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| **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing** **5700 Cass Avenue, suite 4200****Detroit, Michigan 48202****(313) 577-3734** **FAX (313) 577-3747** |

 **July 3, 2014**

**Addendum #1 To**

**RFI Preferred Vendor to Supply UPS Equipment and Service Agreement,**

**Project Number R575462**

**Dated: June 25, 2014**

Note: Only those vendors that attended the **mandatory** pre-bid meeting or called in will be allowed to participate in this RFI Opportunity**.**

**This Addendum must be acknowledged in your RFI Proposal.**

The pre-bid conference was held on July 2, 2014, at 2:00 p. m., in conference room #3 of the Facilities, Planning & Management Building, located at 5454 Cass Avenue, Detroit, MI 48202. Robert Kuhn, Sr. Buyer reviewed the highlights of the RFI Administrative Detail. Anne-Lee Vandenbussche and William McVea, of the Facilities, Planning, & Management Department reviewed the technical aspects of the project and bid requirements. A question and answer period followed.

Some of the highlights of the pre-bid meeting included:

* As a Carnegie Research Institution and the 3rd largest University in the State of Michigan, WSU’s Facilities Planning & Management Department is seeking to protect valuable research equipment by adding UPS Systems for approximately 13 of its buildings over the next 14 months. To accomplish this, the University intends to select one manufacturer to be a preferred vendor that will be specified in contract documents to be bid through general contractors for these and other potential University projects. The University also intends to establish a multi-year service agreement extending through 2017. The service agreement will be a direct relationship with the University and will include preventative maintenance on the new UPS equipment through December 31, 2017 as well as maintenance once warranties from initial installations have expired. The initial service agreement will be for 1 year, with separate University PO’s for each year of coverage.
* If your company plans on partnering with another company, please make sure your company name and address is on the envelope. Purchasing will reconcile all RFI’s received against the pre-bid sign in sheets. Any envelope where the vendor is not on the sign in will not be accepted.
* As a part of the response to this RFI, Vendors are to describe service plans including terms and conditions, and a description of anticipated coverage. Pricing for specific equipment is to be included in the response to the RFI on Schedule D, and will be applicable to the service agreement relationship with the University, as well as to bids to general contractors for UPS installations. Pricing requested for service life, labor rates, and other pricing requested on Schedule D is applicable to the service agreement relationship with the University only.
* The University expects to release bid documents to general contractor for UPS installation starting in September 2014 and complete the UPS Installations associated with this project by November of 2015.
* The University tracks it’s diverse business spend (M/W/DBEs) and expects vendors to provide tracking information as requested.
* Manufacturer’s warranty for all equipment will be 2 years, including parts, labor, travel, and repair. This applies to equipment purchased through the general contractor or purchased by the University direct.

Specific Questions/Discussions:

1. Static Bypass Transfer Switch: Vendor to provide as a part of the UPS equipment, a solid-state switching device providing uninterrupted transfer. An electrically opened circuit breaker automatically provides electrical isolation for the switch. Switch Rating: Continuous duty at the rated full UPS load current, minimum.
2. UPS equipment shall be compatible to accept battery monitoring equipment. If required for specific sites, the monitoring equipment will be specified and bid through the general contractor relationships. Vendors may provide pricing to add battery monitoring under the Accessories section of Schedule D for each size identified.
3. Factory test results for equipment will be required, and specified in bid documents for each installation. The University expects to rely on the factory test but may choose to include factory observation testing in specifications for specific sites. Costs associated with factory observation testing are not to be a part of the equipment price, but will be included in pricing to general contractors for specific installations.
4. Final load testing requirements will be specified in bid documents for each installation, and will be coordinated by the general contractor. Costs associated with load testing are not to be a part of the equipment price, but will be included in pricing to general contractors for specific installations.
5. BAS requirements are identified in 2.15 Monitoring by Remote Computer on page 12 of the techincal specifications.
6. Maintenance and service work for existing UPS Equipment on campus is not a part of this RFI.
7. Technical information must be provided for all UPS system sizes identified on Schedule D. Even though the University has defined specific UPS equipment, (see Schedule D,) it recognizes that various manufacturers may have varying sizes. Vendors are to match as closely as possible and place any relevant comments about each recommendation in the comment fields provided.
8. Training for equipment will be required, and specified in bid documents for each installation. Costs associated with training are not to be a part of the equipment price, but will be included in pricing to general contractors for specific installations. Training will include video-taping.

Should you have any questions or concerns about this Addendum or on any other aspects of the Request for Proposal, please send them by email to **Robert Kuhn**, **Sr. Buyer**, Email; **ac6243@wayne.edu**

 and **Paula Reyes,** email: **bb2709@wayne.edu****.** Copy both Robert and Paula in all of your correspondences.

Thank you for your interest in doing business with the University.

**Robert Kuhn**

**Sr. Buyer**

**Cc: A. Vandenbussche, R. Paquette, L. Fodor, T. Edward, W. McVea, M. Allen, P. Reyes**