

TO: All Bidders
Preventative Maintenance and Service for the Microwave Disinfection
Sanitec Unit at the University Hospital on the Newark Campus
(Proposal RFP #P06-066)

FROM: Francis G. Palek, Buyer
Purchasing Services

SUBJECT: Addendum #1- RFP# P06-066

DATE: March 8, 2006

Addendum #1
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Item#1 Please change the following sections only:

3.1 (Change to) Maintenance and Repairs

3.1.1 The Contractor must provide full maintenance coverage on selected components associated with the microwave disinfection unit.

3.1.2 The Contractor must regularly and systematically examine, service, adjust, repair and calibrate all microwave disinfection unit controls as per manufacturer specifications. The University may require the daily, weekly and monthly task requirements to be combined and performed every (8) weeks or approximately every fifty (50) days for a total of eight (8) visits per year. The Contractor may perform the maintenance during a service call.

3.1.3 The Contractor must provide components and corrective maintenance of the system using factory enhanced hardware and software to maintain the highest level of performance and reliability available.

3.1.4 The Contractor is not responsible for the replacement of non-maintenance items such as the gear reducer shaft, bushing taper lock, shredder gear reducer and bushing, drive shaft, 2020 Nelmor Shredder, non-drive shaft 2020 Nelmor Shredder, track & lift assembly, extraction filter inlet screen, micro wave screw, THS hopper screw, microwave generators, chart recorder and parts, steam generator and shredder drive belts.

3.1.5 The Physical Plant Project Manager may require the Contractor to make emergency repairs to the non-maintenance items provided the Physical Plant Project

Manager receives notification of the repairs in writing. The Contractor must furnish the Physical Plant Project Manager with a written estimate of the cost to perform the repairs.

3.6 (Change to) Safety

3.6.1 The Contractor must initiate and maintain all safety precautions and programs in connection with the work.

3.6.2 The Contractor must take all reasonable precautions for safety and must provide reasonable protection to prevent damage, injury or loss to all employees assigned to work on UMDNJ premises and all other persons who may be affected. The Contractor must exercise care in all work, materials and equipment to be used, on or off the site, under its care, custody or control.

3.6.3 The Contractor must provide a safe and secure environment for pedestrians as well as the employees of UMDNJ and the Contractor.

3.6.4 The Contractor must report in writing on the day of the occurrence to the Physical Plant Project Manager of any unsafe condition related to the microwave disinfection Sanitec unit which may present a hazard to UMDNJ visitors or employees. This includes damaged, inadequate or inappropriate equipment.

3.6.5 UMDNJ may require the Contractor to provide an education and training class for UMDNJ staff which consists of a minimum of 40 hours annually. The class will be taken by the UMDNJ employees as a group. The education and training program may include education on personal protection equipment and operational maintenance procedures for the Microwave Disinfection Sanitec unit and all regulations promulgated by the New Jersey Department of Environmental Protection (NJDEP).

3.7 (Change to) Parts

3.7.1 The Contractor may be required to supply the Physical Plant Project Manager with the old parts replaced during repairs.

3.9 (Change to) Working Hours

The Contractor will be required to work Monday through Friday 8:30 am to 5:00 pm for maintenance on the system. The Contractor must also provide twenty-four (24) hour emergency response services six (6) days a week, three hundred twelve (312) days per year. The UMDNJ Project Manager will call the Contractor when the emergency arises and will advise the Contractor on the severity of the emergency. The emergency may require the Contractor be on site within four (4) hours. If the emergency does not dictate a four (4) hour response or if replacement parts need to be ordered the Contractor must provide estimate of when the emergency can be corrected.

4.14 (Change to) Form of Compensation and Payment

The Contractor must submit invoices monthly for the maintenance and service on the microwave disinfection sanitec unit to the Physical Plant Project Manager. The invoices must reference UMDNJ purchase order number and must be in strict accordance with the firm, fixed prices submitted in section 8.0 of the RFP. All invoices must be approved by the Physical Plant Project Manager before payment will be authorized.

Invoices must also be submitted for service and repairs listed that are not covered and are properly authorized and satisfactorily completed under the contract. The additional services are to be billed at the preferred customer billing rates for service work. Invoices shall be submitted after work is performed. Payment can only be made for work when it has received all required written approvals and has been satisfactorily completed.

8.0 (Change to) PRICE SHEET AND SUPPORTING DETAIL

RFP# P06-066

8.1 Total, firm, fixed cost to provide preventative maintenance and service for a Microwave Disinfection Sanitec unit located at University Hospital, Newark, NJ per Section 3.0 of the RFP.

TOTAL LUMP SUM PRICE – Year 1	\$ _____
TOTAL LUMP SUM PRICE – Year 2	\$ _____
TOTAL LUMP SUM PRICE – Year 3	\$ _____
TOTAL FOR THREE (3) YEARS	\$ _____

8.2 Waste Education and Training: \$ _____ class.

END OF ADDENDUM # 1