

Capital Area Transportation Authority



AMENDMENT NO. 1 TO SOLICITATION REPLACEMENT OF TRILOGY KEYPADS & LEVERS

1. AMENDMENT NO: 1	2. SOLICITATION NO: RFQ 2017-101	3. SOLICITATION NAME: Trilogy Keypads & Levers	4. AMENDMENT DATE: February 3, 2017
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5. ISSUED BY

Capital Area Transportation Authority
Purchasing and Contracts Department
4615 Tranter Street
Lansing, MI 48910

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

6. DESCRIPTION OF AMENDMENT:

- a. The number of doors to be included in the scope of work has reduced. The following doors have been REMOVED from the Scope Of Work:

Tranter Facility

- 6) Interior Door leading into the Street Operations Center
- 7) Interior Door leading into the "ATU" Office

The amended scope of work is attached.

- b. All other terms and conditions remain unchanged.

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

EXHIBIT A: STATEMENT OF WORK

BACKGROUND

The Capital Area Transportation Authority (“CATA”) is the regional public transportation provider for the Greater Lansing area. Specifically, CATA currently provides transit service to Ingham County, the cities of Lansing and East Lansing, and the Townships of Lansing, Delta, Delhi, and Meridian.

CATA has facilities at two separate sites that are to be serviced under this contract:

- The first is CATA’s corporate complex located at 4615 Tranter Street, Lansing, MI 48910 (“Tranter”). This site contains the administrative offices (approximately 24,000 square feet). The administrative offices are attached to a 120,000 square foot bus parking area and a 38,000 square foot vehicle maintenance garage.
- The second site is referred to as the CATA Transportation Center (“CTC”), located at 420 South Grand Avenue, Lansing, MI 48933. This site is approximately 33,000 square feet. The CTC is a public facility that acts as the main transportation hub for CATA’s Lansing area routes.

TYPE OF CONTRACT

The award of this solicitation will result in a Fixed Price Contract.

OBJECTIVES OF THE PROJECT

The specific objectives for this Project are as follows:

- The useful life of the current Trilogy keypad / lever lock systems has been met or exceeded at both the CATA Tranter and CTC facilities.
- CATA is looking to replace the current system with a “mechanical” style keypad/lever lock system.
- CATA is requesting the removal of the current keypads and levers, installation of the new keypads/levers, and obtaining a three (3) to five (5) year maintenance agreement to maintain the system after the original warranty period expires.
- CATA requires the lever system be compatible with the current key cores which are in use.
- The current key cores are to be installed in the new levers.
- CATA also requests that all components of the Trilogy keypad/lever lock system be returned to CATA upon completion of the installation of the new keypads/levers.
- There will be a total of eleven (11) keypads/levers which will need to be replaced. The specific areas are listed below.

SCOPE OF WORK

Proposals must include pricing for the following:

- Removal of existing keypads/levers.
- Purchase and installation of new keypads/levers.
- For compatibility with existing cylinders/cores installed in CATA's facilities, all current cylinders/cores will be installed into new keypads/levers.

Tranter Facility

- 1) Exterior Door south of Door #1
- 2) Exterior Door west of Door #2
- 3) Exterior Door east of Door #9
- 4) Exterior Door on the east side of the Storage Area coming into the Building from the designated Smoking Area
- 5) Exterior Door on the east side of the Storage Area coming into the Building north of the designated Smoking Area

CTC Facility

- 1) Interior Information Technology ("I.T.") Door south of the Security Office
- 2) Interior Customer Service Manager Office Door
- 3) Exterior North Door leading into the Security Office
- 4) Interior Door leading into the Customer Service Booth

Warranty

Vendor's entire system shall be guaranteed for a period of at least one (1) year from date of acceptance by CATA. The warranty contained in this part does not replace or diminish any warranties contained in the selected Vendor or manufacturer's warranty. CATA requires a one (1) year full parts and labor warranty for all items supplied, All equipment delivered and services performed shall be free of defects in design, workmanship, and materials, and in such cases where it is determined such defects are present, they shall be corrected by the Vendor at no cost to CATA.

Maintenance Agreement

CATA is also seeking a three (3) to five (5) year maintenance agreement which will commence upon the expiration of any and all factory warranties. The purpose of the maintenance agreement will be to cover annual inspections as to system functionality as well as any repairs which may be required during that time period, including both labor and parts.

The Vendor shall provide maintenance of the entire system for four (4) years following the expiration of the initial one (1) year warranty. Each year shall be priced individually. Maintenance will include the resolution of problems affecting system functionality regardless of

where the problem is occurring and shall be a part of the Vendor's warranty service and maintenance contract responsibilities as CATA's agent. Emergency maintenance response time shall be provided 24 x 7 x 365 within four (4) hours, including travel time if applicable, after receipt of an emergency maintenance call from CATA's designated representative. CATA will determine if a trouble is defined as Emergency when calling the Vendor.

Emergency maintenance will be designated for the following conditions or equivalent:

a. System Failure of one (1) or More Keypads / Levers

Routine maintenance response time shall be within 8 business hours after receipt of a routine maintenance call from CATA's designated representative(s). Routine maintenance is defined as any occurrence that does not meet the criteria of an emergency or major maintenance condition.

Preventative maintenance shall be performed per manufacturer's recommendation during the warranty and maintenance period. A maintenance log shall be maintained on site where a record of all service calls, repairs and preventative maintenance visits will be logged.

GENERAL REQUIREMENTS

The work covered by these specifications consists of furnishing all labor, equipment, and materials to perform all operations in connection with the scope of work outlined above.

Primary Contractor Responsibilities: The selected contractor will be required to assume responsibility for all services offered in its proposal whether or not the contractor performs them. Further, CATA will consider the selected respondent to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the contract. If any part of the work is to be subcontracted, the prime contractor must provide a complete description of work subcontracted and descriptive information about the subcontractor's organization and capabilities. The prime contractor is totally responsible for adherence by the subcontractors to all provisions of the contract. CATA must review and approve in writing all subcontractors. All subcontractors must be included in the initial proposal with descriptions of the firms' qualifications and the qualifications of the key individuals assigned to this project.

Timeliness: The services of the successful respondent are to commence upon execution of the contract and shall be undertaken and **completed by May 1, 2016**.

Meetings: On each site visit, contractor's technician shall meet with CATA's project manager prior to performing any work to review the schedule and again before leaving to note progress and/or problems found.

Equipment: CATA reserves the right to add, remove, or substitute equipment for listed equipment to accommodate changes at CATA facilities and to make other changes desirable to CATA. Prior to making revisions, CATA and contractor will meet to discuss how the proposed revision will impact contractor's responsibilities.

All work must conform to all state and local regulations. The contractor will be responsible for obtaining and paying for any required permits. The contractor will be responsible for coordinating and scheduling all work with the CATA Project Manager, CATA Staff, and any required municipalities and/or jurisdictions.

Contractor's employees shall respect all of CATA's rules, including, but not limited to, CATA's Alcohol and Drug Policy, safety, smoking, and security of the buildings.

PRICING AND PAYMENT

Prices must be submitted via the Pricing Schedule **attached hereto as Exhibit B.**