



Modernization of Elevator Pines Place Tower III

Invitation for Bids # PSPW-20-03

General Information		
Project Cost Estimate	\$95,000.00	See Section 1.5
Project Timeline	120 calendar days from NTP with an estimated start date of August 2020.	See Section 1.5.1
Evaluation of Proposals	Staff	See Section 1.8
Mandatory Pre-Bid Meeting	9:00 a.m. on June 16, 2020 at the Pines Place Property Manager's office located at 8210 Florida Drive, Pembroke Pines, FL 33025.	See Section 1.9.1
Question Due Date	June 22, 2020	See Section 1.9
Proposals will be accepted until	2:00 p.m. on July 7, 2020	See Section 1.9
5% Proposal Security / Bid Bond	Required.	See Section 4.1
100% Payment and Performance Bonds	Required.	See Section 4.2
Grant or Federal Funding Information	Not Applicable	Not Applicable

THE CITY OF PEMBROKE PINES
PURCHASING DIVISION
8300 SOUTH PALM DRIVE
PEMBROKE PINES, FLORIDA 33025
(954) 518-9020



Table of Contents

SECTION 1 - INSTRUCTIONS.....	7
1.1 NOTICE.....	7
1.2 PURPOSE.....	7
1.2.1 PROJECT LOCATION	8
1.3 SCOPE OF WORK.....	8
A. ELEVATOR UPGRADES	8
B. EXISTING EQUIPMENT INFORMATION.....	10
C. EXISTING EQUIPMENT STATUS.....	10
D. NEW EQUIPMENT DESCRIPTION	12
D.1 Controller Features:	12
D.1.1 Controller General Specifications:	13
D.1.2 Controller Specifics:.....	18
D.2 Submersible Pumping/Power Unit:.....	19
D.3 Electronic Motor Starter:	20
D.4 Oil Line, Gate Valves, Connections and Supports:	21
D.5 Hydraulic Jack and Cylinder Casing:	21
D.5.1 Hydraulic Jack:.....	21
D.5.2 Cylinder Casing:.....	21
D.6 Landings System Specifications:	22
D.7 Terminal Limiting Switches Specifications:.....	22
D.8 Hoistway Access Switches Specifications:.....	22
D.9 Hoistway Door Equipment:	23
D.10 Car Door Equipment:	24
D.11 Car Operating Panel (C.O.P.):.....	25
D.12 Hall Stations General:	27
D.13 Top of Car Equipment:.....	28
D.14 Pit Equipment:.....	28
D.15 Traveling Cables:	29
D.16 Wiring and Connections:.....	29



D.17	Car Rails:.....	30
D.18	Car Sling:.....	30
D.19	Elevator Cab:.....	30
D.20	Firefighters Operation Signs (Engraved On Fixtures):	31
D.21	Code Data Plates and Test Tags:.....	32
E.	CAR PERFORMANCE CRITERIA	32
F.	CLEANING, LUBRICATING AND PAINTING	32
G.	ACCEPTABLE MANUFACTURERS	34
H.	FIRE ALARM REQUIREMENTS	34
I.	ELECTRICAL REQUIREMENTS.....	35
J.	MACHINE ROOM STRUCTURAL REQUIREMENTS	37
K.	HOISTWAY ENCLOSURE STRUCTURAL REQUIREMENTS	37
L.	PLUMBING REQUIREMENTS	37
M.	AIR CONDITIONING / HVAC REQUIREMENTS.....	37
N.	MISCELLANEOUS REQUIREMENTS	38
1.4	GENERAL INFORMATION.....	38
1.4.1	POST AWARD SUBMITTALS.....	38
1.4.2	PERMITS AND LICENSING	38
1.4.3	DIAGRAMS AND DRAWINGS	38
1.4.4	CAR/HOISTWAY FIXTURES AND MAIN FIRE STATUS PANEL.....	39
1.4.5	PARTS LIST AND INVENTORY.....	40
1.4.6	COORDINATION OF CONTRACTOR AND SUB-CONTRACTORS	40
1.4.7	EQUIPMENT SHALL BE MOST RECENT MODEL AVAILABLE.....	40
1.4.8	ACCIDENT PREVENTION	40
1.4.9	FURNISH AND SET IN PLACE REQUIREMENTS, AS APPLICABLE.....	41
1.4.10	CLEAN-UP AND PATCHING	41
1.4.11	CONSULTANTS FINAL REVIEW AND REQUIREMENTS.....	41
1.4.12	PERFORMANCE GUARANTEE.....	42
1.4.13	USE OF PREMISES.....	42
1.4.14	WARRANTIES	42
1.5	PROJECT COST ESTIMATE & TIMELINE.....	43
1.5.1	PROJECT TIMELINE.....	43



