

AGREEMENT FOR GENERATOR MAINTENANCE AND REPAIR

City of Glendale Solicitation No. IFB 24-61

This Agreement for Generator Maintenance and Repair ("Agreement") is effective and entered into between CITY OF GLENDALE, an Arizona municipal corporation ("City"), and Central Power Systems & Services, LLC, an Arizona , authorized to do business in the State of Arizona, ("Contractor"), as of the _____ day of _____, 2024.

RECITALS

- A. City intends to undertake a project for the benefit of the public and with public funds that is more fully set forth in **Exhibit A**, pursuant to Solicitation No. IFB 24-61 (the "Project");
- B. City desires to retain the services of Contractor to perform those specific duties and produce the specific work as set forth in the Project attached hereto; and
- C. City and Contractor desire to memorialize their agreement with this document.

AGREEMENT

In consideration of the Recitals, which are confirmed as true and correct and incorporated by this reference, the mutual promises and covenants contained in this Agreement, and other good and valuable consideration, City and Contractor agree as follows:

1. Key Personnel; Sub-contractors.

1.1 Services. Contractor will provide all services necessary to assure the Project is completed timely and efficiently consistent with Project requirements, including, but not limited to, working in close interaction and interfacing with City and its designated employees, and working closely with others, including other contractors or consultants, retained by City.

1.2 Project Team.

a. Project Manager.

- (1) Contractor will designate an employee as Project Manager with sufficient training, knowledge, and experience to complete the Project and handle all aspects of the Project (as determined by the City in its sole discretion); such that the work produced by Contractor is consistent with applicable standards as detailed in this Agreement;
- (2) The City must approve the designated Project Manager; and
- (3) To assure the Project schedule is met, Project Manager may be required to devote no less than a specific amount of time as set out in Exhibit A.

b. Project Team.

- (1) The Project Manager and all other employees assigned to the project by Contractor will comprise the "Project Team."
- (2) Project Manager will have responsibility for and will supervise all other employees assigned to the Project by Contractor.

c. Discharge, Reassign, Replacement.

- (1) Contractor acknowledges the Project Team is comprised of the same persons and roles for each as may have been identified in the response to the Project's solicitation.

- (2) Contractor will not discharge, reassign or replace or diminish the responsibilities of any of the employees assigned to the Project who have been approved by City without City's prior written consent unless that person leaves the employment of Contractor, in which event the substitute must first be approved in writing by City.
- (3) Contractor will change any of the members of the Project Team at the City's request if an employee's performance does not equal or exceed the level of competence that the City may reasonably expect of a person performing those duties or if the acts or omissions of that person are detrimental to the development of the Project.

d. Sub-contractors.

- (1) Contractor may engage specific technical contractor (each a "Sub-contractor") to furnish certain service functions.
- (2) Contractor will remain fully responsible for Sub-contractor's services.
- (3) Sub-contractors must be approved by the City, unless the Sub-contractor was previously mentioned in the response to the solicitation.
- (4) Contractor shall certify by letter that contracts with Sub-contractors have been executed incorporating requirements and standards as set forth in this Agreement.

2. **Schedule.** The services will be undertaken in a manner that ensures the Project is completed timely and efficiently in accordance with the Project.

3. **Contractor's Work.**

3.1 Standard. Contractor must perform services in accordance with the standards of due diligence, care, and quality prevailing among contractors having substantial experience with the successful furnishing of services for projects that are equivalent in size, scope, quality, and other criteria under the Project and identified in this Agreement.

3.2 Licensing. Contractor warrants that:

- a. Contractor and Sub-contractors will hold all appropriate and required licenses, registrations and other approvals necessary for the lawful furnishing of services ("Approvals"); and
- b. Neither Contractor nor any Sub-contractor has been debarred or otherwise legally excluded from contracting with any federal, state, or local governmental entity ("Debarment").
 - (1) City is under no obligation to ascertain or confirm the existence or issuance of any Approvals or Debarments or to examine Contractor's contracting ability.
 - (2) Contractor must notify City immediately if any Approvals or Debarment changes during the Agreement's duration and the failure of the Contractor to notify City as required will constitute a material default under the Agreement.

3.3 Compliance. Services will be furnished in compliance with applicable federal, state, county and local statutes, rules, regulations, ordinances, building codes, life safety codes, and other standards and criteria designated by City.

Contractor must not discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, national origin, age, marital status, sexual orientation, gender identity or expression, genetic characteristics, familial status, U.S. military veteran status or any disability. Contractor will require any Sub-contractor to be bound to the same requirements as stated within this section. Contractor, and on behalf of any subcontractors, warrants compliance with this section.

3.4 Coordination: Interaction.

- a. For projects that the City believes requires the coordination of various professional services, Contractor will work in close consultation with City to proactively interact with any other professionals retained by City on the Project ("Coordinating Project Professionals").
- b. Subject to any limitations expressly stated in the Project Budget, Contractor will meet to review the Project, Schedule, Project Budget, and in-progress work with Coordinating Project Professionals and City as often and for durations as City reasonably considers necessary in order to ensure the timely work delivery and Project completion.
- c. For projects not involving Coordinating Project Professionals, Contractor will proactively interact with any other contractors when directed by City to obtain or disseminate timely information for the proper execution of the Project.

3.5 Work Product.

- a. Ownership. Upon receipt of payment for services furnished, Contractor grants to City, and will cause its Sub-contractors to grant to the City, the exclusive ownership of and all copyrights, if any, to evaluations, reports, drawings, specifications, project manuals, surveys, estimates, reviews, minutes, all "architectural work" as defined in the United States Copyright Act, 17 U.S.C § 101, *et seq.*, and other intellectual work product as may be applicable ("Work Product").
 - (1) This grant is effective whether the Work Product is on paper (e.g., a "hard copy"), in electronic format, or in some other form.
 - (2) Contractor warrants, and agrees to indemnify, hold harmless and defend City for, from and against any claim that any Work Product infringes on third-party proprietary interests.
- b. Delivery. Contractor will deliver to City copies of the preliminary and completed Work Product promptly as they are prepared.
- c. City Use.
 - (1) City may reuse the Work Product at its sole discretion.
 - (2) In the event the Work Product is used for another project without further consultations with Contractor, the City agrees to indemnify and hold Contractor harmless from any claim arising out of the Work Product.
 - (3) In such case, City shall also remove any seal and title block from the Work Product.

4. **Compensation for the Project.**

- 4.1 Compensation. Contractor's compensation for the Project, including those furnished by its Sub-contractors will not exceed \$1,560,000, as specifically detailed in **Exhibit B** (the "Compensation").
- 4.2 Change in Scope of Project. The Compensation may be equitably adjusted if the originally contemplated scope of services as outlined in the Project is significantly modified.
 - a. Adjustments to the Compensation require a written amendment to this Agreement and may require City Council approval.
 - b. Additional services which are outside the scope of the Project contained in this Agreement may not be performed by the Contractor without prior written authorization from the City.
 - c. Notwithstanding the incorporation of the Exhibits to this Agreement by reference, should any conflict arise between the provisions of this Agreement and the provisions found in the Exhibits and accompanying attachments, the provisions of this Agreement shall take priority and govern the conduct of the parties.

5. Billings and Payment.

5.1 Applications.

- a. Contractor will submit monthly invoices (each, a "Payment Application") to City's Project Manager and City will remit payments based upon the Payment Application as stated below.
- b. The period covered by each Payment Application will be one calendar month ending on the last day of the month or as specified in the solicitation.

5.2 Payment.

- a. After a full and complete Payment Application is received, City will process and remit payment within 30 days.
- b. Payment may be subject to or conditioned upon City's receipt of:
 - (1) Completed work generated by Contractor and its Sub-contractors; and
 - (2) Unconditional waivers and releases on final payment from Sub-contractors as City may reasonably request to assure the Project will be free of claims arising from required performances under this Agreement.

5.3 Review and Withholding. City's Project Manager will timely review and certify Payment Applications.

- a. If the Payment Application is rejected, the Project Manager will issue a written listing of the items not approved for payment.
- b. City may withhold an amount sufficient to pay expenses that City reasonably expects to incur in correcting the deficiency or deficiencies rejected for payment.

6. Termination.

6.1 For Convenience. City may terminate this Agreement for convenience, without cause, by delivering a written termination notice stating the Effective Termination date, which may not be less than 30 days following the date of delivery.

- a. Contractor will be equitably compensated for Goods or Services furnished prior to receipt of the termination notice and for reasonable costs incurred.
- b. Contractor will also be similarly compensated for any approved effort expended and approved costs incurred that are directly associated with project closeout and delivery of the required items to the City.

6.2 For Cause. City may terminate this Agreement for cause if Contractor fails to cure any breach of this Agreement within seven days after receipt of written notice specifying the breach.

- a. Contractor will not be entitled to further payment until after City has determined its damages. If City's damages resulting from the breach, as determined by City, are less than the equitable amount due but not paid Contractor for Service and Repair furnished, City will pay the amount due to Contractor, less City's damages, in accordance with the provision of § 5.
- b. If City's direct damages exceed amounts otherwise due to Contractor, Contractor must pay the difference to City immediately upon demand; however, Contractor will not be subject to consequential damages of more than \$1,000,000 or the amount of this Agreement, whichever is greater.

