



CITY COUNCIL STAFF REPORT

DATE: June 1, 2011

CONSENT AGENDA

SUBJECT: CONTRACT AWARD - AIRPORT PASSENGER BOARDING BRIDGES
SERVICE AGREEMENT

FROM: David H. Ready, City Manager

BY: AIRPORT DEPARTMENT

SUMMARY

This action will award a service contract for the maintenance of the Palm Springs International Airport's eight Passenger Boarding Bridges located on the Bono Concourse.

RECOMMENDATION:

1. Approve the award of a 3 year contract with 2 one year options to renew in a form acceptable to the City Attorney for Passenger Boarding Bridge Maintenance Services to Riselo Engineering Solutions Inc. of Fontana, CA as specified in Request for Proposals #10-11 in the amount of \$193,401 for the full 5 year term for routine fixed services, with on-call hourly rates for non-routine services.
2. Authorize the City Manger to execute all necessary documents.

STAFF ANALYSIS

A Passenger Boarding Bridge (PBB) is a large metal motorized and computerized mechanism that is attached to an airport's concourse building for the loading and unloading of airline passengers. The PSP Airport has eight of these units on the Bono Concourse and all are owned and maintained by the airport then used by only skilled, trained airline operators to interface with the parked aircraft. The units adjust in length and height to accommodate a wide variety of aircraft and are considered critical equipment for airline operations. It is vital for the airport to keep these units well maintained to ensure reliability for the scheduled airlines.

The Procurement and Contracting Division, in conjunction with airport staff, prepared specifications and conducted a Request for Proposal process that was posted to the

ITEM NO. 2.5.

City's website, advertised in the Desert Sun and sent to six known firms that provide such services. An evaluation committee consisting of Airport Operations and Facilities Maintenance management evaluated and ranked the three (3) proposals received and after careful review, they unanimously selected Riselo Engineering Solutions, Inc. of Fontana, CA for recommendation of award. In addition to Riselo's qualifications, experience and references, they were also the lowest cost at \$193,401 for the full 5 year term. JBT AeroTech and Thyssen Krupp Airport Systems also submitted proposals at \$254,099 and \$898,620 for the same full 5 year term.

FISCAL IMPACT


Funds are budgeted as an operating expense in the Airport's 415 appropriations. This new service contract's fees is as follows:

	<u>Annual Fixed</u>	<u>Hourly On-Call Rate</u>
Year 1	\$35,000	\$72.00
Year 2	\$36,750	\$75.60
Year 3	\$38,588	\$79.38
Year 4	\$40,520	\$83.34
Year 5	\$42,543	\$87.50

The Airport shall utilize the hourly on-call rate as provided in this agreement for any non-routine maintenance issues that requires immediate attention as they arise.



Thomas Nolan,
Executive Director, Airport



David H. Ready, City Manager

Attachment
(1) Contract Service Agreement

**PROFESSIONAL SERVICES AGREEMENT
PASSENGER LOADING BRIDGE MAINTENANCE SERVICE**

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is entered into, and effective on _____, 2011, between the CITY OF PALM SPRINGS, a California charter city and municipal corporation, ("City") and Riselo Engineering Solutions Inc., a California Corporation ("Consultant"). City and Consultant are individually referred to as "Party" and are collectively referred to as the "Parties".

RECITALS

A. City has determined that there is a need for maintenance and repair services for the Passenger Boarding Bridges located at the Palm Springs International Airport, project ("Project").

B. Consultant has submitted to City a proposal to provide maintenance and repair services for the Passenger Boarding Bridges located at the Palm Springs International Airport to City for the Project under the terms of this Agreement.

C. Consultant is qualified by virtue of its experience, training, education, reputation, and expertise to provide these services and has agreed to provide such services as provided in this Agreement.

D. City desires to retain Consultant to provide such professional services.

In consideration of these promises and mutual obligations, covenants, and conditions, the Parties agree as follows:

AGREEMENT

1. SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, Consultant agrees to perform the professional services set forth in the Scope of Services described in Exhibit "A" (the "Services" or "Work"), which is attached and incorporated by reference. As a material inducement to the City entering into this Agreement, Consultant represents and warrants that Consultant is a provider of first class work and professional services and that Consultant is experienced in performing the Work and Services contemplated and, in light of such status and experience, Consultant covenants that it shall follow the highest professional standards in performing the Work and Services required in this Agreement. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized as high quality among well-qualified and experienced professionals performing similar work under similar circumstances.

1.2 Contract Documents. The Agreement between the Parties shall consist of the following: (1) this Agreement; (2) the Scope of Services; (3) the City's Request for Proposals; and, (4) the Consultant's signed, original proposal submitted to the City ("Consultant's Proposal"), (collectively referred to as the "Contract Documents"). The City's Request for Proposals and the Consultant's Proposal, which are both attached as Exhibits "B" and "C", respectively, are incorporated by reference and are made a part of this Agreement. The Scope of Services shall include the Consultant's Proposal. All provisions of the Scope of Services, the City's Request for Proposals and the Consultant's Proposal shall be binding on the Parties. Should any conflict or inconsistency exist in the Contract Documents, the conflict or inconsistency shall be resolved by applying the provisions in the highest priority document, which shall be determined in the following order of priority: (1st) the provisions of the Scope of Services (Exhibit "A"); (2nd) the provisions of the City's Request for Proposal (Exhibit "B"); (3rd) the terms of this Agreement; and, (4th) the provisions of the Consultant's Proposal (Exhibit "C").

1.3 Compliance with Law. Consultant warrants that all Services rendered shall be performed in accordance with all applicable federal, state, and local laws, statutes, ordinances lawful orders, rules, and regulations.

1.4 Licenses, Permits, Fees, and Assessments. Consultant represents and warrants to City that it has obtained all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Work and Services required by this Agreement. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any

license, permit, qualification, or approval that is legally required for Consultant to perform the Work and Services under this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the Work and Services required by this Agreement. Consultant shall indemnify, defend, and hold harmless City against any such fees, assessments, taxes penalties, or interest levied, assessed, or imposed against City to the fullest extent permitted by law.

1.5 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the Scope of Services to be performed, (b) has carefully considered how the Services should be performed, and (c) fully understands the facilities, difficulties, and restrictions attending performance of the Services under this Agreement. If the Services involve work upon any site, Consultant warrants that Consultant has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of any Services. Should the Consultant discover any latent or unknown conditions that will materially affect the performance of the Services, Consultant shall immediately inform the City of such fact and shall not proceed except at Consultant's risk until written instructions are received from the City.

1.6 Care of Work. Consultant shall adopt reasonable methods during the term of the Agreement to furnish continuous protection to the Work and the equipment, materials, papers, documents, plans, studies, and/or other components to prevent losses or damages. Consultant shall be responsible for all such damages, to persons or property, until acceptance of the Work by the City, except such losses or damages as may be caused by City's own negligence.

1.7 Further Responsibilities of Parties. Parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Parties agree to act in good faith to execute all instruments, prepare all documents, and take all actions as may be reasonably necessary to carry out the purposes of this Agreement.

1.8 Additional Services. City shall have the right at any time during the performance of the Services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to, or deducting from such Work. No such extra work may be undertaken unless a written order is first given by the City to the Consultant, incorporating any adjustment in (i) the Maximum Contract Amount, as defined below, and/or (ii) the time to perform this Agreement. Any adjustments must also be approved in writing by the Consultant. Any increase in compensation of up to twenty-five percent (25%) of the Maximum Contract Amount or \$25,000, whichever is less, or in the time to perform of up to thirty (30) days, may be approved by the City Manager, or his designee, as may be needed to perform any extra work. Any greater increases, occurring either separately or cumulatively, must be approved by the Palm Springs City Council. It is expressly understood by Consultant that the provisions of this section shall not apply to the services specifically set forth or reasonably contemplated within the Scope of Services.

2. COMPENSATION

2.1 Maximum Contract Amount. For the Services rendered under this Agreement, Consultant shall be compensated by City in accordance with the Schedule of Compensation, which is attached as Exhibit "D" and incorporated in this Agreement by reference. Compensation shall not exceed the maximum contract amount of One hundred ninety three thousand, four hundred one Dollars, (\$193,401.00) ("Maximum Contract Amount") for the full fixed fee 5 year term, except as may be provided under Section 1.8, and for on-call non-routine services that shall be compensated at the stipulated hourly rates. The method of compensation shall be as set forth in Exhibit "D." Compensation for necessary expenditures for reproduction costs, telephone expenses, and transportation expenses must be approved in advance by the Contract Officer designated under Section 4.2 and will only be approved if such expenses are also specified in the Schedule of Compensation. The Maximum Contract Amount shall include the attendance of Consultant at all Project meetings reasonably deemed necessary by the City. Consultant shall not be entitled to any increase in the Maximum Contract Amount for attending these meetings. Consultant accepts the risk that the services identified in the Scope of Services may be more costly and/or time-consuming than Consultant anticipates, that Consultant shall not be entitled to additional compensation, and that the provisions of Section 1.8 shall not be applicable to the services identified in the Scope of Services. The maximum amount of city's payment obligation under this section is the amount specified in this Agreement. If the City's maximum payment obligation is reached before the Consultant's Services under this Agreement are completed, Consultant shall complete the Work and City shall not be liable for payment beyond the Maximum Contract Amount.

2.2. Method of Payment. Unless another method of payment is specified in the Schedule of Compensation (Exhibit "D"), in any month in which Consultant wishes to receive payment, Consultant shall submit to

the City an invoice for services rendered prior to the date of the invoice. The invoice shall be in a form approved by the City's Finance Director and must be submitted no later than the tenth (10) working day of such month. Such requests shall be based upon the amount and value of the services performed by Consultant and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. City shall use reasonable efforts to make payments to Consultant within forty-five (45) days after receipt of the invoice or as soon as is reasonably practical. There shall be a maximum of one payment per month.

2.3 Changes in Scope. In the event any change or changes in the Scope of Services is requested by City, Parties shall execute a written amendment to this Agreement, specifying all proposed amendments, including, but not limited to, any additional fees. An amendment may be entered into:

A. To provide for revisions or modifications to documents, work product, or work, when required by the enactment or revision of any subsequent law; or

B. To provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Consultant's profession.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated by the City Council for each fiscal year covered by the Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the services to be performed by Consultant is an essential condition of this Agreement. Consultant shall prosecute regularly and diligently the Work of this Agreement according to the agreed upon attached Schedule of Performance (Exhibit "E"), incorporated by reference.

3.2 Schedule of Performance. Consultant shall commence the Services under this Agreement upon receipt of a written notice to proceed and shall perform all Services within the time period(s) established in the Schedule of Performance. When requested by Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer, but such extensions shall not exceed one hundred eighty (180) days cumulatively; however, the City shall not be obligated to grant such an extension.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the Services rendered under this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant (financial inability excepted) if Consultant, within ten (10) days of the commencement of such delay, notifies the Contract Officer in writing of the causes of the delay. Unforeseeable causes include, but are not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement under this section.

3.4 Term. Unless earlier terminated under this Agreement, this Agreement shall commence upon the effective date of this Agreement and continue in full force and effect until completion of the Services. However, the term shall not exceed (3) years with two (2) additional one (1) year options from the commencement date, except as otherwise provided in the Schedule of Performance described in Section 3.2 above. Any extension must be through mutual written agreement of the Parties.

3.5 Termination Prior to Expiration of Term. City may terminate this Agreement for its convenience at any time, without cause, in whole or in part, upon giving Consultant thirty (30) days written notice. Where termination is due to the fault of Consultant and constitutes an immediate danger to health, safety, and general welfare, the period of notice shall be such shorter time as may be determined by the City. Upon such notice, City shall pay Consultant for Services performed through the date of termination. Upon receipt of such notice, Consultant shall

immediately cease all work under this Agreement, unless stated otherwise in the notice or by written authorization of the Contract Officer. After such notice, Consultant shall have no further claims against the City under this Agreement. Upon termination of the Agreement under this section, Consultant shall submit to the City an invoice for work and services performed prior to the date of termination. Consultant may terminate this Agreement, with or without cause, upon sixty (60) days written notice to the City, except that where termination is due to material default by the City, the period of notice may be such shorter time as the Consultant may determine.

4. COORDINATION OF WORK

4.1 Representative of Consultant. The following principal of Consultant is designated as being the principal and representative of Consultant authorized to act in its behalf and make all decisions with respect to the Services to be performed under this Agreement: Romeo Lopez, Project Manager. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services performed hereunder. The foregoing principal may not be changed by Consultant without prior written approval of the Contract Officer.

4.2 Contract Officer. The Contract Officer shall be the City Manager or his/her designee ("Contract Officer"). Consultant shall be responsible for keeping the Contract Officer fully informed of the progress of the performance of the services. Consultant shall refer any decisions that must be made by City to the Contract Officer. Unless otherwise specified, any approval of City shall mean the approval of the Contract Officer.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Consultant, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Consultant shall not assign full or partial performance of this Agreement, nor any monies due, voluntarily or by operation of law, without the prior written consent of City. Consultant shall not contract with any other entity to perform the Services required under this Agreement without the prior written consent of City. If Consultant is permitted to subcontract any part of this Agreement by City, Consultant shall be responsible to City for the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the Work will be considered employees of Consultant. City will deal directly with and will make all payments to Consultant. In addition, neither this Agreement nor any interest in this Agreement may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written consent of City. Transfers restricted in this Agreement shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Consultant or any surety of Consultant from any liability under this Agreement without the express written consent of City.

4.4 Independent Contractor. The legal relationship between the Parties is that of an independent contractor, and nothing shall be deemed to make Consultant a City employee.

A. During the performance of this Agreement, Consultant and its officers, employees, and agents shall act in an independent capacity and shall not act or represent themselves as City officers or employees. The personnel performing the Services under this Agreement on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officers, employees, or agents shall have control over the conduct of Consultant or any of its officers, employees, or agents, except as set forth in this Agreement. Consultant, its officers, employees, or agents shall not maintain an office or any other type of fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Consultant's employees, servants, representatives, or agents, or in fixing their number, compensation, or hours of service. Consultant shall pay all wages, salaries, and other amounts due its employees in connection with this Agreement and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Consultant in its business or otherwise a joint venturer or a member of any joint enterprise with Consultant.

B. Consultant shall not have any authority to bind City in any manner. This includes the power

to incur any debt, obligation, or liability against City.

C. No City benefits shall be available to Consultant, its officers, employees, or agents in connection with any performance under this Agreement. Except for professional fees paid to Consultant as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for the performance of Services under this Agreement. City shall not be liable for compensation or indemnification to Consultant, its officers, employees, or agents, for injury or sickness arising out of performing Services. If for any reason any court or governmental agency determines that the City has financial obligations, other than under Section 2 and Subsection 1.8 in this Agreement, of any nature relating to salary, taxes, or benefits of Consultant's officers, employees, servants, representatives, subcontractors, or agents, Consultant shall indemnify City for all such financial obligations.

5. INSURANCE

5.1 Types of Insurance. Consultant shall procure and maintain, at its sole cost and expense, the insurance described below. The insurance shall be for the duration of this Agreement and includes any extensions, unless otherwise specified in this Agreement. The insurance shall be procured in a form and content satisfactory to City. The insurance shall apply against claims which may arise from the Consultant's performance of Work under this Agreement, including Consultant's agents, representatives, or employees. In the event the City Manager determines that the Work or Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Consultant agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City Manager or his designee. Consultant shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified in this Agreement. Except as otherwise authorized below for professional liability (errors and omissions) insurance, all insurance provided under this Agreement shall be on an occurrence basis. The minimum amount of insurance required shall be as follows:

A. Errors and Omissions Insurance. Consultant shall obtain and maintain in full force and effect throughout the term of this Agreement, standard industry form professional liability (errors and omissions) insurance coverage in an amount of not less than one million dollars (\$1,000,000.00) per occurrence and two-million dollars (\$2,000,000.00) annual aggregate, in accordance with the provisions of this section.

(1) Consultant shall either: (a) certify in writing to the City that Consultant is unaware of any professional liability claims made against Consultant and is unaware of any facts which may lead to such a claim against Consultant; or (b) if Consultant does not provide the certification under (a), Consultant shall procure from the professional liability insurer an endorsement providing that the required limits of the policy shall apply separately to claims arising from errors and omissions in the rendition of services under this Agreement.

(2) If the policy of insurance is written on a "claims made" basis, the policy shall be continued in full force and effect at all times during the term of this Agreement, and for a period of three (3) years from the date of the completion of the Services provided hereunder. In the event of termination of the policy during this period, Consultant shall obtain continuing insurance coverage for the prior acts or omissions of Consultant during the course of performing Services under the terms of this Agreement. The coverage shall be evidenced by either a new policy evidencing no gap in coverage, or by obtaining separate extended "tail" coverage with the present or new carrier or other insurance arrangements providing for complete coverage, either of which shall be subject to the written approval by the City Manager.

(3) In the event the policy of insurance is written on an "occurrence" basis, the policy shall be continued in full force and effect during the term of this Agreement, or until completion of the Services provided for in this Agreement, whichever is later. In the event of termination of the policy during this period, new coverage shall immediately be obtained to ensure coverage during the entire course of performing the Services under the terms of this Agreement.

B. Workers' Compensation Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, workers' compensation insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Consultant agrees to waive and obtain endorsements from its workers' compensation insurer waiving subrogation rights under its workers' compensation insurance policy against the City and to require each of its subcontractors, if any, to do likewise under their workers' compensation insurance policies. If Consultant has no employees, Consultant shall complete the City's Request for Waiver of Workers' Compensation Insurance Requirement form.

C. Commercial General Liability Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of commercial general liability insurance written on a per occurrence basis with a combined single limit of at least one million dollars (\$1,000,000.00) and two million dollars (\$2,000,000.00) general aggregate for bodily injury and property damage including coverages for contractual liability, personal injury, independent contractors, broad form property damage, products and completed operations.

D. Business Automobile Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of business automobile liability insurance written on a per occurrence basis with a single limit liability in the amount of one million dollars (\$1,000,000.00) bodily injury and property damage. The policy shall include coverage for owned, non-owned, leased, and hired cars.

E. Employer Liability Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of employer liability insurance written on a per occurrence basis with a policy limit of at least one million dollars (\$1,000,000.00) for bodily injury or disease.

5.2 Deductibles and Self-Insured Retentions. Any deductibles or self-insured retentions must be declared to and approved by the City Manager or his/her designee prior to commencing any work or services under this Agreement. Consultant guarantees payment of all deductibles and self-insured retentions. City reserves the right to reject deductibles or self-insured retentions in excess of \$10,000, and the City Manager or his/her designee may require evidence of pending claims and claims history as well as evidence of Consultant's ability to pay claims for all deductible amounts and self-insured retentions proposed in excess of \$10,000.

5.3 Other Insurance Requirements. The following provisions shall apply to the insurance policies required of Consultant under this Agreement:

- 5.3.1 For any claims related to this Agreement, Consultant's coverage shall be primary insurance with respect to the City and its officers, council members, officials, employees, agents, and volunteers. Any insurance or self-insurance maintained by the City and its officers, council members, officials, employees, agents, and volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
- 5.3.2 Any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to City and its officers, council members, officials, employees, agents, and volunteers.
- 5.3.3 All insurance coverage and limits provided by Consultant and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.
- 5.3.4 No required insurance coverages may include any limiting endorsement which substantially impairs the coverages set forth in this Agreement (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City Manager and approved in writing.
- 5.3.5 Consultant agrees to require its insurer to modify insurance endorsements to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will "endeavor" (as opposed to being required) to comply with the requirements of the endorsements. Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Consultant's obligation to ensure timely compliance with all insurance submittal requirements as provided in this Agreement.
- 5.3.6 Consultant agrees to ensure that subcontractors, and any other parties involved with the Project who are brought onto or involved in the Project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is

provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the Project will be submitted to the City for review.

- 5.3.7 Consultant acknowledges and agrees that any actual or alleged failure on the part of the City to inform Consultant of non-compliance with any insurance requirement in no way imposes any additional obligations on the City nor does it waive any rights in this or any other regard.
- 5.3.8 Consultant shall provide proof that policies of insurance required in this Agreement, expiring during the term of this Agreement, have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. Endorsements as required in this Agreement applicable to the renewing or new coverage shall be provided to City no later than ten (10) days prior to expiration of the lapsing coverage.
- 5.3.9 Requirements of specific insurance coverage features or limits contained in this section are not intended as limitations on coverage, limits, or other requirements, or as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
- 5.3.10 The requirements in this section supersede all other sections and provisions of this Agreement to the extent that any other section or provision conflicts with or impairs the provisions of this section.
- 5.3.11 Consultant agrees to provide immediate notice to City of any claim or loss against Consultant arising out of the Work performed under this Agreement and for any other claim or loss which may reduce the insurance available to pay claims arising out of this Agreement. City assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve City, or to reduce or dilute insurance available for payment of potential claims.
- 5.3.12 Consultant agrees that the provisions of this section shall not be construed as limiting in any way the extent to which the Consultant may be held responsible for the payment of damages resulting from the Consultant's activities or the activities of any person or person for which the Consultant is otherwise responsible.

5.4 Sufficiency of Insurers. Insurance required in this Agreement shall be provided by authorized insurers in good standing with the State of California. Coverage shall be provided by insurers admitted in the State of California with an A.M. Best's Key Rating of B++, Class VII, or better, unless such requirements are waived in writing by the City Manager or his designee due to unique circumstances.

5.5 Verification of Coverage. Consultant shall furnish City with both certificates of insurance and endorsements, including additional insured endorsements, affecting all of the coverages required by this Agreement. The certificates and endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All proof of insurance is to be received and approved by the City before work commences. City reserves the right to require Consultant's insurers to provide complete, certified copies of all required insurance policies at any time. Additional insured endorsements are not required for Errors and Omissions and Workers' Compensation policies.

