

COLUMBUS CONSOLIDATED GOVERNMENT

Georgia's First Consolidated Government



FINANCE DEPARTMENT PURCHASING DIVISION

100 TENTH STREET, COLUMBUS, GEORGIA 31901
P. O. BOX 1340, COLUMBUS, GEORGIA 31902-1340
706-225-4087, Fax 706-225-3033
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May 4, 2021

ADDENDUM NO. 1

Security Locking System Maintenance Services for
Muscogee County Prison (Annual Contract)
RFB No. 21-0027

Acknowledgement of receipt must be included with bid.

Authorized Initials: _____ Company: _____

Vendors are informed that the above subject solicitation is hereby modified, corrected, or supplemented as specified, described and set forth in this Addendum:

I. **DUE DATE**

The due date is extended; responses must be submitted via DemandStar no later than **2:30 PM on Wednesday, May 12, 2021.**

II. **NON-MANDATORY SITE VISIT**

A Non-Mandatory Site Visit will be conducted at 10:00 AM on Friday, May 7, 2021. Vendors shall convene in the lobby area of the Muscogee County Prison, which is located at 7175 Sacerdote Lane, Columbus, GA 31907. The purpose of the site visit is to allow vendors to view the specified doors at Muscogee County Prison.

- A. **For security purposes, all attendees will be required to submit a valid picture I.D.**
- B. **Attendees will be required to wear face masks and observe social distancing.**
- C. A maximum of two (2) representatives, from each company, will be allowed to attend the site visit.
- D. Each attendee must sign an attendance sheet, complete with the name of the company, name of attendee, complete address, and contact information.
- E. **Questions/concerns resulting from the Site Visit must be submitted in writing to the Purchasing Division, as specified on pages 9, 10 and 18 of the RFB.**
- F. Use the form on page 2 of this addendum to confirm your intent to attend the site visit.

III. **QUESTIONS/RESPONSES**

Question 1: Who currently provides the maintenance services for the prison and how long have they been providing those services?

Response: **In April 2013, a 5-year contract was awarded to Unique Security, Inc. (Montgomery, AL). In May 2016, a 5-year contract was awarded to AdaptToSolve, Inc. (LaGrange, GA).**

Question 2: Are all of the doors freely swinging and the locks, DPS's, door closers currently operating and indicating (secure/unsecure) correctly on the control(s)?

Response: Yes.

Question 3: Throughout the RFB, it seems that the desire is to have PM services for the detention doors and hardware. However, on page 15 of 35 of the RFB – Technical Specifications Section IV, Preventive Maintenance, Item A states that PM services is to also include “electronic and control systems”. We believe this to be the only mention of the control system in the RFB. Will additional information be provided regarding the existing control system (i.e., how old the system is, who the original integration firm was and what type of control system (PLC's, proprietary or customized relay logic boards, hard wired relay system, etc.)?

Response: The system was installed in 2008 and is a hard-wired stand-alone board. The control system mentioned is the panels located in the control rooms that operates the opening and closing of the doors. Additional photos of the inside of the main panel are attached. There are a total of four panels that operate different sectors of the prison.

Question 4: The control panel picture included in the RFB (Attachment A) shows a hard graphic panel with surface mounted pushbuttons. Is this the only control panel?

Response: There are four such panels. Each panel operates a different section of the prison.

Question 5: If there are multiple control panels, are they also hard graphic panels and are they currently networked to a central control station or are they all stand-alone systems?

Response: See above responses to Questions 3 and 4.

Question 6: Are there any control system drawings that can be reviewed by the potential bidders?

Response: Drawings are not available.

Question 7: Is the existing control system integrated with any other subsystems (CCTV camera and recording system, Intercom/paging system, Duress (or man-down) system, perimeter detection system, etc.)? If there are, can you provide the manufacturer of each subsystem along with the quantities of each subsystem field devices (cameras, intercom stations, master intercom stations, duress receivers & transmitters, paging zones & quantity of paging speakers, perimeter zones, etc.)?

Response: There is an intercom station that can transmit and receive communication from the two (2) dorms. Only two (2) panels have this feature. Refer to the attached photos for additional information.

Question 8: Page 15 of 35, IV Preventive Maintenance, Item A requires two visits per year to perform PM services. Are these visits to be invoiced based on the unit pricing required on the Bid Form (Pricing Page)? We normally see required pricing for each PM site visit with a fixed price based on a desired number of hours per visit. The unit pricing requested on the Bid Form would normally be provided and used for extra service calls outside the two semiannual visits and/or emergency service calls.

