



Capital Area Transportation Authority
4615 Tranter Street
Lansing, MI 48910

**AMENDMENT NO. 1 TO
DRAIN CLEANING PREVENTATIVE MAINTENANCE AND SERVICE**

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFQ 2025-567	3. SOLICITATION NAME: Drain Cleaning Preventative Maintenance and Service	4. AMENDMENT DATE: October 15, 2024
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5. ISSUED BY
Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

6. DESCRIPTION OF AMENDMENT:
The following documentation has been attached to this Amendment:

1. Pre-Bid Meeting / Site Visit attendance sign in sheet.
2. CATA responses to vendor questions.
3. Please note Exhibit A: Scope of Work and Exhibit B: Pricing Form has changed. The "REVISED" forms are attached.
4. All other terms and conditions remain unchanged.

PLEASE NOTE: Contractor is required to sign this document and return it with the bid/proposal/quote.

NAME / TITLE OF OFFEROR (Type or Print)	COMPANY NAME
(Signature of person authorized to sign)	(Date Signed)



October 15, 2024

Capital Area Transportation Authority
Request for Quote 2025-567
Drain Cleaning Preventative Maintenance and Service
CATA Responses to Vendor Questions

VENDOR QUESTIONS AND CATA'S RESPONSES:

- 1. In Section 2 General Provisions, the RFP states "The Contractor will be responsible for clean up at the end of each workday." Does this mean the Contractor is responsible for cleaning up sewage/debris from a backup that we responded to?**

No.

- 2. In Section 4 Scope of Work, in the Preventative Maintenance area, the RFP lists camera inspection of drains. Is this meant to be included in the scope of services provided in the PM visits priced in the Drain Cleaning Preventative Maintenance Schedule section of Exhibit B?**

No. Please refer to "REVISED" Scope of Work attached.

- 3. In Section 4 Scope of Work, in the Preventative Maintenance area, it states Portion B is to be on a bi-annual basis. Is this meant to be bi-ennial as Exhibit B requests pricing every other year?**

Yes, should say biennial. Please refer to "REVISED" Scope of Work attached.

- 4. In Section 4 Scope of Work, in the Preventative Maintenance area, the RFP lists Emergency service for drain repairs. We assume this is not meant to be for the Repair Services section?**

Correct. Please refer to "REVISED" Scope of Work attached.



- 5. Can you please clarify what repair services are entailed? Is this strictly referencing drain clearing with a vac truck? Is it referencing cabling drains? Or does the potential scope include repair/replacement of underground drain lines?**

CATA is seeking an hourly labor rate for the repair/replacement of underground drain lines and other repairs as necessary repairs to the drains referred to in in the project cost and pricing schedule.

- 6. Can you please confirm that "locate underground water lines" is meant to be "locate underground drain lines"**

Drain. Please refer to "REVISED" Pricing Form attached.

EXHIBIT A "REVISED" SCOPE OF WORK

BASIS OF AWARD: The award of this order is based on the lowest responsive and responsible bidder(s) as determined by the Capital Area Transportation Authority (CATA).

Please Note: This bid package and any amendments are available at www.cata.org. Please continue checking the website for any updates or amendments.

1. Objectives

The specific objectives for this project are as follows, secure a contract for sanitary and floor drains preventative maintenance, service and emergency service at the following locations:

1. CATA Administration Building, 4615 Tranter Street, Lansing, MI 48910;
2. CATA Transportation Center ("CTC"), 420 South Grand Avenue, Lansing, MI 48933; and
3. CATA Multi-Modal Gateway, 1240 South Harrison Road, East Lansing, MI 48823.
4. Future CATA Locations which could include buildings in Ingham, Eaton, and Clinton County.

