnel necessary to properly staff this contract.**

**Answer:** No extension to the proposal will be entertained.

**Question 67. Paragraph 3.29:** This paragraph states that the MEPU project scope of work will include ...replacement of the HVAC system.... Does this

replacement include both chillers, chilled water and condenser water pumps, cooling tower, and all housing area Air Handling Units? Do these replacements also include all roof top HVAC units and controls?

**Answer:** Yes to all items questioned, except for the cooling tower. A decision on the cooling tower has not been made at the present time. At a minimum it will be rebuilt.

**Question 68. Paragraph 3.29:** This paragraph indicates replacement of the housing area "plumbing fixtures" is included as part of the MEPU scope of work. Are the plumbing and metering controls located in the all the housing/medical unit plumbing chases included in this scope of work for replacement, as well?

**Answer:** Yes, the medical third floor cell fixtures and metering devices are being replaced.

**Question 69. Paragraph 3.29:** This paragraph does not provide a specific scope of work for Electrical Upgrades as it does for HVAC, plumbing, and elevators. Please provide the MEPU replacement scope of work for the electrical upgrades.

**Answer:** At this time there is no major electrical scope of work. The electrical component consists only of electrical devices operating the HVAX and elevator systems.

**Question 70. Miscellaneous Questions:**

Are the Bellwood and Marietta Annex facilities earmarked for any of these MEPU upgrades?

**Answer:** NO

**Question 71.** Are there any immediate plans to replace the existing equipment (HVAC, Plumbing, Mechanical, Electrical) in either the Bellwood or Marietta Annex facilities?

**Answer:** Some (HVAC) Roof Top Units are being replaced at Bellwood.

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**Question 72.** Has the emergency generator, which serves the Bellwood facility, been upgraded or replaced in the last 720 days?

**Answer:** Yes it was upgraded.

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ACKNOWLEDGEMENT OF ADDENDUM NO. 2

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the RFP due date and time **Monday, August 15, 2005 no later than 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Legal Name of Bidder

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

**Revised Exhibit 1 – Cost Proposal**

**COST PROPOSAL FORM  
FOR  
FACILITY MAINTENANCE SERVICES**

The Proposer shall include all cost for comprehensive operation and maintenance for the Jail Complex.

No	Description of cost	2005 (1 Oct 05- 31 Dec 05)	Option Years			
			Year 1 2006	Year 2 2007	Year 3 2008	Year 4 2009
1	Total monthly cost of operation and maintenance of all buildings and grounds in Attachment -1 as per the scope of work in this document. (This fee is a prorated portion of the proposed contract cost for the year)	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	Total yearly contract proposed cost for comprehensive operation and maintenance services for all buildings and grounds in Attachment -1 as per the scope of work in this document for the year – January through December	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	Total contingency available to cover work projects and repair services over and above Contract scope of work.	\$ 500,000	\$ 1,500,000	\$ 1,545,000	\$ 1,591,400	\$ 1,639,100
4	Potential Contract cost for year. Total lump sum proposed cost plus contingency (based on the actual work performed by the Contractor) for any County approved work projects and repair services.					

05RFPJAILMAINT-JDK Facility Maintenance Services

LABOR	NORMAL HOURS				AFTER HOURS					
	2005		2006		2007		2008		2009	
Cost of labor for requisitioned services List all crafts below	Normal Hrs	Overtime	Normal Hrs	Overtime	Normal Hrs	Overtime	Normal Hrs	Overtime	Normal Hrs	Overtime
(1) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(2) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(3) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(4) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(5) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(6) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(7) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(8) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(9) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
(10) -----	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____