Verification of Insurance coverage may be provided by: (1) an approved General and/or Auto Liability Endorsement Form for the City of Palm Springs or (2) an acceptable Certificate of Liability Insurance Coverage with an approved Additional Insured Endorsement with the following endorsements stated on the certificate:

1. *"The City of Palm Springs, its officials, employees, and agents are named as an additional insured..." ("as respects City of Palm Springs Contract No. _____" or "for any and all work performed with the City" may be included in this statement).*

2. "This insurance is primary and non-contributory over any insurance or self-insurance the City may have..." ("as respects City of Palm Springs Contract No. ___" or "for any and all work performed with the City" may be included in this statement).

3. "Should any of the above described policies be canceled before the expiration date thereof, the issuing company will mail 30 days written notice to the Certificate Holder named." Language such as, "endeavor to" mail and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representative" is not acceptable and must be crossed out.

4. Both the Workers' Compensation and Employers' Liability policies shall contain the insurer's waiver of subrogation in favor of City, its elected officials, officers, employees, agents, and volunteers.

In addition to the endorsements listed above, the City of Palm Springs shall be named the certificate holder on the policies. All certificates of insurance and endorsements are to be received and approved by the City before work commences. All certificates of insurance must be authorized by a person with authority to bind coverage, whether that is the authorized agent/broker or insurance underwriter. Failure to obtain the required documents prior to the commencement of work shall not waive the Consultant's obligation to provide them.

6. INDEMNIFICATION

6.1 Indemnification and Reimbursement. To the fullest extent permitted by law, Consultant shall defend (at Consultant's sole cost and expense), indemnify, protect, and hold harmless City, its elected officials, officers, employees, agents, and volunteers (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgments, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (Consultant's employees included), for damage to property, including property owned by City, from any violation of any federal, state, or local law or ordinance, and from errors and omissions committed by Consultant, its officers, employees, representatives, and agents, that arise out of or relate to Consultant's performance under this Agreement. This indemnification clause excludes Claims arising from the sole negligence or willful misconduct of the City, its elected officials, officers, employees, agents, and volunteers. Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Consultant's indemnification obligation or other liability under this Agreement. Consultant's indemnification obligation shall survive the expiration or earlier termination of this Agreement until all actions against the Indemnified Parties for such matters indemnified are fully and finally barred by the applicable statute of limitations or, if an action is timely filed, until such action is final. This provision is intended for the benefit of third party Indemnified Parties not otherwise a party to this Agreement.

6.2 Design Professional Services Indemnification and Reimbursement. If the Agreement is determined to be a "design professional services agreement" and Consultant is a "design professional" under California Civil Code Section 2782.8, then:

A. To the fullest extent permitted by law, Consultant shall indemnify, defend (at Consultant's sole cost and expense), protect and hold harmless City and its elected officials, officers, employees, agents and volunteers and all other public agencies whose approval of the project is required, (individually "Indemnified Party"; collectively "Indemnified Parties") against any and all liabilities, claims, judgments, arbitration awards, settlements, costs, demands, orders and penalties (collectively "Claims"), including but not limited to Claims arising from injuries or death of persons (Consultant's employees included) and damage to property, which Claims arise out of, pertain to, or are related to the negligence, recklessness or willful misconduct of Consultant, its agents, employees, or subcontractors, or arise from Consultant's negligent, reckless or willful performance of or failure to perform any term, provision, covenant or condition of this Agreement ("Indemnified Claims"), but Consultant's liability for Indemnified Claims shall be reduced to the extent such Claims arise from the negligence, recklessness or willful misconduct of the City and its elected officials, officers, employees, agents and volunteers.

B. The Consultant shall require all non-design-professional sub-contractors, used or sub-contracted by Consultant to perform the Services or Work required under this Agreement, to execute an Indemnification Agreement adopting the indemnity provisions in sub-section 6.1 in favor of the Indemnified Parties. In addition, Consultant shall require all non-design-professional sub-contractors, used or sub-contracted by Consultant to perform the Services or Work required under this Agreement, to obtain insurance that is consistent with the Insurance provisions as set forth in this Agreement, as well as any other insurance that may be required by Contract Officer.

7. **REPORTS AND RECORDS**

7.1 **Accounting Records.** Consultant shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Consultant shall keep such books and records as shall be necessary to properly perform the Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 **Reports.** Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Services required by this Agreement, or as the Contract Officer shall require. Consultant acknowledges that the City is greatly concerned about the cost of the Work and Services to be performed under this Agreement. For this reason, Consultant agrees that Consultant shall promptly notify the Contract Officer the estimated increased or decreased cost if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the contemplated Work or Services. If Consultant is providing design services, Consultant shall promptly notify the Contract Officer the estimated increased or decreased cost for the project being designed if Consultant becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the design services.

7.3 **Ownership of Documents.** All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Consultant, its employees, subcontractors, and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement. Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials. Any use of such completed documents for other projects and/or use of incomplete documents without specific written authorization by the Consultant will be at the City's sole risk and without liability to Consultant, and the City shall indemnify the Consultant for all resulting damages. Consultant may retain copies of such documents for their own use. Consultant shall have an unrestricted right to use the concepts embodied in this Agreement. Consultant shall ensure that all its subcontractors shall provide for assignment to City of any documents or materials prepared by them. In the event Consultant fails to secure such assignment, Consultant shall indemnify City for all resulting damages.

7.4 **Release of Documents.** All drawings, specifications, reports, records, documents, and other materials prepared by Consultant in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer. All information gained by Consultant in the performance of this Agreement shall be considered confidential and shall not be released by Consultant without City's prior written authorization.

7.5 **Audit and Inspection of Records.** After receipt of reasonable notice and during the regular business hours of City, Consultant shall provide City, or other agents of City, such access to Consultant's books, records, payroll documents, and facilities as City deems necessary to examine, copy, audit, and inspect all accounting books, records, work data, documents, and activities directly related to Consultant's performance under this Agreement. Consultant shall maintain such books, records, data, and documents in accordance with generally accepted accounting principles and shall clearly identify and make such items readily accessible to such parties during the term of this Agreement and for a period of three (3) years from the date of final payment by City hereunder.

8. **ENFORCEMENT OF AGREEMENT**

8.1 **California Law and Venue.** This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Riverside, State of California, or any other appropriate court in such County, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 **Interpretation.** This Agreement shall be construed as a whole according to its fair language and common meaning to achieve the objectives and purposes of the Parties. The terms of this Agreement are contractual and the result of negotiation between the Parties. Accordingly, any rule of construction of contracts (including, without limitation, California Civil Code Section 1654) that ambiguities are to be construed against the drafting party, shall not be employed in the interpretation of this Agreement. The caption headings of the various sections and paragraphs of

this Agreement are for convenience and identification purposes only and shall not be deemed to limit, expand, or define the contents of the respective sections or paragraphs.

8.3 Default of Consultant. Consultant's failure to comply with any provision of this Agreement shall constitute a default.

A. If the City Manager, or his designee, determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall notify Consultant in writing of such default. Consultant shall have ten (10) days, or such longer period as City may designate, to cure the default by rendering satisfactory performance. In the event Consultant fails to cure its default within such period of time, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity, or under this Agreement. Consultant shall be liable for all reasonable costs incurred by City as a result of such default. Compliance with the provisions of this section shall not constitute a waiver of any City right to take legal action in the event that the dispute is not cured, provided that nothing shall limit City's right to terminate this Agreement without cause under Section 3.5.

B. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.3A, take over the work and prosecute the same to completion by contract or otherwise. The Consultant shall be liable to the extent that the total cost for completion of the Services required hereunder exceeds the Maximum Contract Amount (provided that the City shall use reasonable efforts to mitigate such damages). The City may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the City as previously stated. The withholding or failure to withhold payments to Consultant shall not limit Consultant's liability for completion of the Services as provided in this Agreement.

8.4 Waiver. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought. Any waiver by the Parties of any default or breach of any covenant, condition, or term contained in this Agreement, shall not be construed to be a waiver of any subsequent or other default or breach, nor shall failure by the Parties to require exact, full, and complete compliance with any of the covenants, conditions, or terms contained in this Agreement be construed as changing the terms of this Agreement in any manner or preventing the Parties from enforcing the full provisions.

8.5 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.6 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct, remedy or recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.7 Attorney Fees. In the event any dispute between the Parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses. These include but are not limited to reasonable attorney fees, expert consultant fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Conflict of Interest. No officer or employee of the City shall have any direct or indirect financial interest in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects their financial interest or the financial interest of any corporation, partnership, or association in which

he/she is, directly or indirectly, interested in violation of any state statute or regulation. Consultant warrants that Consultant has not paid or given, and will not pay or give, any third party any money or other consideration in exchange for obtaining this Agreement.

9.3 Covenant Against Discrimination. In connection with its performance under this Agreement, Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, marital status, ancestry, or national origin. Consultant shall ensure that applicants are employed, and that employees are treated during their employment, without regard to their race, religion, color, sex, age, marital status, ancestry, or national origin. Such actions shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

10. MISCELLANEOUS PROVISIONS

10.1 Patent and Copyright Infringement. To the fullest extent permissible under law, and in lieu of any other warranty by City or Consultant against patent or copyright infringement, statutory or otherwise:

A. It is agreed that Consultant shall defend at its expense any claim or suit against City on account of any allegation that any item furnished under this Agreement, or the normal use or sale arising out of the performance of this Agreement, infringes upon any presently existing U.S. letters patent or copyright and Consultant shall pay all costs and damages finally awarded in any such suit or claim, provided that Consultant is promptly notified in writing of the suit or claim and given authority, information and assistance at Consultant's expense for the defense of same, and provided such suit or claim arises out of, pertains to, or is related to the negligence, recklessness or willful misconduct of Consultant. However, Consultant will not indemnify City if the suit or claim results from: (1) City's alteration of a deliverable, such that City's alteration of such deliverable created the infringement upon any presently existing U.S. letters patent or copyright; or (2) the use of a deliverable in combination with other material not provided by Consultant when it is such use in combination which infringes upon an existing U.S. letters patent or copyright.

B. Consultant shall have sole control of the defense of any such claim or suit and all negotiations for settlement in the event City fails to cooperate in the defense of any suit or claim, provided, however, that such defense shall be at Consultant's expense. Consultant shall not be obligated to indemnify City under any settlement that is made without Consultant's consent, which shall not be unreasonably withheld. If the use or sale of such item is enjoined as a result of the suit or claim, Consultant, at no expense to City, shall obtain for City the right to use and sell the item, or shall substitute an equivalent item acceptable to City and extend this patent and copyright indemnity thereto.

10.2 Notice. Any notice, demand, request, consent, approval, or communication that either party desires, or is required to give to the other party or any other person shall be in writing. All notices shall be personally delivered, sent by pre-paid First Class U.S. Mail, registered or certified mail, postage prepaid, return receipt requested, or delivered or sent by facsimile with attached evidence of completed transmission. All notices shall be deemed received upon the earlier of (i) the date of delivery to the address of the person to receive such notice if delivered personally or by messenger or overnight courier; (ii) five (5) business days after the date of posting by the United States Post Office if by mail; or (iii) when sent if given by facsimile. Any notice, request, demand, direction, or other communication sent by facsimile must be confirmed within forty-eight (48) hours by letter mailed or delivered. Other forms of electronic transmission such as e-mails, text messages, and instant messages are not acceptable manners of notice required hereunder. Notices or other communications shall be addressed as follows:

To City:

City of Palm springs
Attention: City Manager & City Clerk
3200 E. Tahquitz Canyon Way
Palm springs, California 92262
Telephone: (760) 323-8204
Facsimile: (760) 323-8332

To Consultant:

Riselo Engineering Solutions, Inc.
PO Box 2019
Fontana, CA 92334
Attention: Romeo Lopez
Telephone: 909-356-8827, Facsimilie 909-356-8826

10.3 Integrated Agreement. This Agreement constitutes the entire agreement between the Parties and supersedes all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter in this Agreement.

10.4 Amendment. No amendments or other modifications of this Agreement shall be binding unless through written agreement by all Parties.

10.5 Severability. Whenever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under applicable law. If any provision of this Agreement shall be determined to be invalid by a final judgment or decree of a court of competent jurisdiction, such provision shall be ineffective only to the extent of such prohibition or invalidity, without invalidating the remainder of that provision, or the remaining provisions of this Agreement unless the invalid provision is so material that its invalidity deprives either Party of the basic benefit of their bargain or renders this Agreement meaningless.

10.5 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.6 Third Party Beneficiary. Except as may be expressly provided for in this Agreement, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party to this Agreement.

10.7 Recitals. The above-referenced Recitals are hereby incorporated into the Agreement as though fully set forth in this Agreement and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.8. Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he or she is executing this Agreement is duly authorized and existing, (ii) he or she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he or she is signing, (iii) by so executing this Agreement, the Party for which he or she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which the Party for which he or she is signing is bound.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates stated below.
"CITY"
City of Palm Springs

Date: _____

By: _____

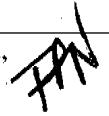
David H. Ready
City Manager

APPROVED AS TO FORM:

ATTEST

By: _____

Douglas C. Holland,
City Attorney



By: _____

James Thompson,
City Clerk

APPROVED BY CITY COUNCIL:

Date: _____ Agreement No. _____

Corporations require two notarized signatures. One signature must be from Chairman of Board, President, or any Vice President. The second signature must be from the Secretary, Assistant Secretary, Treasurer, Assistant Treasurer, or Chief Financial Officer.

CONSULTANT NAME:

Check one ___ Individual ___ Partnership ___ Corporation

Address

By _____

Signature (Notarized)

By _____

Signature (Notarized)

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California }
 County of _____ }

On _____ before me, _____
Date Here Insert Name and Title of the Officer
 personally appeared _____
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Place Notary Seal Above

Signature _____
Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Description of Attached Document

Title or Type of Document: _____
 Document Date: _____ Number of Pages: _____
 Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
 Individual
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Attorney in Fact
 Trustee
 Guardian or Conservator
 Other: _____
 Signer Is Representing: _____



Signer's Name: _____
 Individual
 Corporate Officer — Title(s): _____
 Partner — Limited General
 Attorney in Fact
 Trustee
 Guardian or Conservator
 Other: _____
 Signer Is Representing: _____



EXHIBIT "A"

SCOPE OF SERVICES

The scope of work consists of, but is not limited to, Contractor providing all supervision, labor, materials, phone support, equipment, tools, expendable items and replacement parts as required under the terms of this contract, necessary for the preventive maintenance and on-call repair of eight (8) FMC Jetway Passenger Loading Bridges and related equipment at the Palm Springs International Airport.

I. Scope of Work shall include:

- a. All necessary maintenance, on-call servicing and support required for the factory specified Preventive Maintenance of:
 - (1) Eight (8) Passenger Loading Bridges and related equipment, according to manufacturer's requirements and as detailed in FMC Jetway Systems Operation and Maintenance Manual.
 - (2) Six (6) 45 ton and two (2) 75 ton Jet-Aire Preconditioned Air units.
 - (3) Eight (8) Jet-Power 400HZ Ground Power units.
 - (4) Eight (8) Jet-Flow Potable Water Systems

*See Section VIII, page 9, for appropriate FMC maintenance SOP checklists for standard operating procedures.
- b. All necessary support services, supplemental to Palm Springs International Airport Technical staff services. This shall include emergency repairs on a call-out basis as may be required to maintain proper functioning, operation and reliability of the Passenger Loading Bridges.
- c. All related mechanical, electrical and electronic systems associated with the equipment defined, including cables, motors, fans, alarms, belts, indicator lights, computers and accessories, etc.
- d. All related instrumentation, controls, electrical, and electronic services through the motor controls including the secondary breakers serving the motor controls, and up to but excluding main disconnects in primary switchboards serving motor controls, starters, etc.
- e. Repairs of major equipment, or replacement due to normal or catastrophic causes.
- f. Repair and replacement of components which may have become worn or damaged due to the general operating environment of aircraft support, including but not limited to: 400HZ nose pieces and cable, retriever cable, PCAir hose and connections, potable water hose and nozzles, thermocouple and cable etc.
- g. Non-routine corrective repairs are excluded from the base scope of preventative maintenance work and pricing. All non-routine repairs will be invoiced to the city on a time and materials basis, per the schedule of compensation.
- h. Perform Ball Screw inspection within the 1st six (6) months of contract. This inspection shall be in accordance with FMC Technologies Service Bulletin # 109 Attachment "D".

- i. Contractor shall be limited to 2 hours travel per day per non-routine maintenance callout.
- j. Painting of loading bridges is not included in Scope of Service under this contract. Painting of bridges will be performed by Airport.
- k. Per applicable provisions of the Palm Springs City Charter and Municipal Code, prevailing wage rates are not applicable to this agreement.

EXHIBIT "B"

CITY'S REQUEST FOR PROPOSALS

CITY OF PALM SPRINGS, CA
NOTICE INVITING PROPOSALS FOR RFP #10-11
PASSENGER LOADING BRIDGE MAINTENANCE SERVICE

NOTICE IS HEREBY GIVEN that the City of Palm Springs is requesting proposals from qualified firms to provide the City with Passenger Loading Bridge Maintenance services at the Palm Springs International Airport.

PROJECT LOCATION: All work shall take place at Palm Springs International Airport, 3400 Tahquitz Canyon Way, Palm Springs, CA, 92262.

SCOPE OF SERVICES: The scope of work will consist of all necessary preventive maintenance and on-call repair of eight (8) FMC Jetway Passenger Loading Bridges and related equipment at the Palm Springs International Airport.

OBTAINING RFP DOCUMENTS AND ADDENDA: The RFP document may be downloaded via the internet at www.palmspringsca.gov (go to Departments, Procurement, Open Bids & Proposals), or by calling the Office of Procurement and Contracting, (760) 322-8374. Upon downloading the RFP via the internet, contact Leigh Ann Gileno, Procurement Specialist II, via email at LeighAnn.Gileno@palmspringsca.gov to register as a firm interested in this project. Failure to register may result in not receiving addenda to the RFP.

EVALUATION OF PROPOSALS AND AWARD OF CONTRACT: This solicitation has been developed in the Request for Proposals (RFP) format. Accordingly, firms should take note that multiple factors as identified in the RFP will be considered by the Evaluation Committee to determine which proposal best meets the requirements set forth in the RFP document. **PRICE ALONE WILL NOT BE THE SOLE DETERMINING CRITERIA.** The City reserves the right to negotiate the terms and conditions of any resulting contract. Final contract award, if any, will be made by the Palm Springs City Council. The selected firm will be required to comply with all insurance and license requirements of the City.

A non-mandatory **Pre-Proposal Conference** will be held at the Airport Conference Room (2nd floor – Center Terminal) at **9:00 AM on Monday, March 21, 2011** and will include a tour of the Airport Loading Bridges to acquaint prospective Proposers with site conditions. Parking ticket validation will be provided at the meeting. Attendance is **strongly encouraged**. Failure of a Proposer to attend the pre-proposal conference shall constitute acceptance of all pre-existing site conditions and shall constitute a waiver of any and all future claims relating to said conditions. No variation in a proposal submitted shall be permitted based on a claim of ignorance. The Airport is located at 3400 E. Tahquitz Canyon Way, Palm Springs, CA 92264. The conference room is located on the second floor above the main lobby entrance of the airport. This will be the only site visit scheduled.

DEADLINE: All proposals must be received in the Procurement and Contracting Office, 3200 E. Tahquitz Canyon Way, Palm Springs, CA, 92262 by **3:00 P.M., LOCAL TIME, WEDNESDAY, APRIL 13, 2011**. The receiving time in the Procurement Office will be the governing time for acceptability of Proposals. Telegraphic and telephonic Proposals will not be accepted. Reference the RFP document for additional dates and deadlines. Late proposals will not be accepted and shall be returned unopened.

PROPOSALS TO REMAIN OPEN: The Proposer shall guarantee that all contents of their proposal shall be valid for a period of 120 calendar days from the due date of proposals.

Leigh Ann Gileno

Leigh Ann Gileno, Procurement Specialist II
March 14, 2011

**CITY OF PALM SPRINGS, CA
REQUEST FOR PROPOSALS (RFP) #10-11
PASSENGER LOADING BRIDGE MAINTENANCE SERVICE**

Requests for Proposals (RFP #10-11), for passenger loading bridge maintenance services to perform the preventive maintenance and on-call repair of eight (8) FMC Jetway Passenger Loading Bridges and related equipment at the Palm Springs International Airport for the City of Palm Springs, CA, (hereinafter the "RFP") will be received at the Office of Procurement & Contracting, 3200 East Tahquitz Canyon Way, Palm Springs, California, until **3:00 P.M. LOCAL TIME, WEDNESDAY, APRIL 13, 2011**. It is the responsibility of the respondent to see that any proposal sent through the mail, or by any other delivery method, shall have sufficient time to be received by this specified date and time. The receiving time in the Procurement Office will be the governing time for acceptability of RFP proposals. Telegraphic, telephonic, faxed or emailed RFP proposals will not be accepted. Late RFP proposals will be returned unopened. Failure to register as a Proposer to this RFP process per the instructions in the Notice Inviting Requests for Proposals (under "Obtaining RFP Documents") may result in not receiving Addenda or other important information pertaining to this process. Failure to acknowledge Addenda may render a proposal as being non-responsive. We **strongly advise** that interested firms officially register per the instructions.

1. PURPOSE AND SCHEDULE: The City of Palm Springs is requesting proposals from qualified firms to provide the City with passenger loading bridge maintenance services related to the Palm Springs International Airport FMC Jetway Passenger Loading Bridges (hereinafter the "Project"). The selected firm will be expected to provide the required services to provide all supervision, labor, materials, phone support, equipment, tools, expendable items and replacement parts as required under the terms of this contract, necessary for the preventive maintenance and on-call repair of eight (8) FMC Jetway Passenger Loading Bridges and related equipment at the Palm Springs International Airport.

