 UNIVERSITY OF NORTH CAROLINA CHARLOTTE	INVITATION FOR BID #66-24022 DH University of North Carolina at Charlotte Purchasing Office Reese Building, 3 rd Floor 9201 University City Boulevard Charlotte, North Carolina 28223-0001
Addendum Issue Date: January 26, 2024	Due Date: Tuesday, February 6, 2024 at 2:00 pm
Purchasing Agent: Debbie Hopkins	Elevator Maintenance and Repair Services
ADDENDUM # 1	

This addendum is posted to give some additional information as well as post answers to the questions.

Additional Information and Changes:

Page 29, 5.3(C)(7)(a)(xxvii): ADD UPS and Batteries

Page 31 at top, 5.3.C.7.e. **Should read:** Spare Parts / Required Equipment. The Contractor shall have available at all times, for immediate delivery and installation, sufficient supply of the following emergency spare parts stored onsite at UNC Charlotte for the repair of each elevator or lift system concerned. Spare parts shall be rotated.

Questions & Answers:

- Are the violations up to date?
ANSWER: Not at this time, but anticipating that they all will be before the current contract expires
- What about deferred maintenance?
ANSWER: There is one item that would be considered deferred maintenance that was on the state report that has not been done yet. Hoping that it is completed before the current contract expires. That is to replace the ropes on Miltimore Elevator 2.
- Does every elevator have a thumb drive attached to the controller with backup software?
ANSWER: Cannot say with complete confidence that 100 percent of all elevators has backup software attached to the controller because I have not put eyes on every controller, but can say with certainty that this does not seem to be an issue on campus. I base that statement on the fact that I have not heard from the incumbent service provider that they needed software and did not have it.
- Does UNC Charlotte do any maintenance on elevators?
ANSWER: UNC Charlotte does not do any maintenance on elevators and we do not stock any parts for elevator maintenance.

5. Does the elevator staff have to check in?

ANSWER: Yes.

6. How is parking handled for the elevator staff?

ANSWER: When the contract is awarded, Facilities Management will work with the Elevator Service Provider in getting Construction Parking Passes so that they can hang on the mirror of the vehicles.

7. Are there spare parts on campus for any of the elevators?

ANSWER: UNC Charlotte does not have spare parts. The current service provider has some spare parts, but the university is not aware of where and what the inventory is. That is one thing that we want to address with the new contract is know where the storage areas are, how they are stored, etc.

8. How does the University get calls to the elevator company?

ANSWER: The university places calls with the incumbent provider via a Web Based Application or Smart phone. We also text the technicians.

9. Are the elevators in the Athletics departments included?

ANSWER: Yes

10. Can we get a copy of the Sign In Sheet?

ANSWER: It is at the end of this addendum.

11. Section 4.1 What are the incumbent's current billing rates?

ANSWER: \$ 18,903.52 per month for Non Reimbursable Elevators (8 Geared Traction, 11 Gearless Traction, 41 Hydraulics, and 3 Lifts) \$29,714.95 per month for Reimbursable Elevators, which are for Athletics, Auxiliary Services, Cone Center, Housing, Parking, Student Activity Center, Student Health, Student Union, and University Recreation Center. (6 Geared Traction, 35 Gearless Traction, 41 Hydraulics, and 1 Lift)

12. Section 5.1 Can you please provide outstanding violations from the most recent state inspection?

ANSWER: Report is uploaded in Google Docs labeled at <https://drive.google.com/drive/folders/1t3Bhuz1-b26x1njbbEXIXLiXKlps-KkT?usp=sharing>.

13. Section 5.2 Are there plans in place to modernize any of the elevators on campus?

ANSWER: Currently there is a project that will start in May for West Deck, which already has been awarded. There is a project in Design to enlarge the two tower elevators in Atkins Library.

14. Section 5.3 How many emergency callbacks have been placed in the past 24 months?

ANSWER: Callbacks after hours were 21

15. Section 5.3 How many major repairs have occurred over the past 24 months?

ANSWER: 12 repairs and 7 of them were out of contract

16. Section 5.3 What is your current monthly cost for contracted elevator maintenance?

ANSWER: \$ 18,903.52 per month for Non Reimbursable Elevators (8 Geared Tractions, 11 Gearless Tractions, 41 Hydraulics, and 3 Lifts) \$29,714.95 per month for Reimbursable Elevators, which are for Athletics, Auxiliary Services, Cone Center, Housing, Parking, Student Activity Center, Student Health, Student Union, and University Recreation Center. (6 Geared Tractions, 35 Gearless Tractions, 41 Hydraulics, and 1 Lift)

17. Section 5.3 Are annual price adjustments allowed? If so, at what rate?

ANSWER: We did not specify any price adjustments in the documents for this solicitation. The current contract allows a cap at 3 percent if approved by our Materials Management Department based on price index.

