



**AFFILIATED AGENCIES**

*Orange County  
Transit District*

*Local Transportation  
Authority*

*Service Authority for  
Freeway Emergencies*

*Consolidated Transportation  
Service Agency*

*Congestion Management  
Agency*

*Service Authority for  
Abandoned Vehicles*

September 5, 2023

**NOTICE TO BIDDERS**

**SUBJECT: Request for Quote (RFQ) 3-2782  
“Preventative Maintenance and Repairs for Fire Doors and all  
Related Doors”**

This letter shall serve as **Addendum No. 1** to the subject RFQ issued by the Orange County Transportation Authority (OCTA). Firms are reminded that the quote submittal date is on or before **11:00 a.m., September 13, 2023**, via email.

The following questions were submitted by the deadline:

**Question 1:**

Would we be able to Invoice for a Scissor Lift or Forklift for Rental?

**Response 1:**

**Not applicable. The Garden Grove warehouse has a forklift that can be used. The 600 Admin building does not require services of a forklift or scissor lift.**

**Question 2:**

Can we invoice for the cost of doors, frames & hardware?

**Response 2:**

**Pricing should be inclusive of all direct and indirect costs.**

**Question 3:**

Trying to estimate for a Wood, Glass, Swing Door & RSD is very vague. Wood doors & glass doors can vary from \$500.00 to \$2,500. Size, stain, laminate, type of glass, fire rated etc. Rolling steel door can vary from \$2,000 to \$20,000 depending on size, operator & safety devices?

**Response 3:**

See Revised Scope of Work included as Attachment A to this Addendum No. 1.

Questions regarding this Addendum No. 1 should be directed to the undersigned at [srosenkranz@octa.net](mailto:srosenkranz@octa.net).

Sincerely,

*Susan Rosenkranz*

Susan Rosenkranz  
Sr. Buyer  
Contracts Administration and Materials Management

**REVISED SCOPE OF WORK**  
**PREVENTATIVE MAINTENANCE AND REPAIR FOR  
FIRE DOORS AND ALL OTHER RELATED DOORS**

**DESCRIPTION**

A. Firm shall provide parts, new doors and preventative maintenance for the following doors that are located at the following three (3) locations:

- 600 South Main Street, Orange, California 92868
- 550 South Main Street, Orange, California 92868
- 11903 Woodbury Road, Garden Grove, California 92843

These services will be provided on an as-needed basis; with no guarantee of usage.

**600 South Main Street Building**

- Three hundred six (306) fire doors are interior solid core wood doors (1 ¾") with a fire rating of 20 minutes and 1 hour with ½" thick door closers.
- **Wood doors measure 96"H x 36"W x 1.75"D**
- Six (6) steel doors. First floor south side.
- **Steel doors measure 96"H x 36"W x .1.75"D**
- Six (6) glass doors
- **Glass doors measure 110" x 36"W x .5D**
  - Two (2) for conference rooms 918 on the 9<sup>th</sup> floor
  - Four (4) for conference rooms 1110, 1111, 1112 on the 11<sup>th</sup> floor.
- All three hundred eighteen (318) doors are for the 600 South Main Street building in Orange, CA 92868.

**550 South Main Street Building**

- Twenty-one (21) wood doors
- **Wood doors measure 96"H x 36"W x 1.75"D**
- One (1) sliding door pocket door. (**Wood Door**)
- All twenty-one (21) doors are for the 550 South Main Street building in Orange, CA 92868.

11903 Woodbury Road Building

- Seven (7) wood doors
- **Wood doors measure 96"H x 36"W x 1.75"D**
- Three (3) steel rolling gates (90 min fire rating)
- **Rolling steel gates measure 14'H x 12'W x 1"D**
- All ten (10) doors are for the 11903 Woodbury Road building in Garden Grove, CA 92843

**SCOPE OF WORK**

- A.** As needed preventative maintenance on fire and all other doors shall include the following:
- Inspection of all doors
  - Adjustments of all doors
  - Lubrication of all doors
  - Tightening of all fasteners
  - Testing of all fire doors to demonstrate proper emergency operation
  - Door handles and doors capability to properly close without wavering
  - Installing all doors
  - Install and maintain all doors, wall, floor stops and magnetic holders
  - Install windows on doors as-needed. Windows will be installed for safety purposes.
  - The replacement of parts and doors shall be charged to OCTA based on a cost pass-through basis.
- B.** Preventative inspections shall be performed as-needed. All doors listed will require maintenance only when needed. Maintenance will first be conducted by property management or General Services staff.
- C.** Contract shall include the cost of replacement parts, new doors and labor on an as-needed basis. Vendor will submit a quote for review and approval by OCTA will be needed before any work will be done.

**OPERATING HOURS**

Orange County Transportation Authority business operating hours are from Monday thru Friday, 7:00 a.m. to 5:00 p.m. Arrangements shall be made for services after and before operating hours.

**POINT OF CONTACT**

Orange County Transportation Authority point of contact for this project is Danny Fernandez, Section Supervisor, General Services Department. 714-560-5524.