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**DATE: September 18, 2025**

**SUBJECT: ADDENDUM #1**

**MAINTENANCE AND SUPPORT SERVICES FOR PORT POLICE  
COMMUNICATIONS SYSTEMS REQUEST FOR PROPOSALS  
(RAMP ID # 224491)**

**FROM: Felicia Ansley, Contract Administrator**

The aforementioned Request For Proposals (RFP) has been amended as described below.

1. To RFP Section 2.2, "Project Scope of Work", **the following new section has been added:**

**2.2.15 Radio Communications Facility Maintenance - Optional**

**Facility Support**

The Marine Exchange Radio Site is a critical infrastructure component supporting the Port Police's 700 MHz trunked radio system. The facility consists of a prefabricated shelter housing various RF communication devices and serves as a redundant core for the overall communications system.

The following obligations are expected under this agreement, including but not limited to:

1. Perform routine inspections of the building structure and foundation to detect and prevent deterioration and to ensure long-term structural integrity.
2. Routinely inspect, and as necessary, repair or replace roof tiles and cable rubber seals to prevent water ingress and maintain electrical safety standards.
3. Perform additional maintenance activities as required to preserve the integrity and functionality of the building.

**Air Conditioning System**

The Marine Exchange Radio Site is equipped with a dual-zone air conditioning system (Marvair Wall Units) designed to maintain optimal temperature and humidity levels, thereby protecting critical electronic equipment and ensuring reliable operation.

Equipment Details:

- Marvair Wall Unit #1
  - Model: AVPA48ACA050NU
- Marvair Wall Unit #2
  - Model: AVPA48ACA050NU

The following obligations are expected under this agreement, including but not limited to:

1. Conduct bi-annual inspection on the HVAC units to detect early signs of deteriorating performance and to prevent potential system failures.
2. Perform visual inspections (as applicable) including, but not limited to:
  - a. Fan assemblies
  - b. Belts and sheaves
  - c. Motor mounts and vibration pads
  - d. Electrical connections and contactors
  - e. Heating and cooling coils
  - f. Filter media and racks
  - g. Sight glass condition
  - h. Bearings
  - i. Spray nozzles and pans
  - j. Ignitor and flame assembly
  - k. Heat exchangers
  - l. Compressor sections
  - m. Condensing sections
  - n. Heating sections
  - o. Humidifiers and strainers
  - p. Seals and packaging
  - q. Condensate drains and pans
  - r. Flame composition
  - s. Flue stack assembly
3. Perform physical inspections and testing (as applicable) including, but not limited to:
  - a. Lubrication requirements
  - b. Oil sump, heaters and temperatures
  - c. Starter operation
  - d. Water flows
  - e. Motor operating conditions
  - f. Suction and discharge pressures
  - g. Flow switch operation
  - h. Control interlocks
  - i. Damper operation
  - j. External interlocks
  - k. Motor voltage and amperages
  - l. Refrigerant charges
  - m. System leaks
  - n. Oil and fluid levels
  - o. Pressure and temperatures
  - p. Outside air intakes
  - q. Refrigerant pump down
  - r. Crankcase heaters
4. Perform comprehensive preventive maintenance including, but not limited to:

- a. Calibration, adjustment, and alignment of components
- b. Vibration analysis
- c. Securing and tightening of loose parts
- d. Painting and surface preparation as needed
- e. Replacement of worn components
- f. Cleaning of internal and external unit surfaces

### **Standby Power Generator Support**

The Marine Exchange Radio Site features a 50kW Cummings liquid-cooled diesel engine generator that operates as a backup power source to produce electricity for the shelter. It ensures that all essential systems in the building will continue to operate during a power outage with uninterrupted operations.