7. Conflict. Contractor acknowledges this Agreement is subject to A.R.S. § 38-511, which allows for cancellation of this Agreement in the event any person who is significantly involved in initiating, negotiating, securing, drafting, or creating the Agreement on City's behalf is also an employee, agent, or consultant of any other party to this Agreement.

8. Insurance.

8.1 Requirements. Contractor must obtain and maintain the following insurance ("Required Insurance"):

- a. Contractor and Sub-contractors. Contractor, and each Sub-contractor performing work or providing materials related to this Agreement must procure and maintain the insurance coverages described below (collectively referred to herein as the "Contractor's Policies"), until each Party's obligations under this Agreement are completed.
- b. General Liability.
 - (1) Contractor must at all times relevant hereto carry a commercial general liability policy with a combined single limit of at least \$1,000,000 per occurrence and \$2,000,000 annual aggregate for each property damage and contractual property damage.
 - (2) Sub-contractors must at all times relevant hereto carry a general commercial liability policy with a combined single limit of at least \$1,000,000 per occurrence.
 - (3) This commercial general liability insurance must include independent contractors' liability, contractual liability, broad form property coverage, XCU hazards if requested by the City, and a separation of insurance provision.
 - (4) These limits may be met through a combination of primary and excess liability coverage.
- c. Auto. A business auto policy providing a liability limit of at least \$1,000,000 per accident for Contractor and \$1,000,000 per accident for Sub-contractors and covering owned, non-owned and hired automobiles.
- d. Workers' Compensation and Employer's Liability. A workers' compensation and employer's liability policy providing at least the minimum benefits required by Arizona law.
- e. Notice of Changes. Contractor's Policies must provide for not less than 30 days' advance written notice to City Representative of:
 - (1) Cancellation or termination of Contractor or Sub-contractor's Policies;
 - (2) Reduction of the coverage limits of any of Contractor or and Sub-contractor's Policies; and
 - (3) Any other material modification of Contractor or Sub-contractor's Policies related to this Agreement.
- f. Certificates of Insurance.
 - (1) Within 10 business days after the execution of the Agreement, Contractor must deliver to City Representative certificates of insurance for each of Contractor and Sub-contractor's Policies, which will confirm the existence or issuance of Contractor and Sub-contractor's Policies in accordance with the provisions of this section, and copies of the endorsements of Contractor and Sub-contractor's Policies in accordance with the provisions of this section.
 - (2) City is and will be under no obligation either to ascertain or confirm the existence or issuance of Contractor and Sub-contractor's Policies, or to examine Contractor and Sub-contractor's Policies, or to inform Contractor or Sub-contractor in the event that any coverage does not comply with the requirements of this section.
 - (3) Contractor's failure to secure and maintain Contractor Policies and to assure Sub-contractor policies as required will constitute a material default under the Agreement.
- g. Other Contractors or Vendors.
 - (1) Other contractors or vendors that may be contracted with in connection with the Project must procure and maintain insurance coverage as is appropriate to their particular contract.

- (2) This insurance coverage must comply with the requirements set forth above for Contractor's Policies (e.g., the requirements pertaining to endorsements to name the parties as additional insured parties and certificates of insurance).
- h. Policies. Except with respect to workers' compensation and employer's liability coverages, City must be named and properly endorsed as additional insureds on all liability policies required by this section.
 - (1) The coverage extended to additional insureds must be primary and must not contribute with any insurance or self insurance policies or programs maintained by the additional insureds.
 - (2) All insurance policies obtained pursuant to this section must be with companies legally authorized to do business in the State of Arizona and reasonably acceptable to all parties.

8.2 Sub-contractors.

- a. Contractor must also cause its Sub-contractors to obtain and maintain the Required Insurance.
- b. City may consider waiving these insurance requirements for a specific Sub-contractor if City is satisfied the amounts required are not commercially available to the Sub-contractor and the insurance the Sub-contractor does have is appropriate for the Sub-contractor's work under this Agreement.
- c. Contractor and Sub-contractors must provide to the City proof of the Required Insurance whenever requested.

8.3 Indemnification.

- a. To the fullest extent permitted by law, Contractor must defend, indemnify, and hold harmless City and its elected officials, officers, employees and agents (each, an "Indemnified Party," collectively, the "Indemnified Parties"), for, from, and against any and all claims, demands, actions, damages, judgments, settlements, personal injury (including sickness, disease, death, and bodily harm), property damage (including loss of use), infringement, governmental action and all other losses and expenses, including attorneys' fees and litigation expenses (each, a "Demand or Expense"; collectively, "Demands or Expenses") asserted by a third-party (i.e. a person or entity other than City or Contractor) and that arises out of or results from the breach of this Agreement by the Contractor or the Contractor's negligent actions, errors or omissions (including any Sub-contractor or other person or firm employed by Contractor), whether sustained before or after completion of the Project.
- b. This indemnity and hold harmless provision applies even if a Demand or Expense is in part due to the Indemnified Party's negligence or breach of a responsibility under this Agreement, but in that event, Contractor shall be liable only to the extent the Demand or Expense results from the negligence or breach of a responsibility of Contractor or of any person or entity for whom Contractor is responsible.
- c. Contractor is not required to indemnify any Indemnified Parties for, from, or against any Demand or Expense resulting from the Indemnified Party's sole negligence or other fault solely attributable to the Indemnified Party.

- 9. **E-verify, Records and Audits.** To the extent applicable under A.R.S. § 41-4401, the Contractor warrants their compliance and that of its subcontractors with all federal immigration laws and regulations that relate to their employees and compliance with the E-verify requirements under A.R.S. § 23-214(A). The Contractor or subcontractor's breach of this warranty shall be deemed a material breach of the Agreement and may result in the termination of the Agreement by the City under the terms of this Agreement. The City retains the legal right to randomly inspect the papers and records of the other party to ensure that the other party is complying with the above-mentioned warranty. The Contractor and subcontractor warrant to keep their respective

papers and records open for random inspection during normal business hours by the other party. The parties shall cooperate with the City's random inspections, including granting the inspecting party entry rights onto their respective properties to perform the random inspections and waiving their respective rights to keep such papers and records confidential.

10. **No Boycott of Israel.** To the extent A.R.S § 35-393 through § 35-393.03 are applicable, the parties hereby certify that they are not currently engaged in, and agree for the duration of the Agreement to not engage in, a boycott of goods or services from Israel, as that term is defined in A.R.S § 35-393.
11. **Uyghur Forced Labor Prevention Act (UFLPA).** Contractor certifies that it does not currently, and during the term of this Agreement, will not use:
 - a. the forced labor of ethnic Uyghurs in the People's Republic of China;
 - b. any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and
 - c. any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
12. **Attestation of PCI Compliance.** When applicable, the Contractor will provide the City annually with a Payment Card Industry Data Security Standard (PCI DSS) attestation of compliance certificate signed by an officer of Contractor with oversight responsibility.
13. **Notices.**
 - 13.1 A notice, request or other communication that is required or permitted under this Agreement (each a "Notice") will be effective only if:
 - a. The Notice is in writing; and
 - b. Delivered in person or by overnight courier service (delivery charges prepaid), certified or registered mail (return receipt requested); and
 - c. Notice will be deemed to have been delivered to the person to whom it is addressed as of the date of receipt, if:
 - (1) Received on a business day, or before 5:00 p.m., at the address for Notices identified for the Party in this Agreement by U.S. Mail, hand delivery, or overnight courier service on or before 5:00 p.m.; or
 - (2) As of the next business day after receipt, if received after 5:00 p.m.
 - d. The burden of proof of the place and time of delivery is upon the Party giving the Notice; and
 - e. Digitalized signatures and copies of signatures will have the same effect as original signatures.
 - 13.2 Representatives.
 - a. Contractor. Contractor's representative (the "Contractor's Representative") authorized to act on Contractor's behalf with respect to the Project, and his or her address for Notice delivery is:

Central Power Systems & Services
c/o Hannah Hines
446 N Austin Dr.
Chandler, AZ 85226
hannah.hines@cpower.com
 - b. City. City's representative ("City's Representative") authorized to act on City's behalf, and his or her address for Notice delivery is:

City of Glendale
c/o Anne Shadle
5970 W Brown St
Glendale, Arizona 85301
(623) 930-2864

With required copy to:

City Manager
City of Glendale
5850 West Glendale Avenue
Glendale, Arizona 85301

City Attorney
City of Glendale
5850 West Glendale Avenue
Glendale, Arizona 85301

c. Concurrent Notices.

- (1) All notices to City's representative must be given concurrently to City Manager and City Attorney.
- (2) A notice will not be deemed to have been received by City's representative until the time that it has also been received by City Manager and City Attorney.
- (3) City may appoint one or more designees for the purpose of receiving notice by delivery of a written notice to Contractor identifying the designee(s) and their respective addresses for notices.

d. Changes. Contractor or City may change its representative or information on Notice, by giving Notice of the change in accordance with this section at least ten days prior to the change.

14. **Financing Assignment.** City may assign this Agreement to any City-affiliated entity, including a non-profit corporation or other entity whose primary purpose is to own or manage the Project.

15. **Entire Agreement; Survival; Counterparts; Signatures.**

15.1 Integration. This Agreement contains, except as stated below, the entire agreement between City and Contractor and supersedes all prior conversations and negotiations between the parties regarding the Project or this Agreement.

