

City of Waycross

Purchasing Department

Linda E. Jones
Purchasing Director

TO: ALL VENDORS
FROM: LINDA E. JONES, CPPB, PURCHASING DIRECTOR
DATE: July 1, 2020
RE: Request for Proposals

The City of Waycross, Georgia will receive sealed proposals until, 2:00 p.m., Thursday,
July 30, 2020

For : Elevator Modernization

As specified in the attached specifications.

The city reserves the right to accept or reject any or all proposals, to waive formalities and technicalities, to make an award in the best interest of the City. All bidders must comply with all Federal, State and Local Laws.

Factors to be considered in making this award, if awarded, will be price, proposed service and experience. The City will be the sole judge of the weights given these factors.

Proposals will be opened conference room at City Hall, on the second floor – 417 Pendleton Street, Waycross, Georgia, on the hour and date specified above. No proposals will be accepted after bid opening time. No faxed or email proposals will be accepted.

**PROPOSALS SHOULD BE MAILED TO: CITY OF WAYCROSS, PURCHASING DIRECTOR
P. O. DRAWER 99
WAYCROSS, GEORGIA 31502-0099**

**OR HAND DELIVERED TO: CITY HALL – PURCHASING DEPARTMENT
(PRIOR TO OPENING) 417 PENDLETON STREET, ROOM 201
WAYCROSS, GEORGIA 31501**

BID ENVELOPE SHOULD BE MARKED: Bid # FY21-06 Elevator Modernization

Prices quoted shall be firm prices and remain firm until delivery is made. If awarded, the City will place an order with the successful bidder within thirty (30) days after bid opening.

P. O. Drawer 99
Waycross, Georgia 31502-0099
(912) 287-2956

CITY OF WAYCROSS

July 1, 2020

ELEVATOR MODERNIZATION



Request for Proposal

FY21-06

City of Waycross
Purchasing Department
417 Pendleton Street
Waycross, Georgia 31501
912-287-2956



**CITY OF WAYCROSS
REQUEST FOR PROPOSALS
ELEVATOR MODERNIZATION
FY21-06
July 1, 2020**

GENERAL

The City of Waycross will be accepting proposals from Elevator Equipment Contractor's for modernization of a 1985 elevator located at City Hall, 417 Pendleton Street, Waycross, GA 31501. Proposals will be accepted until **2:00 p.m. EST, Thursday, July 30, 2020.**

Current Equipment Specification Hydraulic Passenger Elevator:

1. Manufacturer: General Elevator company of Orlando, Fl,
2. Capacity & Speed: 2500 lb @ 135 f.p.m
3. Stops & Openings: Five (5) Stopes Serving Floors B, 1, 1 Rear, 2, 3.
4. Control: Hydraulic
5. Operation: Simplex
6. Machine Location: Adjacent to hoist way at lower level.
7. Doors: 3'4"w x 7' high. Two speed side opening stype
8. Signals:
 - a. One (1) hall push button riser.
 - b. Call station in front return panel, call register type buttons.
 - c. Car position indicator above car station
 - d. In-Car traveling lanterns.

Scope of Work:

Attached is a list of items that are recommended for replacement. Please submit itemized pricing for these and **any other items that you are recommending for replacement** at this time. A quote sheet is provided for total amounts and signatures.

In January and February 2020 the City of Waycross replaced the submersible power unit and the starter. Please do not include these in your bid.

The City will also review and consider any value engineering and or alternates you may wish to submit (new cab or expedited time frame, etc....).

Maintenance Service Contract: Provide your options for yearly maintenance service contracts and pricing.

Complete time line from Notice to Proceed to Completion must be included with bid. Must include estimated time for elevator to be out of commission for repairs.

It is recommended that you inspect this elevator before bid submittal. Please call Joey San Nicolas, Building Maintenance Supervisor at 912-281-0737 or email at jsannicolas@waycrossga.com to set up inspection.

STANDARD INSTRUCTIONS:

1. All warranties must be listed and included with bid.
2. Include Insurance Certificate and E-Verify Forms.
3. Complete specifications of materials being installed.
4. Include 5 references of business currently using your equipment with contact name, number and location of equipment.
5. Contractor must follow all Federal, State and Local Laws.
6. Request for Quote sheet has been included and must be completed and returned with bid. Please include your own itemized list of pricing for our review.