1.5.2	LIQUIDATED DAMAGES	44
1.5.3	PERMITS.....	44
1.5.4	PERMIT ALLOWANCE.....	44
1.6	PROPOSAL REQUIREMENTS	45
1.6.1	Attachment A: Contact Information Form.....	45
1.6.2	Attachment B: Non-Collusive Affidavit.....	45
1.6.3	Attachment C: Proposer’s Qualifications Statement	45
1.6.4	Attachment F: References Form	45
1.6.5	License from Florida’s Department of Business and Professional Regulation	46
1.6.6	Proposal Security (Bid Bond Form or Cashier’s Check).....	46
1.7	VENDOR REGISTRATION AND QUALIFICATION DOCUMENTS	46
1.7.1	Vendor Information Form.....	47
1.7.2	Form W-9 (Rev. October 2018).....	47
1.7.3	Sworn Statement on Public Entity Crimes Form.....	47
1.7.4	Local Vendor Preference Certification	47
1.7.5	Local Business Tax Receipts	47
1.7.6	Veteran Owned Small Business Preference Certification	48
1.7.7	Equal Benefits Certification Form	48
1.7.8	Vendor Drug-Free Workplace Certification Form	48
1.7.9	Scrutinized Company Certification.....	48
1.8	EVALUATION OF PROPOSALS & PROCESS OF SELECTION	48
1.9	TENTATIVE SCHEDULE OF EVENTS	48
1.9.1	MANDATORY PRE-BID MEETING / SITE VISIT	49
1.10	SUBMISSION REQUIREMENTS	49
SECTION 2 - INSURANCE REQUIREMENTS		51
SECTION 3 - GENERAL TERMS & CONDITIONS.....		58
3.1	EXAMINATION OF CONTRACT DOCUMENTS	58
3.2	CONFLICT OF INSTRUCTIONS.....	58
3.3	ADDENDA or ADDENDUM	58
3.4	INTERPRETATIONS AND QUESTIONS	58
3.5	RULES, REGULATIONS, LAWS, ORDINANCES and LICENSES	58
3.6	WARRANTIES FOR USAGE	59



3.7	BRAND NAMES.....	59
3.8	QUALITY.....	59
3.9	SAMPLES.....	59
3.10	DEVELOPMENT COSTS	59
3.11	PRICING.....	59
3.12	DELIVERY POINT.....	59
3.13	TAX EXEMPT STATUS	59
3.14	CONTRACT TIME	60
3.15	COPYRIGHT OR PATENT RIGHTS	60
3.16	PUBLIC ENTITY CRIMES	60
3.17	CONFLICT OF INTEREST	60
3.18	FACILITIES	60
3.19	ENVIRONMENTAL REGULATIONS.....	60
3.20	SIGNATURE REQUIRED.....	61
3.21	MANUFACTURER’S CERTIFICATION.....	61
3.22	MODIFICATION OR WITHDRAWAL OF PROPOSAL	61
3.23	PUBLIC BID; BID OPENING AND GENERAL EXEMPTIONS	61
3.24	RESERVATIONS FOR REJECTION AND AWARD.....	62
3.25	BID PROTEST	62
3.26	INDEMNIFICATION.....	62
3.27	DEFAULT PROVISION	63
3.28	ACCEPTANCE OF MATERIAL.....	63
3.29	LOCAL GOVERNMENT PROMPT PAYMENT ACT.....	63
3.30	SCRUTINIZED COMPANIES LIST.....	63
3.31	PUBLIC RECORDS; TRADE SECRET, PROPRIETARY AND CONFIDENTIAL SUBMITTALS	64
3.32	PURCHASING AGREEMENTS WITH OTHER GOVERNMENT AGENCIES....	65
3.33	CONE OF SILENCE	65
SECTION 4 - SPECIAL TERMS & CONDITIONS.....		67
4.1	PROPOSAL SECURITY.....	67
4.2	PAYMENT AND PERFORMANCE BONDS	67
4.3	OWNER’S CONTINGENCY	68



4.4	TAX SAVER PROGRAM	68
4.5	RELEASE OF LIEN.....	68
4.6	SOLID WASTE CONSTRUCTION AND DEMOLITION DEBRIS COLLECTION AND DISPOSAL REQUIREMENTS.....	68

ATTACHMENTS

Attachment A: Contact Information Form

Attachment B: Non-Collusive Affidavit

Attachment C: Proposer’s Qualifications Statement

Attachment D: Sample Insurance Certificate

Attachment E: Specimen Contract - **Construction Agreement**

Attachment F: References Form

Attachment G: Standard Release of Lien Form



SECTION 1 - INSTRUCTIONS

1.1 NOTICE

Notice is hereby given that the City Commission of the City of Pembroke Pines is seeking sealed proposals for:

IFB # PSPW-20-03 Modernization of Elevator Pines Place Tower III

Solicitations may be obtained from the City of Pembroke Pines website at <http://www.ppines.com/index.aspx?NID=667> and on the www.BidSync.com website.

If you have any problems downloading the solicitation, please contact the BidSync Support line at 1-800-990-9339.

If additional information help is needed with downloading the solicitation package please contact the Purchasing Office at (954) 518-9020 or by email at purchasing@ppines.com. The Purchasing Office hours are between 7:00 a.m. - 6:00 p.m. on Monday through Thursday and is located at 8300 South Palm Drive, Pembroke Pines, Florida 33025.

The City requires all questions relating to the solicitation be entered through the "Ask a Question" option tab available on the BidSync website. Responses to the questions will be provided online at www.bidsync.com. Such request must be received by the "Question Due Date" stated in the solicitation. The issuance of a response via BidSync is considered an Addendum and shall be the only official method whereby such an interpretation or clarification will be made.

Proposals will be accepted until 2:00 p.m., Tuesday, July 7, 2020. Proposals must be submitted electronically at www.BidSync.com. The sealed electronic proposals will be publicly opened at 2:30 p.m. by the City Clerk's Office, in the City Hall Administration Building, 4th Floor Conference Room located at 601 City Center Way, Pembroke Pines, Florida, 33025.

1.2 PURPOSE

The City of Pembroke Pines is seeking proposals from qualified firms, hereinafter referred to as the Contractor, for Elevator Modernization for Pines Place Tower III, in accordance with the terms, conditions, and specifications contained in this solicitation. Elevator Modernization, as applied to this contract, refers to improvement of the overall operation of the equipment, through the pre-planned and pre-scheduled replacement or addition of apparatus not previously installed. Unless specifically identified as "Reuse", "Retain," or "Refurbish," provide new equipment.



