

## Vendor Questions and Answers on Generator Bid Solicitation

Q: Are you wanting the vendors to perform two (2) Load Bank Tests per year?

A: Yes, the first one during the Major Inspection in July and the second one during the quarterly Minor Inspection in January.

Q: When doing the Load Bank Tests, is that using the building load or connecting Load Bank Equipment to the generator?

A: Use the Load Bank equipment.

Q: Do you want a two (2) hour or a four (4) hour Load Bank Test?

A: A two (2) hour test.

Q: When the vendor needs to replace the battery, belts, hoses, air filters and coolant, should the price for the supplies be included in the bid submitted inspection pricing or will these supplies be billed on a separate invoice?

A: The inspections bid pricing should not include parts/supplies just the inspection items and labor should be included in the bid inspection pricing. The parts/supplies should be billed on a separate "Parts+% Markup" invoice and will be paid separately from the inspection pricing. Include labor for performing the work to replace belts, hoses, air filters and coolant in with your quoted price for the inspections, do not charge the labor separately on the parts+% markup invoice. That would be double dipping on the labor if it is already included in the inspection pricing.

Q: Are the oil sample test, antifreeze test and fuel treatment & analysis performed four (4) times each year?

A: Yes, once during the major inspection in July and also during each quarterly minor inspection in October, January and April.

Q: How many major and minor inspections are required?

A: One (1) Major Inspection in July of each year and three (3) Minor Inspections in October, January and April of each year.

Q: Are oil and antifreeze sample tests performed onsite or sent to a 3<sup>rd</sup> party lab?

A: They can be done by a 3<sup>rd</sup> party lab or if your company has an in-house analysis division, that would be okay as well, DEQ just needs a copy of the certified results of the analysis, displaying the results, ranges and recommendations.