



**THE ESCAMBIA COUNTY SCHOOL DISTRICT
PURCHASING DEPARTMENT
75 NORTH PACE BLVD.
PENSACOLA, FL 32505**

AMENDMENT I REQUEST FOR PROPOSAL (RFP)

AMENDMENT POSTING DATE:

Thursday, September 10, 2020

PURCHASING CONTACT & TELEPHONE:

Travis Thrash; 850.469.6207
tthrash@ecsdf1.us

RFP TITLE:

Water Treatment Services

RFP NUMBER:

210303

RFP OPENING DATE & TIME:

NEW DATE – Monday, October 19, 2020 at 2:30 p.m., CST

NOTE: PROPOSALS RECEIVED AFTER THE RFP OPENING DATE AND TIME WILL NOT BE ACCEPTED.

This Amendment shall serve to amend, replace, and append information provided to the potential Responders in the original RFP package. To assist in the development of their responses, interested firms are encouraged to carefully review the information found in this Amendment.

The following information contained in the original RFP has been added, deleted, or replaced, with changes and/or additions highlighted:

- 1. The introductory paragraph of Section I (Page 1) is deleted in its entirety and replaced with the following introductory paragraph:**

The School District of Escambia County is soliciting sealed written proposals to establish an Agreement to provide water treatment services **and as-needed maintenance and/or repair of water treatment equipment/systems** for eighteen (18) cooling towers throughout the District. Upon mutual written agreement and approval of the School Board of Escambia County, Florida, an Agreement will be issued in one (1) year increments for up to a total of five (5) years subject to the availability of lawfully appropriated funds. The initial term of the Agreement(s) shall be December 1, 2020 through November 30, 2021. All pricing proposed herein shall be firm throughout the first year of the Agreement.

- 2. The Calendar of Events in Section I (Page 1) is deleted in its entirety and replaced with the following Calendar of Events:**

(See next page.)

CALENDAR OF EVENTS	
RFP Posting Date	Wednesday, August 26, 2020
Mandatory Pre-Proposal Conference (See Page 13, Section VIII. A.)	Tuesday, September 1, 2020 at 8:00 a.m., CST
Deadline for Questions (See Page 5, Section II. V and Page 8, Section III. M)	Monday, September 7, 2020 at 4:00 p.m., CST
Answers to Questions Posted and Addendum Issued If Needed (See Page 8, Section III. M)	Monday, September 21, 2020 at 4:00 p.m., CST
RFP Opening (See Page 1)	Monday, October 19, 2020 at 2:30 p.m., CST
RFP Evaluation	Monday, October 26, 2020 at 1:30 p.m., CST
School Board Approval	Tuesday, November 17, 2020
Agreement Start Date	Tuesday, December 1, 2020

3. The second paragraph of Section III. M (Page 8) is deleted in its entirety and replaced with the following Section V.A.5:

All changes in the specifications contained within this RFP will be made by Addendum. Any Addendum concerning this RFP will be posted to the Purchasing Department's webpage located at <http://ecsd-fl.schoolloop.com/purchasing/bids>. It is the sole responsibility of each Responder to contact the Purchasing Agent responsible for this solicitation or visit the District's website to determine if any Addendum has been issued in order to obtain said Addendum. Any applicable Addendum and/or responses to questions received will be posted to the Purchasing Department's Current Bid Activity webpage by **Monday, September 21, 2020 at 4:00 p.m., CST**.

4. Section IV.C (Page 10) is deleted in its entirety and replaced with the following Section IV.C:

FIELD SERVICE REPORTS: The awarded Responder shall submit to the Maintenance Department one (1) Field Service Report per location listed in Attachment A for each monthly service visit. **A single monthly report is acceptable; however, when submitting a single monthly report which includes all locations, the locations must be clearly divided into their own sections and the information included for each site must be detailed.** Service reports shall include, at a minimum, an analysis of water composition, an analysis of cooling tower performance, and the total amount of chemicals, broken down by chemical type, used to treat tower(s) throughout the month. Service reports shall be attached to all related invoices. The awarded Responder shall meet with the District's Maintenance Department once per month to review these reports and highlight any outstanding issues.

5. Section IV.F (Page 11) is deleted in its entirety and replaced with the following Section IV.F:

FREEZE PROTECTION: The awarded Responder shall provide and install isolation/check valves for all chemical feed stations for cooling tower treatment. All supply lines shall be insulated to ensure piping does not break during extreme cold weather. The Responder shall check all systems as required during cold weather and make repairs as needed to reduce the cost of wasted water due to breakage. The Responder is responsible for the total replacement of all cooling tower equipment and piping damaged as a result of Responder's neglect to properly insulate and protect piping and equipment. **For the initial Agreement year, the awarded Responder shall submit a Freeze Protection Plan with their Proposal. For subsequent renewal Agreement years, the awarded Responder shall submit a freeze protection plan to the Maintenance Department, Attn: HVAC Supervisor, by October 1st.**

6. **The following Section IV.N is added after Section IV.M (Page 11):**

EQUIPMENT OWNERSHIP: Responder shall notify the Director of Maintenance or designee, in writing, regarding any Responder-owned equipment installed on District property within seven (7) business days following installation. Such claims are subject to verification and approval by the Maintenance Department. Responder is responsible for maintaining an up to date list of Responder-owned equipment and notifying the Director of Maintenance or designee of any changes. Any notifications of changes must be provided in writing to the Director of Maintenance or designee. Upon non-renewal or termination of this Agreement, the District shall only allow Responder to recover equipment which is specifically included in the list established pursuant to this section. The District shall not be liable for any missing equipment. During the term of this Agreement, the District may, in its sole discretion, purchase from the Responder any equipment installed on District property.