1.2.1 PROJECT LOCATION

Pines Place Residences Tower III
8203 S. Palm Drive
Pembroke Pines, FL 33025

1.3 SCOPE OF WORK

A. ELEVATOR UPGRADES

Elevators will receive the following upgrades:

- 1) Micro-Processor Based Controller
- 2) Submersible Hydraulic Power Unit
- 3) Hydraulic Jack
- 4) Hydraulic Jack Casing
- 5) Rupture Valve
- 6) Electronic Starter
- 7) Hydraulic Oil Line, Supports and Connections
- 8) Gate Valves
- 9) Traveling Cables
- 10) Hoistway Wiring
- 11) Wiring and Connections
- 12) Raceways, Ducts, Piping, Conduit, Junction Boxes
- 13) Hoistway Landing Systems
- 14) Terminal Landing Switches
- 15) Terminal Slowdown Hoistway Doors
- 16) Hoistway Door Interlocks
- 17) Hoistway Door Headers
- 18) Hoistway Door Tracks
- 19) Hoistway Door Retainers
- 20) Hoistway Door Hangers
- 21) Hoistway Door Pick-up Roller Assemblies and Rollers
- 22) Hoistway Door Closers
- 23) Hoistway Door Gibbs and Fire Gibbs
- 24) Hoistway Door Jams
- 25) Entrance Jamb Braille
- 26) Car Door Car Door
- 27) Car Door Operator
- 28) Car Door Sill
- 29) Car Door Hangers
- 30) Car Door Track
- 31) Car Door Clutch
- 32) Car Door Gibbs



- 33) Car Door Gate Switch
- 34) Car Door Proximity Edge
- 35) Car Operating Panel (C.O.P.)
- 36) Car Digital Position Indicators with Directional Arrows
- 37) In Car Intercom or Telephone Communication & Monitoring Device
- 38) Passing Gongs or Chimes
- 39) Hall Stations
- 40) Lobby LED Digital Position Indicators with Directional Arrows
- 41) Car Sling
- 42) Car Guides
- 43) Car Rails
- 44) Rail Brackets
- 45) Fish Plates
- 46) Pit Channels
- 47) Car Spring Buffers
- 48) Pit Ladder
- 49) Cab Shell
- 50) New Cab
- 51) Platform
- 52) Dome
- 53) Handrail
- 54) Drop Ceiling
- 55) Cab Lighting
- 56) Transom & Front Return
- 57) Car Flooring
- 58) Escape Hatch
- 59) Car Top Safety Railing
- 60) Inspection Station
- 61) Car Top Work Light, Pendant Light and Duplex Outlet
- 62) Car Top Stop Switch
- 63) Car Top Exhaust Fan
- 64) Escape Hatch Stop Switch
- 65) Car Rails
- 66) Rail Brackets
- 67) Fish Plates
- 68) Pit Channels
- 69) Car Spring Buffers
- 70) Hoistway Access Switches Top & Bottom
- 71) Alarm Bell and Backup Battery
- 72) Emergency Lighting
- 73) Code Data Plate
- 74) Cross Head Data Plate
- 75) Signage
- 76) Pit Stop Switch



- 77) Pit Ladder
- 78) Pit Flood Switch and Alarm
- 79) Sump Pump
- 80) Pit Oil Monitoring System
- 81) Wall Pads and Wall Studs

B. EXISTING EQUIPMENT INFORMATION

Name & Address:

Pines Place Senior Residences
8203 S. Palm Drive
Pembroke Pines, Fl. 33025

Elevator #2 Passenger

1)	Type of Service:	Simplex
2)	Serial #:	07-00337
3)	Capacity:	2500 lb.
4)	Landings:	125 F.P.M.
5)	Controller:	Schindler 330A
6)	Installation Year:	2006
7)	Code:	A17.1b-1989
8)	Hydraulic Jack:	Dover Geared Traction
9)	Plunger	Twin Post Inverted Telescopic
10)	Plunger Outer Diameter	4.260
11)	Plunger Wall Thickness	0.165
12)	Motor:	200 Volts 52 Amps 3450 RPM 25 Horsepower
13)	Openings:	5-Openings
14)	Entrance Size:	42" x 84"
15)	Entrance Type:	Left Opening
16)	Door Operator Type:	Schindler Fermator
17)	Door Equipment Type:	Left Opening
18)	Bufers:	Spring Buffers

C. EXISTING EQUIPMENT STATUS

1)	Micro-Processor Based Controller:	Provide New
2)	Submersible Hydraulic Power Unit:	Provide New
3)	Hydraulic Jack:	Provide New
4)	Hydraulic Jack Casing:	Provide New
5)	Rupture Valve:	Provide New



6)	Electronic Starter:	Provide New
7)	Hydraulic Oil Line, Supports and Connections:	Provide New
8)	Gate Valves:	Provide New
9)	Traveling Cable:	Provide New
10)	Hoistway Wiring:	Provide New
11)	Wiring and Connections:	Provide New
12)	Raceways, Ducts, Piping:	Provide New
13)	Conduit, Junction Boxes:	Provide New
14)	Hoistway Landing System:	Provide New
15)	Terminal Landing Switches	Provide New
16)	Terminal Slow Down:	Provide New
17)	Hoistway Doors:	Provide New
18)	Hoistway Door Interlocks:	Provide New
19)	Hoistway Door Headers:	Provide New
20)	Hoistway Door Tracks	Provide New
21)	Hoistway Door Retainers:	Provide New
22)	Hoistway Door Hangers:	Provide New
23)	Hoistway Door Pick-up:	Provide New
24)	Hoistway Door Closers:	Provide New
25)	Hoistway Door Gibbs and Fire Gibbs:	Provide New
26)	Hoistway Door Frames:	Retain
27)	Hoistway Sills:	Retain
28)	Hoistway Door Jams:	Retain/Refurbish
29)	Entrance Jamb Braille:	Provide New
30)	Car Door:	Provide New
31)	Car Door Operator:	Provide New
32)	Car Door Sill:	Provide New
33)	Car Door Hangers:	Provide New
34)	Car Door Tracks	Provide New
35)	Car Door Clutch:	Provide New
36)	Car Door Gibbs:	Provide New
37)	Car Door Gate Switch:	Provide New
38)	Car Door Proximity Edge:	Provide New
39)	Car Door Restrictor:	Provide New
40)	Car Guides:	Provide New
41)	Car Rails:	Provide New
42)	Rail Brackets:	Provide New
43)	Fish Plates	Provide New
44)	Pit Channels	Provide New
45)	Car Spring Buffer:	Provide New
46)	Pit Ladder:	Provide New
47)	Signal Fixtures:	See below