SCHEDULE:

Notice requesting Proposals posted and issued March 14, 2011
Pre-Proposal Conference..... Monday, March 21, 2011, 9:00A.M.
Deadline for receipt of Questions Tuesday, April 5, 2011, 3:00 P.M.
Deadline for receipt of ProposalsWednesday, April 13, 2011, 3:00 P.M.
Short List / Interviews/, **if desired by City* to be determined
Contract awarded by City Council to be determined

**Dates above are subject to change.*

"KEY" TO RFP ATTACHMENTS:

- ATTACHMENT "A"- Signature Authorization Form, including Addenda acknowledgment. *Must be completed and included with Technical Proposal envelope.**
- ATTACHMENT "B" – Non Collusion Affidavit Form. *Must be completed and included with Technical Proposal envelope.**
- ATTACHMENT "C" – Cost Proposal Form. *Must be completed and included in a separately sealed envelope – do NOT include this with your Technical Proposal.**
- ATTACHMENT "D" – Ball Screw Inspection Service Bulletin #109.**
- ATTACHMENT "E" – Sample boilerplate Contract Services Agreement (for reference only)**

2. BACKGROUND: The City of Palm Springs owns and operates the Palm Springs International Airport. The Airport is located in eastern Riverside County, Approximately 2.5 miles east of the central business district of Palm Springs, California. The Airport serves as the major air transportation center for the entire Coachella Valley. The airport serves approximately 1.5 million passengers each year with approximately 60 percent of this traffic occurring between the months of December through

May. There are eight Passenger Boarding Bridges located on one concourse. The other concourse also has eight gates but relies on ground loading without the utilization of any bridges. The current maintenance contract will be expiring soon and the City is now seeking proposals for scheduled and unscheduled maintenance of these loading bridges.

I. DESCRIPTION OF FACILITIES

All work shall take place at Palm Springs International Airport, 3400 Tahquitz Canyon Way, Palm Springs, CA, 92262. The Passenger Loading Bridges consist of eight (8) apron drive, 3 tunnel boarding bridges, each with Preconditioned Air, 400 Hertz ground power units and potable water supply.

The eight (8) Passenger Loading Bridges are identified as follows: (Note that Gate #5 has been modified with an FMC manufactured "C-E" floor to service regional jets)

GATE LOCATION	MANUFACTURER	MODEL NO.	CONFIGURATION / PC AIR CAPACITY
GATE 4	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON
GATE 5	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON
GATE 6	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON
GATE 7	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 75 TON
GATE 8	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON
GATE 9	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON
GATE 10	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 75 TON
GATE 11	FMC JETWAY®	AD3-60/119-125R	3 TUNNEL / 45 TON

3. SCOPE OF WORK, SERVICES, OBJECTIVES AND SPECIFICATIONS:

Generally, the scope of work consists of, but is not limited to, Contractor providing all supervision, labor, materials, phone support, equipment, tools, expendable items and replacement parts as required under the terms of this contract, necessary for the preventive maintenance and on-call repair of eight (8) FMC Jetway Passenger Loading Bridges and related equipment at the Palm Springs International Airport.

II. Scope of Work shall include:

- a. All necessary maintenance, on-call servicing and support required for the factory specified Preventive Maintenance of:
 - (1) Eight (8) Passenger Loading Bridges and related equipment, according to manufacturer's requirements and as detailed in FMC Jetway Systems Operation and Maintenance Manual.
 - (2) Six (6) 45 ton and two (2) 75 ton Jet-Aire Preconditioned Air units.
 - (3) Eight (8) Jet-Power 400HZ Ground Power units.
 - (4) Eight (8) Jet-Flow Potable Water Systems

*See Section VIII, page 9, for appropriate FMC maintenance SOP checklists for standard operating procedures.
- b. All necessary support services, supplemental to Palm Springs International Airport Technical staff services. This shall include emergency repairs on a call-out basis as may be required to maintain proper functioning, operation and reliability of the Passenger Loading Bridges.
- c. All related mechanical, electrical and electronic systems associated with the equipment defined, including cables, motors, fans, alarms, belts, indicator lights, computers and accessories, etc.
- d. All related instrumentation, controls, electrical, and electronic services through the motor controls including the secondary breakers serving the motor controls, and up to but excluding main disconnects in primary switchboards serving motor controls, starters, etc.
- e. Repairs of major equipment, or replacement due to normal or catastrophic causes.
- f. Repair and replacement of components which may have become worn or damaged due to the general operating environment of aircraft support, including but not limited to: 400HZ nose pieces and cable, retriever cable, PCAir hose and connections, potable water hose and nozzles, thermocouple and cable etc.
- g. Non-routine corrective repairs are excluded from the base scope of preventative maintenance work and pricing. All non-routine repairs will be invoiced to the city on a time and materials basis, per the schedule of compensation.
- h. Perform Ball Screw inspection within the 1st six (6) months of contract. This inspection shall be in accordance with FMC Technologies Service Bulletin # 109 Attachment "D".

- i. Contractor shall be limited to 2 hours travel per day per non-routine maintenance callout.
- j. Painting of loading bridges is not included in Scope of Service under this contract. Painting of bridges will be performed by Airport.
- k. Per applicable provisions of the Palm Springs City Charter and Municipal Code, prevailing wage rates are not applicable to this agreement.

II CONTRACTOR'S RESPONSIBILITY

- a. General Maintenance: Contractor will be responsible for ensuring all work performed on the Passenger Loading Bridges is conducted in a first class manner, in accordance with manufacturers' recommendations and these specifications, and that upon completion of maintenance activity, the Loading Bridges perform to the specifications for which they were designed.
- b. Preventive Maintenance: Contractor shall develop a routine computer generated Preventive Maintenance (PM) schedule, in accordance with the manufacturer's recommendations, and submit it to the Airport Maintenance Superintendent for approval. The services shall be performed diligently and without unnecessary delays during periods scheduled for service. The PM program approved by the Superintendent shall commence upon written notice to proceed and continue according to the submitted schedule. All maintenance will be in strict compliance with the original equipment manufacturer's specifications and recommendations. The PM Program shall assure high system reliability and indicate necessary actions to be taken to continue reliable operation.
- c. Remedial Maintenance: Contractor shall respond within the response times required in the Schedule of Performance included in this RFP. Contractor personnel shall work continuously until the critical malfunctions are corrected.
- d. Where it is evident that safety, reliability or efficiency can be improved through capital investment in equipment, Contractor shall call such matters to the attention of the Airport Maintenance Superintendent.
- e. Contractor shall have a minimum of five (5) consecutive years of recent experience in the maintenance and repair of similar equipment.
- f. Contractor shall provide the required personnel and equipment for regular preventive maintenance and on-call emergency corrective repairs on a 24-hour basis, 7 days per week, as per the Schedule of Performance included in this RFP.
- g. Contractor shall provide all tools, office equipment, communications equipment and vehicles to perform the duties under the Scope of Work.
- h. The Airport does not require the Contractor to maintain an on-site presence but the City shall provide Contractor a storage area for the purpose of storing spare parts & equipment. This area will be viewed as City space, and as such will not be used for any purpose other than the execution of this contract.

- i. Contractor shall be issued repair work orders generated via the Airport's computerized maintenance management system. Work orders issued by Airport Control Center / Operations will be filled out by Contractor and returned to Operations staff upon job completion.
- j. Contractor shall submit a preventive maintenance report at the end of each scheduled PM, detailing the repairs, adjustments, parts used, and inspections performed.
- k. All labor provided will have a 60 day warranty.

III. SPARE AND REPLACEMENT PARTS

- a. Contractor shall demonstrate the availability of adequate parts and service facilities in the Southern California area to properly service all aspects of the system.
- b. All replacement parts are to be new and of the same manufacture as equipment being worked upon, and shall have a warranty of one year. Where this is not possible, Contractor may provide rebuilt parts of the original manufacturer, or use new parts of another manufacturer. In either case, parts shall be equal or better in quality and operation and free from defects. Contractor shall obtain Airport Maintenance Superintendent approval prior to purchasing or installing parts that are not new and/or of the same manufacture as original.
- c. All control and instrumentation devices that are replaced shall be new and of original manufacture, or of equal or better quality and operating characteristics than the original. Contractor shall not mix control and instrumentation devices from different manufacturers within a specific control system without the prior approval of the Airport Maintenance Superintendent.
- d. Parts must meet OEM specifications, however, they do not need to be purchased from the OEM supplier.
- e. The Airport will not invest in an inventory of critical spare parts for the Contractor's use. The expectation is that parts will be available through the Contractor on an as needed basis for the equipment to be maintained under this agreement.

IV. Employees

- a. Contractor shall staff its operations in classifications and numbers needed to meet the requirements of the Request for Proposal. These levels are based on a minimum number of employees as follows:
 - (1) Two (2) Journeymen level Technicians per scheduled PM, capable of repairing all systems covered in the Scope of Work section. This includes electrical, mechanical, and troubleshooting repairs to the PBB and related systems.
 - (2) Sufficient qualified staff, as may be required, to perform all trouble call work in a complete and expeditious manner.
 - (3) One (1) management level employee to act as a point of contact for the AIRPORT and be responsible for all parts of the execution of the contract. Changes in the staffing of this position must be approved by the Contract Officer.

- b. All employees, representatives, and officials shall be expected to maintain excellent relations with the public, Airport officials and employees. Any display of offensive, discourteous or rude behavior by any representative of the Contractor may be cause for contract termination.
- c. Use of alcoholic beverages by Contractor representatives is prohibited, and representatives are prohibited from being on the premises under the influence of alcohol or other substances.
- d. Contractor's personnel shall possess factory certifications on the various equipment to be serviced under this agreement.

V. SCHEDULE OF WORK

- a. Scheduled work shall be performed according to the Schedule of Performance included in this RFP. Any work to be performed contrary to this schedule shall be approved by the Contract Officer prior to such occurrence. The Schedule shall be kept throughout the duration of the Contract, and if modified shall be resubmitted to the Contract Officer for approval as required.

VI. SPECIAL SECURITY REQUIREMENTS

a. SECURED ACCESS TO WORK AREAS

- 1. The areas in which work is to be performed are considered secure areas in accordance with Federal Aviation Administration security guidelines. The contractor must comply with all of the following security related procedures/conditions.
 - a. Employment History: Prior to commencement of the Services of the Contract, the successful contractor will be required to submit a letter authorizing an individual(s) to approve the issuance of Security Information Display Area (SIDA) badges. All contractor personnel designated to receive SIDA badges are required to complete a fingerprint based Criminal History Records Check (CHRC) prior to authorization for SIDA area training.
 - b. Employee Security Badges: All contractor personnel who access the Airport SIDA area must obtain, and conspicuously display on their person at all times, an Airport issued security identification badge. The appropriate badge may be obtained at the Airport Operations Control Center located in the terminal building. A \$38.00 (subject to change) fee is required for each fingerprint CHRC check, and a \$38.00 (subject to change) processing fee for each badge. All SIDA badges remain the property of the Airport and shall be surrendered to Airport Operations upon completion of contract. To obtain a SIDA badge, each contractor employee must have satisfactorily undergone the fingerprint CHRC and successfully completed required 2 hour training on airport security. Attendance of the class and issuance of the security identification badge may take longer than two (2) hours per person. Airport SIDA forms are available on the internet at:
http://www.palmspringsairport.com/ops_security.html
 - c. Site Access: Access to SIDA shall be through Perimeter Gate 15, unless otherwise arranged with Airport Operations. Access to any SIDA area will be permitted only for SIDA badge personnel or for personnel under escort by a SIDA badge contractor employee. No deviations from any security measure will be permitted.

- d. **Vehicles and Equipment:** All licensed vehicles operated on the Airport property are required to have conspicuously displayed in the windshield a vehicle permit issued by Airport personnel. This vehicle permit shall hold the Contractor responsible for both the vehicle and all personnel within the vehicle while on Airport property.
 - i. Procedures to Obtain an AOA Vehicle Permit

The Airport requires a separate "Authorization Signature Letter" to be on file for each company requesting AOA Permits. The letter must have at least one individual who is authorized to request ID badges for your company. We prefer that you include only management or supervisors on this letter. A sample form is available by visiting the Airport Permitting Office or e-mailing Airport Operations at VIP@palmsprings-ca.gov. Please submit your letter with "original" signatures.

An AOA Vehicle Permit request form must be submitted each time you are requesting vehicle permits. More than one vehicle may be listed with each request, and the form will require the following information: Vehicle make, vehicle type, color, year, and license number. A sample form is available by visiting the Airport Permitting Office or e-mailing Airport Operations at VIP@palmsprings-ca.gov. An information package is also available for reference.

All vehicle permit fees must be paid at the time of issuance.
- e. **Identification:** Each employee obtaining SIDA access shall at all times display on their person the SIDA badge while in the secure area. Additionally, all personnel shall wear Contractor supplied uniforms at all times during the performance of this work. Contractor's supervisory staff may wear identification badges in lieu of uniforms.

VII. COMMUNICATIONS

- a. Contractor shall utilize a radio communications system supplied by the Palm Springs Airport during all work performed.

VIII. STANDARD OPERATING PROCEDURES (SOP)/ REFERENCES

- a. The following are the references for the maintenance SOP manuals/checklists that shall be followed for the equipment to be serviced under the contract:
 - (1) FMC Jetway Systems Apron Drive 2 & 3 Tunnel, Solid State FRC-HD-AC Drive, Quarterly preventive maintenance checklist, Section 5, 2-5
 - (2) FMC Jetway Systems Jetaire PC Air – Model XPC 4500 & 7500, Quarterly preventive maintenance checklist, Section 5, 2-5
 - (3) FMC Jetway Systems Apron Drive 2&3 Tunnel, Solid State FRC-HD-AC Drive, Semi-annual preventive maintenance checklist, Section 6, 2-6
 - (4) FMC Jetway Systems Apron Drive 2 & 3 Tunnel, Solid State FRC-HD-AC Drive, Annual preventive maintenance checklist, Section 6, 2-7

Note: The manuals are available on site for reference but shall remain airport property. Contractor should if necessary, have access to these manuals independently.

4. PROPOSAL REQUIREMENTS:

The firm's proposal should describe the methodology to be used to accomplish each of the project tasks. The proposal should also describe the work which shall be necessary in order to satisfactorily complete the task requirements.

Please note: this RFP cannot identify each specific, individual task required to successfully and completely implement this project. The City of Palm Springs relies on the professionalism and competence of the selected firm to be knowledgeable of the general areas identified in the scope of work and to include in its proposal all required tasks and subtasks, personnel commitments, man-hours, direct and indirect costs, etc. The City of Palm Springs will not approve addenda to the selected firm's agreement which do not involve a substantial change from the general scope of work identified in this RFP.

5. SELECTION PROCESS:

This solicitation has been developed in the Request for Proposals (RFP) format. Accordingly, proposers should take note that multiple factors as identified in the RFP will be considered by the Evaluation Committee to determine which proposal best meets the requirements set forth in the RFP document. **PRICE ALONE WILL NOT BE THE SOLE DETERMINING CRITERIA.** The City shall review the proposals submitted in reply to this RFP, and a limited number of firms may be invited to make a formal presentation at a future date if desired by the City. The format, selection criteria and date of the presentation will be established at the time of short listing, if conducted.

6. PROPOSAL EVALUATION CRITERIA:

An Evaluation Committee, using the following evaluation criteria for this RFP, will evaluate all responsive proposals to this RFP. Firms are requested to submit their proposals so that they correspond to and are identified with the following specific evaluation criteria (100 total points possible):

- A. Firm, staff, team (including any subcontractors) qualifications and experience, including references (20 POINTS)
- B. Proposal Organization, conformance with the RFP instructions, and demonstrated Understanding of the overall project and requested Scope of Work (15 POINTS)
- C. Work Proposal (20 POINTS)
- D. Project Schedule (15 POINTS)
- E. Local Preference (5 POINTS)
Firms that qualify as a Local Business, or employ local sub-consultants, and submit a valid business license as more fully set forth in Section F.1 below, pursuant to the City of Palm Springs Local Preference Ordinance 1756). The full local preference, five (5) points, will be awarded to those that qualify as a Local Business. Two (2) points will be awarded to a non-local business that employs or retains local residents and/or firms for this project. Non-local firms that do not employ or retain any local residents and/or firms for this project shall earn zero (0) points for this criteria.
- F. Cost Proposal (25 POINTS)

PRIOR CITY WORK: If your firm has prior experience working with the City **DO NOT** assume this prior work is known to the evaluation committee. All firms are evaluated solely on the information contained in their proposal, information obtained from references, and presentations if requested. All proposals must be prepared as if the evaluation committee has no knowledge of the firm, their qualifications or past projects.

7. PROPOSAL CONTENTS:

Firms are requested to format their proposals so that responses correspond directly to, and are identified with, the specific evaluation criteria stated in Section 6 above. **The proposals must be in an 8 ½ X 11 format, may be no more than a total of twenty-five (25) sheets of paper (double sided is OK),** including a cover letter. NOTE: Dividers, Attachments included in this RFP that are to be submitted with the proposal, Addenda acknowledgments and the separately sealed Cost Proposal do **NOT** count toward the page limit. Interested firms shall **submit SIX (6) copies (one marked "Original" plus five (5) copies)** of its proposal by the deadline.

All proposals shall be sealed within one package and be clearly marked, "RFP #10-11, REQUESTS FOR PROPOSALS FOR Passenger Loading Bridge Maintenance Service. Within the sealed proposal package, the Cost Proposal shall be separately sealed from the Technical/Work Proposal. **Proposals not meeting the above criteria may be found to be non-responsive.**

EACH PROPOSAL PACKAGE MUST INCLUDE TWO (2) SEPARATELY SEALED ENVELOPES:

Envelope #1, clearly marked "Technical/Work Proposal", shall include the following items:

- Completed Signature authorization and Addenda Acknowledgment (see Attachment A)
- If applicable, your specific request for Local Preference (see Attachment A) and a copy of a valid business license from a jurisdiction in the Coachella Valley.
- Completed, and notarized, Affidavit of Non-Collusion (see Attachment B)
- Technical/Work proposal – describe in detail your approach and understanding of all necessary tasks and steps involved in the project; include a list of deliverables
- Related Experience; include relevant experience date, name of agency, and reference name/contact information

Envelope #2, clearly marked "Cost Proposal", shall include the following item:

- Cost proposal – see (Attachment "C") provide a Cost Proposal that includes all costs associated with providing all labor, supervision, services, materials equipment, supplies installation, testing and training to complete 4 quarterly jet bridge inspection and routine maintenance.
- An itemized cost proposal to be quoted separate from the preventative maintenance portion as detailed in Attachment "C" at an hourly rate for non-routine maintenance and repair cost for on-site trouble calls.
- **Do NOT include Attachment "A" or Attachment "B" in the Cost Proposal envelope.** Attachments "A" and "B" are to be included in Envelope #1, "Technical/Work Proposal".

At a minimum, firms must provide the information identified below. All such information shall be presented in a format that directly corresponds to the numbering scheme identified here.

TECHNICAL/WORK PROPOSAL; The Technical/Work Proposal (Envelope #1) shall be clearly marked and shall include the Sections A, B, C, D and E (*if Local Preference is applicable) below:

SECTION A:

FIRM, STAFF, TEAM (including any subcontractors) QUALIFICATIONS AND EXPERIENCE, INCLUDING REFERENCES

A.1 Follow the instructions and properly complete and execute both **Attachment “A” and Attachment “B”** that are provided in the RFP and include them here in your proposal. If applicable, your specific request for Local Preference (reference Attachment A) and a copy of a valid business license from a jurisdiction in the Coachella Valley is to also be included here.

A.2 Describe the firm’s background and qualifications in the type of effort that this project will require, specifically identifying experience with relevant projects successfully completed of similar size and scope. Contractor shall have a minimum of five (5) consecutive years of recent experience in the maintenance and repair of similar equipment.

A.3 Indicate the name of any sub-contractor firms or contractors that will be utilized to make up your team. Describe each sub-contractor’s qualifications, background and specific expertise that they bring to the Project.

A.4 List the name and qualifications of the key staff/team members that will be assigned to the Project. Provide detailed qualifications of the Project Manager that will be assigned to the Project.

A.5 Include a minimum of three (3) references of recent customers for who your firm has provided similar Passenger Loading Bridge Maintenance services as contemplated herein. You must include the name of a contact person, their title, and a current phone number, fax number, email address and business address along with a brief description of the scope of work and cost for each successfully completed referenced project.

**SECTION B:
PROPOSAL ORGANIZATION, CONFORMANCE WITH RFP INSTRUCTIONS, AND DEMONSTRATED UNDERSTANDING OF THE OVERALL PROJECT AND REQUESTED SCOPE OF WORK**

B.1 Carefully review and verify that your proposal is well organized and follows ALL OF THE INSTRUCTIONS on proper organization, format, order, and conformance with all requirements, including any and all required signatures, attachments, acknowledgements, or other documents that are required to be submitted. Failure to follow the instructions may result in your proposal being non-responsive and rejected from consideration.

B.2 Without reciting the information regarding the Project verbatim as contained in this RFP, convey your overall understanding of the Project and an understanding of the City’s expectations upon implementation of the Project.

B.3 Identify any “key” or “critical” issues that you believe may be encountered on the Project based on the firm’s prior experiences; and provide steps to be taken to ensure the issues identified do not affect the successful delivery of the Project.

**SECTION C:
WORK PROPOSAL**

C.1 Proposer should refine and/or expand the Scope of Work to reflect their understanding of the project and include a detailed technical work proposal, including proposed plan and technical approach, inclusive of all necessary materials, detailed proposed equipment list, and all labor (work plan) necessary to fully execute and provide maintenance services for the passenger loading bridges

as requested in the scope of work. Identify all tasks and sub-tasks required to successfully implement all phases of the project.

