



# City of Phoenix Water Services Department

IFB-2021-WPP-440 (SD)

- **AIR COMPRESSORS, DRYERS,  
PARTS, CONSUMABLES, AND  
SERVICES REQUIREMENTS  
CONTRACT**

Pre-Bid Meeting  
January 14 , 2021



# Housekeeping

- Meeting purpose is to provide solicitation clarifications
- Attendance
  - Appointment only attendees
  - No recording allowable



# Meeting Format

- Use the chat feature to direct questions to the Procurement Officer (not “everyone”).
- Procurement Officer will read the question to city staff for the response
- Attendee verbal questions not allowable
- Addendum answers supersede all other answers



# Questions and Answers (Q&A)

- Submit questions by January 22 , 2021  
2:00 p.m. (Phoenix Local Time)
  - Email: [wsdprocurement@phoenix.gov](mailto:wsdprocurement@phoenix.gov)



# Bid Deadline



Important  
Date!

Thursday  
January 28, 2021  
2:00 p.m.  
Phoenix Local Time

**Late Bids will be rejected**



# Contract Term

- Five-year contract term
  - No renewal options



# Scope of Work

- Maintenance and Repair Services
- Hours of Service
- Response Times



# Pricing

## Attachment C

- Separate attachment titled “Attachment C – Pricing Structure”
  - Four Tabs
    - Tab 1 – Instructions
    - Tab 2 – Core line Items
    - Tab 3 – Manufacture Discount
    - Tab 4 – Labor Rate





# Price Increases

- The unit price shall be fixed for one year after the start of the contract
- The new contract is expected to start on July 1<sup>st</sup>, 2021



# Terms and Conditions

- Section I – Instructions
  - Pages 3 - 13
    - Self-Registration Requirements
    - Exceptions
    - Inquiries
    - Addenda
    - Business in Arizona (AZ Corporation Commission)
    - Pre-Award Qualifications



# Terms and Conditions

- Section II – Standard Terms & Conditions
  - Pages 14-28
- Section III – Special Terms & Conditions
  - Pages 29 - 39
  - Background Screening
  - Maximum Risk



# Insurance and Indemnification

- **Commercial General Liability**
  - General Aggregate: \$2,000,000
  - Products – Completed Operations Aggregate: \$1,000,000
  - Personal and Advertising Injury: \$1,000,000
  - Each Occurrence: \$1,000,000
- **Worker's Comp**
  - Each Accident: \$100,000
  - Disease (Each Employee): \$100,000
  - Disease (Policy Limit): \$500,000



# Delivery of Bids

## Submittal Package

- 1 original PDF copy electronically via email to the following:

[wsdprocurement@phoenix.gov](mailto:wsdprocurement@phoenix.gov)



# Form of Offer

- Cover Letter with contact information
- Tab 1 - Submittal Section (pages 45-48)
- Tab 2 - Attachment A – Conflict of Interest & Solicitation Transparency Disclosure (pages 49-52)
- Tab 3 - Attachment B – References, (page 53)
- Tab 4 - Attachment C – Pricing Schedule (separate attachment)
- Tab 5 - Solicitation Addendum (if any)
- Tab 6 - Any other required documentation



# If Recommended for Award

- Contractor has 15 calendar days to submit:
  - Certificate of Insurance



# 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.