



Fulton County, GA

Department of Purchasing & Contract Compliance

Cecil S. Moore, CPPO, CPPB, CPSM, C.P.M., A.P.P
Director

October 5, 2010

Re: #10RFP74948K-JD – Comprehensive Operation and Preventive and Predictive Maintenance Services for Fulton County Jail

Dear Proposers:

Attached is one (1) copy of Addendum 2, hereby made a part of the above referenced **#10RFP74948K-JD – Comprehensive Operation and Preventive and Predictive Maintenance Services for Fulton County Jail**.

Except as provided herein, all terms and conditions in the **#10RFP74948K-JD – Comprehensive Operation and Preventive and Predictive Maintenance Services for Fulton County Jail** referenced above remain unchanged and in full force and effect.

Sincerely,

Joyce Daniel

Joyce Daniel, CPPB
Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in Procurement Award • National Purchasing Institute



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

CLARIFICATION:

1. Page 14, Section 2.13 requires a General Contractor's License for "construction; construction management services; or design-build services as a prime contractor, joint venture partner, or as a subcontractor to a design professional acting as prime contractor as part of a design-build entity or combination." These services are not specifically identified in the Scope of Services Section 3.3; however, the RFP states the clause is applicable. Can the contractor utilize a subcontractor who is a licensed General Contractor (GC) to meet this requirement when the need for construction, construction management or design-build services are required?

See Item 1 of this addendum for clarification.

2. Statements made in the pre-proposal meeting indicated that all subcontractors identified by the proposer must have a General Contractor's license. However, specific trades for which subcontractors will be utilized (i.e. electricians and plumbers) may not hold a GC license, but a Professional License in their specific trade (as indicated in Section 2.14). Please clarify that trade subcontractors are not required to hold a GC license, only Professional Licenses.

See Item 1 of this addendum for clarification.

ITEM 1-Clarification:

Section 2, Instructions to Proposers:

2.11- Georgia Utility Contractor's License and 2.12- General Contractor's License are Non-Applicable for this project. The Purchasing Forms referenced in these sections are not required for submission for this project.

2.14- Professional Licenses is Applicable for this project and should read:

2.14 PROFESSIONAL LICENSES (APPLICABLE)

The State of Georgia requires that the following professions are required by state law to be licensed:

1. Electricians
2. Plumbers
3. Conditioned Air Contractors
4. Low voltage Contractors

Bidders and any sub-contractors performing any of the above described work must provide a copy of their license for the work they will perform on this project.

Bidders must complete Form G: Georgia Professional License Certification in Section 5, Purchasing Forms. Failure to provide the required license may deem your bid non-responsive.

ITEM 2 Clarification: Section 5, Proposal Forms:

The Proposal Forms to be submitted for this project are:

- Form A – Certification Regarding Debarment
- Form B – Non-Collusion Affidavit of Bidder /Offeror
- Form C – Certificate of Acceptance of Request for Proposal Requirements
- Form D – Disclosure Form and Questionnaire
- Form E – Security and Immigration Contractor Affidavit/Agreement
- Form F – Georgia Security and Immigration Subcontractor Affidavit
- Form G – Professional License

ITEM 3 Clarification: Changes to EXHIBIT 1 – Required Proposal Submittal Check List is revised, see Attachment A. This revised Check List is to be submitted with your Technical Proposal.

RESPONSES TO QUESTIONS:

1. Page 29, 3.3.5.3: Discrepancy between words and number, “three (4) Building Mechanics”. Is the minimum number of building mechanics required three or four?

The number is four (4).

2. How many maintenance technicians currently work in the Fulton County Jail?

Specifications stipulate the minimum acceptable staffing levels. The successful proposer will demonstrate the ability to develop a viable staffing plan given the facility's size, population, and equipment listing.

3. Page 30, 3.3.5.14 indicates periodic walk-through inspections. At what interval do these inspections occur currently?

The number of walk-throughs should be established in the vendor's quality control/assurance program proposal.

4. Page 30, 3.3.5.14 indicates periodic walk-through inspections. Is there an expectation that the walk-throughs will happen on a regular basis? Is so, what is the County's desired interval?

See response to Question 3.

5. Page 31, 3.3.5.16.4 states that some equipment may be under warranty. Can the County provide a list of equipment that is still under warranty?