#### Equipment Details:

- Cummins Internal Combustion Engine Generator
  - Model: QSB5-G13
  - Diesel Fueled
  - 4 Cylinders
  - Turbocharged and Aftercooled
  - Rated at 173 BHP
  -

The following obligations are expected under this agreement, including but not limited to:

1. Conduct bi-annual inspection on the generator to detect early signs of deteriorating performance and prevent potential system failures.
2. Perform visual inspections including, but not limited to:
  - a. Fluid level checks
  - b. Battery connections and condition
  - c. Exhaust system
  - d. Leaks or damage
  - e. Emergency shutoff clearly marked
  - f. Fuel filters
  - g. Fuel system
  - h. Fuel level
  - i. Radiator water level
  - j. Cooling system
  - k. Pressure
  - l. Spark plugs
  - m. Drive belts
  - n. Hose and connection
3. Perform physical inspections including, but not limited to:
  - a. Battery failure
  - b. Fuel system
  - c. Fuel filters
  - d. Oil changes
  - e. Coolant concentration
  - f. Circuit breaker
  - g. Lubrication
  - h. Changing necessary filters

- i. Load testing
  - j. Spark plugs
  - k. Cooling and exhaust
  - l. Drive belts
  - m. Charging voltage
  - n. Cleanliness
  - o. Automatic startup mode
4. Perform comprehensive preventive maintenance including but not limited to:
    - a. Calibration, adjustment, and alignment of components
    - b. System component analysis
    - c. Securing and tightening of loose parts
    - d. Replacement of worn components
    - e. Cleaning of internal and external components
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2. In Attachment 1, "Cost Proposal Form", **a new table has been added**. Please refer to the end of this document for the revised document, which will be updated on the RAMP and on the Port's website. Proposers should ensure that the updated version of the Cost Proposal Form is submitted in their proposal.
  3. The deadline to submit written questions regarding this Request for Proposals has been **extended** to Monday September 29, 2025, by 3:00 p.m.
  4. The date that responses to written questions will be posted has been **extended** to Wednesday October 15, 2025.
  5. The date that proposals are due has been **extended** to Tuesday October 28, 2025, by 3:00 p.m.

# ATTACHMENT 1 (UPDATED)

## Cost Proposal Form

### Supplemental Maintenance and Support Services for Port Police Technology Systems

Proposer's Name:

Proposers are to enter data in YELLOW cells ONLY – use whole dollar amount for Tables 1 through 4 and positive numbers for Table 5. Do NOT modify other cells.

**Table 1:** Operations Maintenance, Repair, Preventative Maintenance, and Technical Support Services

	Monthly Cost	Annual Cost
First Year of Agreement		
Second Year of Agreement		
Third Year of Agreement		
<b>Total Cost</b>		

**Table 2:** Optional Cost - Radio Technician

	Monthly Cost	Annual Cost
First Year of Agreement		
Second Year of Agreement		
Third Year of Agreement		
<b>Total Cost</b>		

**Table 3:** Optional Cost – Radio Communications Facility Maintenance

	Monthly Cost	Annual Cost
First Year of Agreement		
Second Year of Agreement		
Third Year of Agreement		
Total Cost		

**Table 4:** Rate Table for Proposed Staff

	Hourly Cost
Project Manager	
Systems Analysts	
Installation Technicians	
Radio Technician	

# ATTACHMENT 1 (UPDATED)

**Table 5:** Maximum Percentage Mark-Ups

Description	Maximum Percentage Mark-Up
Mark-up for 3 <sup>rd</sup> Party Costs from Motorola	%
Mark-up for 3 <sup>rd</sup> Party Costs from other Vendors	%

Note 1: All costs provided shall be All Inclusive Rates, which include, but are not limited to:

- Any and all costs associated with actual employees' straight-time or overtime wages, fringe benefits,
- Field Overhead, (includes, but is not limited to, all field administrative costs and actual costs related to badging, tools, communication, supplies, transportation, preparation and negotiation of invoices, preparation and negotiation of directives, and any other miscellaneous field direct or indirect costs)
- Home Office Overhead, (includes, but is not limited to, all administrative costs and actual costs related to insurance, bonds, taxes, fees, training, licensing, certifications, tools, communication, publications, preparation and negotiation of directives, other home office direct or indirect costs)
- Travel (includes, but is not limited to, per diem, air fares, communication, auto, lodging, meals, laundry, toiletries, entertainment, and other miscellaneous direct or indirect costs), and
- PROFIT.

Note 2: There are no other allowable billable costs other than as authorized by POLA through a directive