

	<p>Rock Hill Schools</p> <p>Invitation for Bid (IFB)</p>	<p>Solicitation Number</p> <p>Date Issued</p> <p>Procurement Officer</p> <p>Phone</p> <p>E-Mail Address</p>	<p>22-2332</p> <p>June 2 , 2023</p> <p>Lee Faris</p> <p>803-981-1162</p> <p>Wfaris@rhmail.org</p>
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Elevator Testing and Repair

BID DUE DATE (Opening Date/Time): July , 2023 at 10:00 a.m.

LAST DAY FOR QUESTIONS: J , 2023 at 4:30 p.m.

NUMBER OF BID COPIES TO BE SUBMITTED: one (1) original bid uploaded to Vendor Registry, hand delivered or mailed.

SUBMIT YOUR OFFER TO THE FOLLOWING ADDRESS:

PHYSICAL MAILING ADDRESS:

Rock Hill Schools
Procurement Services
386 East Black Street
Rock Hill, SC 29730

Solicitation

TITLE (Business title of person signing above)		
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, <i>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.		
STATE OF INCORPORATION (If offeror is a corporation, identify the State of Incorporation.)		TAX IDENTIFICATION NUMBER:

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)			
	Area Code	Number	Ext.	Facsimile
	E-mail Address			
Payment Address same as Home Office Address Payment Address same as Notice Address (check only one)	Order Address same as Home Office Address Order Address same as Notice Address (check only one)			

ACKNOWLEDGMENT OF ADDENDUM(S)

Offerors acknowledges receipt of addendum(s) by indicating amendment number and its date of issue.

Addendum No.	Addendum Issue Date	Addendum No.	Addendum Issue Date	Addendum No.	Addendum Issue Date	Addendum No.	Addendum Issue Date

<p>Minority Participation:</p> <p>Are you a SC Certified Minority Vendor - Yes No</p> <p>If yes, SC Certification # _____</p> <p>Are you a Non SC Certified Minority Vendor - Yes No</p>

and Subcontractors must be licensed, properly trained, and hold all certifications needed by SC Labor, Licensing, and Regulations.

5. **ACKNOWLEDGEMENT OF ADDENDUM(S):**

- A) Bidders shall acknowledge receipt of all addendum(s) either by signing and returning one copy of the addendum or by acknowledging the change on the bid form.
- B) It is the bidder's responsibility to determine whether they have received any or all addendum(s).

6. ~~AF1818-254.4r-6.124-61245905nd(4T)R0eia-10rth26(22)46(14)(19)h-2Boiye-2-T(40)8-(x)3va361268(12)-T4(0)00~~

(group) basis or an "all or

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subject to inspection and approval after delivery, and shall comply in quality and type of material and method of manufacture with all applicable local or state laws pertaining thereto. The right is reserved to reject and

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justification of the increase shall be submitted in addition to the index.

20. ITEM SUBSTITUTION: No item substitutions will

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SECTION E: SPECIFICATIONS

1. GENERAL CONDITIONS

The elevator service program as specified herein will consist of an all-inclusive, preventative maintenance service including but not limited to elevator examinations, lubrication, testing, cleaning, adjusting, and all minor and major repairs of equipment.

All elevators under this contract shall be maintained in first class operating condition and must comply with all requirements of the current applicable standards in Section II, all other applicable laws, regulations, ordinances, codes, etc., and the American National Standards Institute (ANSI) code shall be used as a guide to establish that the elevators are operating safely. The Contractor shall provide a full maintenance program in accordance with ANSI standards and Fire Code Act 256 requirements.

Contractor must maintain good housekeeping practices on all of the elevators. Elevator pits, machine rooms, and penthouse shall be kept clean and free of scrap parts, oily rags, combustible materials and accumulation of debris.

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Contractor shall not be liable for injury or damage to persons or property except those directly due to negligent acts of the contractor or employees of the contractor. The Contractor shall not be liable for any loss, damage or delays due to cause beyond his reasonable control including, but not limited to, acts of government, strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief, or acts of god. In no event shall any party be held responsible for special, indirect or consequential damages.

3. ACCEPTANCE OF ELEVATORS – PRE-MAINTENANCE REPAIR

The contractor agrees that by their own inspection have found all elevators covered by this contract to be in suitable condition (meeting original manufacturer's standards) to accept them under the terms of the maintenance contract, the successful bidder, therefore, will not claim, at any time during the life of the contract, extra charge(s) for any parts or service that may have been needed for maintenance of said elevators prior to award of contract. Should the contractor not find the elevators in suitable condition, a written report on each elevator not meeting this requirement, along with the cost for the necessary repairs, must be submitted with the bid.

The District reserves the right to have current or pre-existing identified repairs performed by another party prior to turning the elevators over to the contractor for maintenance. The winning bidder must perform a preliminary thorough inspection and identify in writing within 30 days if there are any

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must be licensed, properly trained, and hold all certifications needed by SC LLR.

Additionally, the report needs to be uploaded to the district's maintenance request system (currently called FMX) and preventative maintenance record for that service will need to be finalized/resolved. FMX Training will be provided to the contractor as needed.

9. OVERTIME PAY AND ADDITIONAL FEES

District will pay based on the bid hourly rate provided. Overtime pay for a service call or emergency calls is included in this contract at no additional cost to Rock Hill School District Three. Exceptions for overtime will be made only if the emergency repair occurs on a holiday or after hours.

Due

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make immediate correction to elevators as directed by the Consultant through the District, any or all contracts held by the Contractor will be canceled.