- a. Neither Party has made any representations, warranties or agreements as to any matters concerning the Agreement's subject matter.
- b. Representations, statements, conditions, or warranties not contained in this Agreement will not be binding on the parties.
- c. The solicitation, any addendums and the response submitted by the Contractor are incorporated into this Agreement as if attached hereto. Any Contractor response modifies the original solicitation as stated. Inconsistencies between the solicitation, any addendums and the response or any excerpts attached as Exhibit A and this Agreement will be resolved by the terms and conditions stated in this Agreement.

15.2 Interpretation.

- a. The parties fairly negotiated the Agreement's provisions to the extent they believed necessary and with the legal representation they deemed appropriate.
- b. The parties are of equal bargaining position and this Agreement must be construed equally between the parties without consideration of which of the parties may have drafted this Agreement.
- c. The Agreement will be interpreted in accordance with the laws of the State of Arizona.

- 15.3 **Survival.** Except as specifically provided otherwise in this Agreement, each warranty, representation, indemnification and hold harmless provision, insurance requirement, and every other right, remedy and responsibility of a Party, will survive completion of the Project, or the earlier termination of this Agreement.
- 15.4 **Amendment.** No amendment to this Agreement will be binding unless in writing and executed by the parties. Any amendment may be subject to City Council approval. Electronic signature blocks do not constitute execution.
- 15.5 **Remedies.** All rights and remedies provided in this Agreement are cumulative and the exercise of any one or more right or remedy will not affect any other rights or remedies under this Agreement or applicable law.
- 15.6 **Severability.** If any provision of this Agreement is voided or found unenforceable, that determination will not affect the validity of the other provisions, and the voided or unenforceable provision will be deemed reformed to conform to applicable law.
- 15.7 **Counterparts.** This Agreement may be executed in counterparts, and all counterparts will together comprise one instrument.
16. **Term.**
- 16.1 **Extensions.** The term of this Agreement commences upon the effective date and continues for a one (1)-year initial period. The City may, at its option and with the approval of the Contractor, extend the term of this Agreement an additional three (3) years, on an annual basis. Contractor will be notified in writing by the City of its intent to extend the Agreement period at least thirty (30) calendar days prior to the expiration of the original or any extension period. Price adjustments will only be reviewed prior to the extension period and any such price adjustment will be a determining factor for any renewal. There are no automatic extensions or renewals of this Agreement.
- 16.2 **Extension for Procurement Process.** Upon the expiration of the Term of this Agreement, including the initial term and any renewals, at the City's sole discretion, this Agreement may be extended on a month-to-month basis for a maximum of six (6) months to allow for the City to complete its procurement process to select a vendor to provide the services/materials similar to those provided under this Agreement. The City will notify the Contractor in writing of its intent to extend the Agreement at least thirty (30) calendar days prior to the expiration of the Term. Any extension provided under this subsection will continue under the same terms and conditions as in effect immediately prior to the expiration of the then-current term.
17. **Dispute Resolution.** Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered according to the American Arbitration Association's Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator may be entered in any court having jurisdiction thereof.
18. **Cooperative Use of Contract.** This agreement may be extended for use by other governmental agencies and political subdivisions of the State. Any such usage by other entities must be in accord with the ordinances, charter, rules and regulations of the respective entity and the approval of the Contractor and City. For a list of SAVE members, click on the following link: <http://www.mesaaz.gov/business/purchasing/save>
19. **Exhibits.** The following exhibits, with reference to the term in which they are first referenced, are incorporated by this reference.
- | | |
|-----------|--------------|
| Exhibit A | Project |
| Exhibit B | Compensation |

(Signatures appear on the following page.)

The parties enter into this Agreement as of the Effective Date shown above.

City of Glendale,
an Arizona municipal corporation

By: Kevin Phelps
Its: City Manager

ATTEST:

Julie K. Bower
City Clerk (SEAL)

APPROVED AS TO FORM:

Michael D. Bailey
City Attorney

Central Power Systems & Services, LLC,
an Arizona corporation

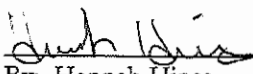

By: Hannah Hines
Its: Critical Power PM Specialist

EXHIBIT A
GENERATOR MAINTENANCE AND REPAIR
PROJECT

Contractor to provide emergency repair and periodic maintenance of generators located throughout the City of Glendale's water service area per the scope of work of IFB 24-61.

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	---

1. **INTRODUCTION**

The City of Glendale has critical infrastructure in water and wastewater facilities that are required to run uninterrupted 24 hours a day, 7 days a week, 365 days a year. An interruption in water delivery, water treatment, sewage treatment, or other functions of the Water Services Department could occur if these facilities do not have a consistent source of power, potentially affecting numerous citizens of Glendale.

The City is responsible for the operation and maintenance of three drinking water plants, two wastewater treatment plants, and numerous wells and lift stations that provide water and wastewater services to its residents.

The City of Glendale is seeking qualified contractors to provide emergency repair and periodic maintenance of generators located throughout the City of Glendale's water service area. Rental of generator or related equipment may be needed on a as needed basis. The contractor shall be available for emergency repair 24 hours per day 365 days per year including holidays. Additional services needed on as needed basis may be rental of generator or related equipment until required repairs are completed by contractor.

2. **REQUIRED SPECIFICATIONS**

- A. Contractor must have been in business for at least three years.
- B. Contractor has all certifications, licenses, permits required by federal, state, and local agencies.
- C. There may be no unsatisfied judgement or liens against the Contractor.
- D. Contractor must have sufficient experienced and licensed technicians, equipment, parts, materials, labor, and transportation to be able to repair, replace and perform periodic maintenance, and emergency repairs, including availability of equipment for rental, on all components of the City of Glendale Generators 24 hours per day, 365 days per year.
- E. The Contractor may **Not** use a subcontractor under this contract.

3. **MAINTENANCE SPECIFICATIONS**

- A. The Contractor will perform periodic maintenance and emergency repairs to Generators in a timely manner, ensuring that reliable standby power will be available when needed. If the duration of repairs to not acceptable, the Contractor is to arrange for equal or greater than the existing power generation temporary power generation.
- B. The Contractor shall perform all services in accordance with the manufacturer's recommended specifications and with best standards and practices of the trade(s) involved in installing, inspecting, maintaining, and repairing generators and components.
- C. The Contractor will be responsible for sourcing out new original equipment from the manufacturer or equivalent, replacement components and parts. This includes maintaining sufficient inventory of repair parts and equipment to perform routine emergency generator service and repairs to brand, types and sizes of generators on the attached equipment list (Section 1.4).

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	---

- D. The Contractor will warrant all installation, repairs and workmanship for a minimum of one year. Warranty certificates shall be provided by the Contractor. Any bid received without warranty certificates will be deemed unresponsive.
- E. The Contractor will adhere to City policies pertaining to security and protection of City-owned equipment while performing the work.
- F. The Contractor will keep the areas involved with the Generator and its surrounding facilities in clean order, ensuring the removal and disposal of debris/waste and recycling of used oil associated with the emergency repairs or periodic maintenance.
- G. The Contractor will provide a comprehensive report entailing detailed equipment status on the below list of categories after every periodic maintenance and emergency repair occurrence containing the following information:
 - i. Generator location
 - ii. Date of Inspection
 - iii. Technician's Name and phone number
 - iv. Generator's Model No.
 - v. Generator's Serial No.
 - vi. Engine Model and Serial No.
 - vii. Transfer Switch Model and Serial No.
- H. The Contractor will provide a report after every periodic maintenance and emergency repair occurrence for the following:
 - i. Cooling System
 - ii. Engine Lubrication System
 - iii. Fuel Delivery System
 - iv. Air Induction/Exhaust
 - v. Electrical System (includes gauges, switches and battery and charging)
 - vi. Transfer Switch
- I. The Contractor will perform an annual maintenance event that will occur in the month of September. The contractor will provide a written report, per generator, within 30 days. This annual event will include the following:
 - i. Perform oil quality testing
 - ii. Replacement of engine oil
 - iii. Replacement of oil filter
 - iv. Replacement of spark plugs (except diesel)
 - v. Replace ignition points and condenser
 - vi. Inspect radiator, hoses (etc.) for leakage and pliability
 - vii. Inspect anti-freeze and add if low (up to 1 gallon)
 - viii. Clean sediment bowl or replace fuel filters
 - ix. Check fuel capacity
 - x. Check entire equipment for any fluid/lubricant/fuel leaks
 - xi. Check and adjust belts and pulleys
 - xii. Service the battery, add water, clean terminals and check specific gravity
 - xiii. Service or replace air filter if needed
 - xiv. Check all brushes for setting and wear
 - xv. Clean slip rings and commutator

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	--

- xvi. Wipe down outside of generator and motor
- xvii. Conduct safety shutdown checks, oil pressure, over-speed, high temperature, etc.
- xviii. Inspect transfer switch for proper operation, check connections and settings
- xix. Simulate power failure. For quarterly visits load should be at 30% test only
- xx. Check charging rate of battery charger
- xxi. Power washing
- xxii. Switch Gear Breaker Inspection and Testing per O&M specs with the approval and supervision of City Staff Representative(s)
- xxiii. Two-Hour Load Banking Test at 100% for all generators located throughout the City per manufacturer O&M specifications. Testing will be scheduled with the Maintenance Planner Scheduler.
- J. The Contractor will perform three (3) regular maintenance events. These events will entail regular inspections and testing, and will occur in the months of March, June and December. These events will include the following:
 - i. Full inspection of systems, including cooling, air intake, fuel, exhaust and electrical
 - ii. Active check while generator is running
 - iii. Check oil level and top off (up to three (3) liters)
 - iv. Check for leaks
 - v. Check fuel capacity
 - vi. Check air filter
 - vii. Check for air filter leaks
 - viii. Check and top off coolant/anti-freeze (up to one (1) gallon)
 - ix. Check battery conditions and top off distilled water level.
 - x. Simulate power failure
- K. The Contractor shall proactively change the batteries in each Water Services unit every two years, with exception to the West Area Water Reclamation Facility (WAWRF). The WAWRF generators have NiCad batteries and do not need to be changed as frequently. The battery changing service should be done in “even years” during the regularly scheduled quarterly service.
- L. The Contractor will perform fuel quality testing annually. Testing will comply with NFPA 110 annual requirement and ASTN standards for long term fuel storage issues. Contractor shall provide report of test. Contractor shall provide an analysis report example with proposal package.
- M. The Contractor will perform fuel polishing as requested by the City Representative.

