

STATE OF ALASKA

Department of Public Safety
Division of Administrative Services



LHD Turbine Helicopter Maintenance

ITB# 2023-1200-0206

Amendment # 1

May 9, 2023

This amendment is being issued to update the language in the ITB.

Important Note to Offerers: You must must sign and return this page of the amendment document with your proposal. Failure to do so may result in the rejection of your proposal. Only the ITB terms and conditions referenced in this amendment are being changed. All other terms and conditions of the ITB remain the same.

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COMPANY SUBMITTING PROPOSAL

AUTHORIZED SIGNATURE

DATE

Changes to the ITB:

Change 1: Update the language in **Section 2.10 Scope of Work and Specifications:**

(a) BACKGROUND INFORMATION AND GENERAL SCOPE

The DPS is a full-service state police organization which conducts both law enforcement and wildlife enforcement duties across the entirety of the state of Alaska. Because of the vast spans of wilderness in the last frontier separate 82% of our communities from the road system, this creates a challenge totally unique to our state. The DPS operates a multitude of fixed wing and rotary wing aircraft to meet various department mission requirements. These aircraft primarily support wildlife enforcement, search and rescue efforts and numerous other law enforcement related missions. The DPS primary maintenance and logistics headquarters is located at Lake Hood Airport (LHD/PALH) in Anchorage, Alaska. This facility serves as the primary maintenance and logistics facility for the department's entire state-wide flight operation with a secondary facility at Fairbanks International Airport (FAI/PAFA) in Fairbanks, Alaska. Currently, there are two Airbus H125 helicopters in service that receive routine maintenance and/or service in either Anchorage or Fairbanks depending on the location of the aircraft. The aircraft are currently based at Lake Hood and Fairbanks. Those locations and the number of aircraft may change based on mission requirements and modernization of the fleet. The Lake Hood based aircraft has approximately 1,993 hours total time and the Fairbanks based aircraft has approximately 1,832 hours total time. Historically, the helicopters each have flown approximately 250 hours per year.

The Contractor shall perform repairs and installation of new and used equipment on an as-needed basis, including the possibility of as-needed field repairs. Primarily the Lake Hood based helicopter will require scheduled and unscheduled maintenance in Anchorage. There may times where the Fairbanks based helicopter is brought down for mission or maintenance and may also require scheduled and unscheduled maintenance in Anchorage. It is also anticipated the Contractor will travel to remote locations to perform other helicopter maintenance as needed.

The Contractor's employees may be required to undergo a background and fingerprint check by DPS, if work is performed outside normal Aircraft Section's operating hours and unsupervised.

Except as otherwise provided in the contract, the Contractor shall furnish all necessary material, labor, supervision, services, equipment, tools, supplies, power, accessories, facilities, shipping and other items and services necessary for accomplishing the work to include any necessary inspections and return serviceable and airworthy.

All work shall be scheduled with the Aircraft Section's Aircraft Maintenance Inspectors or Project Manager on an as-needed basis.

The state reserves the right to contract with other vendors for specific projects if the contractor is unable to perform the work with approval from the Aircraft Section. In addition, should an aircraft need repairs while outside the Anchorage area, including outside the State of Alaska, the state reserves the right to contract with a local facility. The State does not guarantee a minimum number of hours.

Maintenance/repair/avionics services to include:

- routine, scheduled and non-scheduled maintenance;
- scheduled maintenance, servicing and inspections;
- airframe, engine rotor system, drive system and time component changes;
- component/parts repairs as allowed and as applicable below;
- landing gear changes as needed;
- repairs in the field;
- overhauls, restoration and conformity checks.

