



City of Phoenix Water Services Department

IFB 1920-WST-264 (SD)

Horizontal Lifeline Inspections

Pre-Bid Meeting
February 12, 2020



Questions and Answers (Q&A)

- All questions must be submitted by **Friday February 14, 2020 by 5:00 pm** to WSD Procurement E-mail: wsdprocurement@phoenix.gov
- Written questions only. Q&A forms provided for questions raised during Pre-Proposal meeting
- Answers to be published in an Addendum on website
- Addendum answers supersede all other answers



Proposal Deadline



Thursday

February 27, 2020

2:00 p.m.

Phoenix Local Time

City Hall Building

200 W. Washington St., 9th Floor Reception Desk

Late bids will be rejected



Contract Term

- Five-year contract term
 - No renewal options
 - All prices and labor rates submitted must be firm and fixed for the initial one-year contract period



Scope of Work

- Scope of Work (page 47- 49)
 - Scope of Services and Requirements
 - Equipment / Safety
 - Locations
 - Time Period / Delivery Schedule
 - Applicable Standards
 - Acceptance Criteria
 - Special Requirements
 - Inspection Services



Pricing

- Attachment B – Price Bid Sheet (page 58)
 - Contract will be awarded by total extended cost
 - Inspections
 - Inspection repairs
 - Replacement parts
 - Award(s) must be made on an “all or none” basis



Price Bid Schedule

Horizontal Lifeline Inspections

Item No.	Description	Total Price Per Hour
1	Horizontal Lifeline Inspection and Certification Regardless of Tonnage and Model	\$
2	Labor Re-Inspection Charge	\$
3	Non-Destructive Testing, regardless of Tonnage and Model, as necessary	\$
4	Final Load Testing, regardless of Tonnage and Model, as necessary	\$

Horizontal Lifeline Repairs

Item No.	Description	Total Price
1	Service Call, Per Occurrence	\$
2	Emergency Service Call, Per Occurrence	\$
3	Labor for Authorized Repair Work and Maintenance Services, Flat Hourly Rate	\$

Horizontal Lifeline Replacement Parts

Item No.	Description	Discount %
1	Replacement parts, discount % off listed price	%



Terms and Conditions

- Section II – Standard Terms & Conditions (pages 14-27)
- Section III – Special Terms and Conditions
 - Price, Method of Ordering, Method of Invoicing, Method of Payment (page 28)
 - Security (*Maximum Risk Level*) (Item 21 pages 31-39)



Instructions to Offers

- Self-Registration Requirements (page 4)
- Business in Arizona - AZ Corporation Commission (page 7)
- Pre-award Qualifications (Item 15, page 8)
 - The Offeror's normal business activity during the past five years will have been for providing Horizontal Lifeline Inspections and related services
 - Upon notification of an award the Offeror will have ten calendar days to submit a complete certificate of insurance in the minimum amounts and the coverages as required in Section IV



Submittal Package

- Copies
 - 1 original and 1 electronic copy on thumb drive
- Must contain a table of contents and tabbed per the following major sections:
 - Tab A - Cover Letter
 - Tab B - Submittal Section
 - Tab C – Attachment A - Conflict of Interest & Solicitation Transparency Disclosure
 - Tab D – Attachment B - Bid Price Schedule
 - Tab E - Attachment C – References
 - Tab F - Signed Addendum (if applicable)



Transparency Policy

City Code 43-36

All respondents and their representatives under penalty of disqualification will refrain from contacting anyone involved in this process other than the procurement officer.