	a. Cat Operating Panels (C.O.P.) b. Car Position Indicator c. Lobby Position Indicators d. Hall Push Button Stations e. Car Directional Arrows with Gongs f. Two-Way Communication g. Passing Gongs h. Alarm Bell and Backup Battery i. Emergency Lighting	Provide New Provide New Provide New Provide New Provide New Provide New Provide New Provide New
48)	Hoistway Access Switches Top and Bottom:	Provide New
49)	Car Top Work Light and Duplex Outlet:	Provide New
50)	Car Top Stop Switch:	Provide New
51)	Car Top Exhaust Fan:	Provide New
52)	Escape Hatch Stop Switch:	Provide New
53)	Pit Stop Switch:	Provide New
54)	Fire Service Signs:	Provide New
55)	Signage:	Provide New
56)	Braille:	Provide New
57)	Code Data Plate:	Provide New
58)	Cross Head Data Plate:	Provide New
59)	Car Sling:	Provide New
60)	Cab: a. Cab Shell b. Dome c. Handrail d. Drop Ceiling e. Cab Lighting f. Transom & Front Return g. Car Flooring h. Escape Hatch i. Car Top Railing	Provide New Provide New Provide New Provide New Provide New Provide New Provide New Provide New Provide New

D. NEW EQUIPMENT DESCRIPTION

D.1 Controller Features:

- 1) Field Programmable Options
- 2) Regenerative Capabilities
- 3) Car Call Registry
- 4) Hall Call Registry
- 5) Selective Collective Operation
- 6) Automatic Door Operation
- 7) Field Adjustable Door Times



- 8) Out of Service Timer
- 9) Door Open and Close Protective Timers
- 10) Nudging
- 11) Anti-nuisance
- 12) Car Call Reversal Canceling
- 13) Programmable Parking
- 14) Fireman Service Phase I & II
- 15) Programmable Fire Code Options / Fire Floors (Main, Alternates)
- 16) Programmable Motor Limit Timer
- 17) External Velocity Control Input
- 18) Redundancy Error and Fault Checks
- 19) Independent Service Operation
- 20) Uncancelled Call Bypass
- 21) Microprocessor Watchdog Timer
- 22) Emergency Power
- 23) Out of Service Timer
- 24) Hall Call Failure Time
- 25) Actual Time Clock/Calendar with Battery Back Up

D.1.1 Controller General Specifications:

1) Code Compliance

The elevator controller shall use a microprocessor base logic system and shall comply with all applicable elevator and electrical safety codes. Following is a partial list of codes with which the controls must comply.

For Florida:

ANSI/ASME 17.1, 17.2 and 17.3

ANSI/ ASME-A17.5

National Electric Code (NEC)

Chapter 399 and 553 Florida Statutes

Chapter 61 C-5 Florida Elevator Administrative Code

Americans with Disabilities Act

Florida Building Code

NFPA National Fire Protection Code

2) ADA Requirements

The elevator controllers shall comply with Title III of the Americans with Disabilities Act (ADA).

- **Leveling Accuracy** - The controller shall have a self-leveling feature that shall automatically bring the car to floor landings within a



tolerance of 0.5" (12.7 111m) or better under all loading conditions up to the rated load.

- **Hall Lanterns** - The controller shall have outputs to achieve the visible and audible signals that are required at each hoistway entrance to indicate which elevator car is answering a call. Audible signals shall sound once for up, twice for down.
- **Car Position Indicators** - The controller shall have a position indicator output to drive the required position indicator which shall indicate the corresponding floor numbers as the car passes or stops at a floor. An audible signal shall sound as the position indicator changes floors.

3) **Environmental Considerations**

- **Ambient temperature:** 32F degrees to 104F degrees (0C degrees to 40C degrees). Higher temperature range compatibility is available.
- **Humidity:** non-condensing up to 95%
- **Altitude:** Up to 7500 feet (2286 m)

4) **Diagnostics**

- The control system shall provide comprehensive means of accessing the computer memory for elevator diagnostic purposes. It shall have permanent indicators for important elevator status conditions as an integral part of the controller.

5) **Intended Operation of Critical Components**

- Failure of any single magnetically operated switch, contactor, or relay to release in the intended manner; the failure of any static control device, speed measuring circuit, or speed pattern generating circuit to operate as intended; the occurrence of a single accidental ground or short circuit shall not permit the car to start or run if any hoistway door or gate interlock is unlocked or if any hoistway door or car door or gate contact is not in the made position. Furthermore, while on car top inspection or hoistway access operation, failure of any single magnetically operated switch, contactor or relay to release in the intended manner, failure of any static control device to operate as intended or the occurrence of a single accidental ground, shall not permit the car to move even with the hoistway door locks and car door contacts in the closed or made position.



6) Status Indicators

- Dedicated permanent status indicators shall be provided on the controller to indicate when the safety string is closed, when the door locks are made, when the elevator is operating at high speed, when the elevator is on independent service, when the elevator is on Inspection/Access, when the elevator is on fire service, when the elevator out of service timer has elapsed, and when the elevator has failed to successfully complete its intended movement. A means shall be provided to display other special or error conditions detected by the microprocessor.