4. **WORK SCHEDULE**

Contractor will work with the Water Services Department to schedule the specific dates and sites of the four maintenance events in September, December, March, and June upon awarding of the contract. For emergency repairs, the Contractor must provide at least one phone number to call.

- A. Regular hours 6:00 AM to 6:00 PM M-F, (regular/emergency requests)

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	--

- B. After hours 6:01 PM to 5:59 AM Weekends and City Holidays (emergency requests)

Contractor is required to respond to emergency calls within one hour and be on site within two hours. All work is expected to be completed in a timely manner, posing no impediments to the City of Glendale facilities.

Contractor must contact City Representative upon arrival and upon completion of each service request. Hourly rate will apply to that time. A trip charge, service call fee or travel time charges will not be allowed under this Contract.

5. GENERATOR INFORMATION AND LOCATIONS (25 units in total)

Generator	Fuel Capacity Gallons	Address	Facility Name	Contact
1500 KW Caterpillar (two units)	5,200	5901 N Glen Harbor Boulevard	West Area Water Reclamation Facility	Maintenance Planner Scheduler 623.930.4579
1000 KW Onan	600	9802 West Camelback Road	LS #4 - Raw Sewage Pump Station	Maintenance Planner Scheduler 623.930.4579
125 KW Onan	300	5901 N Glen Harbor Blvd	Portable - West Area Water Reclamation Facility	Maintenance Planner Scheduler 623.930.4579
515.2 KW Caterpillar	869	6893 N Glen Harbor Boulevard	LS #3 - Airport Lift Station	Maintenance Planner Scheduler 623.930.4579
200KW Cummins	351	14904 N 67th Avenue	LS #2 - 67th and AC/DC Lift station	Maintenance Planner Scheduler 623.930.4579
40 KW Kohler	75	12995 N 55th Avenue	LS #1 - 55th and Dahlia Lift Station	Maintenance Planner Scheduler 623.930.4579
50 KW GenTech	54	5503 N. 91 st Avenue	LS #6 - Stonehaven Lift Station	Maintenance Planner Scheduler 623.930.4579
80 KW Cummins	256	9431 W. Northern Avenue	LS #5 - Desert Diamond Lift Station	Maintenance Planner Scheduler 623.930.4579
300 KW Cummins	600	17500 North 83rd Avenue	Ls #9 - 83rd Avenue Lift Station	Maintenance Planner Scheduler 623.930.4579
300 KW Caterpillar	1,000	7211 N El Mirage Road	LS #8 - Luke AFB Lift Station	Maintenance Planner Scheduler 623.930.4579

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	--

175KW Caterpillar	400	6821 N Ballpark Blvd	LS #7 – Vision 2 Lift Station	Maintenance Planner Scheduler 623.930.4579
100 KW Onan	NA	5175 West Arrowhead Lakes Drive	Arrowhead Manor Booster Station	Maintenance Planner Scheduler 623.930.4579
350 KW Onan	250	6970 West Deer Valley Road	Hillcrest Ranch Booster Station	Maintenance Planner Scheduler 623.930.4579
1100 KW Caterpillar	500	7970 West Bethany Home Road	Zone Four Reservoir	Maintenance Planner Scheduler 623.930.4579
750 KW Onan	700	4805 West Cholla Street	Zone One Booster Station 1	Maintenance Planner Scheduler 623.930.4579
2500 KW Cummins	4,750	4805 West Cholla Street	Zone One Booster Station 2	Maintenance Planner Scheduler 623.930.4579
300 KW Onan	225	4805 West Cholla Street	Cholla Admin	Maintenance Planner Scheduler 623.930.4579
50 KW Onan	75	4805 West Cholla Street	Cholla Chlorine Scrubber	Maintenance Planner Scheduler 623.930.4579
1250 KW Spectrum Diesel (two units)	5,000	8180 West Union Hills	Arrowhead Ranch Water Reclamation Facility	Maintenance Planner Scheduler 623.930.4579
230 KW Generac	250	19600 North 79th Avenue	Oasis Recharge Site	Maintenance Planner Scheduler 623.930.4579
1250 KW Kohler	2264	28101 North 63rd Avenue	Pyramid Peak	Maintenance Planner Scheduler 623.930.4579
350 KW Kohler	774	28101 North 63rd Avenue	Pyramid Peak Fire Pump	Maintenance Planner Scheduler 623.930.4579
1750 KW Cummins (two units)	2,000	7070 West Northern Avenue	Oasis Water Treatment Plant	Maintenance Planner Scheduler 623.930.4579

6. **OTHER REQUIREMENTS**

- A. Term. The term of the resultant contract shall be for a one (1) year initial term.
- B. Option to Extend. Based on satisfactory Bidder performance, the City, may at its option and upon mutual agreement with the Bidder, extend the term of this

	SOLICITATION NUMBER: IFB 24-61/ 42400077 GENERATOR MAINTENANCE AND REPAIR	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	---

agreement for an additional three (3) years renewable on an annual basis. Bidder shall be notified in writing by the City Materials Manager of the City's intention to extend the contract period at least ninety (90) calendar days prior to the expiration of the original contract period.

- C. Invoices. Contractor must submit itemized invoices to the City for all work performed under this contract with itemized materials and labor listed separately and clearly.

7. SUSPENSION AND DEBARMENT. (APPLIES TO ALL PURCHASES.)

- A. This contract is a covered transaction for purposes of 2 CFR pt. 180 and 2 CFR pt. 3000. As such, the Contractor is required to verify that none of Contractor's principals (defined at 2 CFR § 180.995) or its affiliates (defined at 2 CFR § 180.905) are excluded (defined at 2 CFR § 180.940) or disqualified (defined at 2 CFR § 180.935).
- B. The Contractor must comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- C. This certification is a material representation of fact relied upon by the City of Glendale. If it is later determined that the contractor did not comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C, in addition to remedies available to the City, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
- D. The Contractor agrees to comply with the requirements of 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

EXHIBIT 1: SPECIAL NOTICES

By signing on the Offer/Bid page, solicitation Amendment(s), or cover letter accompanying the submittal documents, Offerors are certifying that they understand the following notices and agree to comply with all required terms and conditions.

1. **RETURN OF OFFER** The Offeror shall submit the Response Workbook electronically in Vendor Self Service (VSS)

Offeror is required to register in VSS prior to submitting a proposal if they have not already registered. You can register at:

<https://glendaleazvendors.munisselfservice.com/Vendors/default.aspx>

Please see Guide to Register as a new vendor, if needed:

https://www.glendaleaz.com/your_government/city_finances/procurement/vendor_self_service_vss

(This is a PDF document. "Vendor Registration Instructions" at the bottom of page.)

- a. The Offeror shall complete all sections of the solicitation in the format given and the spaces provided. Proposals that do not conform to the above format may be rejected.
- b. The Offeror shall bear all costs associated with submitting the proposal, including proposal preparation, site visitation or any travel connected with submission of the proposal. The City shall have no liability whatsoever for such costs.

2. **PREPARATION OF BID PACKAGE** The following items shall be completed and returned. Failure to include all the items may result in a bid being rejected. Bid packages shall be submitted in the following order:

- a. BIDDER SHEET
- b. PRICING WORKBOOK
- c. ADDENDUM, Return all addenda (if applicable).

3. **NO CONTACT, NO INFLUENCE DURING THE IFB PROCESS**

The City is conducting a competitive IFB process for the contract, free from improper influence or lobbying. There shall be no contact concerning this IFB from Offerors submitting a Bid with any member of the City Council, IFB Evaluation Committee Members, or anyone connected with the process for or on behalf of the City. Contact includes direct or indirect contact by the Offeror, its employees, attorneys, lobbyists, surrogates, etc. in an attempt to influence the IFB process.

From the time the IFB is issued until the expiration of the protest period or the resolution of any protest, whichever is later (the "Silent Period"), Offerors, directly or indirectly through others, are restricted from attempting to influence in any manner the decision making process through, including but not limited to, the use of paid media; contacting or lobbying the City Council or City Manager or any other City employee (other than Procurement employees); the use of any media for the purpose of influencing the outcome; or in any other way that could be construed to influence any part of the decision-making process about this IFB. This provision shall not prohibit an Offeror from petitioning an elected official or engaging in any other protected first amendment activity after the protest period has run or any protest has been resolved, whichever is later.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

Violation of this provision will cause the proposal or offer of the Bidder to be found in violation and to be rejected.

