

## CITY OF PASADENA

### Notice Inviting Bids

#### *Inspection, Maintenance & Repair Services for CNG Fueling Station*

Notice is hereby given that the City of Pasadena is calling for sealed bids for the Public Works Department, BSFMD and will receive sealed bids prior to but not later than 3:00 pm, Thursday, February 15, 2024 and will electronically unseal and make them available online (<https://procurement.opengov.com/portal/pasadena>) for this solicitation named "Inspection, Maintenance & Repair Services for CNG Fueling Station" Project ID:2023-IFB-LM-230.

#### 1.1. General Description

The City of Pasadena's Department of Public Works, Building Systems and Fleet Management Division (BSFMD) is seeking a vendor to provide inspection, maintenance, repair, troubleshooting, and emergency repair services for the CNG fueling station and all related components located in the City of Pasadena Maintenance Yard.

#### 1.2. Delivery Instructions

Bids will be received via the City's [eProcurement Portal](#). A bid received after the time set for the bid opening shall not be considered. Bidders are required to submit (upload) all items listed in the [#Bidder's Submittals/Checklist](#). Bids will be received prior to 3:00 pm on Thursday, February 15, 2024 and will be opened online at that time.

Copies of the Specifications and all required forms may be obtained for this solicitation online: <https://procurement.opengov.com/portal/pasadena/projects/41515>

Addenda shall be acknowledged via the City's eProcurement Portal. Bids will be received prior to 3:00 pm on Thursday, February 15, 2024 and will be opened online at that time.

Refer to the Specifications for complete details and bidding requirements. The Specification and this Notice shall be considered a part of any contract made pursuant thereunder.

#### 1.3. Pre-bid Conference

See the Timeline in the "Instructions to Bidders" section ([#Instructions to Bidders](#)). If there is a Mandatory pre-bid meeting, bidders are required to attend at the time, date, and location included in the Timeline ([#Instructions to Bidders](#)) of this solicitation. If there is a Non-Mandatory pre-bid meeting, bidders not required to attend.

Each prospective bidder will have the opportunity to clarify and ask questions regarding these Specifications. The Pre-bid Meeting will be held at the time, date, and location in the Timeline of this solicitation.

#### 1.4. Deadline for Questions

The deadline to submit questions related to this solicitation is Wednesday, February 7, 2024, prior to 3:00 pm.

Questions regarding this solicitation should be submitted directly through the City's [eProcurement Portal](#) Q&A function. Do not contact any other City employee or official regarding this solicitation. Any questions submitted after the date and time specified may not be considered.

#### 1.5. Release Date

Release Dated: Thursday, February 1, 2024

MIGUEL MÁRQUEZ  
City Manager