



PIMA COUNTY PROCUREMENT  
130 W. CONGRESS ST., 3rd FLOOR  
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TELEPHONE (520) 724-8161, FAX (520) 222-1484

December 24, 2014

**IFB #162628 Crane Inspection, Testing and Maintenance & Repair**

**Addendum #1**

Please be aware of the following changes to the above referenced IFB.

1. REPLACE: Offer Agreement Crane Inspection, Testing and Maintenance & Repair, 2 of 7 pages, from the original bid package with the following REVISED Offer Agreement Crane Inspection, Testing and Maintenance & Repair, 2 of 7 pages.

Vendor shall use/insert the REVISED pages in the bid response or bid response may be deemed non-responsive. Please refer back to your original bid document for the Offer Agreement.

All other specifications, terms and conditions remain the same.

*Nancy Page*  
Commodity Contracts Officer

**Offer Agreement Crane Inspection, Testing and Maintenance & Repairs (2 of 7 pages)****4. PRODUCT OR SERVICE SPECIFICATIONS & SCOPE:** - continued

- f. Vendor will be required to provide their own Personal Protective Equipment (PPE) and wear the required plant site PPE. PPE may include but be not limited to hard hats, safety boots, safety vest, eye protection and hearing protection.
- g. Vendor vehicles must be clearly marked on the outside or windshield of the vehicle. The use of decals/magnets identifying the vendor name or a sign displayed in the front window no smaller than 8.5 inches by 11 inches will be acceptable.
- h. RWRD site entry is restricted to authorized persons with proper identification such as a driver's license, etc. All Vendor personnel shall be designated by an easily identifiable company shirt or badge worn at all times personnel is on-site.
- i. Vendor is to leave a clean work site once the inspection or repair work is completed. Any chemical or fluid spills are to be immediately reported to County Employee designated as the Point of Contact. All debris shall be disposed of by the vendor at the vendor's expense. All materials, tools, equipment, etc., shall be removed or safely stored. Any chemicals to be used at RWRD require Material Safety Data Sheets prior to the chemicals being used.
- j. Pima County is not responsible for theft or damage to vendor's property.
- k. All possible safety hazards to workers or the public shall be corrected immediately and left in a safe condition at the end of each workday.
- l. Crane certifications must contain the following: Pima County Maximo Asset Number as well as the make, model number and serial number of the respective crane. (RWRD Only)
- m. Crane certifications must be sent to the Pima County Employee designated as the Point of Contact within ten (10) business days of the certification in paper format **(final in binder)**.
- n. Repair quotes shall be uniquely numbered and must be submitted to the designated Pima County Point of Contact within three (3) business days from initial call for service or when repair is found by vendor. Repair quotes must contain the following: Pima County Maximo Asset Number as well as the make, model number and serial number of the respective crane. (RWRD only)
- o. Vendor must provide all their own equipment and/or tools to perform the necessary inspections/repairs at no additional cost to Pima County.
- p. Vendor must comply with Pima County lock-out/tag-out procedures at all times.
- q. Vendor shall be responsible for the safety of their employees at all times.
- r. Cranes must be load tested per OSHA requirements. Load test(s) unit price must include but is not limited to cost of weights, weight handling, delivery of weights to the site, all equipment and/or tools necessary at no additional cost to Pima County. Copies of the Load Test Report(s) must be sent to the County Employee designated as the Point of Contact within ten (10) days.
- s. Vendor must inspect all crane mountings and/or bases. All pieces to the Davit cranes must be inspected (right, center and left base, lower & upper mast, bracket, hand winch safety line, safety line).
- t. Vendor shall provide invoices to Pima County Central Finance, PO Box 791, Tucson, AZ, 85701. Invoices must contain at least but not limited to the following: Delivery order number, quote number (work ticket) if applicable, Pima County Maximo Asset Number of crane and the description of work performed.
- u. Pima County reserves the right to add or delete cranes from this agreement list at any time during the agreement term at no additional cost to County. Vendor shall quote "like" prices for cranes (if Pima County needs to add a crane to this agreement) based on a similar crane already on this agreement.
- v. Vendor will utilize Attachments A & B for crane inventory information.
- w. **Vendor shall have thirty (30) days to start inspections once contacted by any County department. Vendor shall have thirty (30) days from the start of inspection to complete inspection. Repairs and parts may be in addition to this number of days.**

**5. OFFER ACCEPTANCE AND ORDER RELEASES:**

Offer(s) will be accepted and executed by the County by issue of a Master Agreement (MA) (Recurring requirements) and be effective on the document's date of issue without further action by either party. Master Agreement (MA) and Contract documents will document the term of the agreement.

Order(s) for products or services pursuant to an executed Master Agreement will be made by COUNTY by issue of Delivery Order (DO) or Delivery Order Maximo (DOM) document. Order documents will be furnished to Supplier via facsimile, e-mail or telephone. **If the order is given verbally, the County Department that issued the order will transmit a confirming order document to the Supplier within five workdays of the date the verbal order is given.**

**Supplier is prohibited from supplying materials or services pursuant to the resulting agreement that are not documented or authorized by a Delivery Order (DO) or Delivery Order Maximo (DOM) at the time of provision. The Supplier agrees that the County accepts no responsibility regarding this agreement for control or payment for materials or services not documented by a COUNTY Delivery Order (DO) or Delivery Order Maximo (DOM).**