



**COUNTY OF DANE**  
DEPARTMENT OF ADMINISTRATION  
**PURCHASING DIVISION**

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GREG BROCKMEYER  
Director of Administration

CHARLES HICKLIN  
Controller

DATE: December 1, 2017  
TO: All Proposers RFP# 117092 – Siren Repair and Preventative Maintenance  
FROM: Pete Patten, Purchasing Agent  
SUBJECT: ADDENDUM #1

The following answers are provided in response to questions received.

**Question 1**

**What is the anticipated PM Schedule? Are the sites visited annually?**

Preventive maintenance priorities are established by Dane County Emergency Management, with guidance and suggestions provided by the contractor. Preventive maintenance is performed on an as-needed basis, specifically under the direction of the County. Typically, this is on a revolving basis and not all sites are visited annually.

**Question 2**

**Is Preventive Maintenance currently billed as a Time and Material Per Hour Charge?**

Yes.

**Question 3**

**Are Corrective Rates and PM Rates the same?**

Yes.

**Question 4**

**Does the County pay for Travel Labor or Vehicle Usage on the current contract?**

Yes.

**Question 5**

**Is there a defined criteria for Emergency Response (2 Hour Response)?**

In emergency situations, it is essential that the contractor be able to respond to any siren site in Dane County within a maximum of two (2) hours or less from the time of the initial service request. Emergency repair work may include restoring a failed siren to operational status under circumstances of impending severe weather or manually shutting-down a self-activated siren. Emergency repair work will involve service calls to siren locations at the direction of the Department of Emergency Management. Service calls for routine repairs and maintenance are not considered to be emergency repairs.

#### **Question 6**

##### **What type of daily and weekly testing is done?**

Siren communications, battery status, and battery charging functions are monitored daily; battery status charging functions are monitored continuously in real time and radio communications are tested twice daily. There are no weekly tests besides those that occur daily. The entire system is activated for a full 3-minute alert at noon on the first Wednesday of every month from March through November. The entire system is also fully activated in conjunction with the statewide drills that occur annually as part of Tornado and Severe Weather Awareness Week.

#### **Question 7**

##### **Is the contractor expected to be onsite for weekly and monthly testing?**

The contractor is expected to be available to perform necessary repairs when the need is identified during the testing process. Unless emergency conditions exist, next day service is adequate for addressing issues identified during the routine, daily status monitoring process. It is expected and preferred (but, not mandatory) that the contractor be available for same-day service following the first Wednesday and Tornado and Severe Weather Awareness Week tests. It is also expected and preferred (but, not mandatory) that the contractor be available for same-day service, if needed, following actual severe weather activations of the system.

Dane County residents demand a high degree of reliability from the County's outdoor warning siren system. Consequently, the County expects a high degree of competency and reliability from its siren service and repair provider. The selected vendor will be expected to provide an adequate number of competent, properly trained personnel with sufficient supervision to provide the required services at all times.

#### **Question 8**

##### **What are the expectations for Monitoring by the contractor – is all Monitoring and Testing done by County Personnel?**

All monitoring and testing is done by the County. The only possible exception to this is the individual siren, on-site testing needed to troubleshoot problems and verify successful operation after repairs are made. On-site tests of this nature will be performed by the contractor, but always in coordination with the County.

#### **Question 9**

##### **Is there an option to submit pricing for Preventive Maintenance on a fixed per unit basis? With our other contracts, we include Travel Labor, Onsite Labor and Bucket Truck time on Fixed Unit Price, which includes standard Preventive and Tuning Criteria.**

No, the preventive maintenance needs of the County's sirens vary with make, model, and age so a fixed, per-unit basis of cost is not appropriate. Preventive maintenance pricing should be proposed on a time and materials basis. Additional costs not identified on the Cost/Financial Proposal form (attachment G) should be listed separately.

#### **Question 10**

##### **Does the County currently pay a retainer for the Emergency Response/Availability – or – only for actual hours worked onsite?**

The County does not currently pay a retainer for emergency response availability and will not accept a retainer-type arrangement.

**Question 11**

**What is the Counties (sic) expectation for the depth of the PM? Is the siren head being opened and inspected? Is the PM only for the RTU/Control Cabinet?**

County staff, in consultation with the contractor, will establish preventive maintenance priorities and work schedules. Preventive maintenance needs of the County's sirens vary with the make, model, and age of the siren. The County expects the contractor to be familiar with the manufacturer's service standards, requirements, and recommendations. This includes Federal Signal and American Signal sirens and ATI Systems control equipment. Based on the priorities established, it is expected that the contractor will have the qualification, experience and training to provide preventive maintenance and repair of any and all sirens in the County's system, from the electrical service to the pole to the siren head at the top of the pole. This includes every aspect of the ATI Systems equipment on site as well.

**Question 12**

**Can the County forward a Completed PM Document from the last round of Maintenance?**

The County does not maintain "Completed PM Document(s)" in the manner that seems to be implied by this question. Maintenance and repair records are maintained by the Department, but are not stored in a format that is readily sharable. The Department will work with the selected contractor to establish preventive maintenance priorities.

**Question 13**

**Can the County distribute the Test Results and any trending information for the past 12 Months?**

Maintenance and repair records are maintained by the Department, but are not stored in a format that is readily sharable. The Department will work with the selected contractor to establish maintenance priorities based, in part, on testing trends as those trends emerge.

**Question 14**

**How are Power and RTU Battery replacements currently handled with the contractor? Is there a scheduled replacement program?**

All RTU batteries are currently within their expected life cycle. RTU batteries are currently replaced on an as-needed basis only. It is expected that RTU battery replacement will be included, among other considerations and needs, as an on-going preventive maintenance item beginning in 2018.

Please acknowledge receipt of this addendum by noting "Addendum #1 Received" on the bottom of the Signature Affidavit when you submit your bid. If you have any questions regarding this addendum, please contact me at 608-267-3523.

Sincerely,

Pete Patten  
Purchasing Agent