

PROCUREMENT
AND MATERIALS
MANAGEMENT



City of Myrtle Beach
SOUTH CAROLINA

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Addendum 01
August 15, 2023
RFP 24-R0002
Elevator Maintenance and Repair

The purpose of this Addendum 01 to RFP 24-R0002 for Elevator Maintenance and Repair, dated August 3, 2023, is to list the key points of discussion from the pre-proposal conference.

- All Offerors are encouraged to submit the Small Business Survey found at the beginning of the solicitation document. This survey is intended to gather data only and will **NOT** be used to make any determination of award.
- Additional questions are due no later than 10:00AM (local time) on **Friday, August 18, 2023**. Questions may be submitted via e-mail to asowers@cityofmyrtlebeach.com. Official time of receipt will be marked by the time the e-mail is received, and not by the time that it is sent. E-mail messages can take up to ten (10) minutes or more to be delivered to the intended recipient. All questions received by the deadline will be answered via addendum.
- The sign-in sheet from the mandatory site visit is attached and is hereby made a part of this addendum.
- Sealed proposals are due in the Procurement Office no later than 2:00PM (local time) on Thursday, August 31, 2023. No electronic submissions will be accepted. The City of Myrtle Beach is not responsible for late or misdirected mail.

Please send in your sealed proposal to the address listed below:
City of Myrtle Beach Procurement Division
3231 Mr. Joe White Avenue
Myrtle Beach, SC 29577
Attn: Lynda Greenough

MANDATORY PRE-PROPOSAL MEETING:

RFP 24-R0002 Elevator Maintenance and Repair
Tuesday, August 15, 2023 at 10:00 AM Local Time
Crabtree Memorial Gymnasium
1004 Crabtree Lane
Myrtle Beach, SC 29577

Proposals Due: Thursday, August 31, 2023 at 2:00 PM Local Time

Please sign in

Company Name

Representative

1) Southern Elevator

Jeff Monroe

Print

980.290.8009

Phone/Fax

Jeff D. Monroe

Signature

jeff.m@southern-elevator.com

Email Address

2) Charter Elevator

Ben Rabin

Print

843 693 7537

Phone/Fax

Ben Rabin

Signature

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Email Address

3) DELAWARE ELEVATOR

Ryan Kellan

Print

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Phone/Fax

Ryan Kellan

Signature

Ryan Kellan@DELAWARE ELEVATOR.com

Email Address

4) Carinder Elevators

Kyle Fife

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Phone/Fax

Kyle Fife

Signature

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6) OTIS Elevator

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