

Department of Procurement
University of Maryland, Baltimore County
1000 Hilltop Circle
Baltimore, MD 21250

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DATE: April 28, 2017

TO: All Prospective Bidders Cc: Procurement File

FROM: Mallela Ralliford

RE: UMBC Pool Maintenance Contract, Bid # BC-21058-R, ADDENDUM # 1

The following amends the above referenced Bid documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" form and submitting it along with the Bid Price Sheet you return to the University.

The due date & time for the Bid to be submitted to the University remains as **MONDAY, MAY 8, 2017 AT 2:00 P.M** via UMBC Box to: BidsRec.udq1g6t4zs05edaz@u.box.com.

A. CHANGES AND CLARIFICATIONS

- **Exhibit-1** (Maintenance Schedule) and the **Bid Price Form** have been revised to include additional required services.

B. The following questions have been submitted to the University for a response:

1. QUESTION: In the past, our firm has “summerized” the outdoor pool. Will the contractor be required to do this work under this contract?

ANSWER: Yes, this has been included in the updated maintenance schedule (attached).

2. QUESTION: Will the University require the contract to drain and acid wash indoor pool?

ANSWER: Yes, please see the updated maintenance schedule.

3. QUESTION: Are chemicals to be included in our pricing, or should these be billed separately?

ANSWER: Chemicals are to be billed separately, with a limit on mark-up.

Enclosures: Acknowledgement of Receipt of Addenda Form
Updated Maintenance Schedule
Updated Price Sheet

END OF ADDENDUM #1, DATED 4/28/17
This addendum was e-mailed to the Bidders on 4/28/17.
(Original with enclosures were not mailed)

BID NO.: BC-21058-R

BID DUE DATE: MONDAY, MAY 8, 2017 AT 2:00 P.M.

BID FOR: UMBC POOL MAINTENANCE CONTRACT

NAME OF BIDDER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 04/28/17

Addendum No. dated

Addendum No. dated

Addendum No. dated

Addendum No. dated

As stated in this Addendum, this form is to be returned with your Bid Price Sheet.

Signature

Printed Name

Title

Date

END OF FORM

**RETURN BID TO:
THE UNIVERSITY OF MARYLAND BALTIMORE COUNTY
DEPARTMENT OF PROCUREMENT
1000 HILLTOP CIRCLE, ROOM 732, ADMIN. BLDG.
BALTIMORE, MD 21250**

**REQUEST TO BID No. BC-21058-R
Mallela Ralliford: 410-455-2071**

UMBC POOL MAINTENANCE CONTRACT

THIS IS NOT AN ORDER

Company Name: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Contact's Email Address: _____

If address shown here is not address to which an order should be directed indicate such address.

In event of this bid being accepted, a purchase order will be issued. This solicitation is subject to all terms and conditions contained herein (see attached pages 2 & 3)

Vendor Bid No. _____
(If any)

04/17/17		ALL BIDS ARE DUE NO LATER THAN 2:00 P.M. ON MONDAY, MAY 8, 2017			
Item No.	PLEASE ENTER HEREON YOUR BID ON THE FOLLOWING DESCRIBED ARTICLES OR SERVICES	QUANTITY	UNIT PRICE	TOTAL	
	<p>The University of Maryland Baltimore County (UMBC) is seeking a contractor to provide Full Maintenance & Repair on both the indoor and outdoor pools on campus. See Exhibit 1 for details.</p> <p>Contract Term: June 1, 2017 to May 31, 2018 There are four (4) one-year renewal options available at the sole option of the University.</p> <p>There is a pre-bid meeting and site visit scheduled for Tuesday, April 25, 2017 at 10:00 a.m. at the RAC.</p> <p>Questions are due by 4:00 p.m. on Thursday, April 27, 2017 and are to be directed in writing to: Mallela Ralliford at: MRalliford@umbc.edu.</p> <p>Complete this Bid Cover Page and email it to: UMBC Box at: BidsRec.udq1g6t4zs05edaz@u.box.com MONDAY, MAY 8, 2017 BY 2:00 p.m.</p> <p>(Late Bids cannot be accepted.)</p> <p>UMBC's attached Purchase Order Terms and Conditions and Mandatory Bid Terms & Conditions</p>		<p>ANNUAL MAINTENANCE PRICE (includes labor, materials and equipment)</p> <p>Annual Indoor/Outdoor Pool \$ _____ Annual Indoor Pool Drain & Clean \$ _____ Annual Outdoor Drain & Clean \$ _____</p> <p style="text-align: right;">LUMP SUM TOTAL \$ _____</p> <p>Hourly labor rates for additional/emergency services as needed:</p> <p>Regular Labor Rate: \$ _____/per hour</p> <p>Overtime/Emergency Labor Rate \$ _____/per hour</p> <p>Scuba Diver Rate \$ _____/per hour Chemicals are as needed & are to be billed separately with _____% limited mark-up. (price includes all equipment/materials/labor)</p>		
		TOTAL \$ _____			

THIS SPACE TO BE FILLED IN BY BIDDER

Shipment will be made in N/A days from receipt of order

(SIGNED) (DATE)

F.O.B. DESTINATION

(PRINT OR TYPE NAME)

Material is F.O.B. Receiving Platform, University of Maryland, 1000 Hilltop Circle, Baltimore, MD 21250, unless otherwise stated.

(TITLE)

TERMS: NET 30 UNLESS OTHERWISE STATED.

(VENDOR'S FEDERAL IDENTIFICATION NO.)

All bids submitted must be reviewed and signed by an authorized officer or agent of the firm submitting the bid and are to be returned on these forms.

(PHONE NO.)

MAINTENANCE SCHEDULE (Revised 4/28/17)

- i. An estimated 12 hours total of maintenance is needed per month.
- ii. The services to be provided under this contract include those listed in the chart below, as well as:
 - Minor repairs are needed as chemicals affect the proper operation of the system. Minor repairs include fixing a leak to working on the motor and should be performed as needed;
 - Cleaning of the pool surface;
 - Testing the water and ensuring correct levels are maintained;
 - Draining the water as required to code.
- iii. The chemicals will be provided by UMBC and will not need to be purchased under this contract.
- iv. The scuba diving services shall include all equipment and materials needed to perform services as needed. These services are to be itemize on the service ticket and/or invoice.

SERVICE	FREQUENCY
Backwash filter systems	As needed, but at a minimum once (1) per week
Clean all strainers	As needed, but at minimum once (1) per week
Check water chemistry, adjust if needed, and document levels	As needed, but at minimum once (1) per week
Inspect chlorinator hoses, injectors and flow meters	As needed, but at minimum once (1) per week
Conduct flow analysis	As needed, but at minimum once (1) per week
Inspect all valves, air heads and gutters	As needed, but at minimum once (1) per week
Inspect heat exchangers and flow	As needed, but at minimum once (1) per week
Inspect filter media	Semi-annually
Conduct amp draw test on motors	Semi-annually
Drain, Clean & “Summerize” outdoor facility, including balancing & winterizing outdoor facility at the end of the swimming season	Annually
Drain & Acid Wash indoor pool, start up and balance	Annually