2. General Provisions

- The Contractor shall furnish all labor, tools, and materials necessary for drain cleaning maintenance and service.
- The Contractor shall contact CATA's Facilities Manager with a work schedule 48 hours in advance of drain cleaning preventative maintenance.
- The Contractor shall contact CATA's Facilities Manager with an update of work completed at the end of each day.
- The Contractor must complete a service ticket for each visit detailing the purpose of the call and summarizing the work that was performed.
- The Contractor will be responsible for clean up at the end of each workday.
- The Contractor must promptly respond within four (4) hours for emergency repairs and within twenty-four (24) hours for non-emergency repairs, as determined by CATA. This response time commitment applies seven days a week, 24 hours a day, upon receiving notification from CATA. The labor rates for each year of the four (4) year periods should be provided, inclusive of any potential additional charges such as travel fees, fuel surcharges, truck supply charges, or any other applicable fees that may be included on an invoice.
- The Contractor selected must be a licensed company, and have valid business, automobile, and workers compensation insurance in effect.
- The Contractor shall not hold CATA liable for any damage or theft of Contractor's equipment or supplies.

3. Service Period

The term of services will be four (4) years.

- Year 1: November 1, 2024 to October 31, 2025
- Year 2: November 1, 2025 to October 31, 2026
- Year 3: November 1, 2026 to October 31, 2027
- Year 4: November 1, 2027 to October 31, 2028

4. Scope of Work

PRE-BID MEETING / SITE VISIT. A Pre-Bid Meeting has been scheduled for Monday, October 7th beginning at 9:00 a.m., at the Tranter Street facility (4615 Tranter St.), immediately followed by walk-throughs at the Tranter facility, the Multi-Modal Gateway facility (1240 S. Harrison Rd.), and finally the CTC downtown location (420 South Grand Avenue). A CATA employee will escort you during these site visits. A sign-in sheet is required. Please check in at the front desk upon your arrival at the Tranter Street facility. Please note that attendance at the Pre-Bid Meeting and/or these site visits is NOT mandatory.

Contractor, at the direction of CATA's Facilities Manager, shall provide drain cleaning preventative maintenance and service in accordance with the specifications, tasks, and scope of work set forth in Exhibit A. It is the sole responsibility of Contractor to read the specifications and understand them.

The Contractor shall perform the following:

Preventative Maintenance

- Annual preventative maintenance of 4", 6", and 8" floor drains, approximately 630 ft. See Attachment A – (Portion A - highlighted in pink and yellow)
- ~~Bi-annual~~ Biennial preventative maintenance of 4", 6", and 8" floor drains, approximately 260 ft. See Attachment A – (Portion B – highlighted in green)
- ~~Camera inspection of drains as approved by CATA's Facilities Manager.~~
- ~~Emergency service for drain repairs.~~

The Contractor shall provide all services necessary for the routine preventative maintenance cleaning of the floor drains at the CATA's Administration Building outlined above.

Repair Services

Following the completion of regularly scheduled preventative maintenance, any repairs needed will be reported to CATA's Facilities Manager. The contractor will provide CATA with a firm price for the indicated repairs. Sufficient details, including itemized costs and repair time durations, are required. Repairs will be performed upon receipt of CATA's written authorization to proceed.

- Camera inspection of drains as approved by CATA's Facilities Manager.
- Emergency service for drain repairs.

5. Cost of Project

- Contractor must list total fixed planned maintenance prices and costs as outlined in the Pricing Schedule, Exhibit B, attached.
- Contractor must list hourly rates for both non-emergency and emergency repairs as outlined above for the term of the contract.
- Overtime may be charged only if pre-approved by CATA's Facilities Manager and separately itemized as an extra cost at the agreed rates. Overtime rate will be for work performed outside the hours of 8:00 a.m. and 5:00 p.m. Monday through Friday. Time will be computed from the time leaving for CATA site to the time leaving the CATA site.
- CATA will reimburse the Contractor for the cost of material used in repairing CATA equipment at the actual cost paid by the Contractor for the material, less discounts, rebates, and other adjustments allowed Contractor, plus a percent of net cost, which shall be itemized on Contractor's invoice.
- Contractor may propose a fixed fee trip charge, fixed fee truck charge and fixed fee gas surcharge per visit for non-preventative maintenance service / repair calls.