7. **The introductory paragraph of Section IV (Pages 9 – 10) is deleted in its entirety and replaced with the following introductory paragraph:**

Responder shall supply all labor, materials, equipment, and other supplies necessary to provide monthly water treatment services for the heating, ventilation, and air conditioning (HVAC) cooling towers at each location listed in Attachment A: "Price Proposal" per the following specifications. Responder shall also provide as-needed maintenance and/or repair for water treatment equipment/systems at each location. Responder shall coordinate all work with the District's Maintenance Department or designee. The Responder's employees must be badged by the Escambia County School District or through the State of Florida prior to entering District property.

8. **Section V.A.1 (Page 12) is deleted in its entirety and replaced with the following Section V.A.1:**

Provide a brief company biography, limited to two (2) pages, including: general information on the company, number of years of experience the Responder has with regard to water treatment services, the location of Corporate headquarters and number of branch offices, and the location of the office from which the work for the District would be performed.

9. **Section V.A.2 (Page 12) is deleted in its entirety and replaced with the following Section V.A.2:**

Provide a Freeze Protection Plan, as outlined in Section IV. F on Page 11.

10. **Section V.A.4 (Page 12) is deleted in its entirety and replaced with the following Section V.A.4:**

Provide copies of Responder's active State of Florida Business license and Responder's registration with the Florida Secretary of State. These documents must be current. Pending licenses will not be accepted.

11. **Section V.A.5 (Page 12) is deleted in its entirety and replaced with the following Section V.A.5:**

Provide a list of proposed chemicals with Safety Data Sheets (SDS) to be used by the Responder in performance of water treatment services.

12. **Attachment B (Pages 20 - 21) is deleted in its entirety and replaced with the Attachment B on Pages 5 - 6 of this Amendment.**

13. **Company Background and Experience, Item 1, in Attachment I (Page 27) is deleted in its entirety and replaced with the following Item 4:**

Company Biography and Years of Experience.

14. **Company Background and Experience, Item 2, in Attachment I (Page 27) is deleted in its entirety and replaced with the following Item 2:**

Freeze Protection Plan.

15. **Company Background and Experience, Item 4, in Attachment I (Page 27) is deleted in its entirety and replaced with the following Item 4:**

State of Florida Business License **and Registration with the Florida Secretary of State.**

16. **Company Background and Experience, Item 5, in Attachment I (Page 27) is deleted in its entirety and replaced with the following Item 5:**

List of Proposed Chemicals and Related Safety Data Sheets (SDS).

By signing below, the Responder acknowledges receipt of the Amendment for RFP #210303. Responder must attach and return all pages of this Amendment with their Proposal.

RESPONDER (Firm Name): _____

PRINTED NAME OF AUTHORIZED REPRESENTATIVE: _____

SIGNATURE OF AUTHORIZED REPRESENTATIVE: _____

TITLE OF AUTHORIZED REPRESENTATIVE: _____

DATE: _____

RESPONDER'S COMPANY NAME: _____

ATTACHMENT B
Response to Questionnaire

I. COMPANY BACKGROUND AND EXPERIENCE: Refer to Section V. A. (Page 12)

1. **Company Biography and Years of Experience:** Provide in a separate attachment.

2. **Freeze Protection Plan:** Provide in a separate attachment.

3. **Technicians:**

a. **Name of Technician #1:** _____

i. **Years of Experience:** _____

ii. **Current Certifications:** _____

iii. **Copies of Certifications:** Provide in separate attachments.

b. **Name of Technician #2:** _____

i. **Years of Experience:** _____

ii. **Current Certifications:** _____

iii. **Copies of Certifications:** Provide in separate attachments.

4. **Copies of Current State of Florida Business License and Registration with Florida Secretary of State:** Provide in a separate attachment.

5. **Proposed Chemicals List and Related Safety Data Sheets (SDS):** Provide in separate attachments.

6. **Copy of Organizational Chart:** Provide in a separate attachment.

7. **Emergency Contact Information:**

a. **Name:** _____

b. **Phone Number:** _____

II. REFERENCES: Refer to Section V. B. (Page 12)

1. **Reference #1**

a. **Company Name:** _____

b. **Address:** _____

c. **Contact Name:** _____

d. **Phone Number:** _____

e. **Email Address:** _____

f. **Type of Equipment Serviced:** _____

g. **Length of Contract:** _____

RESPONDER'S COMPANY NAME: _____

2. Reference #2

- a. Company Name: _____
- b. Address: _____
- c. Contact Name: _____
- d. Phone Number: _____
- e. Email Address: _____
- f. Type of Equipment Serviced: _____
- g. Length of Contract: _____

3. Reference #3

- a. Company Name: _____
- b. Address: _____
- c. Contact Name: _____
- d. Phone Number: _____
- e. Email Address: _____
- f. Type of Equipment Serviced: _____
- g. Length of Contract: _____

RESPONDER'S AUTHORIZED SIGNATURE:

PRINTED NAME:

DATE:
