

May 12, 2021

TO: All Bidders under Invitation to Bid No. 21-101363 Machine Shop Services (Multiyear Contract)

FROM: Department of Purchasing and Contracting, DeKalb County, Georgia

ADDENDUM NO. 3

Invitation to Bid (ITB) 21-101363 Machine Shop Services (Multiyear Contract) is hereby amended as follows:

1. We have received a question pertaining to this ITB. The question and County response is provided below:

Question:	<ol style="list-style-type: none"> 1. Are you able to provide a copy of the previous contract or any/all of the following information regarding previous contract? <ol style="list-style-type: none"> a. Number of hours utilized <ol style="list-style-type: none"> i. Regular ii. Overtime iii. Weekend/Holiday iv. Mobilization/Demobilization b. Number of Pick-Up's/Returns c. Previous billing rates d. More specifics as to the number of times particular machining services were utilized by type of service along with turnaround times e. Details on how requests for repairs are communicated to supplier and expected turnaround times f. Improvements that you would like to see with new supplier vs the previous supplier
Answer:	<ol style="list-style-type: none"> 1. This request would be considered an Open Records Request. Please submit your request by following the instructions at: https://www.dekalbcountyga.gov/open-records-request-purchasing. <ol style="list-style-type: none"> a. Under the previous contract, itemized invoices were not provided with the breakdown of hourly rates. The invoices reflected “per project” pricing and seldomly itemized materials and labor. Under future contracts, Contractors will be expected to provide itemized invoices. Mobilization and demobilization were not charged as a separate line item. b. The Pole Bridge Plant requested two (2) pick-ups under the previous contract. The Snapfinger Plant requested twenty-eight (28) pick-ups and returns.

	<ul style="list-style-type: none">c. Invoices were not itemized; however, the hourly billing rate within the previous contract will be made available upon submittal of an Open Records Request.d. For the Snapfinger Plant, the most frequent machine job is for gearboxes. The Plant has at least fifty-six (56) gearmotor assemblies of varying sizes and uses around the plant, thirty-six (36) of which are aerators and are essential to the plant's operations. These units go out consistently and need to be rebuilt. This includes the torsion couplings which also need to be machined.e. Requests for repairs are communicated via emails and phone calls. A phone call is made when the description of the problem is complex. An email is sufficient for simple pickups/rebuilds.f. Faster fabrication times through the selected Contractor's shop and itemized billing of hours.
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2. It is the responsibility of each bidder to ensure that he is aware of all addenda issued under this ITB. Please sign and return this addendum. You may email Randy Webb, Senior Procurement Agent at rwebb@dekalbcountyga.gov before the bids are due to confirm the number of addenda issued.
3. All other conditions remain in full force and effect.

Crystal Creekmore for Randy Webb
Procurement Manager
Department of Purchasing and Contracting

ACKNOWLEDGMENT

Date: _____

The Addendum No. 3 for ITB 21-101363 is hereby acknowledged:

(NAME OF BIDDER)

(Signature)

(Title)