C.2 Contractor shall demonstrate the availability of adequate parts and service facilities in the Southern California area to properly service all aspects of the system.

**SECTION D:
PROJECT SCHEDULE**

D.1 Proposer shall provide a detailed Project Schedule for quarterly service and Project Report that will include all tasks and sub-tasks, as well as equipment lead-time, installation, and testing for the quarterly jet bridge inspections.

D.2 Discuss lines of communication necessary to maintain the project schedule. Discuss the key issues that could impact the schedule and ways to minimize or eliminate them.

D.3 Discuss your quality control methods to ensure consistent and accurate final results.

**SECTION E:
LOCAL PREFERENCE**

E.1 Pursuant to the City of Palm Springs Local Preference Ordinance 1756, in awarding contracts for services, including consultant services, preference to a Local Business shall be given whenever practicable and to the extent consistent with the law and interests of the public. The term "Local Business" is defined as a vendor, contractor, or consultant who has a valid physical business address located within the Coachella Valley, at least six months prior to bid or proposal opening date, from which the vendor, contractor, or consultant operates or performs business on a day-to-day basis, and holds a valid business license by a jurisdiction located in the Coachella Valley. "Coachella Valley" is defined as the area between the Salton Sea on the south, the San Jacinto and Santa Rosa Mountains on the west, and the Little San Bernardino Mountains on the east and north. For the purposes of this definition, "Coachella Valley" includes the cities of Beaumont and Banning and the unincorporated areas between Banning and the City of Palm Springs. Post office boxes are not verifiable and shall not be used for the purpose of establishing such physical address.

The consultant will also, to the extent legally possible, solicit applications for employment and proposals for subcontractors and sub-consultants for work associated with the proposed contract from local residents and firms as opportunities occur and hire qualified local residents and firms whenever feasible.

In order for a business to be eligible to claim the preference, the business **MUST request the preference in the Solicitation response (see Attachment A) and provide a copy of its current business license (or of those it employs for this project) from a jurisdiction in the Coachella Valley.**

E.2 List all team members with local expertise. Clearly define their role in the overall project.
COST PROPOSAL; The Cost Proposal (Envelope #2) shall be clearly marked in a separately sealed envelope and shall include Section F below:

**SECTION F:
COST PROPOSAL (*see instructions in Section 7 above and Attachment "C")**

- F.1 The cost proposal (in a separate sealed envelope) shall be defined as a "Lump Sum", with an itemized rate to be quoted separate from the preventative maintenance portion as detailed in

Attachment "C" at an hourly rate for non-routine maintenance and repair cost for on-site trouble calls as well as cost for Ball Screw replacement. **PROPOSERS MUST USE THE COST PROPOSAL FORM, ATTACHMENT "C", PROVIDED BY THE CITY IN THE RFP DOCUMENTS.** Failure to use the Cost Proposal form Attachment "C" provided by the City **WILL** be cause for rejection of a proposal.

8. GENERAL AND SPECIAL CONDITIONS:

DEADLINE FOR SUBMISSION OF PROPOSALS: Proposals will be received in the City of Palm Springs, Office of Procurement and Contracting until **3:00 P.M., LOCAL TIME, WEDNESDAY, APRIL 13, 2011.** Proof of receipt before the deadline is a City of Palm Springs, Office of Procurement and Contracting time/date stamp. It is the responsibility of the firms replying to this RFP to see that any proposal sent through the mail, or via any other delivery method, shall have sufficient time to be received by the Procurement Office prior to the proposal due date and time. Late proposals will be returned to the firm unopened. **Proposals shall be clearly marked and identified and must be submitted to:**

**City of Palm Springs
Division of Procurement and Contracting
3200 E. Tahquitz Canyon Way
Palm Springs, CA 92262
Attn: Leigh Ann Gileno, Procurement Specialist II**

PLEASE **NOTE** THAT PALM SPRINGS CITY HALL IS **CLOSED EVERY FRIDAY** DUE TO THE CURRENT FURLOUGH PROGRAM, AND THEREFORE IS NOT ABLE TO ACCEPT, TIME OR DATE STAMP ANY PROPOSALS ON FRIDAYS (OR WEEKENDS AND HOLIDAYS). PLEASE TAKE THIS INTO CONSIDERATION WHEN DELIVERING A PROPOSAL BY THE DUE DATE AND TIME AS DEFINED IN THIS DOCUMENT.

QUESTIONS: Firms, their representatives, agents or anyone else acting on their behalf are specifically directed **NOT** to contact any city employee, commission member, committee member, council member, or other agency employee or associate for any purpose related to this RFP other than as directed below. **Contact with anyone other than as directed below WILL be cause for rejection of a proposal.**

Any questions, technical or otherwise, pertaining to this RFP **must be submitted IN WRITING and directed ONLY to:**

Leigh Ann Gileno
Procurement Specialist II
3200 East Tahquitz Canyon Way
Palm Springs, CA 92262
via **FAX (760) 323-8238**
or via **EMAIL:** LeighAnn.Gileno@palmspringsca.gov

Interpretations or clarifications considered necessary in response to such questions will be resolved by the issuance of formal Addenda to the RFP. **The deadline for all questions is 3:00 P.M., Local Time, Tuesday, April 5, 2011.** Questions received after this date and time may not be answered. Only questions that have been resolved by formal written Addenda via the Division of Procurement and Contracting will be binding. Oral and other interpretations or clarifications will be without legal or contractual effect.

FORM OF AGREEMENT: The selected firm will be required to enter into a contractual agreement, inclusive of insurance requirements, with the City of Palm Springs in accordance with the standard Contract Services Agreement (**see Attachment "E"**). Please note that the Exhibits are intentionally

not complete in the attached sample standard document. These exhibits will be negotiated with the selected firm, and will appear in the final Contract Services Agreement executed between the parties.

TERM: The term of any Contract resulting from this solicitation will be for a period of three (3) years, with two (2) additional one year renewal options, renewable upon mutual consent of the City and the Contractor. The Contract will commence on the date of the Notice to Proceed.

Failure or refusal to enter into an Agreement as herein provided or to conform to any of the stipulated requirements in connection therewith shall be just cause for an annulment of the award. If the highest ranked Proposer refuses or fails to execute the Agreement, or negotiations are not successful, or the agreement is terminated, the City may, at its sole discretion, enter negotiations with and award the Contract to the second highest ranked Proposer, and so on.

AWARD OF CONTRACT: It is the City's intent to award a contract to the firm that can provide all of the scope of work, equipment and services identified in the RFP document. However, the City reserves the right to award a contract, or to make no award, whichever is in the best interest of the City. It is anticipated that award of the contract will occur at the next regularly scheduled City Council meeting after the evaluation committee has made its final selection of the firm to be recommended for award and a contract has been negotiated and agendized for consideration. The decision of the City Council will be final.

RIGHT TO ACCEPT OR REJECT PROPOSALS: The City of Palm Springs reserves the right to waive any informality or technical defect in a proposal and to accept or reject, in whole or in part, any or all proposals and to cancel all or part of this RFP and seek new proposals, as best serves the interests of the City. The City furthermore reserves the right to contract separately with others certain tasks if deemed in the best interest of the City.

INSURANCE: Insurance provisions are contained in the Standard Contract Services sample agreement included in the RFP. The successful Proposer will be required to comply with these provisions. It is recommended that Proposers have their insurance provider review the insurance provisions BEFORE they submit their proposal.

RESPONSIBILITY OF PROPOSER: All firms responding to this RFP shall be responsible. If it is found that a firm is irresponsible (e.g., has not paid taxes, is not a legal entity, submitted an RFP without an authorized signature, falsified any information in the proposal package, etc.), the proposal shall be rejected.

PUBLIC RECORD: All documents submitted in response to this solicitation will become the property of the City of Palm Springs and are subject to the California Code Section 6250 et seq., commonly known as the Public Records Act. Information contained in the documents, or any other materials associated with the solicitation, may be made public after the review process has been completed, negotiations have concluded and a recommendation for award has been officially agendized for City Council consideration, and/or following award of contract to a specific firm, if any, by the City Council.

COST RELATED TO PROPOSAL PREPARATION: The City will NOT be responsible for any costs incurred by any firm responding to this RFP in the preparation of their proposal or participation in any presentation if requested, or any other aspects of the entire RFP process.

BUSINESS LICENSE: The selected firm will be required to be licensed in accordance with the City of Palm Springs Business License Ordinance, Municipal Code Chapter 3.40 through 3.96, entitled "Business Tax".

INVESTIGATIONS: The City reserves the right to make such investigations as it deems necessary to determine the ability of the firms responding to this RFP to perform the Work and the firm shall furnish to the City all such information and data for this purpose as the City may request. The City reserves the right to reject any proposal if the evidence submitted by or investigation of such firm fails to satisfy the City that such firm is properly qualified to carry out the obligations of the Contract and to complete the Work contemplated therein.

NONCOLLUSION: The undersigned, by submission of this Proposal Form, hereby declares that this Proposal is made without collusion with any other business making any other Proposal, or which otherwise would make a Proposal. Proposer must execute an Affidavit of Non-Collusion provided as **Attachment "B"** in the RFP and include it with their proposal.

PROPOSALS TO REMAIN OPEN: The Proposer shall guarantee that all contents of their proposal shall be valid for a period of 120 calendar days from the due date of proposals.

SIGNED PROPOSAL AND EXCEPTIONS: Submission of a signed proposal will be interpreted to mean that the firm responding to this RFP has hereby agreed to all the terms and conditions set forth in all of the sheets which make up this Request for Proposals, and any attached sample agreement. Exceptions to any of the language in either the RFP documents or attached sample agreement, including the insurance requirements, must be included in the proposal and clearly defined. Exceptions to the City's RFP document or standard boilerplate language, insurance requirements, terms or conditions may be considered in the evaluation process; however, the City makes no guarantee that any exceptions will be approved.

ATTACHMENT “D”

Service Bulletin #109 FMC TECHNOLOGIES – JETWAY®

Ball Screw Inspection

A. Description

This service bulletin is to clarify time intervals and inspection procedures for ball screw assemblies used in FMC Technologies-Jetway® Passenger Boarding Bridges.

B. Effectivity

This service bulletin supersedes all instructions and procedures for ball screw inspection in all other service bulletins and manuals.

C. Inspection Procedure

It is necessary to remove the ball screw from the column for inspection. Removal procedures and safety measures outlined in Chapter 4, Installation and Removal, section of the maintenance manual should be followed.

(a) All single screw lift columns should be inspected every three (3) years for excessive corrosion, cracking, pitting, gouges, brinelling, or unusual wear of ball grooves. See Figure 1 for reference to area of inspection on next page.

(b) All double screw lift columns should be inspected after ten (10) years of service for excessive corrosion, cracking, pitting, gouges, brinelling, or unusual wear of ball grooves (see Figure 1 on next page). After this initial inspection, the ball screws should be inspected every five (5) years.

Any ball screws which have excessive wear or damage as described above should be replaced. Replacement part numbers can be found in the maintenance manual.

D. Compliance

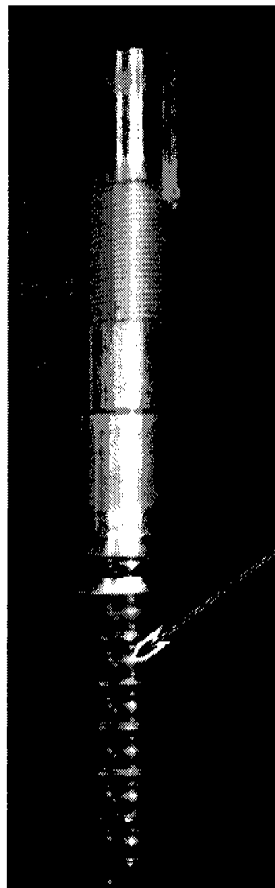
This service bulletin applies to all Jetway® Passenger Boarding Bridges equipped with either single or double, ball screw driven, vertical drive columns. Adherence to this bulletin is **MANDATORY**.

Service Bulletin #109
FMC TECHNOLOGIES - JETWAY®

Ball Screw Inspection

▲ WARNING - Failure to perform this inspection as outlined, could result in failure of the ball screw. Failure of the ball screw can cause the bridge to drop and/or rack causing damage to equipment and serious injury to personnel.

FMC Technologies – Jetway® strongly recommends that these inspection procedures be followed.



THOROUGHLY CLEAN AND INSPECT THIS AREA FOR EXCESSIVE WEAR, CORROSION, CRACKING, PITTING, GOUGES, OR BRINELLING USING A HANDHELD MAGNIFICATION DEVICE.

Figure 1



**REQUEST FOR PROPOSAL (RFP 10-11)
FOR
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES**

ADDENDUM NO. 1

This Addendum is being issued for the following changes and informational items:

THE FOLLOWING REVISIONS AND/OR ADDITIONS TO THE RFP DOCUMENT AND INSTRUCTIONS ARE TO BE INCLUDED AND SHALL TAKE PRECEDENCE OVER ANYTHING CONTRARY ON THE PREVIOUSLY ISSUED SPECIFICATIONS AND INSTRUCTIONS AND SHALL BE REFERRED TO HEREINAFTER AS PART OF THE CONTRACT DOCUMENTS.

The City has received the following questions and is hereby providing answers thereto:

RESPONSES TO QUESTIONS RECEIVED TO DATE:

Q 1: Who is responsible for the maintenance of the carpets and lights on the inside of the loading bridge?

A 1: The Airport Maintenance Staff maintains all lighting and floor upkeep inside of the loading bride.

Q 2: Who is responsible for the tires and rollers on the loading bridge?

A 2: The Airport staff will maintain the tires and rollers on all loading bridges.

Q 3: Does the Airport have on hand an A Frame for loading bridge maintenance and repairs?

A 3: Yes the Airport has an A Frame available for bridge maintenance and repairs.

Q 4: Does the Airport Staff perform any type of daily, weekly or bi-weekly preventative maintenance inspections?

A 4: Airport staff review loading bridges weekly and perform preventative maintenance bi-weekly or as needed.

Q 5: Who performs the back flow testing?

A 5: The Airport

Q 6: Will the Contractor be responsible for changing out the filters?

A 6: Yes

Q 7: Would Contactor have to respond immediately for limit switches if alarmed?

A 7: No. Airport staff handles all immediate alarms.

BY ORDER OF THE CITY OF PALM SPRINGS, CALIFORNIA



Leigh Ann Gileno

Procurement Specialist II

DATE: March 21, 2011

ADDENDUM ACKNOWLEDGMENT:

Proposer Firm Name: _____

Authorized Signature: _____ Date: _____

Acknowledgment of Receipt of Addendum 1 is required by signing and including the acknowledgment with your submittal, or you may also acknowledge the Addenda on the bottom of Attachment A. Failure to acknowledge this Addendum may result in your submittal being deemed non-responsive.



REQUEST FOR PROPOSAL (RFP 10-11)
FOR
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

ADDENDUM NO. 2

This Addendum is being issued for the following changes and informational items:

THE FOLLOWING REVISIONS AND/OR ADDITIONS TO THE RFP DOCUMENT AND INSTRUCTIONS ARE TO BE INCLUDED AND SHALL TAKE PRECEDENCE OVER ANYTHING CONTRARY ON THE PREVIOUSLY ISSUED SPECIFICATIONS AND INSTRUCTIONS AND SHALL BE REFERRED TO HEREINAFTER AS PART OF THE CONTRACT DOCUMENTS.

The City has received the following questions and is hereby providing answers thereto:

RESPONSES TO QUESTIONS RECEIVED TO DATE:

Q 1 (a): In regards to the insurance requirement, "do we need to provide proof of insurance with the proposal?", or (b) can this be done after the contract is awarded?

A 1(a): No. As stated on page 15 of the RFP document: "...The successful Proposer will be required to comply with these provisions." (b) Yes. Insurance will be collected at the time of award.

Q 2: On page 8 of 41 under IV Employees (d) States that the personnel shall possess factory certifications on the various equipment to be serviced under this agreement. I have the certification you speak of however we have employees with 5 or more years of experience, but unfortunately, they do not have the piece of paper that certified them. What is our situation here? How we can solve this issue with our employees and comply with this requirement? Is my certification good enough, to cover this requirement?

A 2: We require factory certification or proof of process for certification for all technicians. In all cases, work performed requires factory certificated technician/s on site to conduct the required tasks of this agreement, to assure all work is performed and signed off in accordance with factory specification or recommendations. It is up to the successful proposer to work with their respective employees and the certifying agency to obtain and provide a copy of the required certification, or proof of process for certification. No, your singular certification would not cover or represent other technicians to meet this requirement.

BY ORDER OF THE CITY OF PALM SPRINGS, CALIFORNIA



Leigh Ann Gileno

Procurement Specialist II

DATE: March 24, 2011

ADDENDUM ACKNOWLEDGMENT:

Proposer Firm Name: _____

Authorized Signature: _____ Date: _____

Acknowledgment of Receipt of Addendum 2 is required by signing and including the acknowledgment with your submittal, or you may also acknowledge the Addenda on the bottom of Attachment A. Failure to acknowledge this Addendum may result in your submittal being deemed non-responsive.



REQUEST FOR PROPOSAL (RFP 10-11)
FOR
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

ADDENDUM NO. 3

This Addendum is being issued for the following changes and informational items:

THE FOLLOWING REVISIONS AND/OR ADDITIONS TO THE RFP DOCUMENT AND INSTRUCTIONS ARE TO BE INCLUDED AND SHALL TAKE PRECEDENCE OVER ANYTHING CONTRARY ON THE PREVIOUSLY ISSUED SPECIFICATIONS AND INSTRUCTIONS AND SHALL BE REFERRED TO HEREINAFTER AS PART OF THE CONTRACT DOCUMENTS.

CLARIFICATIONS/CORRECTIONS/REVISIONS TO RFP DOCUMENT:

The City is hereby correcting our response to question #2 of Addendum #2 to state:

*A 2: We **require** factory certification or proof of process for certification for all technicians. In all cases, work performed requires factory certificated technician/s on site to conduct the required tasks of this agreement, to assure all work is performed and signed off in accordance with factory specification or recommendations. It is up to the successful proposer to work with their respective employees and the ~~certifying agency~~ **factory** to obtain and provide a copy of the required **factory** certification, or proof of process for certification. No, your singular certification would not cover or represent other technicians to meet this requirement.*

The City has received the following questions and is hereby providing answers thereto:

RESPONSES TO QUESTIONS RECEIVED TO DATE:

Q 1: Will certification by the Training Department of the factory meet the requirement of the proposal on page 8 of under IV Employees. Our company is a manufacturer of Passenger Loading Bridges with a factory. Units have been installed and maintained by our company in all parts of the world.

A 1: Yes

BY ORDER OF THE CITY OF PALM SPRINGS, CALIFORNIA

Leigh Ann Gileno
Procurement Specialist II

DATE: March 28, 2011

ADDENDUM ACKNOWLEDGMENT:

Proposer Firm Name: _____

Authorized Signature: _____ Date: _____

Acknowledgment of Receipt of Addendum 3 is required by signing and including the acknowledgment with your submittal, or you may also acknowledge the Addenda on the bottom of Attachment A. Failure to acknowledge this Addendum may result in your submittal being deemed non-responsive.



REQUEST FOR PROPOSAL (RFP 10-11)
FOR
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

ADDENDUM NO. 4

This Addendum is being issued for the following changes and informational items:

THE FOLLOWING REVISIONS AND/OR ADDITIONS TO THE RFP DOCUMENT AND INSTRUCTIONS ARE TO BE INCLUDED AND SHALL TAKE PRECEDENCE OVER ANYTHING CONTRARY ON THE PREVIOUSLY ISSUED SPECIFICATIONS AND INSTRUCTIONS AND SHALL BE REFERRED TO HEREINAFTER AS PART OF THE CONTRACT DOCUMENTS.

The City has received the following questions and is hereby providing answers thereto:

RESPONSES TO QUESTIONS RECEIVED TO DATE:

Q 1: Business License, page 16 of 41: This section indicates that the selected firm will be required to be licenses in accordance with the City of Palm Springs Business License Ordinance. Question: Is this requirement to be met at time of entering into a contract with the City or is the license to be provided with the bid?

A 1: *The City of Palm Springs requires the Business License to be submitted from the selected firm at time of entering into the contract.*

Q 2: Payment and performance bonds: Please indicate if payment and performance bonds shall be required from the awarded bidder.

A 2: *The requirements for payment and performance bonds are hereby waived.*

Q 3: Sales and Use Taxes: Please indicate if the City of Palm Springs holds any sales tax exemption certificate issued by the State of California or if sales taxes shall be added to the bid price.

A 3: *The City of Palm Springs is not exempt from sales tax. Pursuant to RFP 10-11 page 19 of 41, Item 1. "Cost must include any and all Federal, State and Local taxes."*

Q 4: Insurance, section 5.1 page 26 of 41: Professional liability is required for this project. Question: Our general liability policy covers all claims raised from defects in our product. This same insurance coverage has been provided and accepted in many other projects with same scope of work. Please confirm that you would accept General liability in lieu of professional liability.

A 4: *The Professional liability (Errors and Omissions) insurance requirement is hereby waived. All other insurance requirements are applicable and required.*

Q 5: Insurance, section 5.3.11, page 28 of 41: Please confirm if this requirement will be waived in case we provide a per project endorsement.

A 5: Yes

Q 6: Addendum #3 states all employees or personnel to work on the passenger loading bridges must be factory trained. How does this apply to subcontractors? Because none of which that we have approached have been trained by FMC. So when you refer to factory does this mean FMC trained?