4. **CONFLICT OF INTEREST** Contractor shall disclose the following: 1) the name(s) and position(s) of each Contractor's employee or subcontractor that participated in the preparation of the submittal or who will be involved, directly or indirectly, with performing the contract, if awarded; 2) the name(s) of any City of Glendale employee who is a relative of persons identified pursuant to No. 1; 3) the name(s) and position(s) of Contractor's personnel that have a financial or proprietary interest in the contract; 4) the name(s) of any City of Glendale employee who is a relative of persons identified pursuant to No. 3.

Providing such disclosure will not necessarily disqualify a Contractor. Failure to disclose the requested information or any potential conflict of interest pursuant to A.R.S. § 38-511 et seq. may result in rejection of the proposal or bid or any contract being void or terminated.

For purposes of this provision, the following definitions apply:

"Employee" means all persons who are employed on a full-time, part-time or contract basis by the City of Glendale.

"Relative" means the spouse, child, child's child, parent, grandparent, brother or sister of the whole or half blood and their spouses and the parent, brother, sister or child of a spouse.

5. **INQUIRIES** Any question related to the Invitation to Bid shall be directed to the Contract Analyst whose name appears above. An Offeror shall not contact or ask questions of the department for whom the requirement is being procured. The Contract Officer may require any and all questions be submitted in writing. Offerors are encouraged to submit written questions via electronic mail or facsimile, no later than **FIVE days** prior to the proposal due date. Any correspondence related to a solicitation should refer to the appropriate Invitation to Bid number, page and paragraph number. An envelope containing questions should be identified as such; otherwise, it may not be opened until after the official proposal due date and time. Oral interpretations or clarifications will be without legal effect. Only questions answered by a formal written amendment to the Invitation to Bid will be binding.
6. **PUBLIC RECORD REQUIREMENTS** Offeror acknowledges that the City is a public agency and must comply with all Public Records laws and proposals submitted become the property of the City and are subject to public disclosure requirements in accordance with Arizona Public Records Law. Any portion of the proposal that the bidder deems confidential or proprietary must be clearly labeled as such. Labeling material does not automatically preclude the material from public disclosure, as the City is required to make an appropriate determination as to the confidentiality of the material in accordance with Arizona Public Records Law. It is the offeror's sole responsibility and cost to take action, including legal actions, to protect such material. Price is not confidential and will not be withheld.
7. **PERMITS AND LICENSES** It is the offeror's sole responsibility to determine and secure any and all licenses and permits the contractor needs to operate the facility, from any regulatory body having jurisdiction related to the services being provided. Such costs are the exclusive responsibility of the operator, operator must also ensure appropriate

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	---

licensing of any sub-contractors, operator shall notify the City in writing within two (2) working days of any suspension, revocation or renewal.

8. **NO COLLUSION OR ANTI-COMPETITIVE PRACTICES** The submission of the offer did not involve collusion, and without any agreement, understanding or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the invitation to bid, designed to limit independent bidding or competition or other anti-competitive practices.
9. **NON-DISCRIMINATION** Contractor agrees not to discriminate against any employee or applicant for employment on the basis of race, color, religion, sex, national origin, age, marital status, sexual orientation, gender identity or expression, genetic characteristics, familial status, U.S. military veteran status or any disability. Contractor will require any Sub-contractor to be bound to the same requirements as stated within this section. Contractor, and on behalf of any subcontractors, warrants compliance with this section.
10. **NO CONSIDERATIONS** The Contractor has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, meal or service to a public servant in connection with the submitted offer.
11. **AUTHORIZED AGENT** The individual signing the submittal is an authorized agent and has the authority to bind the Offeror to the proposal and subsequent contract if awarded.
12. **KEY PERSONNEL** If awarded, Offeror shall assign a specific individual as the key point of contact for the management of the contract, subject to specific notification requirements to be included in the final contract.
13. **SITE INSPECTION** It is the responsibility of the Offeror to become familiar with any conditions which may affect the performance and cost of providing the service and this submission will serve as evidence that the Offeror did, in fact, make a site inspection and is aware of all conditions.
14. **OFFICIAL TIME CLOCK** The official time clock used to verify the date and time an offer is received is in the online bid system.
15. **DEFINITIONS** For purposes of this Invitation to Bid and Resultant contract, the following definitions apply:
 - a. **"City"** means the municipal corporation of the City of Glendale, Arizona
 - b. **"Contract"** means the agreement for the procurement of goods, services and work.
 - c. **"Contractor"** means an Offeror responding to a Invitation to Bid who has been awarded a Contract with the City.
 - d. **"Invitation for Bid"** means a competitive solicitation issued by the City for the procurement of goods, services, work, materials and/or construction.
 - e. **"Offer"** means a written offer to furnish goods, services, work, materials and/or construction to the City, in conformity with the standards, specifications, delivery terms and conditions, and all other requirements established in a competitive solicitation.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	---

- f. **“Offeror”** means the business, entity or person who submits an Offer in response to a competitive solicitation.
- g. **“Public Record”** means proposals and all other documents submitted in response to this solicitation shall become the property of the City and shall be a matter of public record available for review following the Contract award.
- h. **“Purchase Order”** means a document issued by the City Procurement Office directing the Contractor to deliver goods, services, work, materials and/or construction.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

EXHIBIT 2: SPECIAL TERMS AND CONDITIONS

By signing on the Offer/Bid page, solicitation Amendment(s), or cover letter accompanying the submittal documents, Offerors are certifying that they understand the following notices and agree to comply with all required terms and conditions. [Standard Terms and Conditions](#)

1. **TYPE OF AWARDS** The City reserves the right to make multiple awards or to award by individual line items, by group of line items, or to make an aggregate award, whichever is deemed most advantageous to the City. If the City determines that an aggregate award to one offeror is not in the City's best interest, "all or none" offers shall be rejected.
2. **ALTERNATE OFFERS** Offers submitted as alternates or based on exceptions to specific conditions of purchase and/or required specifications must be submitted as an attachment referencing the specific paragraph number(s) and adequately defining the alternate or exception submitted. Detailed product brochures and/or technical literature, suitable for evaluation, must be submitted with the offer. If no exceptions are taken, City will expect and require complete compliance with the specifications and all Conditions of Purchase.
3. **EFFECTIVE PERIOD OF OFFER** Offers shall be valid for a minimum of 120 days following the deadline for submitting offers. If an award is not made during that period, all offers shall be automatically extended for another 120 days. Offers will be automatically renewed until such time as either an award is made or proper Notice is given to the Procurement Officer of Offeror's intent to withdraw its offer. Offers may only be withdrawn by submitting Notice at least 15 days before the expiration of the then current 120-day period.
4. **PAYMENT TERMS** If payment terms are not indicated, terms of NET 30 days shall be applied by the City. Payment terms to apply after receipt of invoice or final acceptance of the products/services, whichever is later. Payment terms offering less than 20 days for payment will not be considered.
5. **UNIT PRICE TO PREVAIL** In the event of a price disparity between the unit and extended price, the unit price shall prevail unless judged obviously in error by the City.
6. **OFFER ERRORS OMISSIONS AND CORRECTIONS** The City will not be responsible for any offeror errors or omissions. All prices and notations shall be written in ink or typed. Changes or corrections made on the offer form must be initialed in ink by the individual signing the offer. No corrections will be permitted after the offers have been opened.
7. **BRAND NAME REFERENCES AND TECHNICAL SPECIFICATIONS** Brand names or manufacturer's references shall be construed as a quality or performance level and does not indicate the item cited is mandatory. Technical specifications define the acceptable standard.
8. **RESTRICTIVE OFFER PROVISIONS** If specifications preclude an otherwise qualified offeror from submitting an offer, a written request for modification must be received by the Buyer at least seven (7) calendar days prior to the proposal due date. All offerors will be notified by a written addendum to the solicitation of any approved changes.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

9. **DEFAULT** In case of default by the contractor, the City may, by written notice, cancel this contract and repurchase from another source and may recover the excess costs by (1) deduction from an unpaid balance due; (2) collection against the bid and/or performance bond; or (3) a combination of the aforementioned remedies or other remedies as provided by law.
10. **TERMINATION FOR CONVENIENCE** The City reserves the right to terminate any order or contract upon thirty days written notice. The City will be responsible only for those standard items which have been delivered and accepted. If the items are unique and not saleable or useable for any other application, the City will reimburse the Seller for actual labor, material, and burden costs, plus a profit not to exceed 8%. Title to all materials, work-in-process, and completed but undelivered goods will pass to the City after costs are claimed and allowed.
11. **SUB-CONTRACTING** The contract or any portion thereof, shall not be sub-contracted without the prior written approval of the Materials Manager. No such approval will be construed as making the City a party of or to such sub-contract or subjecting the City to liability of any kind to any sub-contractor. No sub-contract shall, under any circumstances, relieve the contractor of liability and obligation under this contract; and despite any such subletting the City shall deal through the contractor. Sub-contractors will be dealt with as workmen and representatives of the contractor.
12. **SAFETY DATA SHEETS (SDS).** Contractor is to supply SDS) in accordance with Federal requirements for The Globally Harmonized System of Classification and Labeling of Chemicals (GHS). Contractor entering the City workplace with hazardous materials will supply the City with a Safety Data Sheets (SDS) covering those particular products the contractor may expose City employees or the general public to while working at the site.
13. **GENERAL INDEMNIFICATION:** Contractor shall indemnify, defend, save and hold harmless the City of Glendale and its officers, officials, agents, and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such Contractor to conform to any Federal, State or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the City, its officers, officials, agents, and employees for losses arising from the work performed by the Contractor for the City.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
---	--	---

