

REQUEST FOR QUOTATION

Scott County Requisition No. **19582**

Bidders need to complete and submit this form.

Submission Date: **Thursday, May 5, 2022**

No Later Than: 10:00 AM

Qty	Description
	Scott County Facility & Support Services is requesting quotations for Periodic Maintenance inspection to SECC generators. This service will be rendered every six months. Duration of contract will be July 1, 2022 to June 30, 2025. However, a five - year contract is being considered. Please see details below. Billing will be on an annual basis and billed by location.
	Scope of work, including details, and locations are attached.
	Any questions regarding the request should be asked in the question and answer section in Public Purchase.
	SUBMIT RESPONSES TO WWW.PUBLICPURCHASE.COM
	All vendors must register at www.publicpurchase.com
	price quotation good for 90 days
	From time to time it may be necessary to change or modify a request for purchase. If you have received this request from any other source other than direct fax or email from Scott County, it is your responsibility to check for updates and/or changes to the request. If you would like to receive automatic updates please register your company in our vendor data base by using our website, www.scottcountyiowa.gov .

Quote Submitted by:

*Scott County reserves the right to accept the bid from the lowest responsible bidder.

Scott County may in its sole discretion make an equitable adjustment in the pricing if pricing or availability of supply is affected by extreme and unforeseen volatility in the marketplace that is by circumstances that satisfy all of the following: 1) The volatility is due to causes wholly beyond the successful bidder's control. 2) The volatility affects the marketplace or industry, not just the particular successful bidder source of supply. 3) The effect on pricing or availability of supply is substantial. 4) The volatility so affects the successful bidder that continued performance of the contract would result in a substantial loss. Any adjustment would require irrefutable evidence and written approval by the Director of Budget & Administrative Services.

Name/Title

Company

Date

Phone

Email

RELEASED:
(SCOTT COUNTY USE ONLY)
DATE: 4/12/2022
TIME 12:00 PM

"By virtue of statutory authority, a preference will be given to products and provisions grown and coal produced within the State of Iowa."

REQUEST FOR BID – 19582
SECC GENERATOR MAINTENANCE AND INSPECTION

Scott County Facility & Support Services is requesting quotations for Periodic Maintenance inspection on SECC generators. This service will be rendered every six months.

Duration of contract will be from JULY 1, 2022 TO JUNE 30, 2025. We are considering moving this to a five (5) year contract. Please provide pricing for the three (3) year contract and also the cost for the additional two (2) years. Please note any cost savings per year between the 3 and 5 year contracts.

Bids must be submitted through the county's vendor service www.publicpurchase.com and should be submitted no later than, **10:00 A.M., May, 5th 2022.**

Scott County is not responsible for delays, technical problems or other issues preventing the delivery of bids before the deadline.

It is the bidder's responsibility to ensure the timely delivery of bids.

Provide documentation of inspection to Maintenance Coordinator or 6th floor reception desk, upon completion of work.

If bid is accepted service/Repair technicians (Service Technicians working in Scott County owned facilities will be required to provide information for a background check including but not limited to full name, date of birth, social security number, race, sex, driver's license number and state of issuance.

The background check will be performed by the owner and no cost to the contractor. Scott County reserves the right to prohibit a Contractor's employee from working in a Scott County owned facility based on information received via the background check. This decision is not subject to appeal and specific information obtained from a background check will be kept confidential and will not be released to the Contractor or the individual employee.

The systems can be viewed by contacting Chris Still, Facility & Support Services, 563-328-3249 for an appointment.

SCOPE OF WORK

List of covered equipment is Attachment A.

All work to be completed during normal Scott County business hours (8-4:30, M-F), unless other mutually agreeable arrangements are made in advance.

Scott County is under no obligation to accommodate non-business hour arrangements.

Please provide pricing for a 4 hour response to site for Emergency Service Response and or Repair to include weekends and holidays.

Maintenance inspections will include:

Scott Emergency Communication Center –SECC

One full inspection and one standard inspection to test all critical components:

Full inspection should also include fuel analysis performed one time per year, on only the generators at the 1100 East 46th St. location. Results shall be provided to Scott County Maintenance Coordinator as soon as available.

Full inspection should also include full load bank test performed one time per year, on all generators at all locations provided below in attachment A. Results shall be provided to Scott County Maintenance Coordinator as soon as available.

