

CITY OF MIDDLETOWN
PURCHASING DEPARTMENT

ADDENDUM #2 TO BID #2014-033

BID #2014-033- Maintenance of Traffic & Pedestrian Signals – Police Department

Date Issued: January 14, 2015

ALL BIDDERS ARE HEREBY ADVISED OF THE FOLLOWING INFORMATION AND/OR MODIFICATIONS TO THE CONTRACT BID DOCUMENTS:

- Minutes and Attendee's list from the pre-bid meeting held on Tuesday, December 30, 2014 at 9:30 am
- Revised contract term date
- Q & A's submitted in writing by set date of Tuesday, January 06, 2015 by 3:00 pm
- Bid opening date extended

INVITATION TO BID

*****PLEASE NOTE*****

The date set for the receipt of proposals has been changed from

*****Friday, January 16, 2015 at 11:00 AM EST*****

AND EXTENDED TO

*****Wednesday, January 21, 2015 at 11:00 AM EST*****

PLEASE VERIFY THAT YOU HAVE RECEIVED THIS NOTIFICATION IN THE SPACE BELOW AND FAX OR EMAIL THIS PAGE BACK TO THE PURCHASING DEPARTMENT.

FAX: 860-638-1995 EMAIL: purchase@middletownct.gov

BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM #2: _____

COMPANY NAME

All bidders are hereby advised of the following amendments to the contract bid documents which are hereby made an integral part of the specifications for the subject project, prepared by the City of Middletown to the same extent as all other documents. All work shall conform to the standards and provisions of same. Bids submitted shall be deemed to include contract document information as shown in Addendum No. 1. General bidders shall notify sub-bidders that may be affected by this addendum as applicable. **Bidders shall be required to acknowledge receipt of this addendum in the space provided on the Bid Proposal Form.**

Failure to acknowledge receipt of this addendum by the bidder may result in the rejection of their bid. Bidders are directed to review changes to all portions of the work as changes to one portion may affect the work of another.

Total Addendum: 2 pages

*****BIDDER NOTE:** If you have already submitted a bid you shall be required to acknowledge receipt of this addendum under separate cover in a sealed envelope clearly marked with the bid number and description. This acknowledgment must be received by the time and date specified to be accepted by the City.

Donna L. Imme, CPPB
Supervisor of Purchases

ADDENDUM #2
**BID #2014-033- Maintenance of Traffic &
Pedestrian Signals - Police Department**

Pre-bid Meeting Minutes For

BID #2014-033 – Maintenance of Traffic and Pedestrian Signals – Police Dept.

Date: Tuesday, December 30, 2014 at 9:30 am

Adjourned: 9:50 am with a site visit that followed

List of attendees – See Attached

Stefanie Collins, Purchasing Assistant, opened the meeting and discussed the following:

1. Term of the contract is 3 years to commence on or after February 1, 2015 and terminate on January 31, 2018.
2. The contract will be awarded to the lowest responsible bidder as stated on Page 4 of the contract documents. The lowest responsible bidder shall be determined based upon the lowest total cost to provide traffic signal maintenance for the duration of the contract term combined with hourly rates to provide regular and emergency service.
3. All questions shall be submitted to the Supervisor of Purchases via fax 860-638-1995 or email purchase@middletownct.gov. The deadline for receipt of questions is Tuesday, January 6, 2015 by 3:00 pm.
4. All further information, Addenda's, pre-bid meeting minutes shall be posted to the City's website. Bidders shall be responsible for checking the website for all additional information and all addenda's issued and shall also acknowledge the addenda in their bid where indicated on the proposal pages. Website is www.middletownct.gov
5. A Bid bond in the amount of 10% of the total bid is required with all bid submittals.
6. Awarded vendor will need to provide a Performance and Labor and Materials Bond equal to 100% of the first contract year and needs to be renewed each year thereafter for the term of the contract.
7. All prospective bidders must possess the minimum of two years past experience in the maintenance of traffic light systems. Bidder shall include with bid submittal a completed notarized statement of their qualifications on the form furnished.
8. The following terms/conditions in red below were added to Item #18, page 19 of the bid:

18. Parts/Replacement Parts:

*The quoted price per month for annual maintenance shall be inclusive of all replacement parts, materials, assemblies, equipment, and labor required to maintain the equipment in good working order throughout the contract term with the exception of **major components (any part over \$250 in cost)** which shall be compensated at the contractor's cost plus mark up as quoted herein.*

***The City of Middletown reserves the right to request an upgrade on any replacement part(s) regardless of cost. In such cases, the Middletown Police Department shall give the awarded vendor prior approval and will agree to pay the difference between the two.*

The contractor shall provide the percentage mark up over their cost which will be accorded to the City on all parts purchased outside of the scope of this contract on a time and material basis. The City shall reserve the right to demand of the contractor that the contractor supply current price sheets and/or catalogs as required to audit material costs charged.

9. The contract term date has been revised to **commence on or after February 1, 2015 and terminate January 31, 2018.**

Answers to questions submitted by deadline date of Tuesday, January 6, 2015 by 3:00 pm

Q: Reviewing the bid proposal on parts under \$250.00 is there a dollar amount that the contractor should have on hand at all times. The Peek controllers or any other parts that are more than \$250.00 does the contractor order these as needed if so what is the time frame to get it repaired and up and running?

A: The contract requires that re-lamping be conducted within 24 hours. The contractor shall plan accordingly to meet this requirement.

PREBID MEETING ATTENDANCE LIST

PROJECT: BID #2014-033 Maintenance of Traffic and Pedestrian Signals – Police Dept.

DATE: Tuesday, December 30, 2014 at 9:30 AM

COMPANY NAME	TYPE (GC/SUB)	ADDRESS	TEL # FAX #	REPRESENTATIVE NAME AND EMAIL ADDRESS
SAIHAFA Electric LLC		165 Saybrook Rd Middletown, CT 06457	860-342-5856 w 860-883-7573 c	Saihafa.electrinc@comcast.net
Everest Electric, LLC		27 Cinnamon Ave Middletown, CT 06457	860-345-2554 860-573-2001	everest.electrical@net.net
Michael English David Goldman		P.D.		
Donna Tranne		245 DeKoven City	860-638-4895	Purchase@middletownct.gov
Stephanie Collins		245 DeKoven Middletown	800-638-4895	Purchase@middletownct.gov