(b) TEST FLIGHTS, WORK INSPECTION, AND PAPERWORK

Test/ferry flights will be conducted by DPS or approved DPS agents of the state. The Contractor is not authorized to fly any DPS aircraft unless that contract pilot has received training and is checked out from DPS and each occurrence is approved by the Aircraft Section Aviation Program Manager. ***If ground movement is required, the Contractor may tow the aircraft. In the event the Contractor operated helicopter dollies, operators shall be trained IAW the OSHA PIT (Fork Lift) standard.***

Services will not be complete, and the equipment will not be considered serviced, repaired, or acceptable until it performs in compliance with the manufacturer's published performance specifications. ***All maintenance record entries must be written in English, complete, accurate and follow the requirements of 14 CFR part 43.***

DPS aircraft must be maintained in airworthy condition by use of practices outlined under 14 CFR Part 43, 14 CFR Part 91, Subpart E, Maintenance, Preventative Maintenance, and Alterations. Aircraft must also be maintained as specified by the manufacturer's maintenance schedule and inspection/service schedules and/or applicable Service Bulletins (SB) and Service Letters. The Contractor is responsible for review of and compliance with Airworthiness Directives (AD) that may pertain to the aircraft and/or equipment being serviced. Contractor shall designate one certified and fully qualified A&P mechanic (licensed and trained with factory level minimum certification including the Airbus helicopter's H125 Airframe Field Maintenance Class and SAFRAN Turbomeca USA Arriel 2B/2B1/2D line 1 maintenance course at all times) to ensure responsibility for the maintenance task being performed for each aircraft.

Inspection/service forms shall be provided by the Contractor and approved by DPS for the inspections listed in Sec. 2.10 (c) and any special inspection or directive. Contractor shall fill out the forms to verify completion of each item in the inspection and provide a copy to DPS for each aircraft. All repairs shall be preapproved by the DPS Aircraft Section. Parts may be provided by the State, or the State will approve the purchase of parts by the Contractor. DPS may provide parts, components, assemblies, and/or special tools specific to the aircraft for completion of certain repairs.

The Aircraft Section will provide a "work package" or a work order in the DPS electronic record system to the vendor along with the delivery of the aircraft. This work package will include the following documents:

- a. Airframe, engine, rotor system, and component current times or since last inspection.
- b. Individual or inspection items that need to be addressed during the inspection.
- c. Any additional documentation regarding the aircraft that will need to be accomplished during the inspection.

Upon completion of the maintenance project the Contractor shall forward to the DPS Aircraft Section the following documents through in person delivery, the Aircraft Maintenance email address aircraft.maintenance@alaska.gov and/or mail:

- d. Maintenance log entries for airframe, rotor system, engine, and components, as applicable.
- e. List of maintenance discrepancies, and corrective action taken.
- f. Any additional documentation as requested by DPS Aircraft Section for that specific project.

SCHEDULING SERVICE

DPS will give at least five days' notice prior to scheduled maintenance. Contractor shall complete routine inspections and repairs in four working days. Landing gear changes shall be completed in one day. Allowances will be made for parts unavailability. Extensions due to unanticipated maintenance delays will be dealt with on a case-by-case basis with a timeline agreed to with the Aircraft Section's Aircraft Maintenance Inspectors or Project Manager.

There may be occasion for the successful Contractor to provide deep level repair and rebuild type servicing of rotary wing aircraft. If these requests are made, they will be based on the Contractor's capabilities and only when mutual time schedules, project man-hours and project cost estimates are mutually agreed upon.

At times, DPS may need remote area support for an aircraft that has a maintenance issue away from its base. DPS will coordinate with the Contractor to transport an A&P mechanic or request the Contractor to travel, if able, to the disabled aircraft and assist in recovery to a maintenance facility to complete a return to service as required.

In the event field repairs are necessary, the State will provide transportation from the Contractor's facility to the field site and return. Although the Contractor may use either his own transportation as approved by the State, approved commercial transportation or DPS provided transportation, the State will bear the cost of this transportation.

Out of town maintenance will be charged at the same rate as the Contractor's normal shop rate, with four hours minimum. Out of town charges, in addition to wages may include per diem up to the standard rate paid by the State for the location. Travel time will be billed two hours before the scheduled departure flight until thirty minutes after destination arrival.

DPS will occasionally require expeditious repairs. The Contractor shall make DPS aircraft priority and shall take immediate action to repair the aircraft, unless mutually agreed upon by the Contractor and DPS.