7) Out of Service Timer

- An out of service timer (T.O.S.) shall be provided to take the car out of service if the car is delayed in leaving the landing while calls exist in the system.

8) Door Operation

- *Door protection timers shall be provided for both the opening and closing directions, which will protect the door motor and will help prevent the car from getting stuck at a landing. The door open protection timer shall cease attempting to open the door after a predetermined time in the event that the doors are prevented from reaching the open position.
- In the event that the door-closing attempt fails to make up the door locks after a predetermined time, the door close protection timer shall reopen the doors for a short time. If, after a predetermined number of attempts the doors cannot successfully be closed, the doors shall be opened, and the car removed from service.
- A minimum of four different door standing open times shall be provided. A car call time value shall be predominating when only a car call is canceled. A hall call time value shall predominate whenever a hall call is canceled. In the event of a door reopen caused by the safety edge, photo eye, etc., a separate short door time value shall predominate. A separate door standing open time shall be available for lobby return.
- *If the doors are prevented from closing for longer than a predetermined time, door-nudging operation shall cause the doors to



move at slow speed in the closed direction. A buzzer shall sound during the nudging operation.

9) Car and Hall Call Registration

- Car and hall call registration and lamp acknowledgment shall be by means of a single wire per call, in addition to the ground and the power bus. Systems that register the call with one wire, and light the call acknowledgment lamp with a separate wire can be handled using relays.

10) Fire Service Operation

- Fire Phase I emergency recall operation, alternate level Phase I emergency recall operation and Phase II emergency in-car operation shall be provided according to applicable local codes.

11) Independent Service

- Independent service operation shall be provided in such a way that actuation of a key switch in the car operating panel will cancel any existing car calls, and hold the doors open at the landing. The car will then respond only to car calls. Car and hoistway doors will only close with constant pressure on a car call push-button or door close button. While on independent service, hall arrival lanterns or jamb mounted arrival lanterns shall be inoperative.

12) Leveling

- The car shall be equipped with two-way leveling to automatically bring the car level at any landing, within the required range of leveling accuracy, with any load up to full load.

13) Test Switch

- A controller test switch shall be provided. In the test position, this switch shall allow independent operation of the elevator with the door open function deactivated for purposes of adjusting or testing the elevator. The elevator shall not respond to hall calls and shall not interfere with any other car in a duplex or group installation.

14) Relay Panel Inspection

- A relay panel inspection switch and an up/down switch shall be provided in the controller to place the elevator on inspection operation



and allow the user to move the car. Activation of the car top inspection switch shall render the relay panel inspection switch inoperative.

15) Un-canceled Call Bypass

- A timer shall be provided to limit the amount of time a car is held at a floor due to a defective hall call or car call, including stuck pushbuttons. Call demand at another floor shall cause the car, after a pre-determined time, to ignore the defective call and continue to provide service in the building.

16) Anti-nuisance

- The controller shall cancel all remaining car calls, if a user-determined number of car calls are answered without the computer detecting a change in the photo eye input (indicating that no one is exiting the car).

17) On-board Diagnostics

- The microprocessor boards shall be equipped with on-board diagnostics for ease of troubleshooting and field programmability of specific control variables. Field changes shall be stored permanently, using non-volatile memory. The microprocessor board shall provide the features listed below:
 - On-board diagnostic switches and an alphanumeric display to provide user-friendly interaction between the mechanic and the controller.
 - An on-board real time clock shall display the time and date and be adjustable by means of on-board switches.

18) Selective Collective Operation

- Operate car without attendant from pushbuttons in car and located at each floor. When car is available, automatically start car and dispatch it to floor corresponding to registered car or hall call. Once car starts, respond to registered calls in direction of travel and in the order the floors are reached.
- Do not reverse car direction until all car calls have been answered, or until all hall calls ahead of car and corresponding to the direction of car travel have been answered.
- Slow car and stop automatically at floors corresponding to registered calls, in the order in which they are approached in either direction of travel. As slowdown is initiated for a hall call, automatically cancel hall



call. Cancel car calls in the same manner. Hold car at arrival floor an adjustable time interval to allow passenger transfer.

- Answer calls corresponding to direction in which car is traveling unless call in the opposite direction is highest (or lowest) call registered.
- Illuminate appropriate pushbutton to indicate call registration. Extinguish light when call is answered.

D.1.2 Controller Specifics:

- A non-proprietary microcomputer-based control system shall be provided to perform all of the functions of safe elevator motion and elevator door control. This shall include all of the hardware required to connect, transfer and interrupt power, and protect the motor against overloading. The system shall also perform car operational control. Each controller cabinet containing memory equipment shall be properly shielded from line pollution. The microcomputer system shall be designed to accept reprogramming with minimum system downtime. The dispatching system must contain variable bonus and penalty parameters, which will compensate for demand changes.
- The controller shall use a variable voltage, variable frequency drive to control three-phase AC induction motors. The drive shall use a three-phase, full-wave bridge rectifier and capacitor bank to provide a DC voltage bus for the solid-state inverter. The drive shall use power semiconductor devices and pulse width modulation with a carrier frequency of not less than 2 kHz to synthesize the three-phase, variable voltage, and variable frequency output to operate the hoist motor in an essentially synchronous mode. The drive shall have the capability of being adjusted or programmed to achieve the required motor voltage, current and frequency to properly match the characteristics of the AC elevator hoist motor. The drive shall not create excessive audible noise in the elevator motor. The drive shall be a heavy-duty type, capable of delivering sufficient current to accelerate the elevator to contract speed with rated load. The drive shall provide speed regulation appropriate to the motor type. A means shall be provided for removing regenerated power from the drive DC power supply during dynamic braking. This power shall be dissipated in a resistor bank which is an integral part of the controller. Failure of the system to remove the



regenerated power shall cause drive output to be removed from the hoist motor.