A 6: To qualify our previous response, we require trained certificated technicians (not necessarily FMC certified, although preferred) as to the mechanics of jets bridges, with at least 3 years direct field experience on FMC Jetway Passenger Boarding Bridges. For major components, such as air conditioning units, technicians are required to have related specialty training and 3 years direct jet bridge field experience (preferably on FMC Jetways) within their specialty field.

BY ORDER OF THE CITY OF PALM SPRINGS, CALIFORNIA



Leigh Ann Gileno
Procurement Specialist II

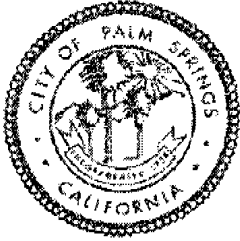
DATE: March 31, 2011

ADDENDUM ACKNOWLEDGMENT:

Proposer Firm Name: _____

Authorized Signature: _____ Date: _____

Acknowledgment of Receipt of Addendum 4 is required by signing and including the acknowledgment with your submittal, or you may also acknowledge the Addenda on the bottom of Attachment A. Failure to acknowledge this Addendum may result in your submittal being deemed non-responsive.



REQUEST FOR PROPOSAL (RFP 10-11)
FOR
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

ADDENDUM NO. 5

This Addendum is being issued for the following changes and informational items:

THE FOLLOWING REVISIONS AND/OR ADDITIONS TO THE RFP DOCUMENT AND INSTRUCTIONS ARE TO BE INCLUDED AND SHALL TAKE PRECEDENCE OVER ANYTHING CONTRARY ON THE PREVIOUSLY ISSUED SPECIFICATIONS AND INSTRUCTIONS AND SHALL BE REFERRED TO HEREINAFTER AS PART OF THE CONTRACT DOCUMENTS.

The City has received the following questions and is hereby providing answers thereto:

RESPONSES TO QUESTIONS RECEIVED TO DATE:

Q 1: Are the items stated in paragraph "f" (page 5 under Section 3, Part I) considered routine expendable items or non-routine corrective repair items?

A 1: *These are considered as "Non-Routine Corrective Repair Items". Please reference paragraph "g" on the same page for further information on Non-Routine Corrective Repairs. The City expects that the parts referred to and depicted in paragraph "f" will be readily available as needed.*

BY ORDER OF THE CITY OF PALM SPRINGS, CALIFORNIA

Leigh Ann Gileno
Procurement Specialist II

DATE: April 7, 2011

ADDENDUM ACKNOWLEDGMENT:

Proposer Firm Name: _____

Authorized Signature: _____ Date: _____

Acknowledgment of Receipt of Addendum 5 is required by signing and including the acknowledgment with your submittal, or you may also acknowledge the Addenda on the bottom of Attachment A. Failure to acknowledge this Addendum may result in your submittal being deemed non-responsive.

EXHIBIT "C"
CONSULTANT'S PROPOSAL

COPY

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Attachment "A" and "B"

Firm, staff, team, qualification and experience, including references

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Proposal organization, conformance with RPF instructions, and demonstrated understanding of overall project and requested scope of work

Section C - page 14

Work proposal

Section - page 17

Project schedule

Licenses - page 20

1

RISELO

ENGINEERING SOLUTIONS INC.

- ELECTRICAL
- HV/AC
- PASSENGER LOADING BRIDGES
- 400 H₂ GPU'S
- PCAIRS
- BAGGAGE SYSTEMS

PO Box 2019
FONTANA, CA 92334
PHONE: 909.356.8827
FAX: 909.356.8826

April 13, 2011

City of Palm Springs

Attn: Leigh Ann Gileno

Procurement Specialist II

3200 East Tahquitz Canyon Way

Palm Springs, CA. 92262

RE: Request for Proposals (RFP #10-11) for the Maintenance and Repair of the Passenger Boarding Bridges located at the Palm Spring International Airport in the City of Palm Springs, California.

Dear Mrs. Gileno,

RISELO ENGINEERING SOLUTIONS, Inc., formerly known as R and A Services, has been the company in charge of implementing the preventive maintenance, troubleshooting, servicing, repairing and providing phone technical support for the passenger loading bridges at the Palm Springs International Airport for the last ten (10) years. As a subcontractor for JBT Aerotech, our experienced and qualified technicians, working side by side and implementing a team player philosophy with management and technicians on site have been able to provide solutions for all the sites needs. We possess a complete understanding of the rules already established by the Airport Authorities; we are also familiar with the management and technicians. All the experience accumulated throughout the years working on the passenger loading bridges make us confident that RISELO ENGINEERING SOLUTIONS, Inc is your best option to continue with this trend of quality service.

With **ZERO LOST TIME ACCIDENTS** and implementing our policy of "SAFETY BEFORE YOU OR ME" for the last ten (10) years while working on the passenger boarding bridges and baggage handling systems at the Palm Springs International Airport, among other airports in the Southern California region, RISELO ENGINEERING SOLUTIONS, INC has conducted and will continue conducting all business in full compliance of safety regulations prescribed by the California Occupational Safety and Health Act. As part of this implementation, all of our

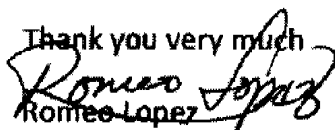
personnel are presently obtaining training in order to insure proper and safe methods to handle our different tasks on passenger loading bridges on a monthly basis. This regular training is conducted by management staff with years of experience lead by Mr. Romeo Lopez and Mr. Ivan V. Lopez.

Due to his experience working at this airport, and in order to continue the trend of quality service for these bridges, RISELO ENGINEERING SOLUTIONS, Inc. has assigned Mr. Romeo Lopez as Project Manager. Mr. Lopez is a certified journeyman electrician, and is Manufacturer Certified, whose experience spans 12 ½ years. He has worked in several airports as Project Manager, Technician, and/or trainer in the US (including Hawaii) and abroad in Guam. His experience covers conventional and PLC controlled passenger loading bridges, 400 HZ Ground Power Units, Pre-Conditionings Airs units (known as PCAirs), Potable Water Cabinets, baggage handling systems, mechanical, plumbing, electrical and HV/AC systems. Mr. Lopez is a former instructor for the California Electrical Training School, whose curriculum included teaching implementation and understanding of the National Electrical Code (NEC), along with basic and advanced electrical and electronics courses. With all these qualifications, we are assigning to this project one of the most experienced Project Managers that you can get in the whole industry for these passenger loading bridges.

For the last 10 years RISELO ENGINEERING SOLUTIONS, Inc., with its certified and experienced technicians, has been acquiring knowledge and experience working on other contract projects with the same scope of work. We have experience working on passenger boarding bridges, as well as baggage handling systems, at the Ontario International Airport, John Wayne Airport, Los Angeles International Airport and Meadows Field Airport.

We trust that with all the experience accumulated through the years working at the Palm Springs International Airport and other airports, we will meet the necessary requirements to be awarded this contract. The vast experience of the assigned Project Manager and detailed information about RISELO ENGINEERING SERVICES, Inc is included in this proposal (RFP #10-11).

If you need more information or have any questions, please do not hesitate to call us at (909) 356-8827.

Thank you very much

Romeo Lopez

President
RISELO ENGINEERING SOLUTIONS, Inc.

SECTION A: Firm, Staff, Team, Qualification and Experience Including References

Local Service Provider

RISELO ENGINEERING SOLUTIONS, Inc was originally established fifteen (15) years ago as an air-conditioning and heating business, and entered in the airport industry thirteen (13) years ago. Initial duties consisted of working on passenger boarding bridges and baggage handling systems at the Ontario International Airport. We are a Certified Minority Business Enterprise (MBE) located in the City of Fontana, in the San Bernardino County, approximately 70 miles from the Palm Springs International Airport. In order to offer top quality service for this contract, Mr. Romeo Lopez, with all his previous experience working on these bridges, has been assigned as Project Manager. As such, he will be the primary point of contact and shall be available 24 hours, 7 days a week for the duration this project. He may be contacted via telephone, e-mail or cellular phone. His contact information is already available to the Maintenance Superintendent and most of the in-house technicians. His duties will include immediate attention to any calls from either the Superintendent or any in-house technician seeking assistance or support. If necessary, he will also be readily available to arrive at Palm Springs International Airport immediately in order to provide help and solve any problem. If necessary, our Project Manager will be assisted by any of the other excellent and experienced technicians mentioned in this proposal. Such occasions include, but are not necessarily limited to, inspection (and replacement, if necessary) of the ball screws, compressors, motor chokes; removal, installation and/or replacement of components.

RISELO ENGINEERING SOLUTIONS, Inc. completely understands the needs and the benefits of supporting local small businesses. We will strive to hire local businesses as subcontractors, or hire local people to be part of this project. In the event that we are the awarded entity with this contract, we would like to contact some of the local colleges or trade schools, like the Mayfield College located in Cathedral City, to implement (if possible) an apprenticeship program with some of these institutions.

RISELO ENGINEERING SOLUTIONS, Inc. is an Equal Opportunity Employer. As a minority local business, we completely understand the need of supporting local, small, minority businesses. 46

Valley, along with the cities of Beaumont and Banning, and implemented an advertising campaign in some local newspapers covering these areas. We are soliciting applications for employment and proposals from local residents and firms for future opportunities to work with us at the Palm Springs International Airport, should RISELO ENGINEERING SOLUTIONS Inc be awarded with this contract. Attached with this proposal is proof of good faith effort mentioned above.

Team of key Staff/Personnel

Attached to this proposal, you will find the respective resumes of our **Project Manager, Mr. Romeo Lopez** and the technicians assigned for this project. Each of these technicians has sufficient prior experience to perform preventive maintenance programs, troubleshoot and conduct repairs as needed on these eight (8) bridges.

All technicians will be lead by the assigned Project Manager, Mr. Romeo Lopez. We are completely confident that we will keep providing the same top of the line service required to fulfill your expectation for this contract. The Project Manager and the assigned technicians all have extensive mechanical and electrical experience working on passenger boarding bridges, 400 Hz Ground Power Units, PCAirs, Potable Water Cabinet. The Project Manager and the personnel involved in assisting the Project Manager in the performance of this contract, all have previous experience working on these passenger boarding bridges located at the Palm Springs International Airport. With that said, we can assure you that we will be prepared to perform the quarterly preventive maintenance program of the passenger boarding bridges, aircraft ground power generators, PCAirs systems, potable water units, and related equipment. All work shall be conducted with high quality service in accordance to the Manufacturer's recommendations and specifications. In the same manner, they will troubleshoot and repair any problem on passenger loading bridges or any related mechanical/electrical systems, as needed.

Our Project Manager will continue working closely as a team player with the respective Management and technician staff at the Palm Springs International Airport by sharing experiences, communicating and discussing any topic related to problems. Concerns or safety issues that may arise in the daily operation of these bridges will also be shared. The Project Manager will be the only person authorized in making suggestions to the Airport Superintendent for any necessary actions to be taken or modification needed to continue with a reliable operation. As he has done for the last ten (10) years, he will prepare the quarterly reports in accordance with the manufacturer's recommendations and will be the only person with authorization to submit such reports to the Airport Maintenance Superintendent.

It is relevant to mention that Mr. Romeo Lopez, with his capable management skills and motivation of employees, has always been able to meet goals and deadlines established by either JBT Airport Services or the Palm Springs International Airport Authorities. For the last ten (10) years, he has been in charge of implementing the preventive maintenance program, troubleshooting and repairing of all equipment at Palm Springs International Airport. His responsibilities have also included assisting the in-house technicians with technical and telephone support, in order to maintain these bridges in excellent conditions for their daily operation. Mr. Lopez is well recognized at the airport and, through the years, has been able to maintain excellent working relations with previous and current Management staff. He also maintains an excellent working relation with the sites technical personnel as well. He has all the necessary management and technical experience that the Palm Springs International Airport needs to keep these bridges in excellent working conditions.

In the event of an emergency, our Project Manager is instructed to contact the Maintenance Superintendent or the authorities at the airport to ensure everything is working properly or to offer support for any problem that may need immediate attention. Any assistance needed to help the Palm Springs International Airport Authorities in restoring the service with the passenger boarding bridges will always be provided.

In the event that Mr. Romeo Lopez is not available, for any unforeseen reasons or circumstances, Mr. Ivan Lopez will also be available 24 hours per day, 7 days per week. This strategy shall ensure a back up, or second option, in the event that immediate service is required.

Mr. Ivan Lopez, Vice-President of RISELO ENGINEERING SOLUTIONS, Inc., holds a Bachelor's Degree in Mechanical Engineering from the University of California Riverside. Since 2003, Mr. Ivan Lopez has been involved with the passenger boarding bridges at the Palm Springs International Airport, performing on his own and/or assisting Mr. Romeo Lopez, our assigned Project Manager. Mr. Ivan Lopez has been involved in the different phases of the preventive maintenance program, troubleshooting and repairs. His high level of education has always allowed him to analyze different problems in different situations and provide the best solutions to the Airport management authorities. Mr. Ivan Lopez is knowledgeable in all aspects of maintenance and service for the passenger boarding bridges; he is also respected by previous and current Management and personnel as well. Besides the operations at Palm Springs International Airport, Mr. Ivan Lopez has also been a key person in the successful performance of projects with similar scopes of work in airports such as the Ontario International Airport and Los Angeles international Airport. See attached Resume

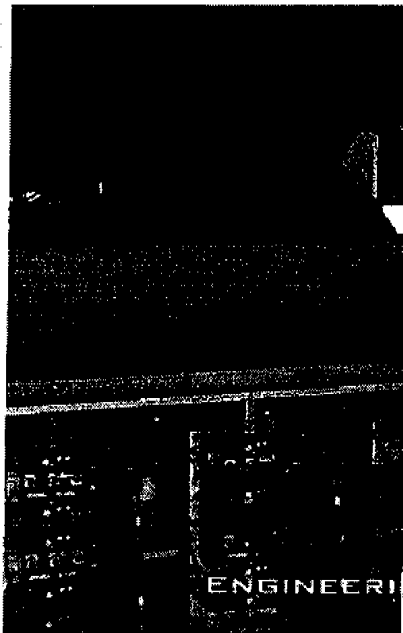
Mr. Alfonso Garcia Jr. has been working for RISELO ENGINEERING SOLUTIONS, Inc., since January 07, 2007. Mr. Garcia is a certified Journeyman Electrician with extensive mechanical,

electrical, and plumbing experience. Mr. Garcia has already been involved in the preventive maintenance program and service at the Palm Springs International Airport; he has also assisted Mr. Romeo Lopez in different aspects of troubleshooting and repairs for the last four years. Mr. Garcia has experience performing preventive maintenance programs, troubleshooting and repairing passenger boarding bridges, 400 HZ Ground Power Units, PCAirs and Potable Water Cabinets. His experience with ground support equipment has also been utilized to assist in solving problems in different airports as a courtesy from RISELO ENGINEERING SOLUTIONS, Inc. Mr. Garcia has also worked and acquired valuable experience at the Ontario International Airport, Los Angeles International Airport and Meadows Field Airport. See attached Resume.

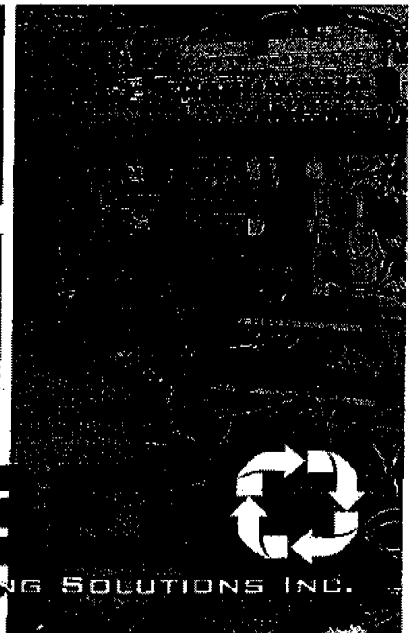
Specialist Company working for the airport industry



PCAIR UNITS (PCAIR)



Ground Power Units (GPU)



Passenger Loading Bridges (PLB)

Mr. Hamid Einollahi is a Certified Journeyman Electrician, Certified in Aircraft Maintenance, and is Manufacturer Certified to work on the passenger boarding bridges. He has been exposed to the Airport Industry since 1983 and has acquired extensive mechanical experience working on passenger boarding bridges and baggage handling systems through the years. With eleven (11) years of experience working on passenger boarding bridges, Mr. Einollahi will be another of

the assigned technicians to assist our Project Manager for the preventive maintenance program or major projects. See attached resume

Mr. Guadalupe R. Venegas is a Certified Journeyman Electrician, and for the last twelve (12) years has been working in different airports in The Southern California area on passenger loading bridges and baggage handling systems. See attached resume

Mr. Alfonso S. Garcia JR is a Certified Journeyman Electrician with a Bachelor of Science in Computer Engineering Technology from University of Long Beach, California. Mr. Alfonso S. Garcia JR also has experience working on passenger boarding bridges and baggage handling systems. He has been working with RISELO ENGINEERING SOLUTIONS, Inc as a part time worker for the last four years. See attached resume.

References

1) Palm Spring International Airport

Contact: Mr. Bud Riffle

3400 E. Tahquitz Canyon Way
Palm Springs, CA 92262

Airport Maintenance Superintendent
Phone: (760) 318-3846
Fax: (760) 318-3815

E-mail: Bud.Riffle@palmsprings.ca.gov

Estimated cost per year for last five years contract: \$ 20,444.53/year

Description of the scope of work:

Implementing preventive maintenance program according to manufacturer's requirements as detailed in FMC Jetway Systems Operation and Maintenance Manual since 2001. Responsibilities also included troubleshooting, repairs and modifications of eight (8) passenger boarding bridges, six (6) 45 ton PCAirs, two (2) 75 ton PCAirs and eight (8) ground power units (GPUs), as needed. We also provided telephone assistance and support.

Please see the attached letter of recommendation from the former Deputy Director, Airport Operations and Maintenance Mr. Craig A. Toms. If you would like to contact him, he can be reached at (760) 902-7766

2) Ontario International Airport

Contact: Mr. Tony Ceja

2900 East Airport Drive
Ontario, CA 91761

Regional Director
Phone: (909) 841-0956
E-mail: TONY.CEJA@JBTC.COM

Estimated cost per year for last five years contract: \$ 21,803.47/year

Description of scope of work:

Implementing preventive maintenance program according to manufacturer's requirements as detailed in FMC Jetway System Operation and Maintenance Manual since 2005. Responsibilities also included troubleshooting, repairs and modifications of twenty six (26) passenger boarding bridges, twenty six (26) 45 ton PCAirs, twenty six (26) ground power units (GPUs) and twenty six (26) potable water systems, as needed.

3) Los Angeles International Airport

Contact: Mr. Ruben Rendon

LAX Terminal 3
PO Box 445
El Segundo, CA 90245

Site Manager
Phone: (310) 261-6937
E-mail: Ruben.Rendon@JBTC.com

Estimated cost per year for last four years contract: **\$ 185,575.73/year**

Description of scope of work:

Implementing preventive maintenance program according to manufacturer's requirements as detailed in FMC Jetway System Operation and Maintenance Manual since 2005. Responsibilities also included troubleshooting, repairs and modifications of thirteen (13) passenger boarding bridges, thirteen (13) 45 ton PCAirs and ten (10) ground power units (GPUs), as needed. This contract also included maintenance, service and repair of the baggage system.

4) Meadows Field airport

Contact; Mr. Christian B. Von Platen

3701 Wings Way, suite 300
Bakersfield, CA 93308

Airport Maintenance Superintendent
Phone: (661) 747-4054
Fax: (661) 391-1801
E-mail: Vonplaten@co.kern.ca.us

Estimated cost per year for last five years contract: **\$ 4,516.37/year**

Description of scope of work:


Implementing preventive maintenance program according to manufacturer's requirements as detailed in FMC Jetway System Operation and Maintenance Manual since 2005. Responsibilities also included troubleshooting, repairs and modifications of three (3) PLCs passenger boarding bridges, three (3) PLC 50 ton PCAirs and three (3) PLC ground power units (GPU). We also provided telephone assistance and support.

March 22, 2011

To Whom It May Concern:

I am pleased to recommend Mr. Romeo Lopez for technical contracting relating to the repair and maintenance of airline passenger loading bridges. As an administrator for Palm Springs International Airport, I managed the loading bridge preventive maintenance and repair contracts from their inception in 1999. Mr. Lopez was directly responsible for performance of the contracts from 2001 until I retired in 2008. During this time, Mr. Lopez performed admirably, carrying out the contracted work in an efficient, timely, complete and responsible manner. I can say with confidence that in his hands, the loading bridge contract was among the most trouble-free and winning arrangements I encountered during my tenure. Mr. Lopez maintained excellent relations with the Airport staff, and in every case I found him to be expert in resolving the complex and varied issues that came before us. I would highly recommend Mr. Lopez to any contracting agency considering him for this type of work.

Sincerely,



Craig A. Toms

Deputy Director, Airport Operations and Maintenance (Ret.)



Technicians refurbishing the floor of one Passenger loading bridge

SECTION B: Proposal Organization, Conformance with the RFP Instructions and Understanding of the Overall Project and Requested Scope of Work.

For the last ten (10) years, RISELO ENGINEERING SOLUTIONS, Inc. has been the subcontractor company working on the passenger boarding bridges. Accordingly, we feel that no other company can provide a better alternative. Our Project Manager, Mr. Romeo Lopez, has been working shoulder to shoulder with management and in-house technicians at the Palm Spring

International Airport. He has always done this while implementing the preventive maintenance program and servicing of these bridges. For the last eleven (11) years, Mr. Lopez has trained all the technicians assigned to this project. Our personnel have acquired experience and familiarity with these bridges under the guidance of Mr. Lopez, and no other company can match the experience and knowledge our personnel possess.

Our technicians' familiarity with the operations and gate systems, along with previously completed background checks and clearance requirements, will make it an easier transition to maintain the top quality service we have always provided.

