



RFP No. 14-07-45123
Jetway Passenger Boarding Bridge Repair and Preventative Maintenance Services

Addendum No. 2
May 28, 2014
Questions and Answers

CLARIFICATION: Submit documents should be of the following: **RESPONDENT SHALL SUBMIT ONE (1) ORIGINAL PROPOSAL WITH ALL APPLICABLE SIGNED FORMS, FOUR (4) COPIES OF THE ORIGINAL DOCUMENTS AND ONE (1) ELECTRONIC VERSION OF THE PROPOSAL. ENVELOPE ONE SHOULD BE LABELED "ORIGINAL" AND ENVELOPE TWO SHOULD CONTAIN COPIES AND ELECTRONIC VERSION, LABEL ENVELOPE "COPIES".**

- Q1. Is the cost to rent a crane required to replace ball screws billable back to JAA?
R1. **Yes**
- Q2. Is the contractor required to replace compressors on the PCA units? And are they required to possess a HVAC Recovery Licenses?
R2. **Yes, the Contractor is required to replace the compressor. Yes, a HVAC recovery licenses would be required by the contractor removing the compressor.**
- Q3. Please provide the value of the Performance Bond?
R3. **Not Applicable.**
- Q4. Please provide the Sq. Feet of the office space provided by JAA.
R4. **JAA will provide office and shop space as needed.**
- Q5. Will the office space have suitable Sq footage to store spare parts?
R5. **Yes**
- Q6. Article 3.02 Scope of Services: Sec A states: Furnish labor only to correct any deficiencies found during the inspections including, but not limited to replacement of light bulbs, lenses, light tubes, ballasts, sockets, and lamps holders (JAA will furnish replacement supplies and materials). Please explain JAA will furnish parts
R6. **Contractor provides labor and JAA will provide light bulbs, lenses, light tubes, ballasts, sockets and lamps holders.**



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- Q7. Article 3.02 Scope of Services: Sec A states: Annual, Quarterly, Semi-Annual Inspections
Will the consumables be billable to JAA?
R7. **No.**
- Q8. How many total hours were billed for Additional Services in 2013, and at what rates?
R8. **Approximate total hours billed were 97 and the rate was \$61.00 an hour.**
- Q9. Please provide a detailed list of what JAA considers consumables for the purpose of PM's?
R9. **JAA does not need to make list. If it is needed for PM's then the Contractor is responsible to provide.**
- Q10. Is the vendor required to purchase spare parts from the incumbent?
R10. **No. The parts purchased and used must be manufacturer parts of the existing equipment.**
- Q11. Please provide a history of Ball Screw replacement if any?
R11. **No history of repair or replacement of ball screw.**
- Q12. 3.05 SERVICES Outside the Normal Scope of Work: Will this also be billed at the hourly rate as in 3.03 Additional Services?
R12. **Yes.**
- Q13. On the pricing sheet Additional Services Hourly Rates will this fee also be the fee used for 3.05?
R13. **Yes.**
- Q14. Please provide examples of Services Outside the Normal Scope of Work?
R14. **Emergency operational services that do not fall with the normal scope of work.**
- Q15. 3.06 Materials and Supplies: The Contractor shall furnish all parts, lubricants, specialized equipment and supplies for Basic Services, the payment for which is included in the Annual Routine Services cost set forth within this Contract. You state here furnish supplies for basic services, are basic services the PM's only? Please explain?
R15. **The Preventive Maintenance and General Maintenance Services.**
- Q16. Also in 3.06 you State: Routine service items, includes but is not limited to, lubricants, bulbs, grease, nuts, bolts, carpet padding, cables, bearing, hinges, paint, paint brushes, and any other parts that are used on a frequents basis when performing the general



