



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

March 4, 2021

RE: Addendum #2: **IFB#02252021 – SCS Districtwide Elevator and Lift Preventative Maintenance Services**

Dear Bidders:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated February 5, 2021. The Contractor shall acknowledge receipt of this Addendum on the Bid Form. Failure to do so may subject the Bidder to disqualification.

Item #1

Questions & Responses–Please see questions and responses to the above referenced project.

Question 1.

Can we get access to repair and maintenance records for the last few years?

Response

SCS is unable to retrieve those records.

Question 2.

Can you specify which elevators are hydraulic and which are traction?

Response

SCS has provided an updated bid excel pricing sheet (Appendix J1) that has identified and denoted all hydraulic elevators in the column named Hydraulic with an “X”. If there is not an “X” then it is indicated that the elevator is traction.

Question 3.

Do you have records of what company manufactured the equipment at each location?

Response

SCS does not have records on hand for this request.

Question 4.

In the Invitation for Bid, **Part III, BID SUBMISSION REQUIREMENTS, Item 1.0. Section C.3.a: Additional Documents:** Do you want resumes of staff who will participate on this project submitted with the bid?

Response

Yes.

Question 5.

In the Invitation for Bid, **Part IV, SCOPE OF WORK, Page 14, Maintenance Control Plan:** Do you want the Maintenance Control Plan submitted with the bid?

Response

Yes.

Question 6.

In the Invitation for Bid, **Part IV, SCOPE OF WORK, Page 21, Modifications:** Should the cost of the modifications be included in the maintenance bid?

Response

No. SCS will select elevators for modernization per zone from the SME's evaluation of equipment and depending on the analyst feedback that will determine if a refurbishment work, partial modernization or full modernization will be desired.

Question 7.

In the Invitation for Bid, **Part IV, SCOPE OF WORK, Page 21, Modifications:** Is it guaranteed that two (2) modifications per each of the four (4) identified SCS zones per each fiscal year will be authorized/required by SCS?

Response

No. There's no guarantee concerning the amount of modernizations per year.

Question 8.

In the Invitation for Bid, **Appendix A – SPECIAL TERMS AND CONDITIONS FOR SEALED BIDS, Section Item 1.0, B, Page 27:** Do you want supporting documentation for bid analysis in reference to Shelby County Schools Local Preference Purchasing Program (Policy #2011) submitted with the bid?

Response

Yes.

Item #2 – Appendix J – SUPPLEMENTARY INSTRUCTIONS TO BIDDERS: Replace “Appendix J excel spreadsheet” with “Appendix J1 bid excel spreadsheet dated 03/05/2021” to complete bid pricing.

Item #3 - PART II: GENERAL TERMS AND CONDITIONS, SECTION 21.0 BASIS OF AWARD, Page 8 – SUPPLEMENTARY CONDITIONS: Delete in its entirety: “Contract(s) shall be awarded to one or multiple bidders on a per zone basis using Appendix J”.

Insert: “Contract(s) shall be awarded to one or multiple bidders on a per zone basis using Appendix J1”.

Item #4 - PART III: BID SUBMISSION REQUIREMENTS, SECTION 2.0 FORMS (TAB B): – SUPPLEMENTARY CONDITIONS:

2. Page 12, Item i reads “Completed Bid Proposal Cost Form (Appendix J) (See Separate Excel Spreadsheet)”

Page 12, Replace Item i with “Completed Bid Proposal Cost Form (Appendix J1) (See Separate Excel Spreadsheet)”

Thank you,
Procurement Services