The experience acquired during the eleven (11) years working on the passenger boarding bridges at the Palm Springs International Airport has also being useful to identify critical issues that have impacted the speed of the service provided such as:

Parts

Lack of availability of parts from the original manufacturer has been a major problem to repair these bridges in an efficient manner. As of late, the original manufacturer waits until it gets a specific quantity to order production; therefore, the needed parts are not always available for immediate delivery. This delay is reflected in the time the equipment is out of service. RISELO ENGINEERING SOLUTIONS, INC is aware of this problem. In order to be more proactive within other airports, we are using (previously approved by the airport) alternative manufacturers which meet or exceed the same specifications. This solution not only results in cost savings, but also in procuring needed parts in a timely manner. Considering the lack of original manufacturing distributors in the area of Palm Springs, RISELO ENGINEERING SOLUTIONS will allocate money to buy Original Equipment Manufacturer (OEM) parts with extended lead times. We will keep this stock of parts ready for usage at any moment, exclusively at this airport. Should the airport authorities allow the use of approved equals, we plan to buy these parts locally, as part of our support for local businesses policy.

Communication

If RISELO ENGINEERING SOLUTIONS, Inc. is awarded this contract, there will be no need to call or report any problem to a third party. During the past years, in order to get problems fixed, the Superintendent has been calling the prime contractor (JBT Aerotech) to report the problem. Upon receiving approval, RISELO ENGINEERING SOLUTIONS, Inc. has then been called upon to send a technician and repair the problem.

Being a local company from Fontana, CA, less than 70 miles from Palm springs International Airport, getting the calls directly to report a problem that may need solution will save a lot of

time. The end results will be reflected in time savings to fix any problem that may keep the bridges out of service.

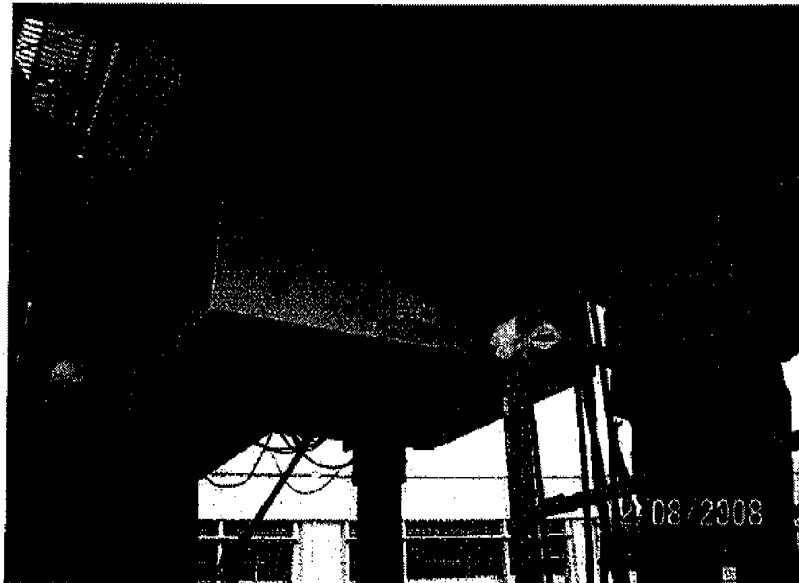
Training

RISELO ENGINEERING SOLUTIONS, INC would like to implement a basic training program for all the in-house technicians with an emphasis in safety practices or related issues. The program would be applicable to working on the electrical, electronic and mechanical portions of the passenger loading bridge assembly. The purpose of this training is to allow the in-house technicians to become more comfortable in their abilities working on applicable equipment. This would concurrently allow the technicians to be more proactive every time they call for technical support. We want to help the personnel feel comfortable and secure, as this will allow them to be able to fix any minor problems without the need of having to wait for an outside technician. This would be a good incentive for all your personnel, and would maintain the effective and efficient situation established through the years. We are confident that empowering the in-house personnel to handle any problems, small or big, will provide cost savings to the Palm Springs International Airport. The individual, who will head the effort for this training, if approved by the authorities, would be the Project Manager Mr. Romeo Lopez.

Section C: Work Proposal

RISELO ENGINEERING SOLUTIONS, INC has assigned personnel with a minimum of four years experience working at the Palm Springs International Airport for this project. All the technicians are very familiar with the bridges, authorities and in-house personnel. For this contract, we plan to implement the same maintenance program; we will also cover small repairs which can be addressed while the quarterly maintenance program is being implemented. In the event the Project Manager considers that a major repair needs to be done, the Superintendent will be notified in order to schedule future repairs.

As previously mentioned, if RISELO ENGINEERING SOLUTIONS, Inc is the company awarded with this contract, we plan to allocate money to buy a stock of parts sold exclusively by the original manufacturer in order to save time when needed. We shall also propose to the Superintendent the usage of parts from alternative manufacturers which meet or exceed the same specifications and with the same warranty of the original equipment manufacturers. A dedicated/assigned vehicle will be utilized for this project. The vehicle will carry a stock of parts that, according to our experience at this site, are the most common replaceable parts.



Installing a brand new PLC Ground Power Unit (GPU)

Ball Screw Inspection and/or replacement if needed/Quality Control Program

This inspection will be performed as described in chapter four (4) of Service Bulletin # 109 published by FMC Technologies-JBT. The area shall be inspected for excessive wear, corrosion, cracking, pitting, gouges, or brinelling. According to the manufacturer, this needs to be inspected using a handheld magnification device.

Our Project Manager, a former Quality Control Manager and source Inspector for five years will be in charge of implementing the **Quality Control Program**. In order to provide an efficient service for our customer's satisfaction, the process of inspecting the ball screws will be the first where we shall implement our quality control program.

Although not mentioned by the manufacturer, we are aware that the high stress and vibrations applied to these ball screws when moving the bridge may cause surface-breaking cracks that are not visible to the naked eye or magnifying devices. As part of our quality control program, aside from the manufacturer recommendation, we will take an additional step and perform a Fluorescent Dye Penetrator Inspection. Such an inspection will be performed with use of ZYGLO FLUORESCENT DYE, which complies with most Military specs for fluorescent inspections, due to its sensitive nature.

Inspection Steps:

1) Pre-cleaning;

The whole test surface will be cleaned to remove any oil, grease or loose scale; these items may cause irrelevant or false indications. For this cleaning method, the usage of biodegradable solvents will be used. The end goal of this step is a clean surface where any defects present are open to the surface, dry and free of contamination.

2) Application of penetrator:

The penetrator is then applied to the whole surface of the ball screw being tested. The penetrator will be allowed to soak into any flaws (generally 10 to 30 minutes). The soak time mainly depends upon the area to be inspected and the flaws sought; smaller flaws require a longer penetration time.

3) Excess Penetrator Removal;

The excess penetrator will then be removed from the surface. The removal method is controlled by the type of penetrator used. We will use a solvent remover and lint-free cloth, without spraying or applying the solvent remover directly on the surface to be inspected. This will be done in order to remove all the penetrator from the surface, the penetrator trapped in real defects will remain in place.

4) Application of developer;

After excess penetrator has been removed, developer is applied to the surface under test for possible cracks. This developer should form a thin, even coating on the surface to be inspected, and will draw the penetrator from defects out onto the surface to form a visible indication.

5) Final Inspection;

We will inspect the whole area of the ball screw recommended by the manufacturer using Ultra violet (UV) black light.

Section D: Project Schedule

The Preventive Maintenance program will remain the same as the one implemented for the last ten (10) years by RISELO ENGINEERING SOLUTIONS, Inc. We will be following the strict OEM specifications and instructions, using the same format, and forms from the manufacturer. As previously mentioned, all this work will be performed by experienced certified technician already familiarized with the passenger boarding bridges located at the Palm Springs International Airport. This will ensure that all work is carried out by personnel with proper manufacturer certifications, and that all work is completed in accordance to the Authorities. After the preventive maintenance is completed, a detailed report with recommendations, necessary correctives actions and repairs will be presented to the Maintenance Superintendent.

RISELO ENGINEERING SOLUTIONS Inc. maintains a comprehensive safety program to ensure that our employees will work in a safe environment; adhering and complying with all the Safety Regulations prescribed by the California Occupational Safety and Health Act (CALOSHA). It is highly recommended, due to the high voltage and current involved on these passenger boarding bridges, that no matter what company is awarded this contract, two (2) technicians must always be present at any one time, in case of emergency.

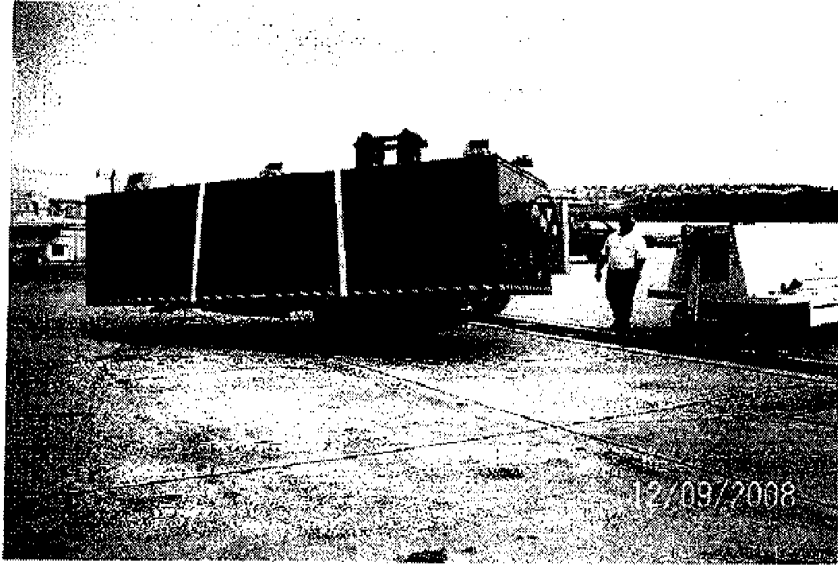
As the successful bidder, and upon receiving notice to proceed, RISELO ENGINEERING SOLUTIONS, INC will coordinate with the Airport Authorities and the Maintenance Superintendent to implement the following implementation plan, and the project schedule for this year 2011.

Action	May 9 th - 17 th	May 23 rd - 27 th	June 2011	July 2011	August 2011	Sept 2011	Oct 2011	Nov 2011	Dec 2011
Badging/background check/vehicle permit	X	X							
Buy stock of parts	X	X							
Quarterly Inspection			X			X			X
Ball screw Inspection				X	X				
Pressure Washing						X			

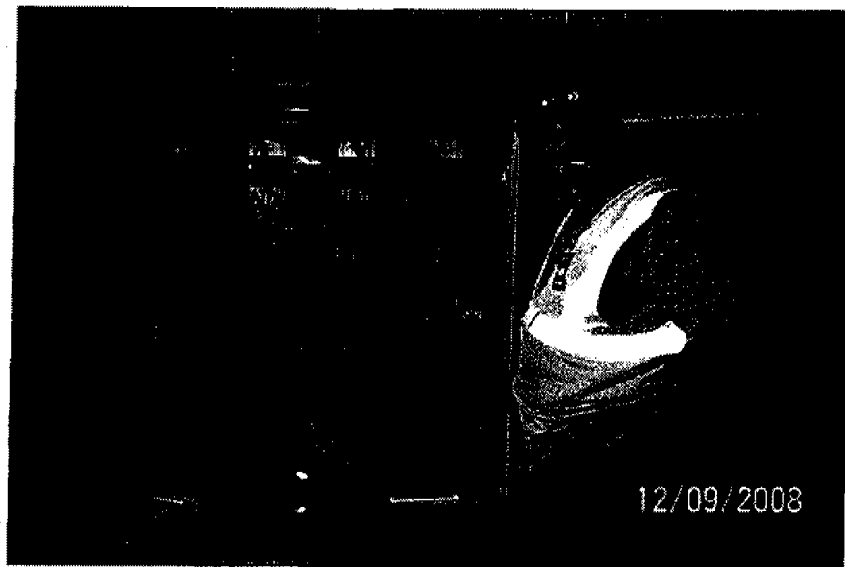
Schedule for years 2012 through 2013 (in case of extension of the contract); the same format will be used. Please note that we have not included any specific dates when these inspections will be performed, as we would rather discuss with the Maintenance Superintendent for the most convenient dates for the Palm Springs International Airport.

Action	January	April	June	September	December
Quarterly Inspection	X	X		X	
Pressure Washing	X			X	
Semi-annual Inspection			X		
Annual Inspection					X

INSTALLATION OF A BRAND NEW PLC 100 TON PCAIR UNIT



Installation of a 100 Ton PCAIR Unit



PLC Panel for the 100 Ton PCAIR Unit

STATE OF CALIFORNIA

Contractors State License Board

Pursuant to Chapter 9 of Division 3 of the Business and Professions Code and the Rules and Regulations of the Contractors State License Board, the Registrar of Contractors does hereby issue this license to:

RISELO ENGINEERING SOLUTIONS INC

License Number 953223

to engage in the business or act in the capacity of a contractor in the following classification(s):

C10 - ELECTRICAL

C20 - WARM-AIR HEATING, VENTILATING AND AIR-CONDITIONING

D21 - MACHINERY AND PUMPS

Witness my hand and seal this day,

December 8, 2010

Issued October 7, 2010


James Miller
Board Chair



Stephen P. Sands
Registrar of Contractors

This license is the property of the Registrar of Contractors, is not transferable, and shall be returned to the Registrar upon demand when suspended, revoked, or invalidated for any reason. It becomes void if not renewed.

**THE
PRESS-
ENTERPRISE**

**CLASSIFIED
ADVERTISING**

PROOF

Printed by: Tinajero, Maria
at 2:40 pm
on Monday, Apr 04, 2011

Ad #: 10609422

3450 Fourteenth St.
Riverside, CA 92501-3678
1-800-880-0345
951-684-1200
951-368-9018 Fax

Account Information

Phone #: (909) 356-8827
Name: RISELO ENGINEERING SOLU-
TIONS, INC.
Address: 17338 HOLLY DR.

FONTANA CA 92335

Acct #:
Client:
Placed by: Romeo Lopez
Fax #: (951)

Ad Copy:

Invitation for Bids
RISELO ENGINEERING
SOLUTIONS, Inc. is sub-
mitting a bid for 3 year
contract to perform com-
plete maintenance and re-
pair on the passenger
boarding bridges at the
Palm Springs International
Airport RFP # 11-1. Due
April 13, 2011. RISELO
ENGINEERING SOLU-
TIONS, Inc. is looking for
local businesses to fabricate
subcontractors or to supply
replacement parts such as
electric motors, rotors, ca-
pit brackets, etc. The pro-
posal seeking for local con-
tractors. More information
can be obtained by calling
RES at 909-264-8227
47.16

Ad Information

Classification: Legals
Publications: Press-Enterprise

Start date: 04-07-11
Stop date: 04-10-11
Insertions: 2

Rate code: LE-Open
Ad type: Ad Liner
Taken by: Tinajero, Maria

Size: 1x29.380
Bill size: 30.00x 5.14 agate lines

CITY OF PALM SPRINGS BUSINESS LICENSE

3200 E TAHQUITZ CANYON WAY, PALM SPRINGS, CA 92262 (760) 323-8289

PLEASE NOTE THAT IT IS YOUR RESPONSIBILITY TO RENEW AND UPDATE THIS LICENSE ANNUALLY.

BUSINESS NUMBER: 20014256
BUSINESS TYPE: CONTRACTOR-HVAC
OWNER NAME: ROMEO LOPEZ
IVAN LOPEZ
BUSINESS NAME: RISELO ENGINEERING SOLUTIONS
BUSINESS ADDRESS: 17338 HOLLY DR.
FONTANA, CA 92335

EXPIRATION	TAX/ADMIN. FEE	CERT NO
03/31/2012	18.00	47243
03/31/2012	28.00	47244
03/31/2012	67.00	47245

RISELO ENGINEERING SOLUTIONS
17338 HOLLY DR

FONTANA CA 92335

ISSUANCE OF THIS LICENSE DOES NOT ENTITLE
THE LICENSEE TO OPERATE OR MAINTAIN A
BUSINESS IN VIOLATION OF ANY OTHER LAW
OR ORDINANCE. THIS IS NOT AN ENDORSEMENT
OF THE ACTIVITY NOR OF THE APPLICANT'S
QUALIFICATIONS.

MUST BE POSTED IN A CONSPICUOUS PLACE

ATTACHMENT "A"
***THIS FORM MUST BE COMPLETED AND SUBMITTED WITH YOUR TECHNICAL/WORK PROPOSAL**
(Envelope #1)*
REQUESTS FOR PROPOSALS (RFP) #10-11
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

SIGNATURE AUTHORIZATION

NAME OF COMPANY(PROPOSER):

RISELO ENGINEERING SOLUTIONS INC.
BUSINESS ADDRESS: 17328 HOLLY DR. FONTANA, CA. 92331

TELEPHONE 909-356-8827 CELL PHONE 909-730-6730 FAX 909-356-8826
CONTACT PERSON ROMEO LOPEZ EMAIL ADDRESS RLOPEZ@RISELANSOLNS.COM

A. I hereby certify that I have the authority to submit this Proposal to the City of Palm Springs for the above listed individual or company. I certify that I have the authority to bind myself/this company in a contract should I be successful in my proposal.

ROMEO LOPEZ / PRESIDENT
PRINTED NAME AND TITLE

Romeo Lopez APRIL 11, 2011
SIGNATURE AND DATE

B. The following information relates to the legal contractor listed above, whether an individual or a company. Place check marks as appropriate:

1. If successful, the contract language should refer to me/my company as:

An individual;
 A partnership, Partners' names: _____

A company;
 A corporation If a corporation, organized in the state of: California
 A Local Business (Licensed within the jurisdiction of the Coachella Valley).
Copy of current business license is required to be attached to this document.

2. My tax identification number is: 26-1109695

ADDENDA ACKNOWLEDGMENT:

Acknowledgment of Receipt of any Addenda issued by the City for this RFP is required by including the acknowledgment with your proposal. Failure to acknowledge the Addenda issued may result in your proposal being deemed non-responsive.

In the space provided below, please acknowledge receipt of each Addenda:

Addendum(s) # 1, 2, 3, 4, 5 is/are hereby acknowledged.

ATTACHMENT "B"

"THIS FORM MUST BE COMPLETED AND SUBMITTED WITH YOUR TECHNICAL/WORK PROPOSAL (Envelope #1)"

NON-COLLUSION AFFIDAVIT TO BE EXECUTED BY PROPOSER AND SUBMITTED WITH PROPOSAL

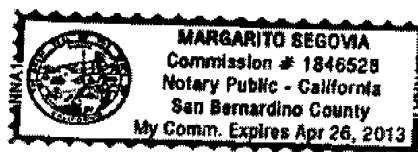
STATE OF CALIFORNIA) ss
COUNTY OF RIVERSIDE)

The undersigned, being first duly sworn, deposes and says that he or she is RODOLFO LOPEZ of RISELO ENGINEERING SOLUTIONS, INC. the party making the foregoing Proposal. That the Proposal is not made in the interests of, or on the behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the Proposal is genuine and not collusive or sham; that the Proposer has not directly or indirectly induced or solicited any other Proposer to put in a false or sham Proposal, and has not directly or indirectly colluded, conspired, connived, or agreed with any Proposer or anyone else to put in a sham Proposal, or that anyone shall refrain from Proposing; that the Proposer has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the Proposal price of the Proposer or any other Proposer, or to fix any overhead, profit, or cost element of the Proposal price, or of that of any other Proposer, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the Proposal are true; and, further, that the Proposer has not, directly or indirectly, submitted his or her Proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereof, or paid, and will not pay, any fee to any corporation, partnership, company, association, organization, Proposal depository, or any other member or agent thereof to effectuate a collusive or sham Proposal.

By: Rodolfo Lopez

Title: PRESIDENT

Subscribed and sworn to before me this 11 day of APRIL, 2011.



CALIFORNIA JURAT WITH AFFIANT STATEMENT

- See Attached Document (Notary to cross out lines 1-6 below)
- See Statement Below (Lines 1-5 to be completed only by document signer(s), *not* Notary)

1 _____

2 _____

3 _____

4 _____

5 _____

6 _____

Signature of Document Signer No. 1

Signature of Document Signer No. 2 (if any)

State of California
 County of SAN BERNARDINO

Subscribed and sworn to (or affirmed) before me on this
11 day of APRIL, 2011, by
Date Month Year
 (1) ROMEO LOPEZ
Name of Signer

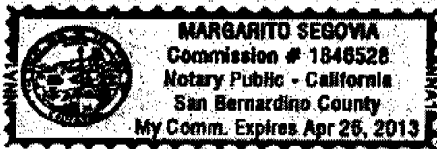
proved to me on the basis of satisfactory evidence
 to be the person who appeared before me (.) (.)

(and

(2) _____
Name of Signer

proved to me on the basis of satisfactory evidence
 to be the person who appeared before me (.) (.)

Signature Margarito Segovia
Signature of Notary Public



Place Notary Seal Above

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

Further Description of Any Attached Document

Title or Type of Document: NON-COLLUSION AFFIDAVIT

Document Date: 04-11-2011 Number of Pages: 1

Signer(s) Other Than Named Above: _____

RIGHT THUMBPRINT OF SIGNER #1
 Top of thumb here

RIGHT THUMBPRINT OF SIGNER #2
 Top of thumb here

Romeo Lopez
17338 Holly Dr.
Fontana, CA. 92335
(909) 356-8827 (909) 730-6730
RLopez@RiseLoEngineering.com

GOALS:

To obtain a position where my engineering knowledge, skills and experience can be utilized to benefit my employer. Management or teaching is a short range goal as well as continually adding to my current knowledge so as to be able to meet the needs of the company I will work for.

