



City of Raleigh

Request for Proposals #: 274- ESIFS-2023-Elev

Title: Full Maintenance and Service for Elevators, Escalators,
Dumbwaiters, and Lifts.

Proposal Due Date and Time: January 2, 2024, no later than 5:00pm
EST

ADDENDUM NO. #2

Issue Date: December 28, 2023

Issuing Department:

Direct all inquiries concerning this RFP to:

Cleveland Dunston

Engineering Specialist

Cleveland.Dunston@raleighnc.gov

Issue Date: December 22, 2023

To: All Proposers

This Addendum, containing the following additions, clarifications, and/or changes, is issued prior to receipt of proposal packages and does hereby become part of the original RFP documents and supersedes the original RFP documents in case of conflict.

Receipt of this addendum must be acknowledged by signing in the area indicated below. Please make the follow additions, clarifications, and/or changes to the RFP as listed below and **sign and return this addendum with your proposal package.**

Proposers Questions and City Responses:

- In consideration of the scope of this RFP and the limited completion time due to the holidays, will the City of Raleigh consider extending the Proposal Due Date and Time?
No, the City would like to continue with the timeline outlined in Section 1.3 “Request for Proposal Timeline”.
- Will the City of Raleigh only consider elevator contractors with technicians certified by the International Union of Elevator Constructors (IUEC)?
The City is currently not aware of any legal requirements that mandates hiring unionized elevator companies. However, this may need to be confirmed with NCDOL prior to bid award.
- Regarding service call response time, what is the distinction between “call back time” and “response time”? For entrapments, how does the City of Raleigh define “immediate response”?
Call Backs are the call center’s response back to the City and Response Times are when the technicians are physically on site to address the issue. Entrapments will be responded to immediately, and 9-1-1- shall be contacted if the contractor is not able to immediately respond to an entrapment or otherwise determines that it is appropriate to call 9-1-1.
- What are the hourly billing rates charged to the City of Raleigh under the existing contract?
**Base Contractor: Technician \$370.00, Helper \$295.00
Natural Disasters: Tech \$740.00, Helper \$590.00
Holiday Premium: Tech \$740.00, Helper \$590.00**

- For repairs not covered by the contract, what is the specified material markup percentage under the existing contract?
There is no specified material markup under the existing contract however, this could be discussed during contract negotiations with the awarded contractor.
- The RFP mandates that the elevator contractor bears financial responsibility for obtaining wiring diagrams. At the time of the contract award, if there are missing or illegible wiring diagrams on any of the City of Raleigh elevators, will the City of Raleigh cover the cost of replacement wiring diagrams, or is the awarded bidder to incur the cost of replacement wiring diagrams as a pre-existing condition?
Please reference 4.4 “Additional Requirements - Permits, technical data, and wiring diagrams”. It is the contractor’s responsibility to obtain any technical data specifications or wiring diagrams that will aid in the maintenance of elevators, escalators, and platform lifts. This information shall be obtained at the Contractor’s expense. The diagrams will reside on-site and shall not be removed.
- Regarding “Running on Arrival” service calls, does the City of Raleigh send an employee onsite to verify a reported elevator condition prior to dispatching a service call to the elevator contractor?
Yes, the units are evaluated by City maintenance staff and vetted by the Contract Administrator prior to placing a service call.
- What was the total dollar amount paid each year to the existing elevator contractor for work not covered by the contract? Please specify annual dollar amounts for 2019, 2020, 2021, 2022, and 2023.
Analysis of trends for the last 5 years is not readily available. However, we can still work to gather this information to provide at a later date.

Cleveland Dunston
Engineering Specialist

Sign below and return this addendum with your proposal.

Proposer Name & Company: _____ **Date:** _____

Signature: _____ **Title:** _____