TERMS AND CONDITIONS

The City reserves the right to accept or reject any or all proposals, to waive formalities and technicalities, to make an award in the best interest of the City. City shall be the sole judge as to which bid is best and will make an award that is the absolute best value for the City, which may or may not be the lowest bid.

Modernization Proposal

SCOPE OF WORK

Group 1	HYDRAULIC
Pump Unit	
* Power Unit (Adjacent)	New - Power Unit (Adjacent)
Shut Off Valve	New - Shut Off Valve Kit
Oil	New - Oil
Control System	
Controller (tank mounted)	New - Controller (tank mounted)
Machine Room Wiring	New - Machine Room Wiring
Car Door Equipment	
Front Car Door Operator / Kit	New - Front Car Door Operator / Kit
Front Clutch	New - Front Clutch
Rear Car Door Operator	New - Rear Car Door Operator
Rear Clutch	New - Rear Clutch
Door Detectors	New - Infrared door detector
Front Mechanical Restrictor Package	New - Front Car Door and Hatch Side Restrictors (vanes)
Rear Mechanical Restrictor Package	New - Rear Car Door and Hatch Side Restrictors (vanes)
Cab/Platform/Car Fixtures	
Car Door	New - Car Door
Fan	New - Fan
Car Top Railing	New - Car Top Railing
Main Car Station	New - Main Car Station Includes: Custom finish, Applied panel, Braille Plates, Digital Position Indicators, Standard Key Switch Package, Locked Service Cabinet, ADA Phone System, Emergency Light, Swing Return (TKE Cab only), Vandal Resistant Floor Buttons
Car Position Indicator	New - Car Position Indicator
Car Traveling Lantern	New - Car Riding Lantern (Standard)
Hands Free Phone	New - Hands Free Phone
Emergency Lighting	New - Emergency Lighting
Blank Plates for existing fixtures	New - Blank Plates for existing fixtures
Hall and Lobby Fixtures	
Hall Stations (excluding Egress)	New - Hall Stations (excluding Egress)
Egress Hall Stations (Lobby)	New - Egress Hall Stations (Lobby)
Jamb Braille	New - Jamb Braille
Hoistway Access Station	New - Hoistway Access Switch
Hoistway Equipment	
Car Top Inspection Station	New - Car Top Inspection Station
Leveling Unit / Landing System	New - Leveling Unit / Landing System
Hoistway Door Equipment	
Interlocks and Pickup Assemblies	New - Interlocks and Pickup Assemblies
Hatch Closers	New - Hatch Closers
Hoistway Wiring	
Traveling Cable / Car Wiring	New - Traveling Cable / Car Wiring
Hoistway Wiring	New - Hoistway Wiring Package
Raceway / Duct / Piping	New - Hoistway Duct Kit
Pit	
Pit Ladder	New - Pit Ladder

Modernization Proposal

Pit Switch	New - Pit Switch
Overspeed (Rupture) Valve	New - Overspeed (Rupture) Valve Kits
Testing	
Adjusting and Pretest	New - Adjusting and Pretest
Inspection	New - Inspection
Miscellaneous	
Cleaning and Painting	New - Cleaning and Painting
Rubbish Removal	New - Rubbish Removal
Material Handling	New - Material Handling
Mobilization	New - Mobilization

City of Waycross

P.O. Drawer 99

Waycross, GA 31502

REQUEST FOR QUOTATION

BID #: FY21-06

DATE: July 2, 2020

THE ABOVE NUMBER MUST APPEAR ON ALL QUOTATIONS AND RELATED CORRESPONDENCE.

THIS IS NOT AN ORDER

CHARGEABLE ACCOUNT NUMBER

QUOTE NOT LATER THAN
2:00 p.m., July 30, 2020

REQUISITION
NO.

DATE OF REQUISITION

PLEASE QUOTE ON THIS SHEET IN SPACES INDICATED BELOW FOR THE ARTICLES DESCRIBED. NOTE DELIVERY REQUIRED AND IN QUOTING, ADVISE DEFINITE DELIVERY. BASE YOUR QUOTATION ON THE TERMS AND CONDITIONS PRINTED AND/OR TYPED HEREON.

WE QUOTE YOU AS BELOW

NAME OF COMPANY

BY (SIGNATURE)

OFFICIAL TITLE

DATE

F.O.B.

