



Department of Procurement Services

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

May 17, 2021

RE: Addendum #1: **IFB#05242021LJS – SCS Districtwide Fire Alarm Testing, Inspection and Maintenance Services**

Dear Bidders:

This Addendum forms a part of the Contract Documents and modifies the Plans and Specifications dated May 4, 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 - PART II: GENERAL TERMS AND CONDITIONS, SECTION 11.0 SUBMISSION DEADLINE, Page 4 – SUPPLEMENTARY CONDITIONS:

Delete in its entirety: “In order to be eligible for consideration, bids must be received in the Procurement Services Office no later than **11:00 AM CST on May 20, 2021, 160 South Hollywood Street, Room #126, Memphis, TN 38112.**”

Insert: “In order to be eligible for consideration, bids must be received **at a new submission location** in the **Construction Procurement Office** no later than **2:00 PM CST on May 20, 2021, 1364 Farmville Road, Memphis, TN 38122.**”

Item #2 - PART II: GENERAL TERMS AND CONDITIONS, SECTION 12.0 BID OPENING, Page 5 – SUPPLEMENTARY CONDITIONS:

Delete in its entirety: “All bids shall be publicly opened at the **Procurement Services Office, 160 South Hollywood Street, Room #126, Memphis, TN 38112** on the date specified on the bid.”

Insert: “All bids shall be publicly opened at the **Construction Procurement Office, 1364 Farmville Road, Memphis, TN 38122** on the date specified on the bid.”

Item #3 – Link to SCS Districtwide Fire Alarm Device Count Full Stations

https://scsk12-my.sharepoint.com/:f/g/personal/jonessultonlm_scsk12_org/EoOynOZw-btBl44-r-MvMbQBjmX_JGSQeNqKLafyhFWn2A?e=8jjTIF

Item #4 – PART IV: SCOPE OF WORK, MONITORING REQUIREMENTS SECTION 1.1.2.3, Page 14 – SUPPLEMENTARY CONDITIONS:

Delete in its entirety: “Failed to test reports or any failures shall be recorded and reported via email to William E. Warren at warrenwe@scsk12.org and Albert Herman at hermanap@scsk12.org.”

Insert: “Failed to test reports or any failures shall be recorded and reported via email to the respective Zone Compliance Advisor: Robin Greer at greerr1@scsk12.org, Teresa Savage at savageta@scsk12.org, Edward Small at smalle@scsk12.org and Sabrina McCalleum at mccalleumsm@scsk12.org.”

Item #5– PART IV: SCOPE OF WORK, MONITORING REQUIREMENTS SECTION 1.1.2.4, Page 14 – SUPPLEMENTARY CONDITIONS:

Delete in its entirety: “All trouble at test codes shall be recorded and reported via email to William E. Warren at warrenwe@scsk12.org and Albert Herman at hermanap@scsk12.org.”

Insert: “All trouble at test codes shall be recorded and reported via email to the respective Zone Compliance Advisor: Robin Greer at greerr1@scsk12.org, Teresa Savage at savageta@scsk12.org, Edward Small at smalle@scsk12.org and Sabrina McCalleum at mccalleumsm@scsk12.org.”

Item #6 – Appendix J – Bid Pricing Excel Sheet will be replaced with Appendix J1 dated 05/17/2021. All references to Appendix J in the IFB will now be referenced to Appendix J1. The Maintenance Cost on Appendix J1 is an hourly cost and have been reflected on the Bid excel spreadsheet. Please enter your bid cost on Appendix J1.

Item #7 - Questions & Responses– Please see questions and responses to the above referenced project.

Question 1.

Appendix J- Can device counts or previous inspection reports be supplied for each location? At minimum please include number of smoke detectors duct detectors, heat detectors, manual pull station for each location. Also note in any smoke or duct detectors are a conventional type.

Response

SCS will provide any relevant information we have on hand for this request. Please see the link provided in the Addendum.

Question 2.

Appendix J-Monitoring Cost- Can the current dialer information be provided? Cellular or POTS Line for each location/panel.

Response

SCS will provide any relevant information we have on hand for this request.

Question 3.

Appendix J-Monitoring Cost- Is the initial setup fee for the monitoring to be included under the annual monitoring cost or can a service call be utilized under the per hour rate under the maintenance cost?

Response

No. The setup fee should be billed as an hourly rate.

Question 4.

Appendix J- Annual Maintenance Cost- Please confirm an hourly rate including any truck/miscellaneous charges to be used for the annual maintenance cost.

Response

This is an hourly rate that should consist of truck charge/miscellaneous and etcetera.

Question 5.

Appendix J-With any locations which have conventional style devices, will sensitivity be due during year one of the contract?

Response

Yes.

Question 6.

PART IV: SCOPE OF SERVICES, SECTION 1.3 MAINTENANCE REQUIREMENTS, INVOICES ITEM 1.3.2.3, Page 17 - The Prebid meeting it was requested that trip charges to be included in hourly annual maintenance rate. But this line item allows one trip charge per work order. Will the one trip charge be allowed on an invoice?

Response

The one trip charge will be allowed.

Question 7.

PART IV: SCOPE OF SERVICES, SECTION 1.2 TESTING & INSPECTION REQUIREMENTS, Pages 14-15 - Will a building escort be required or provided during inspections?

Response

An escort will be provided when the scheduled visit occurs.

Question 8.

PART IV: SCOPE OF SERVICES, SECTION 1.2 TESTING & INSPECTION REQUIREMENTS, Pages 14-15 - Will inspections be tracked on SCS school dude? If so, will vendor be given a username and password to access, along with training?

Response

Yes. The vendor will be given access to Schooldude. Also, SCS will conduct the training.

Question 9.

PART IV: SCOPE OF SERVICES, SECTION 1.2 TESTING & INSPECTION REQUIREMENTS, Pages 14-15 - Is there a set schedule for months for each location inspection to be completed? Or will vendor be able to develop a schedule?

Response

The Vendor will provide a schedule Fiscal Year of the Contract.

Question 10.

PART II: GENERAL TERMS AND CONDITIONS, SECTION 3.0 PRE-BID MEETING, Page 3- Can you confirm if the pre bid meeting was mandatory?

Response

Yes. The Pre-Bid Meeting was mandatory.

Question 11.

Appendix E- Pricing Confirmation-when it references “Bidders must bid on all items or no bid”, can we choose which “Zone” of Schools to bid, and can we bid Test/Inspect & Maintenance of any school/Zone and NOT bid on the “Monitoring” piece?

Response

The Bid is all inclusive of each component. For example: Vendors can bid on one zone only, but must bid all schools and all components (i.e. Annual Testing/Inspection, Annual Maintenance and Annual Monitoring Costs) within that zone must be bid.

Question 12.

Appendix J-Pricing Bid Sheet - Can we obtain “fire alarm panel information & device counts; i.e.-#Pull Stations, # Smoke Detectors, # horns/strobes, etc. for each school?

Response

SCS will provide any relevant information we have on hand for this request. Please see the link provided in the Addendum.

Thank you,
Procurement Services