

**EL PASO WATER  
PURCHASING DEPARTMENT  
P.O. BOX 511  
EL PASO, TEXAS 79961**

**TRENCH SAFETY EQUIPMENT**

**BID NUMBER 100-17**

**ADDENDUM NUMBER 1**

**November 21, 2017**

**Attention of all bidders is directed to the following addendum to this Bid Proposal:**

- A. Delete (remove and discard) Pages 2 of 13 and 3 of 13; replace with the attached ***revised*** **Page 2-R<sup>1</sup> of 13 and Page 3-R<sup>1</sup> of 13**
- B. Delete (remove and discard) Excel Worksheet; replace with the attached ***revised*** **Excel Worksheet Addendum 1.**

Bidder shall acknowledge receipt of this addendum and submit this acknowledgment with their bid submittal. Failure to acknowledge addendum(s), may result in rejection of bid.



Christina Rivas  
Procurement Analyst

**BIDDER'S ACKNOWLEDGEMENT OF RECEIPT**



LChacon

**SUBJECT: Trench Safety Equipment**  
**BID NUMBER: 100-17**  
**TO BE OPENED: 11:00 A.M. LOCAL TIME, November 27, 2017**

Page 2-R<sup>1</sup> of 13

**NOTE:**

A **PRE-BID MEETING** shall be held at **11:00 A.M. LOCAL TIME Thursday, November 16, 2017** on the third floor Conference room at the El Paso Water Utilities Bldg., 1154 Hawkins Blvd. The purpose of having the **PRE-BID MEETING** is to review the requirements in the bid documents and respond to questions from potential bidders. **ATTENDANCE AT THE PRE-BID MEETING IS HIGHLY RECOMMENDED.**

**NOTE:** Bidders are to complete the attached check list and Excel form spreadsheet found with this Bid announcement located at [www.epwu.org](http://www.epwu.org). Bidder must provide a saved read only CD formatted copy or USB Drive of this Excel spreadsheet returned with sealed bid. CD or USB Drive must have the bid number and company name written on the CD or USB Drive. Failure to complete this may deem the bidders submission non responsive.

This bid will be awarded to the bidder with the lowest, responsive, responsible "Total Bid" for items 1 thru 181 as noted on the Excel spreadsheet.

**\*EAU = ESTIMATED ANNUAL USAGE**

\*The quantities shown on the Excel spreadsheet is an estimated annual usage. Although no obligation shall exist to purchase these quantities, the Utility reserves the right to increase, decrease and/or change these requirements to provide for continued operation during the Contract Period.

**THE ITEM(S) CONTAINED WITHIN THIS BID PROPOSAL IS / ARE TO BE PROVIDED IN ACCORDANCE TO THE FOLLOWING AND OR ATTACHED SPECIFICATIONS:**

1. **MINIMUM EXPERIENCE REQUIRMENT** – Bidders must have a minimum of 5 years of experience providing full service trench shoring equipment rentals to private industry or municipalities. **and must be able to supply trench safety equipment within 1 hour from time order is placed.** Successful bidder must provide satisfactory evidence of required experience with bid submittal.
2. **EMPLOYEE QUALIFICATIONS** – Bidder must have a responsible employee with certification in OSHA Trenching and Excavation Safety and must provide satisfactory evidence of this certification with bid submittal.
3. **EQUIPMENT ORDERS** - Only the El Paso Water (EP Water) Dispatcher is authorized to order the rental of equipment covered by this contract. The Dispatcher shall provide a Verbal Material Release Number for each order. **NO DELIVERY IS TO BE MADE WITHOUT THIS VERBAL MATERIAL RELEASE NUMBER EXCEPT IN AFTER WORKING HOUR EMERGENCY SITUATIONS, WHEN THE MATERIAL RELEASE NUMBER MAY BE OBTAINED AFTER DELIVERY HAS BEEN MADE.**
4. **RENTAL PERIODS** – For bid items that have both Daily and Weekly Rental items, the Daily Rental rate shall apply for the first two rental days of each weekly (7 day) rental period and the Weekly Rental Rate shall apply for rentals of more than 2 days of each weekly (7 day) rental period.
5. **BIDDING ALTERNATE EQUIPMENT** – The manufacturers and brands specified in the bid items are only for the purpose of accurately describing the type of equipment required. Bidders may bid based on rental of alternate equipment made by other manufactures that are substantially similar in terms of quality, capacity, form and function as the equipment specified in bid items. The successful bidder, if proposing to furnish equipment different from that described in the bid items, must obtain written approval from El Paso Water prior to furnishing such equipment for use.

**SUBJECT: Trench Safety Equipment**

**BID NUMBER: 100-17**

**TO BE OPENED: 11:00 A.M. LOCAL TIME, November 27, 2017**

**Page 3-R<sup>1</sup> of 13**

6. **TIMELY DELIVERY** - Services provided under this contract shall be given the highest priority. Small Deliveries shall be delivered in 2 hours or less from the time the equipment is ordered and Large Deliveries shall be delivered in **5** hours or less. If the vendor is unable to furnish ordered equipment within the above specified time limit, the Utility reserves the right to obtain such equipment from other vendors and to deduct excess costs (if any) over the amount that would have been paid to the vendor for this equipment from future payments due the vendor. Failure to deliver services consistently under this contract within the required time frame may lead to cancellation of the contract by EPWU after 30 day notification.
7. **DELIVERY, PICK-UP, AND CANCELLATION** – Deliveries and pick-ups shall be made to the EP Water job sites within the limits of El Paso County. Normal operating hours for Deliveries and pick-ups shall be from 7:00 A.M. to 4:30 P.M. Monday through Friday, excluding City observed Holidays. The after Hours Charge for Deliveries and Pick-Up, both Small and Heavy Equipment, shall apply to deliveries made during other than regular working hours, provided such deliveries are made within the specified time after the orders are placed. The Order Cancellation Charge will apply when an order is canceled after the ordered equipment is en-route to the site and before the equipment has been unloaded.

**DELIVERY REQUIREMENTS:**

The utility reserves the right to request delivery to any EPW location.

**PRICE ESCALATION:**

A Price Escalation may be considered under the following conditions:

- a. Prices must be firm for at least the first 12 month period from award of the Master Contract.
- b. A request for a price increase must be accompanied by a Certified Letter from the contractor's supplier or other forms of evidence as deemed necessary by El Paso Water Utilities which includes the price increase to the contract. The price increase shall be effective within 14 calendar days from El Paso Water Utilities acceptance.
- c. El Paso Water Utilities reserves the right to cancel the contract resulting from this Bid Proposal and rebidding our requirements if the price escalation requested is above the current open market price. Cancellation of the contract will not affect any outstanding orders.
- d. All price increases accepted shall be effective for a 12 month period from the revised date of the Master Contract.

**PRICE DE-ESCALATION:**

If the Contractor receives a price decrease from the supplier, the Contractor is responsible to notify El Paso Water Utilities within two working days of the price decrease and pass the price decrease on to the Utility. The price decrease will be effective upon receipt of the price reduction from the Contractor.

Personnel entering the premises of El Paso Water Utilities (to include drivers of delivery vehicles) are required to wear an identification badge containing the following information:

-Name

-Company Name

-Employee's Picture

**Entry to the premises of ANY El Paso Water Utilities facilities may be denied to individuals without identification as addressed above.**