ACCOMPLISHMENTS/ABILITIES:

- **ABLE TO COMPETENTLY ANALYZE AND SOLVE PROBLEMS FROM ENGINEERING DESIGN TO PRODUCTION.** Can evaluate and carry out projects to streamline processes which may include equipment modification. This has resulted in different levels of cost savings.
- **SOURCE INSPECTION:** Decision responsibility for acceptance or rejection.
- **ACCURATELY PREPARE VENDOR INSPECTION REPORTS**
- **PROCESS FAILURE ANALYSES (Destruct/ Non-Destruct)**
- **PERSONAL TRAINING:** Mechanical, electronic, and electrical knowledge, able to read blueprints. Job procedures and inspection criteria
- **EQUIPMENT USED:** Oscilloscope, Hi-Gauge, Vernier calipers, Pin Gages, Multimeters, curve tracer, inductor analyzer, Hy-Pot, Precision Tools and milling machines. know how to operate, troubleshoot, and perform maintenance on the following equipment:
 - Leak Detectors (Gross and fine) Wire Bonders Epoxy Dispensers
 - One Shot Welders Seam Sealers Vibration tables
- **E.P.A. CERTIFIED**
- **HAVE COMPUTER KNOWLEDGE (WORD, WORD PERFECT, EXCEL, ETC.)**
- **AM FLUENT IN SPANISH, ENGLISH, AND ALSO SPEAK BASIC FRENCH**
- **CONTRACTOR LICENSE C-20 (HV/AC) and C-10 (Electrical)**
- **TEACHED NEC AND BASIC ELECTRICAL PRINCIPLES**
- **JETWAY CERTIFIED TECHNICIAN**
- **CERTIFIED GENERAL JOURNEYMAN ELECTRICIAN (No. 115592)**
- **ACCREDITED BY THE INSTITUTE OF HEATING AND AIR CONDITIONING INDUSTRIES (IHACI) AND SOUTHERN CALIFORNIA EDISON (SCE)**
- **PLC KNOWLEDGE**

WORK EXPERIENCE:

1998 to present **JBT Aerotech/RISELO ENGINEERING SOLUTIONS**

EDUCATION:

NATIONAL UNIVERSITY OF EL SALVADOR, C.A., E.E. Major 1978 to 1980. No degree.

INTERNATIONAL TECHNICAL SCHOOL. Certificates: Automotive and Electrical

PASADENA CITY COLLEGE, A.S. Degree in Electronics with additional classes in industrial electricity and a Laser Major, 1986 to 1992

ASSOCIATION OF FACILITIES AND PLANT OPERATING ENGINEERS, 1995 to 1997.
Received Refrigeration certificate and completed an A/C course.

Attended several Technical and managements seminars since 1995.

Ivan V. Lopez
17338 Holly Dr.
Fontana, CA. 92335
(909) 356-8827 (951) 295-9621
ivlopez@riseloengineering.com

EDUCATION:

Bachelor of Science, Mechanical Engineering emphasis in Thermodynamic, Mechanical and electrical.

University of California, Riverside, CA (UCR)

Relevant course work completed:

Calculus, Multi-Variable Calculus, Differential Equations, General Physics (Mechanics, Waves/Heat/Sound, Electricity/Magnetism), General Chemistry, Electrical Engineering Circuit Analysis, Engineering Graphics and Design (AutoCAD), Introduction to Engineering Computation (MATLAB), Statics, Properties of Engineering Materials, Dynamics, and Thermodynamics.

Technical Academia:

Have been accredited by The Institute of Heating and Air Conditioning Industries (IHACI) and Southern California Edison (SCE) to work on heat pumps, gas and electric furnaces, and electrical controls. Certified by Jetway Systems to work on Passenger Loading Bridges, 400 Hz Jetpower and Pre-Conditioned Air units.

WORK EXPERIENCE:

Service Technician/Manager

R & A Services. Fontana, CA.

June 2000 - Present.

Maintain, troubleshoot, repair and install HVAC equipment including air conditioners, heat pumps, gas and electric fired furnaces. Oversee financial and administrative activity within the company.

Stationary Engineer

FMC Airport Services. Ontario, CA.

September 2004 - Present

Maintain, troubleshoot and repair Passenger Loading Bridges, 400 Hz Jetpower, and Pre-Conditioned Air units at the Ontario International Airport.

COMPUTER SKILLS:

MS Windows, MS Word, MS Excel, MS PowerPoint, AutoCAD, MATLAB, Internet.

ADDITIONAL SKILLS:

Fluent in Spanish with a basic understanding of French. Always looking to further my technical and academic knowledge. Effective communicator and technician.

REFERENCES: Personal and Professional references are available upon request.

HAMID EINOLLAHI
18964 Woodland Way
Trabuco Canyon, Ca 92675
Phone No.: 949/ 547-3952

OBJECTIVE: To secure a part time position as a Field Service Technician with Riselo Engineering Solutions Inc.

EXPERIENCE:

- 8/2000 – Present** FMC Airport Services, - 18601 Airport Way, Suite 18A, Santa Ana, CA 92707.
- **Certified by FMC to work on passenger boarding bridges, 400HZ Jetpowers and PCAirs. California Certified Journeyman Electrician.**
- 7/99-8/2000:** **EL TORO MOBIL STATION, 23771 El Toro Road, Lake Forest, CA 92630, Phone No.:**
949/586- 6699,
- **Assistant Manager: Sales, Merchandizing, daily and monthly inspection of equipment's, gas pumps and performing maintenance and preventive maintenance. Look after the station's assets.**
- 10/91-4/99:** **SELF EMPLOYED –TEHRAN – IRAN**
- **Computer Hardware Tech company: Troubleshooting hardware parts, upgrading computer systems assembling computer units. Manufacturing uninterrupted power supplies for the computers.**

EDUCATION/& SPECIALIZED TRAINING:

- West Los Angeles College, Culver City, CA January, 1986 - June,1987
Aircraft Maintenance Technology (A.A. Degree)
Dean's List Student
- City College of San Francisco August, 1986 – December, 1985
Full Time Student; studying towards
Certification in Aircraft Maintenance
- San Francisco State University August, 1983 – June, 1985
Full Time Student; courses included
Basic education subjects with a concentration
in Engineering.
- Holy Names College, Oakland, CA August, 1981 – June, 1985
Full Time Student; studied basic education
subjects.
- Certificate of Accomplishment – MD80 40Hr. Hanger/Line
TWA Ground Operation Training
- Certificate of Accomplishment – 747 Major Base Aircraft Initial
TWA Ground Operation Training

REFERENCES AVAILABLE UPON REQUEST

ALFONSO S. GARCIA

15652 Alicante Rd. La Mirada, CA 90638

Home Phone: 562-902-1729

Cell Phone: 562-447-6320

e-mail: alena12001@yahoo.com

WORK HISTORY

Inside Wireman (2010-2011) ASIG, Tom Bradley International Airport, LAX Airport

- Monitor and maintain BHS (Bag Handling System) and their components.
- Perform preventive and corrective maintenance on equipment control systems, PLC system (Siemens S-700) sorters, scanners, tachometer, HSD (High Speed Diverter), and VFD motors.
- Repair and replace motors, HSD clutch and paddles, v-belts, bearings, rollers, lacing straight and power turn belts, sewing and welding beads on Fortex belts.
- Perform shift inspection and make corrective action as needed on tracking belts, check motor amperage and Profibus for VFD faults, adjustment of photo lights and reflectors that cause ghost jam.

Inside Wireman (2009-2010) ASIG, Terminal # 6, LAX Airport

- Performed maintenance, repairs and troubleshooting on BMU (Baggage Makeup Unit) and Passenger Boarding Bridges.
- Troubleshoot motor controller, motor circuits, AC/DC motors, AC/DC drives, VFD, High and Low Voltages, 120/480 VAC, 3 Phase, PWM, circuit boards, and GPU (Ground Power Unit).
- Performed preventive and corrective maintenance of PCA Units.
- Troubleshoot, edit, read and write Program of PLC (Allen Bradley SCL 503/504).

Inside Wireman (2008-2009) R & A Engineering Services, LAX /Ontario /Palm Spring airport

- Repaired and maintained baggage handling equipment, conveyor, PLC and equipment control systems per diagrammatic sketches, operational manuals, and manufacturer's specifications using hand tools, and precision measuring testing instruments.
- Troubleshoot and maintain Passenger Boarding Bridges and all gate related equipment such as Ground Power units, PCA, and Potable Water units.
- Troubleshoot and repair induction motors, motor control circuits, thermal and magnetic contactors, relays, coils, transformers, circuit breakers, VFD, IGBT, PWM, Inverters, and rectifiers.

Maintenance Electrician (2007-2008) Durand Electric & Lighting, 27130 Paseo Espada, San Juan Capistrano, CA

- Performed troubleshooting services, installations, repairs, and maintenance.
- Modification of electrical systems for commercial and residential buildings on equipment and grounds.
- Locate and determine electrical malfunctions by standard test equipment.

Electrician, Self-employed (2003-2007) A & E Home Improvement, 15652 Alicante Rd. La Mirada, CA

Laboratory Technician (2002-2003) Myriad Genetics, Salt Lake City, Utah

Laboratory Technician (2001-2002) Met West Hospital Tarzana, CA

Electrician (1990-2000) Leifani Guest Home, Garden Grove, CA

EDUCATION

- Certified California General Electrician
- Certified HVAC Technician EPA 608
- Certified HVAC/R Preventive Maintenance
- MCP Microsoft Certified Professional
- MCSE Microsoft Certified System Engineer
- High School Graduate, Holy Angel College, Pampanga, Philippines

Guadalupe R. Venegas

Objective

To obtain a position as an Electrician-Inside Wireman where I may utilize my knowledge and technical abilities of passenger loading bridges and conveyor systems within your company.

Work-Related Skills

- Electrical trouble shooting skills
- Passenger loading bridges and conveyor systems operations and troubleshooting procedures
- Passenger loading bridges and conveyor system repair and maintenance
- Extensive knowledge of Los Angeles terminal 3 passenger loading bridges, conveyor system and components

Education

8/1995-12/1998 Cypress Community College Cypress, CA
General Education

1992 Fullerton High School Fullerton, CA
Diploma, General Education

Languages

Fluent in English and Spanish.

Work experience

6/2003 – Present A.S.I.G Los Angeles, CA
Electrician- Inside Wireman

- Maintain and repair Passenger Loading Bridges and Conveyor systems

5/2001 – 6/2003 Worldwide Flight Service Los Angeles, CA
Technician Specialist
Maintain and repair Passenger Loading Bridges and Conveyor Systems

3/2000 – 5/2001 Reda Production Systems Garden Grove, CA
Field Service Technician

- Installation and servicing of submersible pumps for oil companies

2/1995 – 3/2000 Kwikset Corporation Anaheim, CA
Material Handler/ Line Coordinator

- Coordinate work and materials for assembly/ production line.
- Assisted in servicing conveyor system and machinery

8/1992 -12/1999 U.S. Army
12F Combat Engineer

- Heavy Equipment Operator
- Maintained and serviced variety of heavy equipment

References available upon request

ALFONSO S. GARCIA JR

16810 Chaparral Ave. ♦ Cerritos, Ca, 90703

Home: (562) 902-1729 ♦ Cell: (562) 818-1828 ♦ Email: Al_garcia78@yahoo.com

SUMMARY STATEMENT

- ♦ Strong test engineering experience, hardware and software support expertise includes maintaining and repairing electronic and mechanical components.
- ♦ 5 years experience in engineering field, worked with Test, Program and Quality Engineers in fast-paced environment.

PROFESSIONAL EXPERIENCE

Test Technician, Mattel, El Segundo, California **2004 to Present**

- Perform product failure and defect analysis
- Determine root cause for return products from warranty services
- Perform product quality and safety testing

Inside Wireman, RISELO ENGINEERING SOLUTIONS, Inc. Terminal 3, LAX, California **2007 to 2010 (part time)**

- Maintenance program and repaired jet bridges including PC Air, 400hz ground power systems
- Performed preventive and corrective maintenance of PLC controlled conveyor systems, baggage carousels and related equipment.
- Supported airline operations with clearing bag jams on the system.

Test Technician, Mattel, El Segundo, California **1998 to 2002**

- Provided support for hardware and software related issues.
- Maintained and repaired test servers and laser printers up to component level.

TECHNICAL SKILLS AND RELATED SOFTWARE SKILLS

AC & DC Circuit Analysis ♦ Advance Networking Engineering
Embedded Microprocessor Systems ♦ Analog & Digital Signal Processing
Lab View 7.0 ♦ TCP/IP ♦ C/C++ ♦ Windows/Unix/Linux Operating Systems

EDUCATION

Bachelor of Science in Computer Engineering Technology
DEVRY UNIVERSITY, Long Beach, California

Certified General Electrician
Division of Apprenticeship Standards, California

Electronics Communication Engineering
HOLY ANGEL UNIVERSITY, Philippines

JETWAY
Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 5: Quarterly Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
1.	Drive the bridge to all limits to detect any operational problems.				
2.	Manipulate the following limit switches by hand making sure they work properly:				
	a. Rotunda Rotation				
	b. Slope Limits				
3.	Check Cab Rotation				
	a. Rotate the cab full right and left. Operation should be smooth.				
4.	Check canopy closure operation.				
	NOTE: When checking the canopy do not place the bridge against an aircraft.				
	a. Left side raise - the motor will stop running when the canopy is full up.				
	b. Right side raise - the motor will stop running when the canopy is full up.				
	c. Lower the canopy, either side, a few inches. The canopy down message will appear and the bridge will not drive forward.				
	d. Left side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
	e. Right side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
5.	Horizontal Drive				
	a. Drive the bridge full forward - the slow down circuit will activate about 3 feet before full extend is reached, and the bridge will stop before reaching the mechanical stops.				
	b. Drive the bridge full reverse - the slow down circuit will activate about 3 feet before full retract is reached, and the bridge will stop before reaching the mechanical stops.				
	c. Insure the travel warning bell is ringing whenever the bridge is moving.				
	d. Rotate the horizontal drive to its right and left limits. Drive unit should stop at the preset limits.				
	NOTE: All movement should be smooth in operation. If the operation is jerky and/or noisy, check for obstructions on the roller tracks.				
6.	Vertical Drive				
	a. Raise and lower the bridge - operation should be smooth.				
	b. Raise and lower the bridge to its upper and lower limits. The bridge should stop at the preset heights.				
	c. Inspect vertical lift column chain coupling (See chapter 4 Section 3 for procedures).				
7.	Vertical lift column fault limit switches.				
	NOTE: Check only one limit switch at a time.				
	a. Remove limit switch and manually trip while a second person attempts to raise or lower the bridge.				

JETWAY
Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 5: Quarterly Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
	if the bridge raises or lowers the limit switch must be replaced.				
	b. Repeat this procedure on the other limit switch.				
	NOTE: Any shims that are removed or that may fall free during this process must be replaced before re-securing the limit switches.				
8.	Inspect the operators console.				
	a. Check for moisture, rust, and debris.				
	b. Check all printed circuit boards, wire connections and other components for secure mounting.				
	c. Check for any evidence of arching or pitting signaling loose connections.				
	d. Indicator lights, meters and wiring in general.				
9.	Observe the cable carrier system while retracting and extending the bridge to insure system does not bind.				
10.	Check rotunda access panel and hold down clamps for secure mounting.				
11.	Check rotunda side curtains for tightness and adjust if necessary.				
12.	Check cab side curtains for tightness and adjust if necessary.				
13.	Check the following electrical cables for deterioration and general condition.				
	a. Exposed cables under tunnels.				
	b. Exposed cables under cab.				
	c. Cables from rotunda to tunnel A.				
	d. 400Hz Aircraft power input cable (if applicable)				
14.	Check tunnel equalizing cable and adjust if necessary.				
	Check cable clamps on the clamping ring. Make sure both clamps are secure and the cable is secure. (See "Detail B" Figure 4, Chapter 2, Section 8)				
15.	Auto Level				
	a. Check the set screws holding the wheel to the limit switch, they should be tight.				
	b. Check the wheel for wear, flat spots, shiny spots or deterioration. Replace if necessary				
	c. Turn the wheel by hand in both directions insuring freedom of operation and positive return to neutral.				
	d. Check lock nuts on auto level arm. Insure the are tight.				
	NOTE: Turning the wheel approximately 15° in either direction will engage the limit switch.				
15.	Auto Level (Continued)				
	e. Check the arm - it should move freely in both directions.				
	f. Check the auto level travel limits with the arm extended and the bridge in "AUTO LEVEL" mode.				

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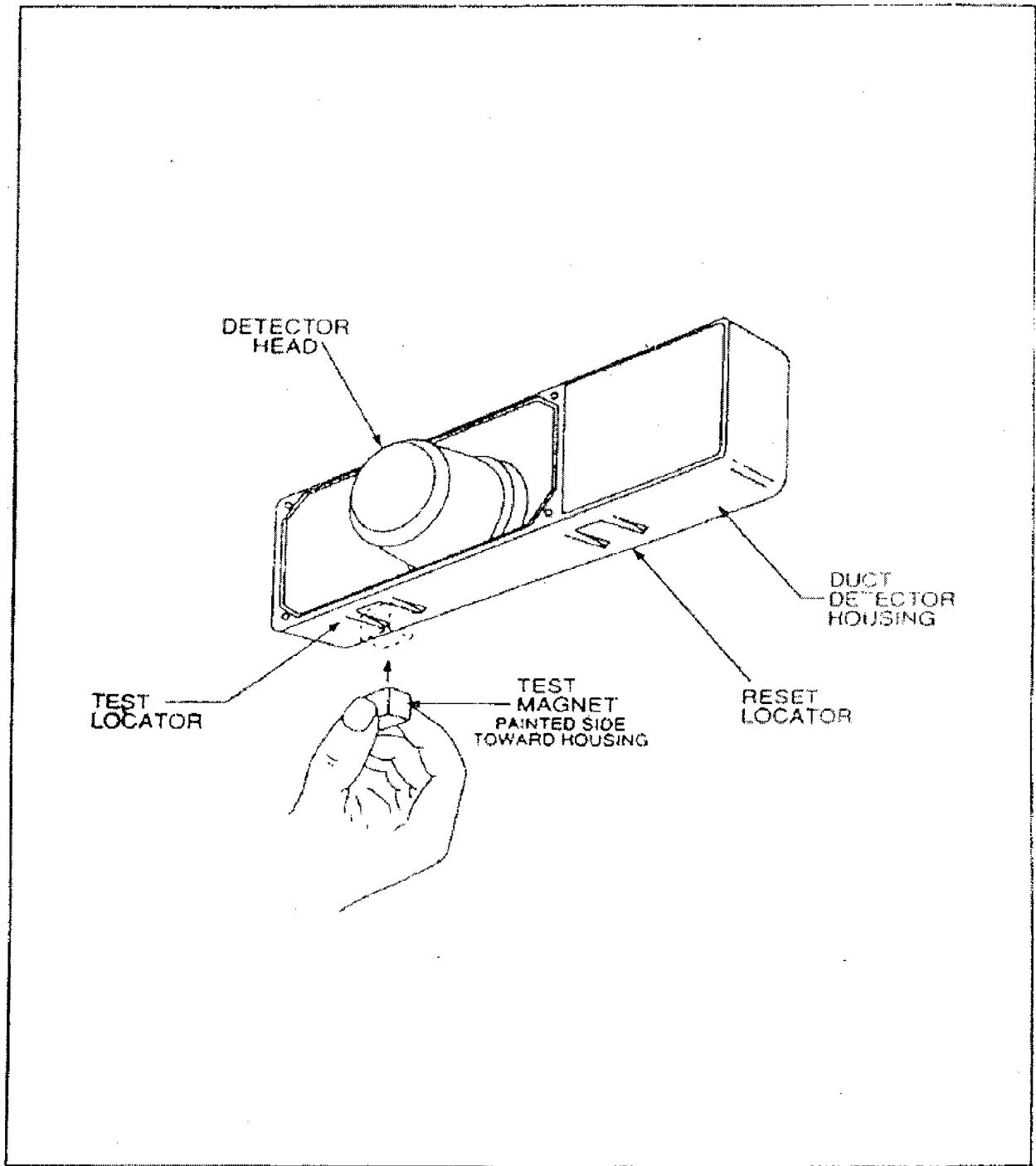
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JETWAY
Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 5: Quarterly Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
	By hand turn and hold the wheel to simulate the aircraft rising. About 4 seconds will pass before the auto level warning light and bell comes on.				
	Reset the auto level system and check the down travel by turning and holding the wheel in the opposite direction. About 4 seconds will pass and the warning light and bell come on.				
16.	Lubricate the following:				
	NOTE: See Chapter 2, Section 3 for lubrication points and Chapter 2, Section 4 for the Table of Lubricants.				
	a. Vertical lift column ball screw assembly through the oil cup on top of each column using lube spec #2. Use 6 oz. of lubricant.				
	NOTE: After lubrication the bridge must be driven to extreme UP and DOWN limits several times to insure proper distribution of the lubricant.				
17.	Thoroughly wash bridge exterior. See Chapter 2 Section 10 for instructions.				