18. Section 5.3 On average, what is your annual spend regarding elevators outside of the maintenance contract?

ANSWER: In the past 24 months we have spent \$ 368,879.57 outside of the maintenance contract. This included the modernization of two elevators in one of the Housing Buildings. The balance is for Repairs outside of the contract and other work that was not covered by the contract..

19. Section 5.3 What are the current manpower requirements? Does the incumbent currently have 2 dedicated mechanics and 1 helper assigned to UNCC?

ANSWER: Manpower requirements should be estimated by the vendor to complete an MCP for all equipment within code requirements.

20. Section 5.3 How many of the traction elevators are geared?

ANSWER: 14.

21. Section 5.3 How many of the traction elevators are gearless?

ANSWER: 46.

22. Section 2.8 a. (iii) Vendor's agreement to comply with all instructions, terms and conditions, and attachments... "vendor" has reviewed RFP #66-24022 DH and noted limited terms and conditions are addressed in the RFP, so "vendor" will attach amendment clarification #1 as part of this RFP. Is this acceptable or will terms and conditions be negotiated after award of scope and price?

ANSWER: If the Vendor is chosen for award, the University will review them, but may or may not incorporate them into the contract.

23. Will UNCC provide a roll sheet for the companies who attended the mandatory pre-bid meeting on Monday, January 22nd 2024?

ANSWER: Yes. It is at the end of this addendum.

24. Section 5.3-7-IV. Does UNCC wish to have all handicap lifts hold the same coverage being proposed regarding all the elevators in this portfolio? (24/7 service) "Vendor" will provide alternates regarding coverage and price as needed.

ANSWER: In Section 5.3(B)(4)(a) it states for the Contractor to specify in the MCP that is submitted with their proposal to specify what steps are needed and are maintained in the guidelines. In 5.3(B)(4)(b) it states the contractor will specify the frequency intervals.

25. For Otis Gen2 Controllers/Systems, will the belt monitors be left on-site and turned on. Should any be found turned off, will the awarded contractor be liable?

ANSWER: Yes the belt monitors will be left on the belts.

26. Will there be a certain time period for allow awarded contractor to identify pre-existing conditions beyond the outstanding NCDOL reports?

ANSWER: There is a requirement in the solicitation in Section 5.3(B)(6)(d) to provide a written semi annual elevator fitness and evaluation reports including recommendations for immediate and future repair/replacement of parts affecting overall service and safety and the first report may be provided upon award. All identified pre-existing conditions will be reviewed by the University prior to acceptance. Plus in Section 5.3(C)(4)(p) the contractor is to provide an Annual Capital Planning Report for budgeting purposes.

27. Under section 5.3.C.4 paragraph “k” line 1, please clarify “intentional negligence”.

ANSWER: Example would be a food delivery driver drives a pallet jack into the doors of the elevator at Student Union.

28. Under section 5.3.C.4 paragraph “k” line 3, please clarify “normal occurrences”.

ANSWER: Normal occurrences on campus would be trash in the door sill, push button broken push buttons sticking, elevator running on arrival, retrieving items dropped down the shaft during normal business hours. .

29. Under section 5.3.C.4 paragraph “k”, please clarify how the school would handle a situation such as:

- a. All buttons are found to be broken inside one of the cars at Atkins Library during a callback.

ANSWER: The University would investigate to determine if vandalism was the cause.

30. What does UNCC currently pay per month for their current elevator maintenance?

ANSWER: . \$ 18,903.52 per month for Non Reimbursable Elevators (8 Geared Tractions, 11 Gearless Tractions, 41 Hydraulics, and 3 Lifts) \$29,714.95 per month for Reimbursable Elevators, which are for Athletics, Auxiliary Services, Cone Center, Housing, Parking, Student Activity Center, Student Health, Student Union, and University Recreation Center. (6 Geared Tractions, 35 Gearless Tractions, 41 Hydraulics, and 1 Lift)

31. Can the University please define their current manpower setup for service and repair under their current contract?

ANSWER: The incumbent has a mechanic and helper for maintenance and minor repairs..

32. How many callbacks did the university have outside normal hours (7:00-4:30 M-F)?

ANSWER: 21.

