

PROCUREMENT DEPARTMENT
Rm 120 Municipal Services Building
Philadelphia, PA 19102-1685
FAX: (215) 686-4716

CITY OF PHILADELPHIA

Hugh Ortman
Procurement Commissioner

May 23, 2011

BID NUMBER: S2Z57460
TITLE: Elevator/Escalator Maintenance and Repair Services for the Department of Public Property (Various Locations)
DEPARTMENT: Various
DATE TO OPEN: May 27, 2011 at 10:30 AM

ADDENDUM # 1

TO ALL BIDDERS:

You are hereby notified of the following changes to the above mentioned bid:

1. **Page 33, Paragraph 2.7 Third Party Witness for Testing: Inspections**
The above mentioned paragraph has been deleted in its entirety from this Invitation and Bid.

2. **Page 37, Paragraph 2.16 Pricing Instructions has been revised to read the following:**
 - 2.16.1 For Item 5.2, bidder shall be required to submit pricing as indicated (i.e. mechanic/hr, apprentice/hr, crew per hour for one (1) crew as listed in Section 2.5.1).
 - 2.16.2 For Item 5.2.5:
PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL PURCHASE COST FROM THEIR SUPPLIER (as shown on supplier's invoice) + 10% MARK-UP (TO BE SUPPORTED BY SUPPLIER'S INVOICES). Vendor must submit a copy of original supplier's invoice with their invoice to the City. In no case shall parts cost exceed the actual cost from the supplier + 10%. No overhead, expenses, etc. shall apply to these parts costs. Any overhead, expenses,

etc. must be factored into the vendor's quoted labor rates. No additional charges will be paid by the City

2.16.3 For Item 5.3, Bidder shall be required to submit a monthly (MO) cost as indicated in each item.

3. SEE ATTACHED: BID BOND FORM (ATTACHMENT A)

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.


Buyer, D. Isaac

AUTHORIZED SIGNATURE

FIRM NAME (PRINT)

DATE

DI/sj

CITY OF PHILADELPHIA



BID BOND

FOR CITY OF PHILADELPHIA BID NUMBER: _____
(Please Fill In)

KNOW ALL MEN BY THESE PRESENTS, THAT WE _____
_____ as Principal
(hereinafter called the "Principal Obligor"), and

_____ (as Surety) are jointly and severally held and firmly bound unto The City of Philadelphia, in the sum of **TEN PERCENT (10%) OF THE GROSS AMOUNT OF THE BID** lawful money of the United States of America, to be paid to the said City of Philadelphia, its successors and assigns; to which payment, well and truly to be made we do bind ourselves and each of us, our and each of our successors and assigns, jointly and severally, firmly by these presents.

Sealed with our seals and dated the _____ day of _____ two-thousand and six (2006).

WHEREAS the above bounded Principal Obligor, submitted a bid pursuant to the above-referenced bid number to provide certain goods, services, or equipment to the City of Philadelphia.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH, That if the City of Philadelphia shall accept the bid of the Principal Obligor and the Principal Obligor shall enter into a contract with the City in accordance with the terms of such bid, and furnish such bond or bonds as are specified in the bid documents with good and sufficient surety, for the faithful performance of the contract; or in the event of the failure or refusal of the Principal Obligor to enter into such contract and give such bond or bonds, if the Principal Obligor shall pay to the City the difference between the amount specified in said bid and such larger amount for which the City may legally contract with another party to provide the goods, services, or equipment required by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

And for the doing of these acts this instrument or a copy thereof attested as aforesaid shall be full warrant and authority.

CORPORATE SEAL:

PRINCIPAL OBLIGOR:

President/Vice-President (SEAL)

Secretary/Treasurer (SEAL)

SURETY SEAL:

SURETY:

Attorney-In-Fact (SEAL)

INSTRUCTIONS:

- (1) ALL VENDORS MUST UTILIZE THIS BID BOND FORM WHEN SUBMITTING A BID TO THE CITY.
- (2) IF PRINCIPAL OBLIGOR IS AN INDIVIDUAL OR PARTNERSHIP, BID BOND SHOULD BE SIGNED BY OWNER OR AUTHORIZED GENERAL PARTNER. PLEASE IDENTIFY ON THE BID BOND THE TYPE OF BUSINESS (E.G. INDIVIDUAL PROPRIETORSHIP OR PARTNERSHIP) AND TITLE OF PARTY EXECUTING THE BID BOND.
- (3) BID BOND MUST BE EXECUTED BY A SURETY COMPANY DULY AUTHORIZED AND LICENSED TO ACT AS SURETY BY THE PENNSYLVANIA INSURANCE COMMISSIONER PURSUANT TO THE LAWS OF THE COMMONWEALTH OF PENNSYLVANIA.

PROCUREMENT DEPARTMENT
Rm 120 Municipal Services Building
Philadelphia, PA 19102-1685
FAX: (215) 686-4716

CITY OF PHILADELPHIA

Hugh Ortman
Procurement Commissioner

May 26, 2011

BID NUMBER: S2Z57460
TITLE: Elevator/Escalator Maintenance and Repair Services for the Department of Public Property (Various Locations)
DEPARTMENT: CITYWIDE BID
DATE TO OPEN: May 27, 2011 at 10:30 AM

ADDENDUM # 2

TO ALL BIDDERS:

You are hereby notified of the following changes to the above mentioned bid:

The bid opening will be postponed to June 10, 2011 at 10:30 AM

Question #1: In the event of modernization of an elevator or multiple elevators at City Hall, we cannot offer a reduction equal the bid amount as the Labor portion of the contract is fixed with a full time crew per the specification. The deduct should only be a portion of the actual bid amount per unit as there is no reduction in the labor requirement. Labor is the most costly portion of the contract in this instance.

Would it be possible to either issue an addendum or guide me as to the best way to clarify (not take exception) to the specification? Please pass this along and let me know. I appreciate the assistance.

Answer #1: We do not intend to ask for a credit for an elevator out of service for modernization at City Hall, due to the fact that we are mandating a full-time on site crew.

Question #2: Does the mechanic at City Hall have to be paid “foreman rate”?

Answer #2: The City Hall mechanic is to be considered the “mechanic-in-charge” and will be compensated accordingly.

Question #3: Under line item 5.3.1.13 it states Total price per month for City Hall (5.3.1.1 -5.3.1.13) is that the unit total price per month or the extended total price per month since it is in the extended price Column ?

Answer #3: Total Price per Month for City Hall Elevators should be the unit total price per month for items 5.3.1.1 thru 5.3.1.13 not the extended total price for the year.

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.


Bayer, D/Isaac

AUTHORIZED SIGNATURE

FIRM NAME (PRINT)

DATE

DI/sj