



CITY OF PALO ALTO

PURCHASING AND CONTRACT ADMINISTRATION

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Date: October 19, 2009

Subject: Addendum Number One (1) to City of Palo Alto Request for Quotations (RFQ) Number 134327.

Project Title: Diesel Emissions Retrofit Installation

Department: Public Works Department, Equipment Management Division

Bid Due Date: 3:00 PM, Tuesday, November 10, 2009

Please note the following changes, corrections, and clarifications that are hereby incorporated to the requirements of the RFQ:

Specification

- Missing Specifications and General Requirements – see attached 5 pages.

The Bid Due Date of 3:00 P.M. Tuesday, November 10, 2009 remains unchanged.

To assure that all Bidders have received each addendum issued, Bidder's are required to acknowledge receipt of Addenda by completing the REQUEST FOR QUOTATION (RFQ) AND BIDDER REQUIRED INFORMATION, Paragraph "G". Failure to acknowledge receipt of Addenda may be considered as an irregularity in the Bid.

Jose L. Arreola
Contracts Administrator
City of Palo Alto
(650) 329-2319

Cc: John Moran, Project Manager

A. SCOPE OF WORK

Furnish and install all parts, materials and labor necessary to equip up to ten City-owned diesel-powered medium trucks with emissions retrofit devices (also referred to as "Best Available Control Technology or "BACT") as required by the California Air Resources Board (CARB) "Fleet Rule for Public Agencies and Utilities."

B. VEHICLE INSPECTIONS

1. The vehicles listed on the pricing pages above may be inspected on the day of the pre-bid meeting. Every effort will be made to insure the vehicles are available that day; however, the requirements of City operations take precedence, and additional inspection days may be required. If the City cannot get all vehicles together at the scheduled pre-bid date; a second pre-bid meeting will be set before the Bid due date for those vehicles not present.

2. It is the bidder's sole responsibility to verify the requirements for each installation, including the extent of any necessary vehicle modifications. Failure of the bidder to acquaint his or her self with all available information concerning existing conditions will not relieve the bidder from the responsibility for properly estimating the difficulty or the cost of the work.

C. GENERAL REQUIREMENTS

1. All retrofit devices will be certified as appropriate for the application (see item "D" - "Device Selection" below). Acceptable devices (depending on application) include, but are not limited to: Huss FS-MK, or approved equal.

2. Devices that require a connection to an external electrical power source for regeneration are not acceptable.

3. Any retrofit device proposed will require a minimum of maintenance, and will be easy to disassemble and service. All seals and clamps will be reusable. For each device bid, bidders will state the service interval and time required for routine service.

4. All retrofit devices will be CARB Verified Level 3, unless no Level 3 device is available for the specified engine/vehicle configuration.

5. Retrofit devices will replace the vehicle's existing muffler, and will provide equivalent sound attenuation. Add-on devices are not acceptable.

6. Retrofit devices will not degrade vehicle performance in any way. Devices that require the use of proprietary fuels or the injection of chemical compounds other than diesel fuel are not acceptable.

7. Retrofit devices will be constructed from 409-grade or better stainless steel. All welds will be 409-grade stainless steel or better. All exhaust system plumbing (including tailpipes) will be fabricated from new materials and will be 409-grade stainless steel or better.

D. DEVICE SELECTION

Due to the City's small service area and the short duty cycles that many of the City's diesel-powered vehicles experience, proper device selection is critical. In addition to performing a physical inspection, the successful bidder (hereinafter referred to as "Contractor") will install temporary data logging equipment on each vehicle to collect vehicle and engine exhaust temperature data. The collected data

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will be reviewed by the device manufacturer to insure that the appropriate device is selected for each vehicle and application. The Contractor will guarantee device performance, and will be responsible for correcting any issues related to device selection; up to and including the complete replacement of the device with another that corrects the performance issue.

E. INSTALLATIONS

All installations will maintain exhaust system integrity, and will meet the vehicle manufacturer's requirements. All installations will be completed in accordance with the highest standards of workmanship. Only new, high-quality components will be used throughout.