33. Out of those callbacks, how many were mandated to be answered at the contractor's expense? Past 36 months.
ANSWER: Only have data for 24 months. Out of the 21 callbacks after hours, 16 were at contractor's expense..
34. Can the University provide a breakdown of their past 36 months' worth of callbacks?
Regular time and overtime.
ANSWER: Can only give 24 months. There were a total of 1,035 callbacks. 21 of those were After Hours. 96 were Billable. 5 of the 21 After Hour ones were Billable.
35. Can the University please provide their current testing status (past due and when due)?
ANSWER: The information is uploaded in Google Docs at <https://drive.google.com/drive/folders/1t3Bhuz1-b26x1njbEXIXLiXKlps-KkT?usp=sharing>.
36. With over 150 elevators and the inability to properly survey all elevators for pre-maintenance items, will the University permit a period of time after the award to survey and document any pre-existing conditions that won't be the burdened expense of the awarded contractor?
ANSWER: See #26 above for the same question.
37. What is the current work order system that the University uses?
ANSWER: ARCHIBUS.
38. How is the University currently handling mandated two-way communication?
ANSWER: We communicate by text and telephone with the technicians.
39. What companies participated in the pre-bid meeting on 1/22/24?
ANSWER: See list at the end of this addendum.
40. What is the current annual payment for service (Reference 2023)?
ANSWER: \$ 18,903.52 per month for Non Reimbursable Elevators (8 Geared Tractions, 11 Gearless Tractions, 41 Hydraulics, and 3 Lifts) \$29,714.95 per month for Reimbursable Elevators, which are for Athletics, Auxiliary Services, Cone Center, Housing, Parking, Student Activity Center, Student Health, Student Union, and University Recreation Center. (6 Geared Tractions, 35 Gearless Tractions, 41 Hydraulics, and 1 Lift)
41. What work order system does UNCC use?
ANSWER: ARCHIBUS.
42. Is there a yearly budget planned for upgrades/Fixed Price/Modernization outside of the maintenance contract? If yes, what is it?
ANSWER: There is not a specific yearly budget for planned upgrades but the University completed 4 upgrades in the past 24 months and have 3 in planning.

43. What is the current status/list of open abatement items for UNCC elevators?

ANSWER: There will be a spreadsheet attached. We are pushing to have all items by the incumbent to be completed before the end of the current contract period. .

44. What is the definition of: Reimbursable vs. non-reimbursable billing group in: Exhibit A: Equipment List?

ANSWER: Reimbursable elevators are the ones that are the buildings that pay Facilities Management to maintain the buildings. These are Athletics, Auxiliary Services (Dining), Cone Center, Housing, Parking, Student Activity Center, Student Health, Student Union, and University Recreation Center. Non Reimbursable elevators are the ones in Academic and Office Buildings.

A SIGNED COPY OF THIS ADDENDUM MUST BE INCLUDED WITH YOUR BID

COMPANY NAME	DATE
PRINTED NAME	SIGNATURE

Sign In Sheet



UNIVERSITY OF NORTH CAROLINA

CHARLOTTE PRE-BID/PROPOSAL MEETING

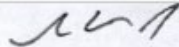
BID/RFP #: 66-24022DH

PURCHASING AGENT: James Parker

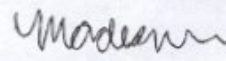
DATE: January 22, 2024

Company Name <u>Caroling Elevator Service</u>		Representative's Name <u>Wayne Brindle</u>	
Telephone <u>704-813-4285</u>	Fax <u>803-865-4400</u>	Email <u>Wayne.Brindle@CarolingElevatorService.com</u>	
Company Name <u>Charter Elevator</u>		Representative's Name <u>Jeff Charter</u>	
Telephone <u>919-809-5758</u>	Fax	Email <u>jeff.charter@charter-elevator.com</u>	
Company Name <u>KONE ELEVATOR</u>		Representative's Name <u>HUNTER HURT</u>	
Telephone <u>980-3107280</u>	Fax	Email <u>HUNTER.HURT@KONE.com</u>	
Company Name <u>Schindler</u>		Representative's Name <u>Corey Metz</u>	
Telephone <u>704 371 1104</u>	Fax	Email <u>corey.metz@schindler.com</u>	
Company Name <u>TK Elevator</u>		Representative's Name <u>Justin Cope</u>	
Telephone <u>704-449-6534</u>	Fax	Email <u>Justin.Cope@tk-elevator.com</u>	
Company Name <u>Southern Elevator</u>		Representative's Name <u>Brandon Powell</u>	
Telephone <u>704-334-6623</u>	Fax	Email <u>Brandon@southern-elevator.com</u>	
Company Name <u>Charter Elevator</u>		Representative's Name <u>Rodney Rivera</u>	
Telephone <u>704-318-3776</u>	Fax	Email <u>rodney.rivera@charter-elevator.com</u>	

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