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- maintenance of the Passenger Board Bridges. Are the parts examples above in 3.06 billable to JAA once work is complete?
- R16. **Not billable.**
- Q17. Also some of the parts descriptions above in 3.06 don't look to be consumables. Are Routine service items billable to JAA
- R17. **Not billable.**
- Q18. 3.13 CONDITION SURVEY OF EQUIPMENT: Question: Please explain who will be required to bring the equipment to an acceptable condition for maintenance? Will these repairs be completed before the new contract is awarded?
- R18. **Current Contractor and repairs made before new contract and contractor assumes responsibility under the new contract.**
- Q19. 3.15 PERFORMANCE STANDARDS: a. Late Response Violation Emergency Services Is this standard only applied if no response within ten minutes during working hours only?
- Yes**
- Service Level Expectations
To a callback for the same service request within seven (7) days shall be subject to a deduction of \$250 per violation, per occurrence. Does this include operator error or just repair breakdown items?
- R19. **Just repair breakdown items**
- Q20. ARTICLE IV – PROPOSAL FORM A. Respondent must be certified to work on Jetway boarding bridges. If applicable, a copy of Respondent's certification and/or license must be submitted with proposal. May the contractor submit a Statement of Justification Experience to comply with the Certification clause since we have not seen any State or federal recognized Certification?
- R20. **Yes, the statement of justification of experience should be detailed and specific to address successfully meeting or exceeding the mandatory respondent criteria(s).**
- Q21. 1.09 MANDATORY RESPONDENT CRITERIA, D: References, Page 6:
Company must provide a list of airports for which they currently or previously provided Jetway passenger boarding bridge repair and preventative maintenance services Along with the contact name and telephone number, provide the date services were performed, the number of bridges serviced and the manufacturer of the bridges. The JAA can not be used as a reference. The references should be submitted on the Reference Questionnaire, Exhibit C. NOTE: THE PERSON COMPLETING THE REFERENCE QUESTIONNAIRE MUST PLACE THE QUESTIONNAIRE IN A SEALED ENVELOPE AND THEIR SIGNATURE MUST BE ACROSS THE ENVELOPE SEAL, WHICH SIGNATURE MUST MATCH THE SIGNATURE OF THE PERSON WHO COMPLETED THE QUESTIONNAIRE And 1.10 RESPONSIBLE RESPONDENT CRITERIA, Page 7:



RFP No. 14-07-45123
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As part of this solicitation, Respondent references are considered very important. As such, JAA will contact and evaluate the responses it receives from each reference provided in response to this solicitation. To the extent the required reference questionnaires are not received, contact with proposed references cannot be made, or the proposed references indicate a lack of knowledge or awareness of Respondent, the same will be negatively reflected in JAA's evaluation and award of points for this factor. Therefore, prior to proposing references, Respondents are encouraged to contact those individuals or entities being proposed as references in order to ensure that: (i) their contact information is current and correct; (ii) they are knowledgeable and aware of the issues for which they are being proposed as references; and (iii) they are ready, willing, able and permitted to provide the reference information being sought

Please clarify how the Exhibit C- Reference Questionnaire should be completed and by whom.

- R21. Previous or current customers receiving passenger boarding bridge services from your company should complete the reference questionnaire. Upon completion of the questionnaire, the form should be placed in a sealed envelope and their signature must be across the envelope seal, which signature must match the signature of the person who completed the questionnaire.
- Q22. Does Provider need to have Site Manager and Technicians designated for this Contract?
R22. Yes
- Q23. What are the parking permit amounts?
R23. Current location there are no parking permit fees but subject to change if location of shop is changed. Current cost is \$60 per person if contractor has to use employee lot or garage.
- Q24. In regards to the insurance requirements, specifically the Commercial General Liability and exclusions or limitations of contractual liability. We currently feel that the wording is too vague and open ended. The following is the language within our policy defining coverage for Insured Contracts and defines it as such: "That part of any other contract or agreement pertaining to your business (including an indemnification of a municipality in connection with work performed for a municipality) under which you assume the tort liability of another party to pay for "bodily injury" or "property damage" to a third person or organization." Is this language sufficient? If not what wording would they accept?
R24. We are using standard insurance language for general liability. Language will stay as is.
- Q25. What is the yearly spend on all spare parts?
R25. \$138,507.00 (last 12 month)
- Q26. What is the yearly spend on spare parts for Base Services only?
R26. See accumulative total above.



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- Q27. Are the site manager and technicians to be used exclusively for this contract? Or can resources from other contracts, on airport property or in the surrounding area, be utilized?
- R27. **Site manager and technicians are exclusive for this contract.**

The Question and Answer period is closed.
Proposal Due Date is June 12, 2014 at 2:00PM (local time)