A. Engine

1. Change lubricating oil and filters
2. Clean or change air filter;
3. Check spark plugs
4. Check and adjust ignition points
5. Clean crankcase breather
6. Inspect and adjust governor to 60 HZ at rated load
7. Check unit safety system
8. Inspect all gauges, meters, relays
9. Inspect all hoses for leaks
10. Check cooling system: add antifreeze if needed
11. Check battery and battery charger
12. Inspect belts

B. Generator

1. Check output voltage and frequency, adjust as necessary.
2. Inspect brushes and spring tension.

3. Inspect generator bearing.
4. Inspect all meters, switches, regulators

C. Automatic Transfer Control (all buildings)

1. Inspect automatic transfer switch, contacts, linear motor actuation and moving parts.
2. Simulate power failure-assure proper functioning of automatic control
3. Check and set time delays and clock exerciser.

INSURANCE REQUIREMENTS

The Contractor shall have in force during the period of this contract, insurance as listed below:

- A Bodily Injury and Property Damage Insurance: The CONTRACTOR shall take out and maintain during this contract, bodily injury and property damage liability insurance under a comprehensive general form and automobile injury and property damage insurance under a comprehensive general form.

The required limits of this insurance shall not be less than:

General Liability:

Personal Injury - each person	\$1,000,000
Personal Injury - each occurrence	\$1,000,000
Personal injury - Aggregate	\$1,000,000
Personal Damage - each occurrence including Broadform Liability Extension	\$1,000,000

Automobile Liability - Owner, Non-Owned and Hired
Vehicles:

Personal Injury - each person	\$1,000,000
Personal Injury - each occurrence	\$1,000,000
Personal Damage - each occurrence	\$1,000,000

The above insurance shall cover the contractor's employees, the public and Scott County employees while in the buildings and on the grounds of Scott County.

- B. Certificates of Insurance: The CONTRACTOR shall deliver to Facility & Support Services, **Scott County Administrative Center, 600 West Fourth Street, Davenport, IA 52801**, certificates of insurance covering all above insurance in duplicate. Such certificates shall provide ten days prior notice by registered mail of any material change in, or cancellation of this insurance. CONTRACTOR shall maintain this coverage on a standard CGL form for the benefit of Owner and the general public throughout the term of this agreement, and if a carrier or policy is changed, CONTRACTOR shall provide Owner with a replacement Certificate of Insurance.
- C. Contractual Liability Insurance: The CONTRACTOR shall take out and maintain during this contract, liability insurance.
- D. Products and Completed Operations Liability Insurance: The CONTRACTOR shall also take out Products and Completed Operations Liability Insurance of limits not less than any of the above limits specified in these qualifications.

E. Workmen's Compensation and Employer's Liability:

- (1) The CONTRACTOR shall maintain during this contract, the statutory workmen's compensation and employer's liability insurance for all his employees to be engaged in the maintenance work under the contract.
- (2) The amount of Employer's Liability Insurance shall not be less than One Million (\$1,000,000).

INDEMNIFICATION

- A. To the fullest extent permitted by law, the CONTRACTOR shall indemnify and hold harmless the Owner and their agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from the performance of the WORK, provided that any such claim damage, loss or expense (1) is attributed to bodily injury, sickness, disease or death or to injury to or destruction of tangible property (other than the WORK itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the CONTRACTOR and subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce and otherwise exist as to any party or person described in this paragraph.
- B. In any and all claims against the Owner or any of their agents or employees by any employee of the CONTRACTOR, any subcontractor, anyone directly or indirectly employed by any of them or anyone whose acts any of them may be liable, the indemnification obligation under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the CONTRACTOR or any subcontractor under workers' or workmen's compensation acts, disability benefit acts or other employee benefit acts.
- C. Scott County reserves the right to reject any or all bids or proposals submitted without cause. Further, Scott County reserves the right to re-bid or re-solicit for proposals for this project at any time in the future. By submitting a proposal or bid each CONTRACTOR acknowledges these rights and authorizes Scott County to exercise them should the situation warrant.

ATTACHMENT A

LIST OF COVERED GENERATORS

SECC-1100 East 46th Street, Davenport, IA 52807 -Scott Emergency Communications Center

1. Onan model serial F100132178 Genset
2. Onan model serial F100132177 Genset

ADDITIONAL LOCATIONS

ALL GENERATORS AT THE LOCATIONS BELOW ARE GENERAC G4.5 GENERATORS

1. 6100 FOREST GROVE DRIVE BETTENDORF, IA
2. 4846 220 ST WALCOTT, IA
3. 795 LOST GROVE ROAD PRINCETON, IA
4. 11854 134 STREET DAVENPORT, IA
5. 28393 SCOTT PARK ROAD ELDRIDGE, IA
6. 1001 DODGE STREET BUFFALO, IA