At the time of contract inception, the only equipment under warranty will be the CCTV controls. This includes ten (10) DVR's, four (4) computer stations, and six (6) flat screen monitors.

6. Page 31, 3.3.5.17 requires the use of Maximo as the CMMS. Statements made at the pre-proposal conference indicated the software belongs to Fulton County. Does the hardware also belong to Fulton County?

The current vendor uses a third-party vendor for off-site hosting of Maximo. The only hardware currently needed on site is the necessary CPU's for database administration and data entry which are the property of the current vendor. The purpose of this RFP is for bidders to propose how you intend to accomplish this requirement.

7. What is the version of Maximo currently in use by the County?

5.2

8. Will the County retain ownership of all CMMS hardware currently in use if there is a change from the current maintenance vendor?

No.

9. Will the contractor be expected to upgrade all CMMS hardware, or only supply new CMMS hardware to accommodate any expansion to the system (i.e., additional data terminals)?

See the response to Question 8. Any upgraded hardware utilized as a result of your proposal will become the property of Fulton County. Vendors must propose development and implementation of CMMS program.

10. Can Fulton County provide a record of Service Calls for the past year, or for a significant period (six month or greater) that is indicative of the number, type and cost of service calls that can be expected.

Use the following information reference chart for responses to Questions 11, 12, and 13.

FY 2009	
Corrective Maintenance Work Orders	20,491
Preventive Maintenance Work Orders	2,702
Predictive Maintenance Work Orders	2,209

Specifications require vendors to demonstrate operations and maintenance experience in facilities of similar size, function, and nature. Expectation is that experience will guide all vendors in proposal development.

11. Can Fulton County provide a recent history of Emergency calls?

See response to Question 10.

12. Can Fulton County provide a recent history of High Priority calls?

See response to Question 10.

13. Can Fulton County provide a recent history of Scheduled calls?

See response to Question 10.

14. Page 36, Section 3.3.10.3 requires the use of handheld devices for recording and delivering CMMS work order information. Can the handheld devices be cellular phones, smart phones, or PDS with cellular capability?

The vendor can use his own discretion. However, cell phones are currently not allowed in the facility per order of the Sheriff. Sheriff's order is subject to change during contract term.

15. Is real-time update of handheld device information required?

Yes.

16. Is the Fulton County Jail equipped with cellular or wi-fi transmitters/repeaters that would allow real-time communication between handheld devices and the CMMS database?

No.

17. If the Jail is not equipped with cellular or wi-fi transmitters/repeaters, is the maintenance contractor responsible for purchasing and installing repeaters to allow communication to the handheld within the facility?

Yes.

18. Will Fulton County Jail staff carry PDAs for work request entry? If so, is the contractor liable for the cost of staff PDAs?

No. All work orders from Jail staff are submitted via telephone or in writing.

19. Page 36, Section 3.3.10.5 requires the CMMS administrator have two years of experience generating reports using Maximo. Can the CMMS Administrator have equivalent experience generating reports from other CMMS?

No.

20. Can the County provide a record of how many times the current maintenance vendor has been paid in addition to the contract amount because the repair cost exceeds the existing \$2,500 cost threshold?

No.

21. Can the County provide the amount the current maintenance vendor was paid over the past year in addition to the contract amount because repair costs exceeded the existing \$2,500 cost threshold?

Contingency amount listed in solicitation is the funding source of all payments for repairs exceeding cost threshold. Historically, 60% of contingency amount has been for repairs exceeding cost threshold.

22. Page 37, Section 3.3.1.2.6 requires the contractor to provide three price quotes from three vendors when utilizing subcontractors. Is this requirement in reference only to items that exceed the \$5,000 cost threshold?

No. This requirement is for any item that is not a covered service per the solicitation specifications.

23. For what kitchen equipment is the Food Service vendor responsible?

Not applicable. The Operations and Maintenance vendor is responsible for all Kitchen equipment. The Contract Administrator has the final authority over which vendor will facilitate repairs and is determined on a case by case basis.

24. Can the Food Service Vendor submit work orders to the maintenance contractor?

All Kitchen work orders are submitted in the same manner as all other work requests in the facility.

25. Can the County provide the Federal Consent Order so proposers can understand their requirements under the Order?

The solicitation specifications will suffice.

26. How often have the negative pressure monitor sensors been replaced in the past two years?

Once.

