



City of Phoenix Water Services Department

IFB 2021-WWT-384 (AM)

Boiler Maintenance and Repair Services

Pre-Bid Conference
April 13, 2021



Questions and Answers (Q&A)

- Written questions only
- All questions must be submitted by **Friday, April 16, 2021 by 5:00 p.m.** to the WSD Procurement E-mail: wsdprocurement@phoenix.gov
- Answers to be published in an Addendum on City website
- Addendum answers supersedes verbal answers.



Bid Deadline



Thursday
April 29, 2021
2:00 p.m.

Phoenix Local Time

Electronically to:

wsdprocurement@phoenix.gov

Late proposals will be rejected



Contract Term

- Contract effective October 1, 2021
- Six-year contract term
 - No renewal options



Attachment C – Cost of Services

ITEM NO.	DESCRIPTION	ESTIMATED QUANTITY	UNIT OF MEASURE	UNIT PRICE	ESTIMATED TOTAL PRICE
1.	Annual Inspection & Cleaning Service – Boiler Units less than 10 Million BTUs	31	EA	\$ _____	\$ _____
2.	Annual Inspection & Cleaning Service – Boiler Units greater than 10 Million BTUs	16	EA	\$ _____	\$ _____
3.	Normal Hourly Rate (Regular work) (Mon - Fri, 6:00a.m. – 6:00p.m., City Holidays excluded)	25	HR	\$ _____	\$ _____
4.	Normal Hourly Rate (Emergency work), (Mon – Fri, 6:00a.m. – 6:00p.m., City Holidays excluded)	25	HR	\$ _____	\$ _____
5.	Premium Hourly Rate (Emergency work), (Mon – Fri, 6:01p.m. – 5:59a.m., all day Sat, Sun, and City Holidays)	5	HR	\$ _____	\$ _____
6.	Trip Charge	1	LS	\$ _____	\$ _____
	Estimated Total Items 1 - 6				\$ _____



Attachment C – Cost of Services (continued)

7.	Parts		% Discount	
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Material costs will be a pass-through cost.



Pre-Award Qualifications

- Section I, Para. 15, subpara's 15.1 – 15.6 , page 9
 1. Minimum 10 years of experience providing the required services.
 2. Provide copy of R stamp authorization & accreditation from National Board of Boiler & Pressure Vessel Inspectors.
 3. Provide copy of certification for ASME certified welders.
 4. Provide copy of C-4 Boilers, Steam Fitting & Process Piping license
 5. Affirm other employees has the work experience, training & qualifications to provide the required services.
 6. Affirm ownership or assured access to key items or equipment to provide the required services in Section V-Scope of Work.



Terms and Conditions

- Section II – Standard Terms & Conditions (pages 16 - 30)
- Section III – Special Terms and Conditions (pages 31 - 43)
 - Price, Method of Invoicing, Method of Payment (para. 1, 3, 4, page 31 - 32)
 - Background Screening, para. 25, subpara. 25.12 (*Maximum Risk Level*) (pages 40 - 41)



Section I - Instructions to Offers

- Vendor Self-Registration Requirements
<https://www.phoenix.gov/procure> (para. 2, page 4)
- Business in Arizona (para. 9, page 7)
- Licenses (para. 10, page 7)



Section VI - Submittals

Submittal Package (page 55):

1 electronic copy submitted to wsdprocurement@phoenix.gov

- Must contain a table of contents and tabbed per the following major sections:

Tab A – Pre-Award Qualifications

Tab B – Section VI – Submittals (pages 55 – 59)

Tab C – Attachment A – Conflict of Interest & Solicitation
Transparency Disclosure Form

Tab D – Attachment B – References

Tab E – Attachment C – Cost of Services

Tab F – Attachment D – Equipment Serviceable by Contractor

Tab G -- Signed Addenda(s), if applicable



Questions

- Written questions only. Q&A form provided for questions raised during Pre-Offer meeting



Section V – Scope of Work

- City requires Contractor experienced providing Boiler Maintenance and Repair Services for high pressure steam boilers, pressure vessels, storage vessels and hydronic systems
- Perform annual inspections
- Perform maintenance, repair and replacement of parts on an as-needed basis
- All work to be based on boiler manufacturer's recommended spec.
- Provide OEM parts
- Boiler Rental
- Contractor Uniform
- Safety Training
- City Provided Training



Section V – Scope of Work

- Contractor Provided Training
- Work Hours
- Response Times
- Trip Charge
- Locations
- Salvage Rights
- Standard
- Deliverables
- Acceptance Criteria



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.