8:00 am – 6:00 pm: The Contractor shall inspect an aircraft and provide a plan of action within three hours of initial DPS notification. After 6:00 pm: Unless the Aircraft Section directs the Contractor otherwise, the Contractor shall inspect the aircraft by 11:00 am the following day. No work is required on weekends and State recognized holidays unless mutually agreed upon by the Contractor and DPS.

If, in the opinion of DPS, the problem does not require immediate action, the Contractor may perform the required service that night, or, if approved by DPS, at a later date.

SBs, ADs and all other repairs will be performed in accordance with the manufacturer's recommended procedure.

All warranty documents shall remain the property of the State.

(c) DELIVERABLES

Contractor responsibilities include (but are not limited to):

1. All work performed by the Contractor on the Airbus H125 series helicopters shall be performed in accordance with the manufacturer's maintenance manuals, Part 43 and Part 91 of the FAA regulations, and accepted industry standards. The Contractor shall be responsible for their own Maintenance Manual and Service Document subscriptions and shall provide all documents to maintenance staff. All Maintenance Manuals and Service Documents shall be complete and remain up to date for the entire contract period, including any and all renewals. The Contractor licensed and certified technician shall certify and make all maintenance logbook entries to meet all of the requirements of 14 CFR part 43.
2. Perform all work in a thorough and workman like manner and in accordance with current industry standards/practices.
3. The Contractor shall have the appropriate facilities, equipment, and tooling to perform any and all maintenance, repairs and/or alterations. If tools require calibration, the Contractor shall always ensure compliance with this requirement and records shall be made available for inspection
4. **Complete** work in a timeline agreed to with the Aircraft Section's Aircraft Maintenance Inspectors or Project Manager, giving DPS projects priority over other projects to reduce the downtime of the aircraft; **this shall not exclude basic troubleshooting of avionics systems or removal and replacement of components allowed by regulation.** If the Contractor encounters delays, relay the information to the Aircraft Section Aircraft Maintenance Inspectors to determine if work should continue or be set aside depending on the circumstances.
5. This maintenance shall include scheduled maintenance, specifically the weekly 10 hour / 7 calendar day airframe inspections and the 15 hour / 7 day engine inspection, whichever occurs first. Fluid leaks,

discoloration, dents, scratches, nicks, cracks, galling, chafing, fretting, and corrosion all warrant further investigation. Unairworthy items must be replaced or repaired as allowed by the Airbus Helicopter Company.

6. Perform scheduled airframe and engine inspections (examples: annual inspection, 30, 50, 100, 150, 200, 600, 750 hour) as per manufacturer or FAA requirements.
7. Complete unscheduled maintenance, including but not limited to pilot discrepancies, post flight issues and etc. In the event of unscheduled maintenance, an inspection will be conducted the same business day if during normal business hours or prior to 9 am the next business day. If issues occur after hours, they shall be discussed with the Aircraft Section Aircraft Maintenance Inspectors or Project Manager to determine a course of action. Any resulting maintenance shall be started within one business day of inspection and completed without interruption or within one business day of part/consumable product delivery if not in inventory at time of inspection, unless otherwise agreed upon by the Contractor and DPS.
8. Troubleshoot problems with various systems on the helicopter and develop strategies for resolving a problem(s).
9. Dismantle, inspect, and reassemble all assemblies and components of helicopters authorized by the maintenance manuals.
10. Perform engine inspections and authorized repairs.
11. Manage a standard inventory of parts and consumable products necessary to conduct uninterrupted maintenance, modifications, and repairs.
12. Ensure all parts and materials are legal and airworthy according to FAA and Manufacturer's standards with an airworthiness approval tag or material's certification as applicable. Tags will be provided at the time of a complete final package being submitted
13. Maintain and troubleshoot the mission critical equipment on the helicopter at a line maintenance level such as search light, cargo basket, floats, and other essential mission equipment.
14. Maintain licensing and certificates required herein.
15. Monitor SBs and FAA ADs to schedule required or recommended work in a timely manner.
16. If the following items are beyond the Contractor's capabilities and require a repair service facility, then the Contractor will subcontract to authorized facilities.
 - a. The engine and rotor systems, clutch systems, control systems, hydraulic systems and other installed major components not generally serviced in the field.