14. **RESPONSIBILITY FOR COMPLIANCE WITH LEGAL REQUIREMENTS** The offeror's products, services, and facilities shall be in full compliance with all applicable Federal, State, and local health, environmental, and safety laws, regulations, standards, and ordinances, regardless of whether or not they are referred to by the City.
15. **RESPONSIBILITY FOR CORRECTION** It is agreed that the offeror shall be fully responsible for making any correction, replacement, or modification necessary for specification or legal compliance. In the event of a call back, Offeror agrees to give the City first priority. Offeror agrees that if the product or service offered does not comply with the written specification, the Materials Manager has the right to cancel the sale at any time with full refund within thirty (30) calendar days after notice of noncompliance and offeror further agrees to be fully responsible for any consequential damages suffered by the City.
16. **WARRANTY** Unless otherwise specified, all items shall be guaranteed for a minimum period of one year against defects in material and workmanship. During the period, if a defect should occur, that item shall be repaired or replaced by the Seller at no obligation to the City, except where it be shown that the defect was caused by misuse and not by faulty manufacture. The offeror expressly warrants all items to be new, free from defects in design, materials, and workmanship, and to be fit and sufficient for their intended purpose. Any sample submitted shall create an expressed warranty that the whole of the goods shall conform to the sample or model.
17. **REJECTION OF OFFERS** The City reserves the right to reject any or all offers, or any part thereof; to accept any offer or any part thereof; or to waive any informalities when it is deemed to be in the City's best interest.
18. **DELAY IN EXERCISING CONTRACT REMEDY** Failure or delay by the City to exercise any right, power, or privilege shall not be deemed a waiver thereof.
19. **ORDER OF PRECEDENCE** In the event of conflict, the following precedence shall prevail: (1) Special Terms and Conditions incorporated by attachment; (2) Special Terms and Conditions; (3) Drawings and Specifications; (4) referenced documents; and (5) the Standard Terms and Conditions.
20. **CHANGES** The City reserves the right to make changes in any of the following: (a) specifications; (b) methods of shipment; (c) place of delivery; (d) time of delivery; (e) quantities. If any change causes an increase or decrease in the cost of or the time required for performance, an equitable adjustment may be made in the price or delivery schedule, or both. Any claim for adjustment shall be deemed waived unless asserted in writing within thirty days from receipt of the change. Price increases or extensions of delivery time shall not be binding on the City unless in writing and approved by the Materials Manager prior to the institution of the change.
21. **PRICE ADJUSTMENTS** Price adjustments shall be addressed a minimum of ninety (90) days prior to the contract renewal date, shall be in writing and include supportive justification for the proposed increase. Supportive justification means that the request shall include detailed information and calculations that make it clear how the claimed increase has an impact on the contract unit prices. The requested price increase must be

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	---

based upon a cost increase that was clearly unpredictable at the time of the offer and can be shown to directly affect price of the item concerned. The rate increase shall only be considered at time of contract extension. The City will review the request and shall determine if the increase shall be granted or if an alternate option is in the best interest of the City. The price increase adjustment, if approved, will be effective and executed via a contract amendment.

22. **LATE SUBMISSION OF CLAIM** The City will not honor any invoices or claims which are tendered one year after the last item of the account accrued.
23. **PROTEST OF AWARD** Any person who has an objection to the awarding of a solicitation by the City, pursuant to competitive solicitation procedures, shall lodge that protest, in writing, with the Materials Manager. The protest should specifically identify the objection to the award, pursuant to the formal purchase procedure. The protest must be submitted no later than seven (7) calendar days after the notice of intent to award is posted on the City's Procurement Internet home page at:
https://www.glendaleaz.com/your_government/city_finances/procurement/notice_of_intent_to_a_ward. Untimely protests will not be considered.
24. **REMEDIES** City shall have, in addition to the remedies provided herein, all remedies afforded by the Uniform Commercial Code as adopted by the State of Arizona. Contractor shall have, subject to the limitation imposed by the terms of this agreement, all remedies afforded by the Uniform Commercial Code as adopted by the State of Arizona.
25. **ASSIGNMENT** Neither an order nor monies due thereunder shall be assigned in whole or in part without the City's prior written consent.
26. **ADDENDA** Any change to the solicitation will be in the form of a numbered addendum issued by the Procurement Division. The addendum will be furnished to all who received the solicitation. The City will not be responsible for any oral or written instructions made by any employees, officers, contracted consultant or agent of the City in regard to the solicitation. The City will not be responsible for offerors adjusting their offer based on oral or written instructions.
27. **SPECIAL ACCOMMODATIONS** Please contact Procurement at 930-2862 at least 3 days prior to the meeting for special accommodation. Hearing impaired persons, please use the Arizona Relay Service (1-800-367-8939).
28. **OFFER IDENTIFICATION** The City is not responsible for the pre-opening of, post-opening of, or the failure to open, an offer not properly addressed or identified.
29. **OFFER TABULATION** An electronic copy of the scoring may be requested by e-mailing the Procurement office at procurement@glendaleaz.com and referencing the solicitation title and number. The information will be available for distribution when the City has completed its evaluation process of the offers received.
30. **LIABILITY** Except for the sole negligence of the City, its officers, managers, employees, or agents, Contractor shall be liable to the City for any physical damage to City property or

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

for the death of, or personal injury to, City personnel arising out of Contractor's occupancy, maintenance, repair, replacement, installation and/or any other work performed pursuant to the contract. Contractor agrees to indemnify, defend and hold the City harmless from any claim or loss arising from such damage or injury.

31. **OSHA GUIDELINES** The contractor shall be familiar with and operate within the guidelines set forth by the Occupational Safety and Health Act.
32. **PATENTS** Seller agrees to defend City at seller's own expense, in all suit, actions, or proceedings in which City is made a defendant for actual or alleged infringement of any United States of America or foreign letters patent resulting from City's use of the goods purchased as a result of this IFB. Seller further agrees to pay and discharge any and all judgments or decrees, which may be rendered in any such suit, action or proceedings against City. Seller agrees to indemnify and hold harmless the City from any and all license, royalty and proprietary fees or costs, including legal costs, which may arise out of City's purchase and use of goods supplied by the seller. It is expressly agreed by seller, that these covenants are irrevocable and perpetual.
33. **VENDOR PERFORMANCE** Prior offeror performance in regard to product, service, or representation of/from the offeror may be used in evaluation of this offer. Unsatisfactory performance to the City may be considered sufficient grounds for rejection of this offer. No offer will be awarded to any offeror who is in default on any contract with the City.
34. **PERFORMANCE SURETY REQUIREMENTS** The performance sureties shall be in the form of a bond, cashier's check, certified check or money order. Personal or company checks are not acceptable unless certified. Letters of credit are not acceptable. Individual sureties are not acceptable.

PERFORMANCE SURETY The successful proposer shall, at the time of entering into the contract, furnish a performance surety in the form of a bond, money order or certified or cashier's check, in the amount of 10 percent of the contract amount guaranteeing the faithful performance of the contract by the proposer.

If a bond is submitted, it shall be written on the form provided by the City as an attachment to the proposal documents. The attorney-in-fact who executes the bond on behalf of the surety shall affix to the bond a certified and current copy of the power of attorney. The bond must be written by a surety with a Best Rating no less than an A and must be authorized and licensed to do business in this State by the Arizona Department of Insurance. Individual sureties and letters of credit are not acceptable.

35. **FUND APPROPRIATION CONTINGENCY** The Contractor and the City recognize that the continuation of any contract after the close of any given fiscal year of the City, which ends on June 30, shall be subject to the approval of the budget of the City providing the contract item is an expenditure therein. The City does not guarantee that the budget item will be actually adopted, as it is the determination of the City Council at the time of the adoption of the budget.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