27. What major critical equipment has been replaced in the facility within the past five years?

The chillers, air handlers, and elevator controller.

28. What major critical equipment has been refurbished within the past five years?

Cooling Tower.

29. Request that the bid due date be extended 15 working days in order to prepare a more comprehensive and competitive proposal.

No.

30. Please provide the Number of Preventive Maintenance Work Requests completed in the last Calendar Year.

2,701

31. Please provide the Number of Corrective Maintenance Work Requests completed in the last Calendar Year.

20,491

32. Please provide the Number of Predictive Maintenance Work Requests completed in the last Calendar Year.

2,209

33. Please provide the number of repairs in the previous Calendar Year that exceeded the current \$2500 repair levels that the provider is responsible for.

Given equipment listing, the intent is for the successful proposer to demonstrate successful operation and maintenance of facilities similar in size, function, and nature. Fulton County's expectation is that experience will guide all vendors in the development of their proposal.

34. Please provide the total dollars spent in the past 2 calendar years that was allocated from the County's "Contingency Funds".

\$2.8 million in the past two (2) calendar years between FMC and alternative service providers.

35. Please provide the number of vandalism repairs that were required over the past calendar year.

1,476

36. Please provide the amount of dollars spent on the vandalism repairs over the previous year.

Average vandalism dollar value per work order was \$54.00 for the previous year.

37. Section 3.3.5.17 pg 31 – This paragraph states that the FMC must use the existing CMMS system (MAXIMO) and process and procedures to document the repair and maintenance activities...

Please provide the following:

This paragraph referenced Section 3.8 – please clarify where section 3.8 is in the RFP document

The correct section is 3.3.10.

38. Is Fulton County the owner of the current CMMS system.

Fulton County purchased a Maximo license six (6) years ago.

39. What is current version on the existing Maximo CMMS

5.2

40. Will the successful FMC be responsible for annual CMMS licensing and tech support

CMMS is currently hosted off-site by a third party vendor. Intent of RFP is for successful bidder to develop and implement a CMMS program using Maximo.

41. Please provide the referenced process and procedures used with the CMMS.

RFP intent is for successful vendor to develop and propose CMMS processes and procedures.

42. Section 3.3.10 refers to Computerized Maintenance Management

Section 3.3.10.3 refers to the FMC providing “an appropriate handheld device in order to input detailed work order results date into the CMMS.” Please provide specifications and model of device so provider can estimate cost for this device

See response to Question 14. Please be aware that cell phones are currently prohibited in the facility per order of the Sheriff.

43. Reference Section 3.3.11.8/9 /10 – These three sections stipulate specific requirements regarding;

3.a. Section 3.3.11.8 Requires “ventilation in accordance with ASHRAE Standard 62, “Ventilation for acceptable Indoor Air quality” where physically practical. Where not physically practical, provide maximum allowable ventilation and pursue opportunities to increase ventilation to current standards of ASHRAE”

Question – Please confirm the facility meets these requirements in current condition “or” provide a list of locations that do not meet these requirements.

The facility currently meets this requirement.

44. Section 3.3.11.9 requires “Domestic hot water will be provided at 105 degrees F at point of use”

Question – Please confirm the facility meets these requirements in current condition “or” provide a list of locations that do not meet these requirements.

The facility currently meets this requirement.

45. Section 3.3.11.10 requires “Lighting system shall be maintained to achieve the following minimum levels during occupancy:

- (a) Public areas within the building – 10 foot-candles
- (b) Normal workstations – 50 foot-candles
- (c) Reading areas – 100 foot-candles
- (d) General work areas – 50 foot-candles
- (e) Court rooms – 200 foot-candles
- (f) Storage areas – 10 foot-candles”

Question – Please confirm the facility meets these requirements in current condition “or” provide a list of locations that do not meet these requirements.

Facility currently meets these requirements.

46. Section - 3.3.12.16- Please provide a list of equipment currently under warranty and the remaining length of Warranty Period.

At the projected commencement date of contract, only CCTV head-end will be under warranty. This includes DVR’s, computer workstations, and flat screen monitors.

47. Section 3.3.18 Refers to Existing Deficiency Report – Does the county have a copy of existing deficiencies or a deferred maintenance list? Please provide if so.

The County does not have a deferred maintenance list and the Existing Deficiency Report will be jointly developed by successful bidder, County representatives and the incumbent contractor at contract commencement.