JETWAY SYSTEMS®
JETAIRE™
PC Air - Model XPC 4500



Testing Smoke Detector Alarm
Figure 1

JETWAY
Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 6: Semi-Annual Preventive Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
1.	Drive the bridge to all limits to detect any operational problems.				
2.	Manipulate the following limit switches by hand making sure they work properly:				
	a. Rotunda Rotation				
	b. Slope Limits				
3.	Check Cab Rotation				
	a. Check the tie rods on top of the bubble for cracks in the threads. (See figure 1 below)				
	b. With an observer on the roof, watch the pivot bracket as the cab rotates making sure that rods do not bend near pivot bracket. Pivot bracket must rotate freely.				
<p style="text-align: center;">Tie Rod Inspection Figure 1</p>					
<p><input type="checkbox"/> WARNING: IF CRACKS ARE FOUND THE BRIDGE MUST BE TAKEN OUT OF SERVICE UNTIL THE PIVOT BRACKET AND TIE RODS ARE REPLACED.</p>					
	c. Rotate the cab full right and left. Operation should be smooth.				
<p><input checked="" type="checkbox"/> NOTE: Follow local safety guidelines while working on top of the passenger boarding bridge</p>					
4.	Check canopy closure operation.				
<p><input checked="" type="checkbox"/> NOTE: When checking the canopy do not place the bridge against an aircraft.</p>					
	a. Left side raise - the motor will stop running when the canopy is full up.				
	b. Right side raise - the motor will stop running when the canopy is full up.				
	c. Lower the canopy, either side, a few inches. The canopy down message will appear and the bridge				

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Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 6: Semi-Annual Preventive Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
	will not drive forward.				
	d. Left side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
	e. Right side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
5.	Horizontal Drive				
	a. Drive the bridge full forward - the slow down circuit will activate about 3 feet before full extend is reached, and the bridge will stop before reaching the mechanical stops.				
	b. Drive the bridge full reverse - the slow down circuit will activate about 3 feet before full retract is reached, and the bridge will stop before reaching the mechanical stops.				
	c. Insure the travel warning bell is ringing whenever the bridge is moving.				
	d. Rotate the horizontal drive to its right and left limits. Drive unit should stop at the preset limits.				
	☞NOTE: All movement should be smooth in operation. If the operation is jerky and/or noisy, check for obstructions on the roller tracks.				
6.	Check tunnel positioning and tracking. Adjust the rollers as required. (See Section 8 for instructions.)				
7.	Vertical Drive				
	a. Raise and lower the bridge - operation should be smooth.				
	b. Raise and lower the bridge to its upper and lower limits. The bridge should stop at the preset heights.				
	c. Inspect vertical lift column chain coupling (See chapter 4 Section 3 for procedures).				
8.	Vertical lift column fault limit switches.				
	☞NOTE: Check only one limit switch at a time.				
	a. Remove limit switch and manually trip while a second person attempts to raise or lower the bridge. If the bridge raises or lowers the limit switch must be replaced.				
8.	Vertical lift column fault limit switches. (Continued)				
	b. Repeat this procedure on the other limit switch.				
	☞NOTE: Any shims that are removed or that may fall free during this process must be replaced before re-securing the limit switches.				
9.	Inspect the operators console.				
	a. Check for moisture, rust, and debris.				
	b. Check all printed circuit boards, wire connections and other components for secure mounting.				
	c. Check for any evidence of arcing or pitting signaling loose connections.				
	d. Indicator lights, meters and wiring in general.				
10.	Observe the cable carrier system while retracting and				

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Section 6: Semi-Annual Preventive Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
	extending the bridge to insure system does not bind.				
11.	Check rotunda access panel and hold down clamps for secure mounting.				
12.	Check rotunda side curtains for tightness and adjust if necessary.				
13.	Check cab side curtains for tightness and adjust if necessary.				
14.	Check the following electrical cables for deterioration and general condition.				
	a. Exposed cables under tunnels.				
	b. Exposed cables under cab.				
	c. Cables from rotunda to tunnel A.				
	d. 400Hz Aircraft power input cable (if applicable)				
15.	Check tunnel equalizing cable and adjust if necessary.				
16.	Auto Level				
	a. Check the set screws holding the wheel to the limit switch, they should be tight.				
	b. Check the wheel for wear, flat spots, shiny spots or deterioration. Replace if necessary				
	c. Turn the wheel by hand in both directions insuring freedom of operation and positive return to neutral.				
	d. Check lock nuts on auto level arm. Insure the are tight.				
	⚡NOTE: Turning the wheel approximately 15° in either direction will engage the limit switch.				
	e. Check the arm - it should move freely in both directions.				
	f. Check the auto level travel limits with the arm extended and the bridge in "AUTO LEVEL" mode.				
16.	Auto Level (Continued)				
	By hand turn and hold the wheel to simulate the aircraft rising. About 4 seconds will pass before the auto level warning light and bell comes on.				
	Reset the auto level system and check the down travel by turning and holding the wheel in the opposite direction. About 4 seconds will pass and the warning light and bell come on.				
17.	Lubricate the following:				
	⚡NOTE: See Chapter 2, Section 3 for lubrication points and Chapter 2, Section 4 for the Table of Lubricants.				
	a. Vertical lift column ball screw assembly through the oil cup on top of each column using lube spec #2. Use 6 oz. of lubricant.				
	⚡NOTE: After lubrication the bridge must be driven to extreme UP and DOWN limits several times to insure proper distribution of the lubricant.				

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Section 6: Semi-Annual Preventive Checklists

DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
b. Rotunda column flange and sleeve bearings with lube spec #1.				
c. Vertical lift column thrust bearings with lube spec #1.				
d. Cab canopy mechanical parts with lube spec #3.				
1) Actuator pivot point.				
2) Lower actuator arm pivot point.				
3) Lower actuator arm bushings.				
4) Pivot Block				
5) Lower hinges				
e. Wheel Carriage and Swivel Column				
1) Drive chains with lube spec #2.				
2) Turret Bearing with lube spec #1.				
3) Bushings and Trunnion pin with lube spec #3.				
NOTE: The wheel bearings should be lubricated each time the wheel assemblies are torn down with lube spec #1.				
17. Lubricate the following: (Continued)				
f. Cable lift arm hinges with lube spec #3.				
g. Cab rotation parts with lube spec #3.				
1) Drive chains with Lube Spec #3.				
2) Sprocket shafts with Lube Spec #3.				
18. After lubrication, operate the bridge to all limits to distribute lubrication.				
19. Check rotunda floor alignment.				
20. Check drain spouts in tunnel floor gutters. Make certain they are not clogged with debris and will pass water.				
21. Check tires				
a. Check air pressure & fill, if necessary.				
b. Check general condition of tires.				
22. Check the following weather seals for general condition:				
a. Rotunda to Building				
b. Splice seals if applicable.				
23. Thoroughly wash bridge exterior. See Chapter 2 Section 10 for instructions.				
24. Inspect exterior paint for chips, cracks and rust. Touch-up as necessary.				
25. Check tunnel roller tracking and adjust if necessary.				
26. Check all tunnel roller adjusting bolts for tightness.				

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Section 6: Semi-Annual Preventive Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
26.	Check the following mounting bolts for tightness.				
	a. Horizontal Drive				
	b. Vertical Lift Column				
	c. Landing				
	d. Rotunda Column Radial Bearing				
	d. Rotunda Column Splice, if applicable				
	e. Walkway Haunch Splice, if applicable				
	<p>NOTE: If any of the above mounting bolts are loose, they must be replaced with ASTM A325 bolts (refer to Fastener Identification Chart in Appendix A), ASTM 563 nuts (identified by three (3) radial lines on nut), and flat hardened washers. All replacement bolts and nuts should be coated to prevent corrosion. The new bolts should be tightened as described in the Bolt Torque Requirement section of Chapter 4, Section 8. <i>Only remove and replace one bolt at a time.</i></p>				
	<p>NOTE: The tightening of the new bolt may cause other bolts in the joint to loosen. Therefore, after tightening the new bolt, re-verify the tightness of the remaining bolts. Repeat the procedure until all the bolts are tight. If more than one bolt in a joint is loose, then all of the bolts in the joint should be replaced and tightened (one at a time).</p>				

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Apron Drive 2 & 3 Tunnel
Solid State FRC-HD-AC Drive

Section 7: Annual Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
1.	Drive the bridge to all limits to detect any operational problems.				
2.	Manipulate the following limit switches by hand making sure they work properly:				
	a. Rotunda Rotation				
	b. Slope Limits				
3.	Check Cab Rotation				
	a. Rotate the cab full right and left. Operation should be smooth.				
4.	Check canopy closure operation.				
	NOTE: When checking the canopy do not place the bridge against an aircraft.				
	a. Left side raise - the motor will stop running when the canopy is full up.				
	b. Right side raise - the motor will stop running when the canopy is full up.				
	c. Lower the canopy, either side, a few inches. The canopy down message will appear and the bridge will not drive forward.				
	d. Left side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
	e. Right side down - extend the curtain until the clutch is engaged indicated by a clicking sound.				
5.	Horizontal Drive				
	a. Drive the bridge full forward - the slow down circuit will activate about 3 feet before full extend is reached, and the bridge will stop before reaching the mechanical stops.				
	b. Drive the bridge full reverse - the slow down circuit will activate about 3 feet before full retract is reached, and the bridge will stop before reaching the mechanical stops.				
	c. Insure the travel warning bell is ringing whenever the bridge is moving.				
	d. Rotate the horizontal drive to its right and left limits. Drive unit should stop at the preset limits.				
	NOTE: All movement should be smooth in operation. If the operation is jerky and/or noisy, check for obstructions on the roller tracks.				

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Solid State FRC-HD-AC Drive

Section 7: Annual Preventive Maintenance Checklists

DESCRIPTION		DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
6.	Vertical Drive				
	a. Raise and lower the bridge - operation should be smooth.				
	b. Raise and lower the bridge to its upper and lower limits. The bridge should stop at the preset heights.				
	c. Inspect vertical lift column chain coupling (See chapter 4 Section 3 for procedures).				
7.	Vertical lift column fault limit switches.				
	NOTE: Check only one limit switch at a time.				
	a. Remove limit switch and manually trip while a second person attempts to raise or lower the bridge. If the bridge raises or lowers the limit switch must be replaced.				
	b. Repeat this procedure on the other limit switch.				
	NOTE: Any shims that are removed or that may fall free during this process must be replaced before re-securing the limit switches.				
8.	Inspect the operators console.				
	a. Check for moisture, rust, and debris.				
	b. Check all printed circuit boards, wire connections and other components for secure mounting.				
	c. Check for any evidence of arching or pitting signaling loose connections.				
	d. Indicator lights, meters and wiring in general.				
9.	Observe the cable carrier system while retracting and extending the bridge to insure system does not bind.				
10.	Check rotunda access panel and hold down clamps for secure mounting.				
11.	Check rotunda side curtains for tightness and adjust if necessary.				
12.	Check cab side curtains for tightness and adjust if necessary.				

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Solid State FRC-HD-AC Drive

Section 7: Annual Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
13.	Check the following electrical cables for deterioration and general condition.				
	a. Exposed cables under tunnels.				
	b. Exposed cables under cab.				
	c. Cables from rotunda to tunnel A.				
	d. 400Hz Aircraft power input cable (if applicable)				
14.	Check tunnel equalizing cable and adjust if necessary.				
15.	Auto Level				
	a. Check the set screws holding the wheel to the limit switch, they should be tight.				
	b. Check the wheel for wear, flat spots, shiny spots or deterioration. Replace if necessary				
	c. Turn the wheel by hand in both directions insuring freedom of operation and positive return to neutral.				
	⚡ NOTE: Turning the wheel approximately 15° in either direction will engage the limit switch.				
	d. Check lock nuts on auto level arm. Insure the are tight.				
	e. Check the arm - it should move freely in both directions.				
	f. Check the auto level travel limits with the arm extended and the bridge in "AUTO LEVEL" mode. By hand turn and hold the wheel to simulate the aircraft rising. About 4 seconds will pass before the auto level warning light and bell comes on.				
16.	Lubricate the following:				
	⚡ NOTE: See Chapter 2, Section 3 for lubrication points and Chapter 2, Section 4 for the Table of Lubricants.				
	a. Vertical lift column ball screw assembly through the oil cup on top of each column using lube spec #2. Use 6 oz. of lubricant.				
	⚡ NOTE: After lubrication the bridge must be driven to extreme UP and DOWN limits several times to insure proper distribution of the lubricant.				
	b. Rotunda column flange and sleeve bearings with lube spec #1.				
	c. Vertical lift column thrust bearings with lube spec #1.				
	d. Cab canopy mechanical parts with lube spec #3.				
	1) Actuator pivot point.				
	2) Lower actuator arm pivot point.				
	3) Lower actuator arm bushings				

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Section 7: Annual Preventive Maintenance Checklists

DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
4) Pivot Block				
5) Lower hinges				
e. Wheel Carriage and Swivel Column				
1) Drive chains with lube spec #2.				
2) Turret Bearing with lube spec #1.				
3) Bushings and Trunnion pin with lube spec #3.				
⚡NOTE: The wheel bearings should be lubricated each time the wheel assemblies are torn down with lube spec #1.				
f. Cable lift arm hinges with lube spec #3.				
g. Cab rotation parts with lube spec #3.				
1) Drive chains with Lube Spec #3.				
2) Sprocket shafts with Lube Spec #3.				
h. Rotunda Hinge pins with Lube Spec #2.				
18. After lubrication, operate the bridge to all limits to distribute lubrication.				
19. Check rotunda floor alignment.				
20. Check drain spouts in tunnel floor gutters. Make certain they are not clogged with debris and will pass water.				
21. Check tires				
a. Check air pressure and fill, if necessary.				
b. Check general condition of tires.				
22. Check the following weather seals for general condition:				
a. Rotunda to Building				
b. Splice seals if applicable.				
23. Thoroughly wash bridge exterior. See Chapter 2 Section 10 for instructions.				
24. Inspect exterior paint for chips, cracks and rust. Touch-up as necessary.				
25. Check tunnel roller tracking and adjust if necessary.				
26. Check all tunnel roller adjusting bolts for tightness.				

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Solid State FRC-HD-AC Drive

Section 7: Annual Preventive Maintenance Checklists

	DESCRIPTION	DATE	GOOD	REPAIRED or LUBRICATED	MECHANIC
27.	Check the following mounting bolts for tightness.				
	a. Horizontal Drive				
	b. Vertical Lift Column				
	c. Landing				
	d. Rotunda Column Splice, if applicable				
	e. Walkway Haunch Splice, if applicable				
	<p>⚡NOTE: If any of the above mounting bolts are loose, they must be replaced with ASTM A325 bolts (refer to Fastener Identification Chart in Appendix A), ASTM 563 nuts (identified by three (3) radial lines on nut), and flat hardened washers. All replacement bolts and nuts should be coated to prevent corrosion. The new bolts should be tightened as described in the Bolt Torque Requirement section of Chapter 4, Section 8. Only remove and replace one bolt at a time.</p> <p>⚡NOTE: The tightening of the new bolt may cause other bolts in the joint to loosen. Therefore, after tightening the new bolt, re-verify the tightness of the remaining bolts. Repeat the procedure until all the bolts are tight. If more than one bolt in a joint is loose, then all of the bolts in the joint should be replaced and tightened (one at a time).</p>				
28.	Inspect the lift column slide pads (See Chapter 2, Section 8 for procedures)				
29.	Check the horizontal drive chains and sprockets for signs of streaking, cracking, rusting or pitting.				
30.	Inspect the following brakes:				
	⚡NOTE: See Chapter 2, Section 8 for inspection and adjustment procedures.				
	a. Vertical Drive				
	b. Horizontal Drive				
	c. Cab Rotation				
	d. 400Hz Hoist motor (if applicable)				
31.	Check main welds around the rotunda and rigid frame for cracks and other visual defects.				
32.	Check welds on upper / lower drive column and column mounting plates for cracks and other visual defects.				
33.	Check welds on stair/landing mounting brackets for cracks and other visual defects.				
34.	Ball Screw Inspection				
	Inspect the Vertical Drive ball screw after ten (10) years of service for excessive corrosion, cracking, pitting, gouges, brinelling or unusual wear of the ball grooves. After this initial inspection, inspect the ball screw every five (5) years. (See Figure 1 below)				

ATTACHMENT "C"

THIS FORM MUST BE COMPLETED AND SUBMITTED IN A SEPERATELY SEALED ENVELOPE#2 "Cost Proposal", NOT with Envelope #1, Technical/Work Proposal)

REQUEST FOR PROPOSAL (RFP #10-11)
PASSENGER LOADING BRIDGE MAINTENANCE SERVICES

COST PROPOSAL

Responding to Request for Proposal No. 10-11 Passenger Loading Bridge Maintenance Services, I/WE will accept as full payment the following payment for providing all labor, supervision, services, materials equipment, supplies, installation, testing, and training to complete the Passenger Loading Bridge Maintenance and Inspection services. The undersigned Proposer proposes and agrees to provide all work and services necessary to deliver passenger loading bridge maintenance services as defined in the Scope of Work herein.

1.The Preventive Maintenance portion of this agreement will be an Annual fixed price agreement for the entire term of the contract. Compensation for the Preventative Maintenance portion shall be calculated and paid to the Contractor in four (4) equal quarterly payments. Cost must include any and all Federal, State and Local taxes

PROPOSED ANNUAL PREVENTATIVE MAINTENANCE AMOUNT:

\$ 35,000

(PRICE IN FIGURES)

THIRTY FIVE THOUSAND DOLLARS

(PRICE IN WORDS)

2. A telephone support hourly rate will be quoted separate from the Preventative Maintenance portion of the work. In addition, the on-site trouble call (for non-routine maintenance services) portion will be quoted as an hourly rate (both regular and non-regular hours), portal to portal, not including parts. Cost of parts shall be itemized and submitted along with labor costs for all trouble call work performed.

Telephone Support.....\$ 0 /Hour

On-call non routine maintenance, portal to portal:
Monday through Friday 7AM - 3PM.....\$ 72 /Hour

Saturday-Sunday, and all other hours outside
of hours listed above.....\$ 85⁰⁰ /Hour

Ball Screw Installation costs.....\$ 1,400⁰⁰ /Each

3. Identify your firm's pricing structure for: (ie: % Discount? Other?)

OEM parts..... As Detailed in Exhibit "D"

Non-OEM parts..... As Detailed in Exhibit "D"

Non-routine maintenance and repairs are difficult to predict by their very nature. The contract will provide for an allowance of estimated non-routine repair costs based on historical data. The City may or may not use this allowance during the term of the contract. Penalty for non compliant response times will result in forfeiture of travel pay.

RISELO

ENGINEERING SOLUTIONS INC.

- ELECTRICAL
- HV/AC
- PASSENGER LOADING BRIDGES
- 400 Hz GPU's
- PCAIRS
- BAGGAGE SYSTEMS

P.O. Box 2019
FONTANA, CA 92334
PHONE: 909.356.8827
FAX: 909.356.8826

Quarterly preventive maintenance:

Perform quarterly preventive maintenance on eight passenger boarding bridges, eight 400HZ jet powers, eight PCAirs and potable water cabinets for the first year;

Total maintenance cost: thirty five thousand dollars (\$ 35,000.00) non routine calls: \$ 72.00/hr

Due to the cost of living, increase on parts, oils and gasoline, etc starting the second year of this contract if allowed by the authorities, we would like to adjust our prices with a **five percent (5%) increment each year**, on the preventive maintenance amount and non routine maintenance services.

For second year the total maintenance cost: \$ 36,750.00 non routine calls: \$ 75.60/hr

For the third year the total maintenance cost: \$ 38,588.00 non routine calls: \$ 79.38/hr

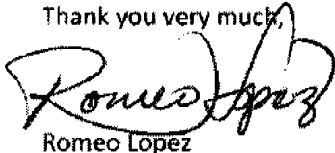
For the fourth year the total maintenance cost: \$ 40,520.00 non routine calls \$ 83.34/hr

For the fifth year the total maintenance cost: \$ 42,543.00 non routine calls \$ 87.50/hr

We really appreciate this opportunity and look forward to keep working with you for the next five years.

If you have any question, or need more information, please do not hesitate and call us at (909) 356-8827.

Thank you very much,



Romeo Lopez

President

RISELO ENGINEERING SOLUTIONS, Inc.

Phone (909) 356-8827

Fax (909) 356-8826

EXHIBIT "D"

SCHEDULE OF COMPENSATION

The preventative maintenance portion of this agreement will be an Annual fixed price agreement for the entire term of the contract. Compensation for the Preventative Maintenance portion shall be calculated and paid to the Contractor in four (4) equal quarterly installments.

On-site trouble call for (non-routine maintenance services) portion will be compensated at an hourly rate (both regular and non-regular hours), portal to portal not including parts. Cost of parts shall be itemized and submitted along with labor costs for all trouble call work performed.

Service contract's fees are as follows:

	<u>Annual Fixed</u>	<u>Hourly On-Call Rate</u>
Year 1	\$35,000	\$72.00
Year 2	\$36,750	\$75.60
Year 3	\$38,588	\$79.38
Year 4	\$40,520	\$83.34
Year 5	\$42,543	\$87.50

The Airport shall utilize the hourly on-call rate as provided in this agreement for any non-routine maintenance issues that require immediate attention as they arise.

PRICING STRUCTURE FOR OEM PARTS:

When OEM parts are available from Riselo's discount supplier network, Riselo will charge the City their cost +5% mark-up for the part.

When OEM parts are not available from Riselo's discount supplier network and are only available directly from the manufacturer at full price, Riselo will charge the City the same price, with no mark-up.

When permitted by the City to substitute Approved Manufacturer Equivalent parts for OEM parts, Riselo will charge the City their cost +5% mark-up for the part.

EXHIBIT "E"

SCHEDULE OF PERFORMANCE

A. Response Times:

1. Response time during basic service hours Monday through Friday 7:00AM to 3:00PM
 - Response Requirements: Should contractor be called prior to 11:00AM – Same Day response is required.
 - Should contractor be called out after 11:00AM, next day by 7:00AM is required response. Only at Airport Management discretion may the response times be adjusted on a case by case basis.
 - Penalty for non compliant response times will result in forfeiture of travel pay.

B. Project Schedules:

1. Contractor to perform according to the Schedule of Performance as outlined in RFP. Any work to be performed contrary to this schedule shall be approved by the Contract Officer prior to such occurrence. The Schedule shall be kept throughout the duration of the Contract, and if modified shall be resubmitted to the Contract Officer for approval as required.