- A contactor shall be used to disconnect the hoist motor from the output of the drive unit each time the elevator stops. This contactor shall be monitored. The elevator shall not start again if the contactor has not returned to the de-energized position when the elevator stops. All power feed lines to the brake shall be opened by an electro-mechanical switch.
- A single ground, short circuit or solid-state control failure shall not prevent application of the brake.
- The controller shall provide stepless acceleration and deceleration and smooth operation at all speeds. The controls shall be arranged to continuously monitor the performance of the elevator so that, if car speed exceeds 150 fpm during access, inspection, or leveling, the car shall shut down immediately, requiring a reset operation. The controller shall include absolute floor encoding which, upon power up, shall move the car to the closest floor to identify the position of the elevator. With absolute floor encoding it is not necessary to travel to a terminal to establish floor position. The controller shall have an RFI Filter to reduce EMI and RFI noise.
- Prevent continuous running of the pump motor.

D.2 Submersible Pumping/Power Unit:

- 1) Submersible Power Unit shall be designed with the directly connected pump and motor submerged in the oil reservoir. Standard arrangement is with the valve and muffler mounted in the tank above the maximum oil level, designed to provide convenient access for valve adjustment. The inclusion of the pump and motor in the oil helps to dampen noise generated during operation.
- 2) The tank shall be constructed with a 12 Ga. steel body and ends (legs), a removable 16 Ga. steel cover, and is designed with a "V" bottom to increase surface area for improved heat dissipation. A means for checking oil level shall be provided. The pump and motor mounting brackets shall fasten above the oil to allow for easy serviceability and are secured by means of isolation mounts to limit transmission of mechanically generated noise and vibration.



- Mounting feet, with holes to allow for securing to the floor, are shall be provided, and isolation pads for installing under the unit, shall be included. A junction box and fittings will be included to provide arrangement for wiring and connecting motor and valve leads.
- 3) The pumps shall be industry standard, positive displacement, and low slip, three screw design, arranged for direct connection to the motor. The pump will be fitted with a built-in strainer on the suction end, which is removable for cleaning.
 - 4) Motors will be 3600 RPM, specially designed to operate submerged in oil. Three phase motors will include leads for Across-the-Line, Wye-Delta, or Solid State starting. Motors will include a built-in heat detector and contact that can be wired to the controller to shut the unit down in case of overheating.
 - 5) **Working Pressure:** Submersible units shall be 800 PSI max
 - 6) Units will be designed and constructed in accordance with applicable requirements of ASME A17.1.
 - 7) **Valves:** The valve will offer both Temperature Compensation over its entire operational temperature range (80 to 150 degrees F) as well as Pressure Compensation which maintains Constant Down Speed between no load and full load conditions
 - 8) **Electrical:** Operation shall be available on 208-240/440-480/575-600 V / 3PH / 60 HZ.
 - 9) **Muffler/Silencer** will be included with each unit
 - 10) **Recommended Operating Fluid:** Use a good brand of grade 32 turbine oil with a viscosity of 150 SSU @ 100 degrees F (38 C). A minus pour point is recommended. A synthetic fluid may be acceptable if it meets the same specifications.
 - 11) All units are factory painted with one prime spray coat of air-dry enamel.

D.3 Electronic Motor Starter:

Motor starter shall be contactor-less with dynamic stall protection that guarantees motor will start under cold oil conditions. It shall have UL/CSA/CE Electrical Data and offer motor protection with:

- Class 5 Electronic Overload
- Phase Loss Detection
- Phase Reversal Detection
- Eliminate the high inrush currents
- Reduce voltage dips



D.4 Oil Line, Gate Valves, Connections and Supports:

- Provide a new schedule-80 hydraulic oil line. Code approved hydraulic gate valves shall be installed in the machine room and in the elevator pit. Only threaded pipe is allowed, and the proper joint sealing compound used per manufacturers recommendation. Hydraulic oil lines shall be painted black with rust preventing paint after the piping has been inspected by Authority having Jurisdiction (AHJ) state certified elevator inspector. Properly mark sections of the oil line that are exposed exterior to the machine and hoistway with code approved labeling. Provide proper oil line isolation when oil lines penetrate walls or when using hangers or straps.
- A new hydraulic rupture valve shall be installed and shall be adjustable to stop the elevator in the event of an over speed condition resulting in an abnormally high rate of flow between the hydraulic valve and the power unit. The hydraulic rupture valve shall be installed to manufacturers recommendations and be compliant with A17.1-2013.

D.5 Hydraulic Jack and Cylinder Casing:

D.5.1 Hydraulic Jack:

- The existing hydraulic jacks shall be removed, and a new underground hydraulic jack will be installed with a PVC liner to protect against electrolysis. The jack will have a vision tube installed for inspection. The hydraulic jack shall be set square, level, plumb and true, without twisting, bending or misalignment. The piston shall be centered, squared, plum and true to the car platform platen plate and connected to the car as required by the manufacture. No bolster plates shall be installed. The cylinder packing shall retain oil from the exposed part of the hydraulic jack when the system is in use, idle or pressurized. Provide drain line for the jack cylinder head reservoir. Provide a five-gallon plastic pit can collect oil.

D.5.2 Cylinder Casing:

- A new cylinder casing shall be installed. A section of the existing concrete pit floor will be cut to allow for the installation of the jack



casing and hydraulic jack. Both the casing and jack will be set square, plumb and true, without twisting bending or misalignment.

