



PURCHASING DEPARTMENT
1772 County Services Parkway
Marietta, Georgia 30008-4012
(770) 528-8400/FAX (770) 528-1154

Mark Kohntopp
INTERIM DIRECTOR

ADDENDUM No. 1

**Sealed Bid # 10-5528
Annual Contract
Fire Systems Inspection for Cobb county Government Facilities**

DATE: September 15, 2010

Page 1 of 7

The following addendum hereby amends and/or modifies the Proposal Documents and Specifications as originally issued for this project. All proposers are subject to the provisions of this Addendum.

Proposers shall acknowledge receipt of this addendum.

Include this original form inside your proposal package.

This Addendum consists of:

- **Postponement** of the Bid Opening Date until: **September 30, 2010**
- **Extension** of the deadline for questions until: **September 21, 2010 at 5:00 P.M.**
- Minutes of the September 7, 2010 Pre-Proposal Conference
- Questions submitted in writing
- Pre-Proposal Conference Attendee List

All bids must be received before 12:00 (noon) by the Bid Opening date. Bids shall be delivered to Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, GA 30008.

Electronic / faxed bid response will not be considered.

I acknowledge that I have received Addendum No. 1

**Sealed Bid # 10-5528
Annual Contract
Fire Systems Inspection for Cobb county Government Facilities**

Company Name

Signature

Date Sent to Purchasing

Please Print Name

Please sign, date, and return this form ONLY to:
Cobb County Purchasing Department
Fax #: 770-528-1154
E-Mail: purchasing@cobbcounty.org

Please note: The deadline for questions is: September 21, 2010 by 5:00 pm
Any questions received after this deadline will not be considered.

Cobb County SEALED BID 10-5528
Fire Systems Inspection for Cobb County Government Facilities

ADDENDUM #1 – DATED September 15, 2010

BIDDERS ACKNOWLEDGE RECEIPT OF ADDENDA BY INSERTING THEIR NUMBER AND DATE ON THE BID FORM. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION. ADDENDA FORM PART OF THE CONTRACT DOCUMENTS.

IN THE EVENT OF A CONFLICT BETWEEN THESE ADDENDUM ITEMS AND THOSE IN THE OTHER PARTS OF THE CONTRACT DOCUMENTS, THESE ADDENDUM ITEMS SHALL TAKE PRECEDENCE AND GOVERN.

The following items are covered in this bid addendum:

- Item #1: Postponement of Bid Due Date and Deadline for Questions**
- Item #2: Pre-bid meeting minutes**
- Item #3: Written Bidder Questions, Specifications Update and Notice of Start Date**

Item #1: Postponement of Bid Due Date and Deadline for Questions

The due date for submittal of proposals for this RFP has been postponed for one week.

Bidders must submit sealed proposals bids no later than 12:00 noon, EDT on Thursday, September 30, 2010 to the Cobb County Purchasing Department, 1772 County Services Parkway, Marietta, Ga. 30008. Proposals will be opened in the Purchasing Department bid room at 2:00 PM on September 30, 2010. All other conditions for submittal of proposals remain unchanged except for the extension of the time for submitting questions indicated below.

Note: Because of the revised bid due date, the bid opening will NOT be televised on TV23. Bidders may attend the bid opening, and preliminary bid results will be posted at <http://purchasing.cobbcountyga.gov/>.

The deadline for submitting written questions in accordance with bid guidelines has been extended. Questions must be received no later than 5:00 PM, EDT, on Tuesday, September 21, 2010.

Background: Cobb County wishes to provide additional time for bidders to inspect current inspection records and conduct site inspections as needed to prepare bids.

Item # 2: Minutes from the pre-bid meeting held September 7, 2010:

A. County Bidding Requirements

Bill Thomas, Cobb County Purchasing, outlined the general bid rules. He reminded bidders of the following:

- ◆ The bid must be received at Purchasing by 12 PM on September 23, 2010. It will not be accepted after that time. (**See update, Item #1.**)
- ◆ Bids will be publicly opened 2:00 p.m. on September 23, 2010 at Purchasing. The bid opening may also be viewed via a live stream of the meeting available at www.cobbco.org tv23 icon. (**See update, Item #1.**)
- ◆ There should be 3 copies in addition to the original, with the original clearly marked.
- ◆ Please place the bid label provided on the outside of the bid package. If the label is not used, the bidder's name, with bid name, number and due date must be clearly visible on the outside of the package, since accidental opening would cause it to no longer be a sealed bid. If more than one package or box is used, clearly mark information on all packages and number packages as #1, #2, etc.