Waycross, GA 31501

DELIVERY REQUIREMENT

DELIVERY PROMISED

TERMS

ASAP ARO

Days

% Days

ITEM

QUANTITY

DESCRIPTION

UNIT PRICE

AMOUNT

Modernization per attached recommendations

\$

Additional Recommendation

\$

Value Engineering/Alternates

\$

Warranty:

Completion Time:

Annual Maintenance Contract

TOTAL

\$

This quote sheet must be completed and signed and returned with bid.

LINDA E. JONES, CPPB
PURCHASING DIRECTOR

QUOTATION REQUEST

The prospective CONTRACTOR must initial one of the sections below:

Contractor has 500 or more employees [CONTRACTOR must register with the Employment Eligibility Verification/Basic Pilot Program and begin work eligibility verification on July 1, 2007, and execute and send to DEPARTMENT a "Contractor Affidavit and Agreement" attesting to registration with the EEV / Basic Pilot Program];

Contractor has 100-499 employees [CONTRACTOR must register with the Employment Eligibility Verification/Basic Pilot Program and begin work eligibility verification by July 1, 2008];

Contractor has 99 or fewer employees [CONTRACTOR must begin work eligibility verification by July 1, 2009].

3) In the event that the contractor employs or contracts with any subcontractor in connection with a covered contract the contractor will secure from the subcontractor attestation of the subcontractor's compliance with O.C.G.A. § 13-10-90 et seq. and Georgia Department of Labor Rule 300-10-1-.02 by the subcontractor's execution of the subcontractor affidavit shown in Georgia Department of Labor Rule 300-10-1-.02 or a substantially similar affidavit.

4) Contractor agrees that, in the event the (insert your company's name) _____ employs or contracts with any sub-contractor in connection with the covered contract to Require "Georgia Security and Immigration Compliance Act" Compliance of its Subcontractors Connected with this Contract. CONTRACTOR agrees to require O.C.G.A. Sections 13-10-90 and 13-10-91 compliance in all written agreements with any subcontractor employed by CONTRACTOR to provide services connected with this contract, as required pursuant to O.C.G.A. 13-10-91., that the (insert company's name) _____ will secure from each sub-contractor the employee-number applicable to the sub-contractor.

CONTRACTOR agrees to obtain from any subcontractor that is employed by CONTRACTOR to provide services connected with this contract, the subcontractor's indication of the employee-number category applicable to the subcontractor.

5) Contractor agrees to provide the City of Waycross with and secure all affidavits from any subcontractor engaged to perform services under this Contract an executed the "Subcontractor Affidavit," as required pursuant to O.C.G.A. 13-10-91 and Rule 300-10-1-.08 of the Rules and Regulations of the State of Georgia, which rule can be accessed at <http://www.dol.state.ga.us>.

CONTRACTOR agrees to maintain all records of the subcontractor's compliance with O.C.G.A. Sections 13-10-90 and 13-10-91 and Chapter 300-10-1 of the Rules and Regulations of the State of Georgia.

CONTRACTOR AFFIDAVIT AND AGREEMENT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm, or corporation which is contracting with The City of Waycross, has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-6031], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the City of Waycross, contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. 13-10-91 on the Subcontractor Affidavit provided in Rule 300-10-01-.08 or a substantially similar form. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the (name of the public employer) at the time the subcontractor(s) is retained to perform such service.

EEV / Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Project Name

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE _____ DAY OF, 20____

Notary Public

My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Authority O.C.G.A. 13-10-91

SUBCONTRACTOR AFFIDAVIT

Contractors shall use the following affidavit form, or an affidavit form that is substantially similar to that provided below, to document a subcontractor's compliance with the requirements of O.C.G.A. 13-10-91:

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) _____ on behalf of the City of Waycross has registered with and is participating in a federal work authorization program* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-6031], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV / Basic Pilot Program* User Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Project Name

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE _____ DAY OF, 20____

Notary Public

My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Authority O.C.G.A. 13-10-91

CONTRACTOR AFFIDAVIT SMALL BUSINESS EXPEMPTION

Contractors shall use the following affidavit form, or an affidavit form that is substantially similar to that provided below, Contractor's compliance with the requirements of O.C.G.A. 13-10-91;

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with City of Waycross has less than 10 (ten) hired employees, and is exempt from this program.

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

Project Name

SUBSCRIBED AND SWORN BEFORE ME ON THIS

THE _____ DAY OF, 20____

Notary Public

My Commission Expires: _____

*As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV / Basic Pilot Program" operated by the U. S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).

Authority O.C.G.A. 13-10-91