D.6 Landings System Specifications:

- The hoistway landing system shall be designed to provide the controller with precise information as to the absolute position of the car in the hoistway. With the car at a landing, the landing system shall indicate to the controller the actual floor number, so that no movement to terminal landings or specific terminal shall be necessary to establish car location within the building.
- The system will allow hoistway sand directional slowdown and limit switches to exist virtually in software to speed the installation process. Learned floor positions and access limit distances shall be adjustable from the machine room.

D.7 Terminal Limiting Switches Specifications:

- The number of switches required, based on the speed of the car, shall be determined by the manufacturer.

D.8 Hoistway Access Switches Specifications:

- The switch shall be installed at top and bottom terminal landings, either in the hoistway entrance frame or in the hall station riser.
- The switch shall be of the continuous-pressure, spring return type, and shall be operated by a cylinder type lock with the key removable only when the switch is in the off position. The lock shall not be operable by any key which will operate locks or devices used for other purposes in the building except where locks are provided in the car top emergency exit covers the key may also unlock the exit cover. The key shall be available to and used only by elevator inspectors, maintenance men, and repairmen.
- The operation of the switch at either access landing shall permit, and may initiate and maintain, movement of the car with the hoistway door at this landing; and with the car door or gate not in the closed position. The movement of the car initiated and maintained by the upper access



switch shall be limited in the down direction to a travel not greater than the height of the car crosshead above the car platform, and limited in the up direction to the distance the platform guard extends below the car platform as permitted by latest applicable edition of ASME A17.1.

- The operation of the switch shall not render ineffective the hoistway door interlock at any other landing. The car cannot be operated at a speed greater than 150.

D.9 Hoistway Door Equipment:

- 1) **Hoistway Doors:** Existing hoistway doors will be replaced, with 302/301 stainless steel with a #4 finish. Hoistway doors shall be set square, level, plumb and true, without twisting or misalignment within 1/8". Doors shall be hung level and in true alignment with the door frames and shall not rub on any surfaces, slam, jerk or vibrate while opening and closing.
- 2) **Hoistway Door Headers:** Provide new hoistway door headers.
- 3) **Interlock Device:** Provide new U.L. approved hoistway interlocks. Interlocks shall be grounded per N.E.C. requirements and properly wired per manufactures specifications.
- 4) **Door Pin Roller Assemblies:** New pick-up roller assemblies will be installed. If adapter plates are to be installed on the hoistway doors, a proper fastening method to secure pick-up roller assemblies will be used.
- 5) **Hoistway Door Tracks:** Provide new galvanized hoistway door tracks.
- 6) **Door Hangers:** Provide new hoistway door hanger rollers and oilers.
- 7) **Hoistway Door Gibbs and Fire Gibbs:** Properly mount and install at least two (2) door gibbs and one (1) fire gibb on per hoistway door.
- 8) **Door Closers:** Properly mount and install hoistway door closers. Closers shall have the proper tension to meet current ASME A17.1 standard.
- 9) **Door Astragal:** Provide new jamb astragals. Astragals are to be mounted along the length of the door. For center opening on both doors. Secure bumpers in a permanent manner.



- 10) **Hoistway Door Jams:** Hoistway door jambs will be recladed with 302/301 stainless steel with a #4 finish. Jambs shall be set square, level, plumb and true, without twisting or misalignment within 1/8".
- 11) **Braille:** All entrance jambs will include a set of floors identifying braille, positioned at ADA required heights. The egress floor braille will include the necessary star marking.

D.10 Car Door Equipment:

- 1) **Door Operator:** Provide a new closed loop door operator. The operators should be of the D.C. closed-loop type motor to open and close the car and hoistway simultaneously. The operator must be capable of opening doors at no less than 2 1/2 F.P.S. and restrict the closing of the doors in compliance with ASME AI 7.1 regarding closing force and kinetic energy limitations.
 - ***Operator shall include the following features:***
 - Heavy-duty sprocket, chain, belt, and sheaves.
 - Closed loop regulated speed performance.
 - Adjustable door obstruction reversal.
 - Optical cams with LED indicators.
 - Test switches for open, close, nudging and speed zone set up.
 - Universal inputs for open, close, and nudging.
- 2) **Car Door:** Existing car door will be replaced, with 302/301 stainless steel with a #4 finish. Car door shall be set square, level, plumb and true, without twisting or misalignment within 1/8". Door shall be hung level and in true alignment with the door frames and shall not rub on any surfaces, slam, jerk or vibrate while opening and closing.
- 3) **Car Door Gate:** Provide a new gate switch. All adjustments to be per code requirements. Elevator cannot operate unless doors are 1/2" from closed.
- 4) **Door Zone Restrictions:** Provide door opening restrictor devices to prevent the doors from opening beyond the zone required by code.
- 5) **Car Door Clutch:** Provide a new car door clutch to properly couple the car door to the hoistway doors. The clutch shall allow the hoistway door pin rollers and clutch to separate at floor level when needed.
- 6) **Car Door Track:** Provide new galvanized car door header and track.



- 7) **Door Hangers:** Provide new car door hanger rollers and oilers.
- 8) **Car Door Gibbs and Fire Gibbs:** Properly mount and install at least two (2) door gibbs and one (1) fire gibbon on the car door.
- 9) **Electronic Door Edges:** A solid-state electronic detector designed to operate as described below shall be provided at the entrance of the elevator car. After a stop is made, the door shall remain open for an adjustable time interval. Registration of a car call may precipitate instantaneous closing. As long as the electronic detector senses the presence of a passenger or object in the door opening, the doors will remain open. If door movement is obstructed for a predetermined time, a buzzer will sound, and the doors will close at a reduced speed and torque.
 - Car top control unit
 - Wiring
 - All necessary mounting hardware
- 10) **Door Astragal:** Provide new jamb astragals. Astragals are to be mounted along the length of the door. For center opening on both doors. Secure bumpers in a permanent manner.