- 36. NOTIFICATION OF AWARD** The successful offeror(s) will be notified that their offer has been accepted by the City Council as recommended for award.
- 37. NON-EXCLUSIVITY** The City, in its sole discretion, reserves the right to request the materials or services set forth herein from other sources when deemed necessary and appropriate. No exclusive rights are included in this Agreement.
- 38. COOPERATIVE USE OF CONTRACT** This agreement may be extended for use by other governmental agencies and political subdivisions of the State. Any such usage by other entities must be in accord with the ordinances, charter, rules and regulations of the respective entity and the approval of the Contractor and City. For a list of SAVE members, click on the following link: <http://www.mesaaz.gov/business/purchasing/save>
- 39. PROHIBITIONS** - Contractor, and on behalf any subcontractor, certifies, to the extent applicable under A.R.S. §§ 35-391 *et seq* and 35-393 *et seq*, that neither has "scrutinized" business operations, as defined in the proceeding statutes, in the countries of Sudan or Iran.
- 40. IMMIGRATION LAW COMPLIANCE** Contractor, and on behalf any subcontractor, warrants, to the extent applicable under A.R.S. § 41-4401, compliance with all federal immigration laws and regulations that relate to their employees as well as compliance with A.R.S. § 23-214(A) which requires registration and participation with the E-Verify Program. Any breach of warranty described above is considered a material breach of this Agreement and is subject to penalties up to and including termination of this Agreement. City of Glendale ("City") retains the legal right to inspect the papers of Contractor or subcontractor employee who performs work under this Agreement to ensure that Contractor or any subcontractor is compliant with the warranty described above. City may conduct random inspections, and upon request of the City, Contractor shall provide copies of papers and records demonstrating continued compliance with the warranty described above. Contractor agrees to keep papers and records available for inspection by the City during normal business hours and will cooperate with City in exercise of its statutory duties and not deny access to its business premises or applicable papers or records for the purposes of enforcement of this Section. Contractor agrees to incorporate into any subcontracts under this Agreement the same obligations imposed upon itself and expressly accrue those obligations directly to the benefit of the City. Contractor also agrees to require any subcontractor to incorporate into each of its own subcontracts under this Agreement the same obligations above and expressly accrue those obligations to the benefit of the City. Contractor's warranty and obligations under this Section I to the City is continuing throughout the term of this Agreement or until such time as the City determines, in its sole discretion, that Arizona law has been modified in that compliance with this section is no longer a requirement. The "E-Verify Program" above means the employment verification program administered by the United States Department of Homeland Security, the Social Security Administration, or any successor program.
- 41. CONTRACT ADMINISTRATOR** The staff member identified as the Contract Administrator for a solicitation serves as the liaison between Procurement, the city and the successful contractor. The Contract Administrator manages the contract, overseeing the daily

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

operations, scheduling, performance and compliance of the agreement by all parties. The Contract Administrator is responsible for:

- a. Establishing and maintaining records and documentation
- b. Monitoring the contractor's performance
- c. Handling issues and disputes
- d. Exercising extension options
- e. Initiating contract modifications
- f. Initiating rebids or new solicitations

42. FORCE MAJEURE

- a. Except for payment of sums due, neither party shall be liable to the other nor deemed in default under this contract if and to the extent that such party's performance of this Contract is prevented by reason of force majeure. The term "force majeure" means an occurrence that is beyond the control of the part affected and occurs without its fault or negligence. Without limiting the foregoing, force majeure includes acts of God; acts of the public enemy; war; riots; strikes; mobilization; labor disputes; civil disorders, fire; flood; lockouts; injunctions-interventions-acts; or failures or refusals to act by government authority; and other similar occurrences beyond the control of the party declaring force majeure which such party is unable to prevent by exercising reasonable diligence.
- b. Force majeure shall not include the following circumstances:
 - i. Late delivery of equipment or materials caused by congestion at a manufacturer's plant or elsewhere, or an oversold condition of the market.
 - ii. Late performance by a subcontractor unless the delay arises out of a force majeure occurrence in accordance with this force majeure term and condition; or
 - iii. Inability of either the Contractor or any subcontractor to acquire or maintain any required insurance, bonds, licenses or permits.

43. SUSPENSION AND DEBARMENT. (APPLIES TO ALL PURCHASES.)

- E. This contract is a covered transaction for purposes of 2 CFR pt. 180 and 2 CFR pt. 3000. As such, the Contractor is required to verify that none of Contractor's principals (defined at 2 CFR § 180.995) or its affiliates (defined at 2 CFR § 180.905) are excluded (defined at 2 CFR § 180.940) or disqualified (defined at 2 CFR § 180.935).
- F. The Contractor must comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.
- G. This certification is a material representation of fact relied upon by the City of Glendale. If it is later determined that the contractor did not comply with 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C, in addition to remedies available to the City, the

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

- H. The Contractor agrees to comply with the requirements of 2 CFR pt. 180, subpart C and 2 CFR pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The Contractor further agrees to include a provision requiring such compliance in its lower tier covered transactions.

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

EXHIBIT 3: INSURANCE REQUIREMENTS

By signing on the Offer/Bid page, solicitation Amendment(s), or cover letter accompanying the submittal documents, Offerors are certifying that they understand the following notices and agree to comply with all required terms and conditions.

1) INSURANCE REQUIREMENTS. Offeror shall procure and maintain until all their obligations have been discharged, insurance against claims for injury to persons or damage to property that may arise from or in connection with this Solicitation. The *insurance requirements* herein are minimum requirements for this Solicitation and in no way limit the indemnity covenants contained herein. The City of Glendale in no way warrants that the minimum limits contained herein is sufficient to protect the OFFEROR from liabilities that might arise. OFFEROR is free to purchase such additional insurance as OFFEROR determines necessary.

a) **Minimum Scope and Limits of Insurance:** OFFEROR shall provide coverage with limits of liability not less than those stated below.

i) **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, personal and advertising injury and broad form contractual liability coverage.

General Aggregate	\$2,000,000
Products – Completed Operations Aggregate	\$1,000,000
Personal and Advertising Injury	\$1,000,000
Each Occurrence	\$1,000,000

(1) The policy shall be endorsed to include the following additional insured language: ***“The City of Glendale, and its departments, officers, officials, agents, employees and volunteers shall be named as additional insureds with respect to liability arising out of the solicitation.*** Such additional insured shall be covered to the full limits of liability purchased by the OFFEROR, even if those limits of liability are in excess of those required herein.

(2) Policy shall contain a waiver of subrogation endorsement in favor of the **“City of Glendale, and its departments, officers, officials, agents, employees and volunteers”**. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

ii) **Business Automobile Liability**

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Agreement. Combined Single Limit (CSL) \$1,000,000.

(1) The policy shall be endorsed to include the following additional insured language: **“The City of Glendale, and its departments, officers, officials, agents, employees and volunteers shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the OFFEROR, involving automobiles owned, Licensed, hired or borrowed by the OFFEROR.”** Such additional insured shall be covered to the full limits of liability purchased by the

	City of Glendale Solicitation Number: IFB 24-61 /42400077 GENERATOR MAINTENANCE AND REPAIRS EXHIBITS PACKAGE	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

OFFEROR, even if those limits of liability are in excess of those required by this License.

- (2) Policy shall contain a waiver of subrogation endorsement in favor of the “City of Glendale, and its departments, officers, officials, agents, employees and volunteers” for losses arising from work performed by or on behalf of the OFFEROR. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

iii) Worker's Compensation and Employers' Liability

Workers' Compensation Statutory
Employers' Liability

Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

- (1) Policy shall contain a waiver of subrogation endorsement in favor of the “**City of Glendale, and its departments, officers, officials, agents, employees and volunteers**” for losses arising from OFFEROR activities. This provision applies regardless of whether or not the City of Glendale has received a waiver of subrogation endorsement from the insurer.

iv) Additional Insurance Requirements: The policies shall include, or be endorsed to include the following provisions:

- (1) Policies shall stipulate that the insurance afforded by the organization shall be primary insurance and that any insurance carried by the City of Glendale shall be excess and not contributory insurance.
- (2) Coverage provided by the organization shall not be limited to the liability assumed under the indemnification provisions of the license or contract.
- (3) If the Vendor maintains broader coverage and/or higher limits than the minimum shown, the City requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Vendor. Any available insurance proceeds in excess of the specified minimum of insurance and coverage shall be available to the City.
- (4) Vendor shall require and verify that all subcontractors (subconsultants) maintain insurance meeting all the requirements stated herein, and Vendor shall ensure that City is an additional insured on insurance required from subcontractors (subconsultants).
- (5) If the Vendor is awarded the solicitation, the Vendor shall furnish the City with original Certificates of Insurance including all required amendatory endorsements before the work begins. However, failure to obtain the required documents prior to the work beginning shall not waive the Vendor’s obligation to provide them. The City reserves the right to require complete, certified copies of all required insurance policies including endorsements required by these specifications, at any time.

	City of Glendale Solicitation Number: IFB 24-XX /424000 XXXXXXXXXXXXXX ONLINE SUBMITTAL CHECKLIST	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	---	--

This checklist is for your use to ensure you have successfully submitted your offer.

- ☐
Register as a vendor in the Vendor Self Service portal.
<https://glendaleazvendors.munisselfservice.com/Vendors/default.aspx>

Vendor Registration instructions are located on the City’s website.
<https://www.glendaleaz.com/cms/One.aspx?portalId=15209085&pageId=16366196>

- ☐
Once registration is complete, find the solicitation you wish to submit an offer on and select “Create Bid”.

Request for Bids
Status: Open

[Return to Search Results](#)

Create Bid

InformationItems Type Number Description Due by Opening date Approximate award date	Statement of Qualifications 42200005 RSOQ 22-15 CONTRACTORS FOR HOUSING REHABILITATION AND DEMOLITION CONSTRUCTION SERVICES 07/28/2026 02:00 PM (UTC-07:00) Arizona 07/28/2026 02:01 PM (UTC-07:00) Arizona 08/19/2026 12:00 AM (UTC-07:00) Arizona	Attachments: 3
---	---	--

- ☐
The number next to Attachments shows the number of documents that are attached for the vendor. Download each one. You will be required to upload one or more of the documents as your offer.

Click on “Create Bid”

- ☐
The next screen is a page created by the system. You must enter a dollar amount in each place that says, “Unit Price.”

	City of Glendale Solicitation Number: IFB 24-XX /424000 XXXXXXXXXXXX ONLINE SUBMITTAL CHECKLIST	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	--

View Bid

Step 1 2 3

[Vendor Self Service](#) | [Return to Search Results](#)

Vendor Bid ID to help you reference your bid(optional)to help you reference your bid (optional)

Default bid group.

