



City of Cleveland

Frank G. Jackson, Mayor

Department of Finance
Division of Purchases & Supplies
601 Lakeside Avenue, Room 128
Cleveland, Ohio 44114-1080
216/664-2620 • Fax: 216/664-2177
www.cleveland-oh.gov

April 11, 2019

ADDENDUM No. 1

BID TITLE: Reference: File No. 37-19 Labor and Materials to Maintain and Repair Automatic Doors

BID DUE: Wednesday, Wednesday, May 1, 2019 12:00 pm noon Room 128, City Hall.

Attention Bidders:

We have been requested to issue the enclosed Addendum to the above entitled bid project. This addendum is to advise all bidders of the following information:

The purpose of this addendum is to advise all bidders of the following information:

1. Pre-bid rescheduled From Friday, April 19, 2019 to Wednesday, April 17, 2019, at 10:00 a.m. at 19451 Five Points Rd, Cleveland, Ohio 44135, Central Receiving.
2. Revised Schedule of Items Pages.
3. Answers to questions.

Questions & Answers

1. **The parts line description makes no sense. How can you have the same percentage for a "mark-up" and a "discount"? Who would use the markup which automatically raises the base dollar amount against those that offer a discount? Please reference the City Overhead contract where it is two separate line items. One for markup and one for discounts.**
 - Please see the revised Schedule of Items Pages.
2. **You left the prevailing wage category open for selection. With the Overhead contract it clearly states that Iron Workers local 17 be used. Why not select a single prevailing wage? One vendor may choose a wage category for this work that pays their employees much less than another company might pay. If the city sets the standard for which the wages are to be paid it will be a fairer bid process.**
 - Per Chapter 4115 O.R.C. "It is the Bidder responsibility to ascertain the prevailing wage rates that apply to a contract.

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3. I see there is no bid line for call out charges. I assume this to mean they will not be allowed. If so, will the contractor be paid portal-to-portal or only for time on site. Whatever you decide it should be clearly addressed within the bid section.

- Please see the revised Schedule of Items Pages.

Also, please acknowledge receipt of this addendum by faxing directly to my attention at (216) 664-2275.

Print & Sign Potential Bidder & Company Name

Today's Date

Also, please attach this addendum to the copy of the specifications furnished to you by this office, as it will have the same force and effect as if it were part of the specifications originally issued.

Thank you,

Jules Gilliam, Buyer
Division of Purchases & Supplies

Cc: Commissioner Tiffany White, Division of Purchases & Supplies
Purchasing Supervisor Deborah Midgett, Division of Purchases & Supplies

Attachments: Addendum #1 Cover Sheet – (Two) 2 Pages; Revised Bid Schedule of Items Pages – (Four) 4 Pages.

Total of Six (6) Pages

Addendum #1 – File 37-19 Labor and Materials to Maintain and Repair Automatic Doors

ADDENDUM 1
FILE NO 37-19
Labor and Materials to Maintain and Repair Automatic Doors

PURCHASE BY ONE OR MORE REQUIREMENT CONTRACTS FOR LABOR AND MATERIALS TO MAINTAIN AND REPAIR AUTOMATIC DOORS, FOR THE VARIOUS DIVISIONS OF THE DEPARTMENT OF PORT CONTROL, FOR A PERIOD OF ONE YEAR WITH ONE ONE-YEAR OPTION TO RENEW THE CONTRACT. THE OPTION YEAR IS SOLELY AT THE CITY'S DISCRETION. THE PRICING, TERMS AND CONDITIONS SHALL ALL REMAIN THE SAME AS FOR THE INITIAL ONE YEAR TERM. THE AMOUNT PER CONTRACT YEAR ON ANY INDIVIDUAL CONTRACT SHALL NOT EXCEED \$250,000.00.

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>APPROXIMATE QUANTITY</u>	<u>UNIT PRICE/ HOURLY RATE</u>	<u>EXTENSION</u>
1.	Labor Rate Normal Working Hours Monday through Friday 8:00 a.m. to 5:00 p.m.			
	A. Lead Man	300 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
	B. Assistant	300 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
2.	Overtime Rate (Weekdays) Monday through Friday 5:00 p.m. to 8:00 a.m.			
	A. Lead Man	50 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
	B. Assistant	50 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)

Authorized Signature: _____ Date: _____

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>APPROXIMATE QUANTITY</u>	<u>UNIT PRICE/ HOURLY RATE</u>	<u>EXTENSION</u>
3.	Overtime Rate (Weekends) Saturday and Sunday 8:00 a.m. to 4:00 p.m.			
	A. Lead Man	25 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
	B. Assistant	25 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
4.	Labor Rate (Holidays) 8:00 a.m. to 4:00 p.m.			
	A. Lead Man	20 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)
	B. Assistant	20 hrs.	\$ _____ Per hr.	\$ _____ (Quantity x Unit Price)

Authorized Signature: _____ Date: _____

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<u>ITEM</u>	<u>DESCRIPTION</u>	<u>APPROXIMATE QUANTITY</u>	<u>UNIT PRICE/ HOURLY RATE</u>	<u>EXTENSION</u>
5.	Material Price Discount List percentage discount offered on each manufacturer's catalog list price for any parts/equipment which may be needed during the term of the contract. (Refer to Sections D-2 and D-3 of the Detailed Specifications.)	\$25,000.00	Percentage discount off	\$ _____
6.	Material Discount: Indicate + Markup amount for any special items, materials, parts, and equipment not listed on a manufacturers price list \$5,000.00 x cost + ___ % markup =	\$5,000.00	_____	\$ _____

Authorized Signature: _____ Date: _____

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7. Call out service (No Additional travel time will be paid) 24 hrs.
Cost per call, if applicable not to exceed \$150.00. \$ _____

TOTAL BID: \$ _____

Note:

BIDDERS ARE INSTRUCTED TO SHOW THE PERCENTAGE DISCOUNT THEY INTEND TO OFFER FOR EACH MANUFACTURER'S CATALOG THEY INTEND TO USE. BIDDERS ARE NOT TO MARK UP, ALTER OR CHANGE IN ANY WAY THE TWENTY-FIVE THOUSAND DOLLAR BASE AMOUNT. BIDDERS WHO DO NOT FILL IN THE DISCOUNT THEY INTEND TO OFFER OR WHO ALTER, IN ANY WAY, THE TWENTY-FIVE THOUSAND DOLLAR BASE AMOUNT FOR ITEM NUMBER 5 MAY HAVE THEIR BID REJECTED.

THE SUCCESSFUL BIDDER SHALL BE PAID FOR THE QUANTITIES OF EACH PART ORDERED FROM THE CATALOG, PICKED UP AND/OR DELIVERED AT THE PRICES QUOTED. THE PRICES QUOTED FOR ITEM 5 MUST INCLUDE ALL COSTS, INCLUDING DELIVERY. NO SEPARATE DELIVERY FEES OR ADDITIONAL CHARGES WILL BE CONSIDERED OR PAID.

PARTS MUST BE DELIVERED WITHIN TWO BUSINESS DAYS OR, IN THE CASE OF AN EMERGENCY, WITHIN TWENTY-FOUR HOURS. (Refer to Section D-4 of the Detailed Specifications.)

Authorized Signature: _____

Date: _____