F. MODIFICATIONS

1. Any modifications necessary to facilitate the installation of the retrofit device (such as minor sheet metal work, rerouting of hydraulic and/or air lines, etc.) will be performed by the Contractor. All paint finishes that are damaged during the installation will be restored to match the original finish.

2. Any modifications to the hydraulic systems of aerial devices will be performed only by personnel certified to work on those systems by the manufacturer of that aerial device.

G. CONTRACTOR QUALIFICATIONS

1. In order to successfully complete the projects described in this Scope of Work, the Contractor must possess a fully-equipped installation facility, and employ a staff of qualified and certified technicians. Bidders will submit with their bid response: a detailed description of the facility where the installations will be performed; including a listing of all applicable equipment and tools, and a list of the technicians who will actually be performing the work, including any applicable certifications.

2. Welding Work

a. The Contractor's staff must be able to competently perform all welding and cutting processes as required to successfully complete this contract, including electric arc, GMAW/MIG, GTAW/TIG; carbon air-arc and plasma cutting.

b. All welding work will be performed in accordance with American Welding Society Standard D14.4-97 (Specification for Welded Joints in Machinery and Equipment), and any other AWS, ANSI or SAE standards applicable to welding practices, materials, and quality control procedures.

c. All weld beads will be even and continuous, without excessive splatter. All weld beads will exhibit full penetration, and any weld splatter will be removed prior to finishing.

d. All fabricated parts will be ground smooth, and all holes will be de-burred. The edges of all flame-cut parts will be ground flat and smooth.

3. Electrical Work

a. The contractor's staff must be able to perform high-quality installation of electrical systems and wiring, using "state of the art" components and installation techniques.

b. The minimum standard applicable to all City projects will be Society of Automotive Engineers Standard J1292 (Automobile, Truck, Truck-Tractor, Trailer, and Motor Coach Wiring).

c. The Contractor's staff must have experience with low voltage automotive direct current (12 – 48 VDC), and commercial alternating current (120-220 VAC) wiring and electrical systems.

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- d. Wire and cable used in City projects will be appropriate for the application, in accordance with SAE J1128 (Low Tension Primary Cable). All low voltage DC wiring will be GXL grade or higher.
- e. Technicians will properly route, secure and protect all wiring and wire harnesses. The use of adhesive-backed tie anchors, "Scotchlock" devices and electrical tape in any installation is strictly prohibited.
- f. Open, "crimp" type connectors are not acceptable for exterior connections.
- g. All electrical components, including wiring, will be rated at 125% of maximum intended load.
- h. All wiring will be color-coded and/or numbered; and will terminate in sealed, weatherproof connections.
- i. Chassis wiring harnesses will not be cut, tapped or spliced. Any connections to the chassis harness will be made via connectors supplied by the chassis OEM.
- j. All exposed exterior wiring, and any wiring running inside compartments, will be protected by a raceway, channel or conduit.
- k. In all areas where wiring is not protected by conduit, it will be protected by heat-resistant (300°) loom.
- l. Hard plastic (snap-in or glue-in) or rubber grommets will be installed wherever wiring passes through walls or partitions.
- m. All wiring will be secured with plastic cable ties and/or rubber-coated aluminum or steel cable clamps. Self-adhesive tie mounts or wire clips are not acceptable.
- n. Wherever practical, wiring looms will be tied together, and clamped to bulkheads and frame members, to insure maximum security and vibration resistance. Wire looms will not be attached to hose bundles.
- o. All continuous runs of wiring will be securely supported at intervals of 16 inches or less.
- p. All AC wiring will be enclosed in liquid-tight flexible non-metallic conduit, unless otherwise noted.
- 4. Painting and Finishing
 - a. Contractor's staff must be able to perform high-quality, automotive paint work as necessary using industry-standard two-component acrylic urethane finishes (see item F.1. "Modifications" above). All paint finishing work will be accomplished in an appropriately-sized paint booth.
 - b. Paint finishes will be expected to last the life of the vehicle (average 10 years) in most cases, assuming normal wear and tear.
 - c. High-quality metal preparation procedures will be employed to prevent peeling, bubbling and flaking of finish paint. High quality finish paint products will be used, to prevent fading and chalking. Finish paint will not be applied to unprimed surfaces. All exposed bare metal surfaces will be covered.
 - d. All items that are finish painted by the manufacturer will retain their original finish unless otherwise specified.
 - e. Any paint finish that is damaged during the installation of a component will be restored using the original color(s) and paint processes. "Spray can" touchups are unacceptable.