Response: Refer to the Revised Bid Form (Pricing Page), which shall be used to submit pricing.

Question 9: Will the prison provide security escorts for the technicians during PM Service trips?

Response: Yes.

Andrea J. McCorvey,
Purchasing Division Manager

ATTENDANCE CONFIRMATION FORM

Date: _____

To: Della Lewis, Buyer Specialist
Email: BidOpportunities@ColumbusGA.org
Fax Number: (706) 225-3033

Re: RFB No. 21-0027 – Security Locking System Maintenance Services for Muscogee County Prison
(Annual Contract)

A Non-Mandatory Site Visit will be conducted at 10:00 AM on Friday, May 7, 2021.

Vendors shall convene in the lobby area of the Muscogee County Prison, which is located at 7175 Sacerdote Lane, Columbus, GA 31907. The purpose of the site visit is to allow vendors to view the specified doors at Muscogee County Prison. **Attendees will be required to wear face masks and observe social distancing. For security purposes, all attendees will be required to submit a valid picture I.D.**

Each vendor present at the mandatory site visit must sign an attendance sheet, complete with the name of the company, name of attendee, complete address, and contact information. **Questions/concerns resulting from the Site Visit must be submitted in writing to the Purchasing Division**, as specified on pages 9, 10 and 18 of the RFB.

Complete and return this form to confirm attendance:

| | |
|--------------|-------------------------------|
| Company Name | # of Attendees (maximum of 2) |
|--------------|-------------------------------|

| | |
|----------------|---------------|
| Contact Person | Email Address |
|----------------|---------------|

| | | | |
|-----------------|------|-------|-----|
| Mailing Address | City | State | Zip |
|-----------------|------|-------|-----|

| | |
|------------------|------------|
| Telephone Number | Fax Number |
|------------------|------------|

REVISED

BID FORM (PRICING PAGE)

Security Locking System Maintenance Services for Muscogee County Prison (Annual Contract)
RFB No. 21-0027

IMPORTANT INFORMATION:

PLEASE SUBMIT ONE (1) ELECTRONIC BID RESPONSE VIA DEMANDSTAR

Each bidder shall include the following documents via DemandStar. *With the exception of the E-Verify Affidavit and the Communications Concerning This Solicitation form*, the City reserves the right to request any omitted information, **which does not affect the submitted bid price**. Bidders shall be notified, in writing, and shall have two (2) days, after notification to submit the omitted information. If the omitted information is not received within two (2) days, the Bidder shall be deemed non-responsive and the Bid Submission will be deemed “Incomplete”. Use the following checklist to verify the items are included in sealed bid:

- ☐E-Verify Affidavit
- ☐Communications Concerning this Solicitation form
- ☐Statement of Qualifications
- ☐Emergency Services form
- ☐Proof of Insurance
- ☐Bid Form (Pricing Page)
- ☐Contract Signature Page
- ☐Addenda Acknowledgement
- ☐Business License
- ☐W9

Initial below to acknowledge receipt of the following addenda (if any):

Addendum No. 1 _____ Addendum No. 2 _____ Addendum No. 3 _____ Addendum No. 4 _____

- I. **Warranty on parts and labor:** Minimum of _____ years.
- II. **Initial System Check:** A certified technician will visit the Muscogee County Prison at a scheduled time. Upon arrival, the technician shall perform an initial maintenance check of every security door/opening in the facility, at no cost to the institution. The successful contractor will give an estimated price to make the system operate correctly; pricing shall be based on the hardware schedule that will be given to the contractor.
- III. **Annual Contract Amount**
All-inclusive cost to provide the specified preventative maintenance services:

\$ _____ semi-annual cost \$ _____ total annual cost.
- IV. **Preventive Maintenance:**

A. Journeyman cost per hour \$ _____ Apprentice cost per hour \$ _____

B. **Travel Time (distance/time) and Cost per Mile (if applicable)**

Miles to Site: _____ Time to Site: _____ Cost per Mile: \$ _____

C. **Purchase Parts:** The City shall receive a copy of the vendor invoice from which the parts were ordered. The City shall have the option to purchase the needed parts.

Cost plus (+) _____ %

D. **Emergency Service Calls**

\$ _____ per hour \$ _____ per hour (after 5:00 p.m., weekends, holidays)

E. **Do you have a local (Columbus, GA) maintenance technician?**

F. **Can you respond to a call one hour? If no, how long?**