12. ADDITION OR DELETION FROM UNITS TO BE MAINTAINED

The elevators to be serviced and maintained under this contract are specified herein. Any unit added or deleted by The Rock Hill School District Three from said list would result in an equitable adjustment to the contract price. If added, the parties will negotiate the price. If a unit is deleted, the price as then in effect on said individual unit will be prorated over the remainder of the contract period and so subtracted from the contractual amount due under this contract.

13. JOB CONFERENCES

It may be necessary for the Contractor to be available for a conference on the past month's performance with a representative of the District.

14. QUALIFICATION OF BIDDERS

The importance of maintaining the elevator equipment for District Three in line with its original design performance and in safe operating condition requires the service to be performed by an experienced and competent elevator contractor who has satisfactorily maintained elevators of this type and to the degree included in the specifications.

Bidder shall therefore furnish the following (complete separate section) for evaluation purposes with this solicitation.

A statement that they are regularly (to include number of years) engaged in the business of installing and/or servicing elevators of the type and character of equipment covered by these specifications. A complete description and location of his nearest service and warehouse facilities available for furnishing maintenance on the elevators covered by the specifications and including the following items:

- A. A list including names of personnel directly employed by the bidder, whose responsibility is performing maintenance, giving the length of time each has been employed by the bidder and the amount of experience each has had in maintaining elevators of the same type and manufacture as covered by these

Rock Hill School District Three reserves the right to request a copy of the current annual report or certified financial statement prepared by a Certified Public Accountant, indicating financial capability to furnish the elevator maintenance specified. This information will be kept confidential.

All personnel employed by the Contractor in this work shall be duly trained and competent.

15. CONTRACTOR EMPLOYEES

- E. Rules and regulations set forth by Rock Hill School District Three.
- F. Shall report immediately any property damage.
- G. Shall not engage in unnecessary conversation with Rock Hill School District Three employees or students.
- H. Shall not remove any article from the facility regardless of its value and regardless of any employee's permission. This includes any item found in the trash.
- I. Must check in at the front office of service location with valid state ID.
- J. The Contractor must perform all necessary maintenance and repairs shall wear uniform as provided by the Elevator Service Contractor. Uniforms are to bear the Contractor's emblem and person's name and are to be maintained in a serviceable, neat, and clean condition at all times. The technician's uniform shall be the standard color worn by Elevator Service Contractor's employees.
- K. Shall carry identification as prepared by the Contractor. Identification information will include the employees full name, photograph (portrait), company name, address, telephone number, the employee's identification number and the signature and title of the employee's immediate supervisor.
- L. Shall be of good character as decided by the Contractor and Rock Hill School District Three as determined by requested references and work record.

16. END OF CONTRACT PERIOD MAINTENANCE

- M. Shall be instructed to abide by any and all by the end of the contract period. Within the last ninety-(90) dahety

- governor and safety for free operation. Clean and adjust governor and safety for proper operation.
- 32) Examine and clean the buffers. Oil if necessary. Perform "hand test" of plunger return.
 - 33) Blow out and vacuum controller motors and M.G. sets.
 - 34) Check machine gear oil, seal any oil leaks, examine gear teeth and refill with fresh oil as necessary.
 - 35) Check and clean machine brake. Disassemble and replace worn components, re-assemble and readjust as necessary.
 - 36) Clean and lubricate hatch door hanger tracks and door arms.
 - 37) Examine car and counterweight wire hoist ropes and governor for wear and condition. Re-rope if necessary.
 - 38) Clean rains, hatch walls, car top, pit, overhead sheaves, and beam. Check bracket bolts for tightness.
 - 39) *Perform annual no load safety test.
 - 40) All parts subject to rust will be painted as required to maintain a presentable appearance.
 - 41) Check to be sure the car light and alarm system operate when an emergency power as per ANSI A17.1, Rule 211.
 - 42) Perform phone line service test

*(Item 39) will not be required quarterly but as stated

C. Performance Requirements

It is the intention of this specification that elevator equipment be maintained to preserve the operating characteristics in line with the original design. Should designated authority find through its own investigation or that of his representative that those standards are not being maintained, the Contractor will be given fourteen (30) days' notice to restore the performance to the required level. Failure by the contractor to restore the performance to the required level within the fourteen (30) day period shall constitute sufficient cause for termination of the contract by reason of default, at the option of Rock Hill School District Three.

The following are performance levels which are a part of the original design, and which shall be maintained at all times:

- 1) Current speed of all elevators, dumbwaiters, and escalators (as applicable) shall be maintained, and brake to brake flight times shall also be maintained.
- 2) Leveling accuracy of all elevators shall be maintained at all times. -2 (rs)2 wvtv

D. Spare Parts

To assure the maximum use of elevators and a minimum shutdown time for emergency repairs, the successful bidder will be required to have and maintain on the job, in metal cabinets furnished by him, a supply of spare parts sufficient for normal maintenance and repair of the elevator. These spare parts and lubricants shall be equal to or better than original manufacturer's parts. **Used part or parts that are not equal to or better than genuine manufacturer's parts are not acceptable and will not be permitted.**

- 1) Additional 1)

SECTION G REFERENCES

SECTION H BIDDER'S

APPENDICES

Appendix I- Conflict of Interest

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to identify any and all potential conflicts of interest and unfair competitive advantages held by any Offeror, to prevent the existence of conflicting roles that might bias a consultant's judgment, and prevent one Offeror or company from having an unfair competitive advantage over other Offerors. The District, in its sole discretion, has the authority and responsibility to determine whether or not a conflict of interest or unfair competitive advantage exists, after a review of the relevant facts. I acknowledge and understand that if I or my company has an unfair

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