Description	Attachment	Quantity	UOM	Unit Price
Commodity: 01473 ROOFING AND SIDING	(0)	1.00	EACH	\$ 0.00
Commodity: 01465 REMODELING AND ALTERATIONS	(0)	1.00	EACH	\$ 0.00
Commodity: 01469 PLUMBING	(0)	1.00	EACH	\$ 0.00
Commodity: 03106 AIR-HEATING CENTRAL UNIT/PARTS	(0)	1.00	EACH	\$ 0.00
Commodity: 03105 AIR CONDITIONERS	(0)	1.00	EACH	\$ 0.00
Group Total:				\$ 0.00

Once you enter a dollar amount (can be \$1.00 or \$1,000 – it doesn’t matter; this is not your offer). Click on Save then Continue.

- ☐
- Under attachment type, vendor will see the attachments that are required by the City. Until requested documents have been attached, it will say (0) for the number of attachments.

Vendor Self Service
Vendor Information
1099
Bids
Checks
Invoices
Purchase Orders
Contracts

Step 1 2 3

[Vendor Self Service](#) | [Return to Search Results](#)

Attachment Type	Description	Required	Attachments	
Vendor Pricing Workbook	Completed Pricing Workbook	✓	(0)	Attach
Vendor Response Workbook	Completed Response Workbook	✓	(0)	Attach

	City of Glendale Solicitation Number: IFB 24-XX /424000 XXXXXXXXXXXX ONLINE SUBMITTAL CHECKLIST	CITY OF GLENDALE Procurement Division 5970 West Brown Street, Suite 210 Glendale, Arizona 85302
--	--	--

- ☐

After required attachments have been uploaded, the number of documents files attached with show ex. (1), (2), (3), etc. If you need to upload other documents for your offer, you can upload them to an existing line (ex: you could attach another document to either Vendor Pricing Workbook or Vendor Response Workbook).

Vendor Self Service
Vendor Information
1099
Bids
Checks
Invoices
Purchase Orders
Contracts

Bid Attachments

Step 1 2 3

[Vendor Self Service](#) | [Return to Search Results](#)

Attachment Type	Description	Required	Attachments	
Vendor Pricing Workbook	Completed Pricing Workbook	✓	(1)	<button>Attach</button>
Vendor Response Workbook	Completed Response Workbook	✓	(1)	<button>Attach</button>

Back

Save and Continue

- ☐

After selecting Save and Continue, vendor will see a “Submit Bid” button. This must be clicked in order for the proposal to be submitted.

Vendor Self Service
Vendor Information
1099
Bids
Checks
Invoices
Purchase Orders
Contracts

Bid Verification

Step 1 2 3

[Vendor Self Service](#) | [Return to Search Results](#)

Proposal Status: Pending

Information Addenda Items Attachments

Bid Number
Description

42000020
RFP 20-29 ION Chromatograph with Quadrupole Mass Spectrometer

Proposals due by
Bid opening date
Approximate award date

02/06/2020 02:00 PM
02/06/2020 02:01 PM
02/06/2020 05:30 PM

Submit Bid

- ☐

After selecting submit bid, the vendor will receive a message that states, “Response submitted successfully.”

Vendor Self Service
Vendor Information
1099
Bids
Checks
Invoices
Purchase Orders
Contracts

Response submitted successfully.

Ok

- ☐

After selecting “Ok,” vendor can verify submittal status by going back to Bids and selecting “Return to My Bids” to verify submittal.

A green thumbs up will be displayed under the “Submitted” status. This signifies successful submittal of proposal.

Bids
[Search bids](#)

Proposal Status
All
Submitted
All
Bid Status
All

Recent bid requests

All times reflect (UTC-07:00) Arizona

Due by Date	Bid Number	Description	Vendor ID	Bid Status	Submitted	Proposal Status
02/06/20 14:00 PM	42000020	RFP 20-29 ION Chromatograph with Quadrupole Mass Spectrometer		Accepting Proposals		

EXHIBIT B
GENERATOR MAINTENANCE AND REPAIR
COMPENSATION

METHOD AND AMOUNT OF COMPENSATION

Compensation shall be paid per Section 5.2 Payment.

NOT-TO-EXCEED AMOUNT

The total amount of compensation paid to Contractor for full completion of all work required by the Project during the entire term of the Project must not exceed \$1,560,000.

DETAILED PROJECT COMPENSATION

Prices per attached Pricing Workbook.



City of Glendale
Solicitation Number: RFP 24-61 / 42300077
GENERATOR MAINTENANCE AND REPAIRS
PRICING WORKBOOK

CITY OF GLENDALE
Procurement Department
5850 West Glendale
Avenue, Suite 317
Glendale, Arizona 85301

1. PRICING WORKBOOK

Contractor must complete the Price Schedule below:

PRICE SCHEDULE

Generator	Fuel Capacity Gallons	Address	Regular Maintenance Cost Per Unit Per Event (March, June, December)	Annual Maintenance Cost Per Unit
1500 KW Caterpillar	5,200	5901 N Glen Harbor Boulevard	\$ 240.00	\$ 3,018.78
1000 KW Onan	600	9802 W Camelback Rd	\$ 240.00	\$ 2,405.72
125 KW Onan	300	5901 N Glen Harbor Boulevard	\$ 240.00	\$ 1,138.76
500 KW Caterpillar	600	6893 N Glen Harbor Boulevard	\$ 240.00	\$ 2,030.11
225KW Cummins	550	14904 N 67th Ave	\$ 240.00	\$ 1,561.76
40 KW Kohler	75	12995 N 55th Ave	\$ 240.00	\$ 1,272.76
50 KW GenTech	54	5503 N. 91 st Ave	\$ 240.00	\$ 1,096.13
80 KW Cummins	256	9431 W. Northern Ave	\$ 240.00	\$ 1,135.02
300 KW Cummins	600	17500 North 83rd Ave	\$ 240.00	\$ 1,275.50
300 KW Caterpillar	1,000	7211 N El Mirage Rd	\$ 240.00	\$ 1357.02
100 KW Onan	NA	5175 West Arrowhead Lakes Dr	\$ 240.00	\$ 1,042.40
350 KW Onan	250	6970 West Deer Valley Rd	\$ 240.00	\$ 1,357.02
1100 KW Caterpillar	500	7970 West Bethany Home Rd	\$ 240.00	\$ 4,216.13
750 KW Onan	700	4805 West Cholla St	\$ 240.00	\$ 2,050.31
2500 KW Cummins	4,750	4805 West Cholla St	\$ 240.00	\$ 4,640.65
300 KW Onan	225	4805 West Cholla St	\$ 240.00	\$ 1,275.50
50 KW Onan	75	4805 West Cholla St	\$ 240.00	\$ 1,082.61
1250 KW Spectrum Diesel	5,000	8180 West Union Hills	\$ 240.00	\$ 3,304.89
230 KW Generac	250	19600 North 79th Ave	\$ 240.00	\$ 1,320.00
1250 KW Kohler	2264	28101 North 63rd Ave	\$ 240.00	\$ 3,074.12



City of Glendale
Solicitation Number: RFP 24-61 / 42300077
GENERATOR MAINTENANCE AND REPAIRS
PRICING WORKBOOK

CITY OF GLENDALE
Procurement Department
5850 West Glendale
Avenue, Suite 317
Glendale, Arizona 85301

350 KW Kohler	774	28101 North 63rd Avenue	\$ 240.00	\$ 1,515.94
1750 KW Cummins	2,000	7070 West Northern Ave	\$ 240.00	\$ 4,025.11
Battery	21		\$ 243.00 each	
Fuel Polishing			\$ per gallon	
Repair Rate	6:00 am – 5:59 pm			
Emergency Rate	6:01 pm – 5:59 am		\$ 175.00 per hour	

2. COMPLY

Contractor must complete Yes/No for the following:

Item No.	Specifications	Comply
1.	The Contractor has been in business for a minimum of three years performing maintenance and emergency repairs to the Generators listed herein prior to award of this contract.	Yes ☒ No ☐
2.	Contractor has all certifications, licenses, permits required by federal, state and local agencies. Copies of required documentation shall be attached with the Response Workbook	Yes ☒ No ☐
3.	There shall be no unsatisfied judgement or liens against the contractor.	Yes ☒ No ☐
4.	Contractor shall have sufficient experienced and licensed technicians, equipment, parts, materials, labor and transportation to be able to repair, replace and perform periodic maintenance, and emergency repairs, including availability of equipment for rental, on all components of the City of Glendale Generators 24 hours per day, 365 days per year. Names and phone numbers of appropriate technicians will be provided by the Contractor to the Contract Administrator.	Yes ☒ No ☐
5.	The Contractor may Not use a subcontractor under this Contract.	Yes ☐ No ☒
6.	Contractor will provide a list of generators (w/Kw size) for supply of stand-by power generation (if needed)	Yes ☒ No ☐
7.	Contractor shall submit itemized invoices to the City for all work performed under this contract with itemized materials and labor listed separately and clearly. Hourly rate shall commence upon the contractor's arrival at the City jobsite. A flat rate trip charge, service call fee or travel time charges will not be allowed under this Contract. Contractor shall contact City Administrator by phone upon arrival and upon completion of each service request. Contractor shall submit sample invoice with descriptive information as outlined.	Yes ☒ No ☐