6. Permits and Approvals (if applicable)

- The Contractor will be responsible for obtaining all necessary permits.
- The contractor will be responsible for coordinating and scheduling all work with CATA Staff, Miss Dig and local municipalities and jurisdictions.
- The Contractor will be responsible for scheduling inspection and must obtain approval for completed work before submitting invoice. Copies of approval for completed work must accompany relevant invoices.

7. Price quoted will include all fees. Prices should be based on CATA's status as a tax exempt, municipal government agency.

8. Each Contractor should make every effort to include Disadvantaged Business Enterprises in this project. CATA has a Disadvantaged Business Enterprise goal of 1.28%.

END OF THIS SECTION

**EXHIBIT B
"REVISED" PRICING SCHEDULE**

Year 1: November 1, 2024 to October 31, 2025
 Year 2: November 1, 2025 to October 31, 2026
 Year 3: November 1, 2026 to October 31, 2027
 Year 4: November 1, 2027 to October 31, 2028

Please show the cost to perform the following:

DESCRIPTION – Drain Cleaning Preventative Maintenance	TOTAL CHARGES Year 1	TOTAL CHARGES Year 2	TOTAL CHARGES Year 3	TOTAL CHARGES Year 4
Annual Drain Cleaning Preventative Maintenance Portion A (highlighted in pink and yellow)	Total Fixed Price \$	Total Fixed Price \$	Total Fixed Price \$	Total Fixed Price \$
Bi-annual Biennial Drain Cleaning Preventative Maintenance Portion B (highlighted in green)	Total Fixed Price \$	N/A	Total Fixed Price \$	N/A
Yearly Totals for Preventative Maintenance:	\$	\$	\$	\$

DESCRIPTION – Repair Services	Annual Estimated Hours	Qty of Tech’s Per Service Call	Hourly Rate Per Tech	TOTAL RATES / CHARGES Year 1	TOTAL RATES / CHARGES Year 2	TOTAL RATES / CHARGES Year 3	TOTAL RATES / CHARGES Year 4
Hourly Rate for Monday - Friday 8 A.M. – 5 P.M. --Includes Fixed Fee Truck Charges, Fixed Fee Gas Surcharge, Fixed Fee Trip Charge (within 24 hours)	140		\$	\$	\$	\$	\$
Hourly Rates Outside of Normal Business Hours* --Includes Fixed Fee Truck Charges, Fixed Fee Gas Surcharge, Fixed Fee Trip Charge (within 4 hours)	15		\$	\$	\$	\$	\$
Camera inspection rate or locate underground water drain lines Hourly Rate for Monday - Friday 8 A.M. – 5 P.M. --Includes Fixed Fee Truck Charges, Fixed Fee Gas Surcharge, Fixed Fee Trip Charge (within 24 hours)	10		\$	\$	\$	\$	\$
Camera inspection rate or locate underground water drain lines Hourly Rates Outside of Normal Business Hours* --Includes Fixed Fee Truck Charges, Fixed Fee Gas Surcharge, Fixed Fee Trip Charge (within 4 hours)	10		\$	\$	\$	\$	\$
Yearly Totals for Estimated Repair Services:				\$	\$	\$	\$

*Hourly Rates Outside of Normal Business Hours may be charged only if pre-approved by CATA and separately itemized as an extra cost at the agreed rates. Overtime rates will be for work performed outside the hours of 8:00 a.m. and 5:00 p.m. Monday – Friday. Time will be computed from the time leaving for CATA site to the time leaving the CATA site.

<p>GRAND TOTAL: (Yearly Totals which include <u>both</u> Drain Cleaning Preventative Maintenance and Repair Services) (Year 1 + Year 2 + Year 3 + Year 4)</p>	<p>\$</p>
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<p>MATERIAL COSTS – CATA will reimburse the Contractor for the cost of material used in repairing CATA equipment at the actual cost paid by the Contractor for the material, less discounts, rebates, and other adjustments allowed Contractor, plus the following percent of net cost, which shall be itemized on Contractor’s Invoice:</p>				
DESCRIPTION	PERCENTAGE Year 1	PERCENTAGE Year 2	PERCENTAGE Year 3	PERCENTAGE Year 4
Material Mark-up Percentage				

Bidder: _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR OFFER