

March 13, 2024

**POLK COUNTY, A POLITICAL SUBDIVISION OF
THE STATE OF FLORIDA**

ADDENDUM # 2

**Bid 24-091, Submersible Pump, Vertical Turbine, and Split Case Repair
Services**

This addendum is issued to clarify, add to, revise and/or delete items of the Bid Document for this work. This Addendum is a part of the Bid Document and acknowledgment of its receipt shall be noted on the Addendum.

Contained within this addendum: Revisions, Revised Bid Sheet, Questions, and Answers.

The **Bid 24-091 Addendum 2 Revised Bid Sheet** is available to download on the following FTP site: <https://ftp3.polk-county.net>, you will be prompted for a User ID and Password. The User ID is *procurevndor* and the password is *solicitation*. After you have logged in to the FTP site, double click on the file folder "**Bid 24-091 Bid Sheet.zip**", select "Open" or "Save As" to download the Excel Bid Sheet. If you need assistance accessing this website due to ADA or any other reason, please email Ari Goldstein at arigoldstein@polk-county.net.

Ari Goldstein

Ari Goldstein

Senior Procurement Analyst
Procurement Division

**This Addendum sheet should be signed and submitted with your
bid submittal. This is the only acknowledgment required.**

Signature _____

Printed Name: _____

Title: _____

Company: _____

Bid 24-091, Submersible Pump, Vertical Turbine, and Split Case Repair Services

Addendum # 2

REVISIONS

1: **DELETE IN ITS ENTIRETY:** Bid 24-091 Bid Sheet

REPLACE WITH: Bid 24-091 Addendum 2 Revised Bid Sheet

2: **DELETE IN ITS ENTIRETY:** Specifications, Item #6

REPLACE WITH: 6. **Work Order Proposal:** Polk County Utilities (PCU) staff will send a work request email to successful Bidder's contact person when services are needed. Bidder will pick up the pump(s) within three (3) business days and take the pumps to their facility to be evaluated for repair or replacement. Bidder will then email a work order proposal to the County PM or representative for approval within five (5) business days of receiving the pump(s). Each work order proposal must be dated the day they are sent to the County PM and include a not-to-exceed amount of the repair, the estimated number of days to complete the repair(s), **and the cost of a new pump per that pump's specifications.**

If the County PM approves the work order proposal, they will send a work order approval email. The successful Bidder shall not begin any repairs or order any replacement pumps until they have received a written work order approval email and corresponding purchase order (PO).

If a response to the work proposal is not sent by the County PM or designee within five (5) business days, the successful Bidder will need to call the County PM and request the proposal email be sent.

A work order shall become effective upon written approval from the County PM and issuance of a corresponding PO.

The amount specified through an approved work order email will be the total not to exceed for the specified work. All duties, responsibilities and obligations assigned to or undertaken by the successful Bidder shall be at their expense without changes to the work order price. After a work order and corresponding PO have been, the work order may only be revised as determined by the County PM. If the successful Bidder requests changes to the work order scope of work or price, it must be approved via email by the County PM. A revised PO will be issued reflecting any changes in price to the work order.

Emergency Work: Emergency services will be request by phone and followed up with an email approval. Bidders will need to provide a 24-hour emergency contact and phone number. Bidders will need to return a missed call within 15 minutes. If the initial Bidder does not respond in time, PCU staff will reach out to the next Bidder in the rotation. This will take place until the emergency work is assigned.

3: DELETE IN ITS ENTIRETY: Specifications, Item #3

REPLACE WITH: 3. Flat rate repair costs are defined by Specification Items # 8, 9, 10, 12, and 13 and will include new mechanical seals and new bearing replacements. Any additional repairs such as motor rewinds or impeller replacements will be billed separately. Any additional repair needed will be specified on the work proposal and will need to be itemized by part and labor hours. The added labor will be billed at the Additional Service Labor Rate. The flat rate for tear down and inspection (TDI) covers the cost of the pump and its motor.