48. Section 2.22 Wage Clause: Are the current maintenance provider employees union members? (p19)

Fulton County’s expectation is that any union or trade association memberships will not interfere with the successful operation of the facility. Fulton County does not require disclosure of union affiliations and any applicable collective bargaining agreements.

49. Section 3.3.1 Basic Services shall include: Fire extinguishers. Please provide the locations and due dates for the 6yr maintenance and the 12 year hydrostatic testing. (p27-28)

There are 276 extinguishers located on the jail campus. June 2011 is the due date for hydrostatic testing and 6 yr maintenance as per NFPA 10.

50. Section 3.3.1 Basic services shall include: Trash removal and Re-cycling. Please provide current Trash Removal Volume and current items being recycled. (p27-28)

Trash removal and recycling is traditionally handled by both the Sheriff’s Office and the General Services Department –Waste Management section. However, the intent of this section is to have a backup in the event either of the two aforementioned entities is unable to deliver on any given day. In the previous

calendar year, the FMC has not had to handle trash removal or recycling beyond that which is consistent with their business operations.

51. Section 3.3.2 Services not included: Lists Telephone systems but in Exhibit 3/Building systems/Electronic/Phone communication-North Star is listed as covered. The phones are listed in the Jail Equipment PDF. Is the phone system to be maintained by the contractor and if so please define the FMC requirements.(p28)(p150)(equipment PDF)

The section is intended to reference the Jail's paging/intercom system and not telephone.

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 30303 by the RFP due date and time **Tuesday, October 12, 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 2, _____ day of _____, 2010.

Legal Name of Bidder

Signature of Authorized Representative

Title

ATTACHMENT A

EXHIBIT 1

**Required Proposal Submittal Check List
Revised**

EXHIBIT 1
Revised

The following submittals shall be completed and submitted with each proposal (see table below "Required Proposal Submittal Check List."). Please check to make sure that the required submittals are in the envelope before it is sealed. Failure to submit all required submittals may deem your proposal non-responsive.

Submit one (1) Original proposal and five (5) CD's as required in Section 3.1.2 of the RFP.

Item #	Required Proposal Submittal Check List	Check (✓)
1	One (1) Proposal marked "Original", five (5) CD's	
2	*Form E: Georgia Security and Immigration Contractor Affidavit(s) and Agreements <i>Note: If prime contractor is a joint venture, partnership, LLC, each member of the entity must submit an affidavit</i>	
3	*Form F: Georgia Security and Immigration Subcontractor Affidavit (s)	
4	Technical Proposal	
5	Cost Proposal (submitted in a separate sealed envelope)	
6	Financial Information (submitted in a separate sealed envelope)	
7	Acknowledgement of each Addendum	
8	Proposal Bond (submitted in a separate sealed envelope)	
9	Executive Summary Project Plan Project Team Qualifications/Qualifications of Key Personnel Relevant Project Experience Proposer Financial Information Availability of Key Personnel Location of Firm Disclosure Form and Questionnaire	
10	Purchasing Forms Form A: Certificate Regarding Debarment Form B: Non-Collusion Affidavit of Bidder/Offer or Form C: Certificate of Acceptance of Request Proposal Requirements Form D: Disclosure Form & Questionnaire Form G: Professional License	
11	Office of Contract Compliance Requirements (separate envelope) Exhibit A: Promise of Non-Discrimination Exhibit B: Employment Record Exhibit C: Schedule of Intended Subcontractor Utilization Exhibit D: Letter of Intent to Perform as Subcontractor Exhibit E: Declaration Regarding Subcontractor Practices	

	Exhibit F: Joint Venture Disclosure Affidavit Exhibit G: Prime Contractor/Subcontractor Utilization Report Equal Business Opportunity Plan (EBO Plan)	
12	Evidence of Insurability, proposer must submit one (1) of the following: Letter from insurance carrier Certificate of Insurance An umbrella policy in excess of required limits for this project	
13	Verify that Bidder/Proposer is registered w/Georgia Secretary of State and attach a copy of print out for each	
14	Verify Georgia Utility License Number and attach a copy of print out for each Bidder/Proposer (Non-Applicable)	
15	Verify General Contractor's License and attach a copy of the print out for each Bidder/Proposer (Non-Applicable)	
16	Verify Professional License and attach a copy of print out for each Bidder/Proposer (Applicable)	