Excluded responsibility of the Aircraft Maintenance Contractor:

1. ***Internal maintenance of aircraft radios, instruments, and avionics system*** functions specifically prohibited by regulation shall be repaired by an authorized repair facility.
2. Software updates for the Garmin GPS system.
3. Maintenance and/or overhaul of the starter, alternator, magnetos, and other electrical items that are generally not field serviceable.

Change 2: Update the language in **Section 2.11 Components, Parts and Tools:**

DPS may provide parts, components, assemblies, or special tools for completion of certain repairs. If in the event there may be a part required in which may be unavailable locally, the Contractor shall contact the DPS Aircraft Maintenance Inspector to see if parts may be available within the DPS Aircraft Section. All parts/cores that are removed shall be tagged with their respective reason for removal and coordinated with DPS for handling or return. No parts shall be disposed of or purchased without prior authorization of the Aircraft Maintenance Inspectors or Project Manager. All parts removed or installed in the aircraft will be coordinated with the DPS Stock & Parts position using appropriate reporting to ensure serviceable status, accountability and inventory control.

The Contractor shall be responsible for replacement of lost or damaged property furnished by DPS, except for reasonable wear and tear, and to the extent that such property is normally consumed in DPS aircraft operation.

Title to State-furnished property will remain with DPS. The Contractor shall maintain adequate property control records in accordance with industry standards to ensure that State parts are not utilized for other purposes. Federal Excess Property in use under this contract may not be sold by either the State or the Contractor.

Unless otherwise specified, the Contractor shall provide all repairs, services, and replacement parts necessary to maintain the specified aircraft at the designated base during extended periods of heavy use, regardless of the amount or frequency of hours flown.

The Contractor shall have the availability of a lifting hoist, minimum 2-ton capability or equivalent Airbus approved lifting means, and a fixture to lift the Airbus H125 for landing gear maintenance, change and removal. The lifting fixture shall lift the aircraft in such a way to prevent damage/bending of the aircraft.

All parts removed are required by the Aircraft Section to be returned to the DPS Aircraft Section and shall be identified serviceable/unserviceable with the appropriate tag with the required information listed prior to the project being completed.

The State shall have first right of refusal on all salvage parts that come from Department of Public Safety aircraft.

Change 3: Update the language in **Section 2.12 Administrative Requirements:**

Coordinate with the DPS Aircraft Section through the Aircraft Maintenance email address aircraft.maintenance@alaska.gov, by phone or in person with the Aircraft Maintenance Inspectors or Project Manager.

Record Keeping Responsibilities of the Contractor:

1. ***The Contractor is responsible for determining the work to be performed by checking for scheduled maintenance tasks, Minimum Equipment list status, FAA AD's, manufacturer SBs and other maintenance requests using the DPS maintenance tracking program or other approved manufacturer recommendations.*** While reviewing the DPS electronic record system the Contractor shall provide the DPS Aircraft Section and the Aircraft Maintenance Inspector a list of maintenance required, provide a list of parts required and to develop a work plan together to schedule the work. If the necessary parts are not in stock, the Contractor shall advise the DPS Aircraft Section and/or the Aircraft Maintenance Inspector to inquire about DPS availability prior to ordering ***new or used parts.***
2. Maintain a comprehensive record system of all maintenance work performed (both in the DPS electronic record system and paper logbooks) to comply with the component mandates of the FAA and the

manufacturer. The records should be accessible by both DPS and the Contractor.

3. Maintain computer records in the DPS electronic record system for the tracking and forecasting of all the life limited components.
4. Monitor s and ADs to schedule required or recommended work in a timely manner.

Change 4: Update language in **Section 5.04 Suitable Materials, ETC.:**

Unless otherwise specified in this ITB, all materials, supplies or equipment offered by a bidder shall be new, unused, and of the latest edition, version, model or crop and of recent manufacture, ***unless approved by the State.***