4: DELETE IN ITS ENTIRETY: Special Conditions, Item #11

REPLACE WITH: 11. Bidder(s) shall list a price per hour for field services during a regular workday (Monday – Friday, 7:00 a.m. – 3:30 p.m.). Pre-approved overtime or emergency work will be approved by email and must be included in the invoice. These hours are comprised of the hours before and after regular workday hours, weekends, and designated holidays. Designated holidays are defined as New Year’s Day, Martin Luther King, Jr. Day, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day, and the day after, and Christmas Day and the day before or after. These holidays are in keeping with the scheduled holidays approved by the Polk County Board of County Commissioners.

Field labor rates shall be billed for hours worked at the County work sites only and include the regular workday hours worked. Any overtime must be pre-approved before performing the work and will be billed at time and a half of the regular hourly rate per Addendum 2 Revised Bid Sheet Items #63 and 64.

5: Specifications Item #10, Intentionally Omitted

6: Specifications Item #11, Intentionally Omitted

QUESTIONS AND ANSWERS

Question 1: Please confirm if the work distribution will be based on:

- Definitions (#2) for Awards: “As the best interest of the County may require, the right is reserved to make award(s) by individual item, group of items or as indicated in the Special Conditions;...”
- or Special Conditions (#1): “Work will be distributed on a rotational basis starting with the lowest awarded bidder.”

Answer 1: The work will be distributed on a rotational basis starting with the lowest awarded bidder as stated under Special Conditions, Item #1.

Question 2: How should we correlate the repair cost of a vertical turbine pump and/or split case pump that do not relate back to a HP range?

Answer 2: Refer to Bid 24-091 Addendum 2 Revised Bid Sheet.

Question 3: The formatting on the Bid Sheet does not allow for the major differences in repairing a submersible pump, a vertical turbine pump and a split case pump.

- Vertical turbine pumps and split case pumps are not rated with HP, they are categorized by discharge size or column diameter and do not include the repair of the motor powering the pump.
- Submersible pumps are considered pump/motor combined and could have required repairs to the motor and the wet end.
- In order to provide an appropriate Flat Rate for a range of pump sizes, you will need to separate the types of pumps into the three categories listed (submersible, vertical turbine, split case).

Answer 3: Refer to Bid 24-091 Addendum 2 Revised Bid Sheet.

Question 4: Is there a labor rate missing for “Regular In Shop Hourly Rate”? Not all pump repairs require the same type of reconditioning. Some differences are: balancing, rewind and machine work.

- Should we consider all pumps to need any possible repairs? Or should we consider all pumps to be a standard recondition and add specialized labor to only those that need it, this will require the Bid Sheet to include a shop hourly rate for the pumps that are not on the list or need additional work.

Answer 4: Refer to Bid 24-091 Addendum 2 Revised Bid Sheet.

Question 5: The bid form includes a range of HP for repairing various sized pumps, however it does not include the full motor spec, which makes it difficult to define a flat rate. For example: the repair cost for a specific HP will be different for pump/motor combo that have different RPMs.

Answer 5: Refer to Revisions, Item #3. No repairs to the pump's motors are to be included in the flat rate.

Question 6: We have a big concern in how the county has developed the bid sheet. You are requesting the vendors to submit pricing for three totally different pump styles based simply on a range of horsepower. Each pump has its own unique characteristics and nuances. To assume that a Submersible Pump is the same as a Turbine Pump, and a Turbine Pump is the same as a Split Case Pump is not feasible. Submersible pumps have motors attached, where are the provisions for determining if the motor is a rewind or simply a recondition. Furthermore, the price of a split case pump can be minimal as simply new seals and bearings, to doubling that cost should the pump need a new impeller. I can't imagine any motor/pump repair company being able to put down any price to accurately figure out what each pump might need done to it based simply on horsepower.

Answer 6: Refer to Bid 24-091 Addendum 2 Revised Bid Sheet.