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- f. All filters, identification tags and nameplates will be masked before painting.
- g. All fabricated brackets and loose parts will be finished prior to installation, to insure full coverage.
- h. All paint repairs, painted parts and accessories will be finished with two (2) coats of acrylic urethane.

H. PROJECT SCHEDULING

1. Due to the 12/31/2009 CARB compliance deadline, aggressive and accurate project scheduling is critical. The Contractor will provide a complete project schedule within 15 working days of receiving a Purchase Order. Ideally, multiple vehicles will be scheduled for installations simultaneously.

2. Project schedules will show the start date, significant milestones, pre-delivery inspection date, and delivery date. Schedules may be adjusted, as mutually agreed upon by the Contractor and the City, to accommodate the operational needs of City departments.

3. Project schedules will be binding. If a delivery is not completed on or before the promised date, liquidated damages will be imposed on the bidder, as noted in the following paragraph:

“Any delay by Contractor to perform will interfere with the proper implementation of City’s programs to the loss and damage of City. As it would be impracticable to fix the actual damage City sustains in the event of any such failure to perform, City and Contractor, therefore, presume that in the event of any such failure to perform, the amount of damage which will be sustained by City will be the sum of \$250.00 for each and every calendar day during which said work shall remain uncompleted beyond such time for completion or approved extension thereof. Amounts due City as liquidated damages may be deducted by City from any monies due Contractor, and the Contractor and his Sureties shall be liable to City for any amount not liquidated.”

4. If the Contractor is delayed or obstructed in completing a project for reasons beyond their control, the delivery date may be extended for a period that will be mutually agreed upon by the Contractor and the City.

I. INSPECTIONS/ACCEPTANCE

1. The City of Palo Alto will have the right to inspect projects at any time during construction. Inspections will generally occur just prior to delivery.

2. The Contractor will provide two (2) working days notice prior to inspections. Every effort will be made to coordinate inspections so that several projects may be inspected at one time (if applicable).

3. Approval or disapproval of engineering design, quality of workmanship and adherence to specifications will be binding on the Contractor.

4. Completed projects will be delivered within five (5) working days of acceptance.

J. TRAINING

The Contractor will provide up to four (4) hours of operation and maintenance training for each different retrofit device installed. All training will be conducted within 15 working days of initial delivery.

K. TRANSPORTATION

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The Contractor will provide round-trip transportation of vehicles from the City's Municipal Services Center (MSC) to their facility, and delivery to MSC upon completion.

L. WARRANTY

All emissions retrofit installations covered by this contract will be warranted to be free from defects in design, materials and workmanship, and/or operation which cause the emission control system to fail to conform to the emission control performance level to which it was verified; for a period of not less than five (5) years or 150,000 miles. This warranty will cover all parts and labor required to repair or replace the defective device or other components within the supplied emissions control system.

The warranty will also cover parts and labor required to repair engine damage that is caused by the supplied emissions control system; for a period of not less than five (5) years or 150,000 miles.

A detailed explanation of the warranty coverage will be supplied with the bid response.

M. CITY STAFF CONTACTS

The following City staff will be managing and coordinating projects under this Contract:

Name	Title	Responsibilities	Telephone
John Moran	Assistant Fleet Manager	Scheduling, inspections	650.496.6935
Terry McMahon	Senior Fleet Services Coordinator	Transportation, parts sourcing	650.496.6909
Dinaa Alcocer	Administrative Associate III	Payments	650.496.6922