



Department of Administrative Services

Purchasing and Contracts

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CLARK COUNTY, NEVADA BID NO. 603087-13 ANNUAL REQUIREMENTS CONTRACT FOR UNINTERRUPTIBLE POWER SUPPLY (UPS) MAINTENANCE AND REPAIR COUNTYWIDE

August 26, 2013

ADDENDUM NO. 1

INVITATION TO BID

1. The bid opening date of Tuesday, September 10, 2013 at 3:00:00 p.m. **remains unchanged.**

CLARIFICATION

2. Section IV Service Specifications, Pages IV-1 through IV-3 have been reissued as Revised Pages IV-1 through IV-3 with this Addendum 1 in order to correct the header to read "Service Specifications". Please replace accordingly.

Except as modified herein, all other bid specifications, terms and conditions remain the same.

If you have any questions, I can be reached at (702) 455-2733.

ISSUED BY:

ADRIANE GARCIA, CPPB
Purchasing Analyst

Attachment(s): Revised Section IV – Service Specifications

Cc: Jerry Stueve, Real Property Management
Darren Daniels, RPM – Operations
Mark Larson, RPM – Operations
Matt Garban, RPM – Operations
Wayne Wedlow, RPM – Operations
Mark Grygo, RPM - Operations
Gerald Youngblood, RPM - Operations
Pat Lachler, RPM - Operations

Kathi Lowry, IT
George Lopez, IT
Shurnice Coleman – Building Department
Carolyn Ideker, Building Department
John Bauman, District Attorney's Office

IV - SERVICE SPECIFICATIONS

BID NO. 603087-13

ANNUAL REQUIREMENTS CONTRACT FOR UNINTERRUPTIBLE POWER SUPPLY (UPS) MAINTENANCE AND REPAIR COUNTYWIDE REVISED PER ADDENDUM NO. 1

Name of Firm

GENERAL:

1. This is a Full-Service Contract that includes; a comprehensive preventative maintenance schedule inclusive of all labor, travel and replacement of minor parts associated with normal wear (with the exception of capacitors, transformers and batteries not stated as included herein), up to six (6) call backs (to include diagnostics) per facility per contract term, and 24/7 technical support available via telephone and email. SUCCESSFUL BIDDER shall also provide 24/7 emergency and repair services that shall be billable as time and material in accordance with the terms and rates listed in this CONTRACT.
2. Two evenly spaced semi-annual preventative maintenance visits for all equipment listed except where noted with 1st one to be performed within sixty (60) calendar days of bid award.
3. Detailed service reports to include all voltage information on equipment and batteries will be provided within thirty (30) calendar days from maintenance visit. Provide any notes of corrective action taken, needed, or any deficiencies noted including batteries recommended for replacement.
4. As per IEEE Standard 944:

Drawings and Records – At least two sets of instruction manuals for the IPS / UPS systems shall be maintained. The person responsible for coordinating maintenance, service and repair shall have one set in their possession and another set shall be available at the unit and they shall contain:
 - A. A detailed explanation of the operation of the system
 - B. A schematic wiring diagram
 - C. A function block diagram
 - D. Battery specifications
 - E. MSDS sheets applicable to the installation
 - F. All manuals supplied by the manufacturer

PROCEDURES AND TESTING FOR SERVICES:

All procedures for testing must be completed while units are online or in bypass mode at the approval of the customer. There is to be no downtime without prior approvals.

1. All procedures and testing will be completed according to manufacturer's specifications and recommendations.
2. Perform a visual inspection of all equipment.

All contacts and cabling for broken connections or wires.
All battery jars for signs of leakage, cracks, or corrosion.
Available battery life.
Circuit boards, inverters, rectifiers, fuses, breakers, static switch, and fans
Capacitors for swelling or leakage.
Ensure DC capacitor vent caps not extruded more than 1/8"
Nuts, bolts, screws to ensure proper connections. Tighten where needed.
Signs of excessive heat discoloration.
Battery cabinets for stability.
Environmental conditions including proper ventilation.
Any safety concerns in general area.
Proper grounding.
3. Check input voltage, amperage, and frequency readings for proper levels and balance.
4. Check output voltage, amperage, and frequency readings for proper levels and balance.

5. Provide temperature check on all breakers, connections, and associated components.
6. Calibrate all equipment to system specifications
7. Check unit bypass and transfer switches.
8. Check, clean and replace all air filters.
9. Check all display lamps.
10. Check equipment load.
11. Check and record any meter readings and alarm logs.
12. Perform thermal scan of all breakers and power connections.

POWER DISTRIBUTION UNITS (LOCATED AT CLARK COUNTY IT OPERATIONS CENTER ONLY)

These units are to be services annually. At no time shall the power distribution units (PDU) or any circuits be taken down for inspection or service without prior COUNTY approval.

PDU Annual Preventative Maintenance Service:

1. Perform visual inspections
2. Check environmental controls (temperature, humidity, etc.)
3. Check fuses and fans
4. Verify kVA load and capacity per phase
5. Verify harmonics
6. Verify monitor recording
7. Measure output, neutral and ground current

BATTERIES:

1. All battery preventative maintenance and corrective service shall be performed according to battery manufacturer specifications.
2. Torque all battery connections and clean battery terminals.
3. Check all grounding and check for harmonic issues.
4. Conduct tests of all voltage readings.
5. Battery preventative maintenance replacement program:
 - a. For all facilities - 25% battery replacement per CONTRACT year shall be included in the SUCCESSFUL BIDDER'S fixed semi-annual service cost on Bid Form.
6. Any battery that is replaced under the battery preventative maintenance replacement program above, that has 80% or greater of their initial rating remaining, shall be used immediately to replace the current oldest battery in the facility's inventory at no additional cost to COUNTY.
7. All replacement batteries must include a three (3) year manufacturer battery warranty. SUCCESSFUL BIDDER shall assume any remainder of the manufacturer three (3) year warranty on batteries already installed in COUNTY'S facilities at time of bid award.
8. Replacement batteries shall be UPS original equipment manufacturer approved.

9. Replacement batteries utilized under this CONTRACT shall be installed within ninety (90) calendar days of the date referenced in the manufacturer's battery date code unless prior written approval is received from COUNTY.
10. Proper hazardous waste battery disposal following all EPA guidelines.
11. Certificate of proper disposal guarantee to be signed by SUCCESSFUL BIDDER and delivered to COUNTY within fifteen (15) calendar days of battery disposal date.
12. SUCCESSFUL BIDDER shall coordinate the delivery, installation and removal of batteries with COUNTY.
13. SUCCESSFUL BIDDER shall provide any and all equipment required for the offloading and uploading of battery deliveries.

SERVICE REPORTING:

1. Detailed service reports to include equipment location, model type, serial numbers, all voltage information on equipment and batteries will be provided to both site contacts and contract administrator within thirty (30) calendar days from maintenance visit.
2. Provide a completed maintenance checklist. Checklist must be approved by both parties at start of Contract.
3. Provide any notes of corrective action taken, recommendations of changes/repairs, or any deficiencies noted including batteries recommended for replacement.
4. Provide any warranty paperwork on replacement batteries and parts.