- ◆ A bid bond covering five percent (5%) of the base bid amount must be included, or the County cannot read or otherwise accept the bid. A certified or cashier's check can be in lieu of the Bid Bond or it can be in cash with proof of identification.
- ◆ All questions are to be sent to the Purchasing Department via facsimile @ 770-528-1154 or E-mail at Purchasing@ cobbcounty.org no later than 5:00 PM on September 7, 2010. Place the bid number and bid name on all correspondence. **(See update, Item #1.)**
- ◆ The Georgia Security and Immigration Act Affidavit is required to be submitted with the bid. Bidders must sign and notarize the form and include with their bid, or the County will not read or otherwise accept the bid.
- ◆ Minutes of this meeting, with an attendance list, will be provided via this addendum.
- ◆ All addenda for this bid are available for viewing and downloading from the Cobb County Purchasing Dept. website, <http://purchasing.cobbcountyga.gov/> under the bid opportunities section for this bid. It is the responsibility of Bidders to view the website and all addenda, and to note addenda on their bid form.

B. Introductions – Cobb County Staff

In addition to Mr. Thomas, the following Cobb County staffs were introduced:

From Cobb County Property Management: Scott Barfield, Operations and Maintenance Manager; Jesse Hawk, Emergency Systems Technician; Chuck Hunt, Contracts Manager;

From Cobb County Parks and Recreation Dept.: Tony Key, Facilities Supervisor

C: Bid Review and Responses to Attendee Questions

1. Bid Review:

It is repeated for emphasis that failure to submit the required Bid Bond and Georgia Security and Immigration Act Affidavit will result in bids being declared non-responsive and rejected without consideration. All other forms requested (bid form, pricing pages, Conflict of Interest Statement, Officer's Oath, DBE Identification form if applicable, etc.) are expected.

The successful bidder will be required to provide the Immigration Compliance Certification with employee names and E-Verify certification at the time of contracting, but this is not required with the bid.

The County anticipates awarding a one year contract with two annual renewal options for a total of three years service.

All inspections except for the required second inspection of kitchen hoods will be required to be performed within the first six months of each contract year, between October 1 and April 1. The County will work with the successful bidder to schedule work to ensure inspections are scheduled so that all sites are inspected within 12 months of previous inspections.

2. Questions from Attendees

Q: Some of the fire alarm systems seem to be proprietary. Can we negotiate rates for any subcontractors we require to service these systems?

A: No. Your bid should include all costs to perform the required services on all systems.

Q: Will the County provide the fire alarm system information (names, types, quantities, etc.)?

A: No. Bidders may schedule site visits, and bidders may schedule time to visit the offices of the Property Management and Parks and Recreation departments to review past inspection documents. Appointments for site visits or records inspections should be arranged directly with the following persons: For Property Management sites: Scott Barfield: 770-528-2108; for Parks, Recreation and Cultural Affairs sites: Tony Key: 770-528-8832; for Sheriff's Facilities: Rich McFall: 770-841-3208, or Chuck Stoetzer: 770-499-4624. NOTE: For inspections of Sheriff's Facilities, bidders should schedule at least 24 hours ahead of their intended visit for security purposes.

- Q: Do we have a contract in place now, and if so, with who?
A: Yes. Our current contract is with Cliff's Fire Extinguisher Co., and expires September 30, 2010.
- Q: Pages 13 and 14 have requirements regarding sensitivity testing on smoke detectors. Do you require all detectors to be tested annually?
A: The recording of manufacturer data, including sensitivity specifications and test results, is required. The County will require sensitivity testing in accordance with the requirements of current codes referenced in the bid, but will not require testing beyond those requirements (e.g. annual testing is not required if codes require only a 5 year testing cycle and it is demonstrated that successful testing has occurred in a time frame that meets this requirement).
- Q: Your specifications call for hydrostatic testing every 5 years for extinguishers, but code only requires hydrostatic testing every 12 years for most classes of extinguishers. How does the County want to handle this?
A: Contractors shall perform hydrostatic testing on all extinguishers as required to meet all current applicable codes. Where a 12 year testing cycle is allowed, this is acceptable.
- NOTE: Regarding the prior questions, and overall as it applies to this bid, it is the County's intent that the Contractor shall ensure all systems are inspected and/or tested, as appropriate, to keep all systems and equipment in compliance with all current code requirements.
- Q: Are there any requirements for certification (NICET or other) for contractor employees performing the inspections?
A: No.

Item #3: Written Questions, Specifications Changes, and Notice of Start Date

A. The following questions were submitted in writing:

- Q: Does Cobb Co. have a maintenance contract now?
A: Yes, see question in Item #2, Section C 2 above.
- Q: Has there equipment been maintained in good working condition?
A: Yes
- Q: Do we have to check each location (76) to determine if there any upgrades or repairs, or can we price services on an as needed basis?
A: No, pre-inspection for the purposes of determining any pre-existing repair or code compliance issues is not required. Pricing for needed repairs or code compliance upgrades should be provided at the time of inspection in accordance with the provisions in the specifications for change orders. See Section I – General, items 6 and 14, and Section II Change Orders for Additional Services.
- Q: I was present for the pre-bid proposal meeting today, and wanted to be provided the list of Fire Alarm devices in each building (fire alarm panels, pull stations, smoke detectors, heat detectors, duck detectors etc). Could you be so kind to put it in a PDF file format, the information needed is on every "Fire Alarm and Life Safety System Inspection Certificate" that you have on file. I need this to complete the best bid possible.
A: The County cannot provide an itemized list of this equipment for this bid. See more complete response to this question in Item #2, Section C 2 above.

- Q: (1) Schedule A lists on the make and model of the fire alarm control panels for the facilities. In order to properly estimate the fire alarm system inspection we would need a previous test report for each building that lists the description and quantity of devices
(2) Due to the amount of research necessary to properly estimate the project will there be an extension to the bid?
- A: (1) Bidders may arrange to visit Cobb County offices to review all previous inspection reports by contacting the respective department representatives identified in Item #2, Section C 2 above.
(2) The bid due date has been extended in Item #1 above.

B. The following changes are made to the Specifications:

1. Add a new subsection (d) to Specifications following Section III (8) (c) as follows:
(d) Audio/visual expansion panels (Nac, zone, etc.) shall be inspected and the following information recorded:
 - (i) Record panel type
 - (i) Record the number and type of batteries used and list voltages of each
 - (iii) Record the type of charging system and charging rate
 - (iv) Record all battery voltages after backup/standby power check
2. Add a new subsection (17) to Specifications following Section III (16) as follows:
(17) Elevator Recalls
 - (a) Record number and location of all elevator recall detectors
 - (b) Test all elevator recalls and record results including floor elevator returns to for each alarm zone.

C. Notice of Start Date

Due to the need to meet requirements regarding frequency of inspections (i.e. within one year of prior inspections), the successful bidder must be prepared to contract, including submittal of required Payment and Performance Bonds and Insurance certificates, within 7 days of notification of award, and to begin active inspections no later than October 15, 2010.

END OF ADDENDUM #1

PRE- BID CONFERENCE

ANNUAL CONTRACT
 FIRE SYSTEMS INSPECTION FOR COBB COUNTY GOVERNMENT FACILITIES
 SEALED BID #10-5528
 COBB COUNTY PROPERTY MANAGEMENT
 SEPTEMBER 7, 2010

REPRESENTATIVE NAME	COMPANY NAME & COMPLETE ADDRESS	PHONE (INCLUDE AREA CODE)	FAX # (INCLUDE AREA CODE)	E-MAIL ADDRESS
Tony (GB)	Cobb County Parks & Recreation	770 28-8832	770 528-8813	ANTHONYTOWNSHIP@COBBCOUNTY.ORG
STEVE MILLER	ALLIANCE FIRE	770-554-5004	770-554-5091	SMILLER2@ALLIANCEFIRE.COM
DANNY PARTAIN	ALLIANCE FIRE	770-554-5004	770-554-5091	DANNYPARTAIN@ALLIANCEFIRE.COM
Brian Davis	Entec Systems	770-931-0800	770-931-2010	bdavis@entecsyst.com
CHRIS HAULBROOK	CANA	770-862-7243	678-766-6602	CHRIS-HAULBROOK@CANACOMA.COM
ASHLEY PRISTON	CANA	678-766-6000		
Chuck Hunt	Cobb Co. Prop Mgt	770-528-1061	7/528/2184	chunt@cobbcountry.org
JOE McNEVIN	SIEMENS	770-935-2000	770-935-2950	Joseph.McNerney@siemens.com

Bill Thomas CC Purchasing

