

**PRE-PROPOSAL MEETING MINUTES FOR:**

**RFB #18-05 FOR TWO (2) 60' AERIAL TOWER UNIT MOUNTED WITH UTILITY LINE**

**BODY AND 1,250 LBS. MATERIAL HANDLING PACKAGE**

**1/17/18 AT 10:00 AM (EDST)**

**Attending:**

Altec Industries, Inc.: Brian Carnahan

GUC: Billy Mosley, Brandie Whitehurst, Cleve Haddock

**Questions and Answers:**

Page 14: Do you want shop drawings or would a virtual drawing review be acceptable?

Shop drawings or a virtual drawing review would be acceptable as long as a copy/file of the shop drawings or virtual drawing review may be retained by GUC.

Note: Shop drawings (Received) and virtual drawing review (Scheduled) for approval, at least thirty (30) days prior to beginning final assembly. Drawings shall be forwarded to Greenville Utilities, P.O. Box 1847, 801 Mumford Road, Greenville, North Carolina 27835-1847, Attention: William Mosley, Fleet Manager. Contact William Mosley, Fleet Manager at 252-551-1515 to schedule an appointment for a virtual drawing review at least thirty (30) days prior to beginning final assembly.

**ADDENDUM (1) FOR #18-05**

To: All Prospective Proposers and Others Concerned

Subject: Addendum No.1

The intent of this addendum is to notify all prospective proposers and others concerned that the Specifications and Documents are hereby modified as follows:

1. Replace page 14 of 31 with the below.

The foregoing changes shall be incorporated in the Specifications and Documents.

Please acknowledge receipt of this addendum by e-mailing Cleve Haddock, CLGPO, Procurement Coordinator at: [haddocgc@guc.com](mailto:haddocgc@guc.com) (252) 551-1533

## **WARRANTY**

Four (4) year warranty to include travel, labor, material and expenses shall be included. **All warranty service for cab and chassis to be no further than 50 miles from Greenville Utilities, 801 Mumford Rd, Greenville, North Carolina, and body and Aerial will be FOB and major repairs will be no further than 150 miles from same. Chassis vendor must supply engine and chassis software support for said warranty period. Vendor must have a field service truck available for work to be performed at Greenville Utilities when feasible.** All other standard manufacture's warranties shall apply.

## **ADDITIONAL INSTRUCTIONS TO PROVIDERS**

**Prior to the bid award**, the successful Provider shall supply a demonstrator comparable to the bid unit for an on-site evaluation.

Successful Provider shall be required to furnish GUC with a written guaranteed delivery date upon receipt of order.

Greenville Utilities shall reserve the right to make an inspection of unit before it goes into final painting and a pre-delivery final inspection. Supplier shall contact William Moseley, Fleet Manager, (252) 551-1515 at least ten (10) working days prior to unit being scheduled for final painting in order for arrangements to be made, if desired. The Provider shall issue two (2) sets of **shop drawings/virtual drawing review** for approval, at least thirty (30) days prior to beginning final assembly. Drawings shall be forwarded to Greenville Utilities, P.O. Box 1847, 801 Mumford Road, Greenville, North Carolina 27835-1847, Attention: William Mosley, Fleet Manager. **Contact William Mosley, Fleet Manager at 252-551-1515 to schedule an appointment for a virtual drawing review at least thirty (30) days prior to beginning of final assembly.**

All changes, including cost and credits must be pre-approve on a change order.

Completed units shall be delivered and placed in-service at the Greenville Utilities Operations Center, 801 Mumford Road, Greenville, North Carolina.

Travel cost to and from the factory for pre-paint and pre-delivery inspections must be provided for the Fleet Manager.

One (1) day of field training of GUC personnel in Greenville, North Carolina in the safe, proper use of Provider's equipment shall be provided as part of the bid package--required prior to units being placed in service.

One (1) day of field service in Greenville, North Carolina to allow adjustment of units shall be provided as part of the bid package in order to achieve optimum performance-- required upon request within 90 days of date units placed in service.

## **SUBMIT BID ON ATTACHED PROPOSAL FORM**

[Balance of page left blank intentionally]