D.11 Car Operating Panel (C.O.P.):

C.O.P. With brushed #4 stainless steel face shall be mounted on the existing cab front wall. The new panel shall cover the existing car station cut out. The panel face shall be engraved or embossed then black filled with No Smoking/international symbol, car identifying number, state serial number, ADA required braille and capacity. The bidder shall not label the C.O.P. with their company name. The panel shall be mounted so as not to allow the operating controls to extend above 54" from the cab floor and 35" for the alarm bell.

- 1) **Phase II Emergency In-Car Operation** shall be behind a lockable door and shall be arranged and operate on the C.O.P. in accordance with ASME A17.1. Uniform Elevator Keys are required for all new and existing elevator installed in buildings of six stories or more in height. Uniform elevator keys provide emergency access to responding fire service personnel in the event of an emergency within the building. Each uniform elevator key is unique for each seven of Florida's Emergency Response regions.
- 2) **Car Buttons:** Tamper resistant buttons with 1" diameter metal button and a 1 3/8" metal halo will be used. The button shall have a stainless-steel finish. Button shall indicate a registered hall call with L.E.D. jewel illumination.



Car call buttons, alarm button, door close, and open button shall be identified by symbols required by A.D.A and Florida handicapped standards.

- 3) **Key Switches:** Key switches mounted in a lockable cabinet to include operation of Independent Service, Hoistway Access, Inspection Access, Emergency Stop, Car Lights, Emergency Light Test Switch and Fan. A lockout key switch for the basement floor will be included. Cabinet key shall be the same key used for Independent Service. A minimum of three sets of keys for each key switch will be supplied to the Management at Pines Place.
- 4) **Battery Powered Emergency Car Lights:** Battery powered emergency car lights shall be installed which will automatically turn on and operate if normal car lighting power fails. The lighting device shall be installed in the car enclosure to provide an intensity of illumination 40 above the floor of the car and approximately 1' in front of the car-operating device of not less than 0.2-foot candles. The battery power shall be able to sustain the above referenced illumination for a period of not less than 4 hours. This feature shall be incorporated in the Main Car Operating Panel.
- 5) **Emergency Alarm Bell:** Emergency alarm bells shall be connected to a plainly marked illuminated pushbutton in the car-operating panel and to the battery-operated emergency car light device.
- 6) **A.D.A. Hands Free Car Telephone:** A two-way communication device shall be provided. If the device is connected to the building power supply, it shall automatically transfer to an emergency power supply within ten seconds (10) when the normal power supply is interrupted or fails. The emergency power supply must be capable of operating the communication system for a minimum of four (4) hours. The communication device shall be incorporated in the car-operating panel. It shall be a hands-free type, which automatically connects to the front desk when activated by the car communication push button. This button shall illuminate indicating the communication system.
- 7) **Digital L.E.D. Position Indicator** with travel arrow.
- 8) **Passing Floor Tone:** Passing gongs or chimes are to be installed. The tone or chime shall be designed to meet all code requirements and must be compatible with the new controller manufactures equipment. The tone or chimes shall be installed to allow a proper level of volume to penetrate the elevator cab.
- 9) **Provide a Nudging Buzzer**



- 10) **Firefighters' telephone jack** with approved mounting.
- 11) **Provide a lockable cabinet** with a clear window for mounting the Certificate of Operation.
- 12) **Wiring:** Provide all new as necessary to allow for the specified upgrades. Wire nuts are not acceptable. Permanent connectors are to be used.

D.12 Hall Stations General:

- Hall stations shall be surface mounted fixtures with a 60-degree panned edge and one-piece construction. The faceplate material finish shall be #4 stainless steel. Each hall station shall include a digital position indicator. Each hall station will include an engraved "In Case of Fire" sign conforming to ASME A17.1 code. Three sets of hall station risers will be required per floor. All necessary braille will be included in the hall station.
- Detailed shop drawings of the hall station along with available metal finishes will be provided for approval before ordering. If drilling, cutting or removal of existing lobby appurtenances is required, the elevator contractor must clarify in writing. Any necessary patch work will be completed by the contractor and approved by purchaser upon completion of work. All hall stations must be installed in accordance with requirements of Florida Building Code and ADA requirements.
- Tamper resistant 1" diameter metal buttons and a 1 3/8" metal halo will be used. The button shall have a stainless-steel finish. Button shall indicate a registered hall call with L.E.D. jewel illumination.
 - Top Terminal Hall Station: Provide one top terminal station with one illuminated push button.
 - Intermediate Hall Stations: Intermediate terminal stations with two illuminating push buttons, one for the up direction and one for the down direction. Provide one hall station on each intermediate landing.
 - Main Egress Floor Hall Station: The Main Egress Floor hall station shall include the Phase I firefighter's emergency operation service key switch, engraved/embossed instructions and the



required visual signal at the designated landing. Fire Service instructions as required by latest applicable edition of ASME A.17.1 shall be engraved in the main floor hall station panel.

- A phone line monitoring indicator that will include a lighted and audible signal when the phone line fails. It shall have a reset function that allows the audible signal to be silenced and resets automatically when phone line is restored.

D.13 Top of Car Equipment:

- 1) **Car Top Inspection Station:** An operating fixture shall be provided on top of the car containing continuous pressure "UP", "DOWN" and ENABLE buttons, an emergency stop button, and an inspection/automatic toggle switch. This toggle switch makes the fixture operable and, at the same time, makes the door operator and car and hall buttons inoperable. The operating fixture will include a duplex GFCI outlet, a car top light with protective guard and a toggle switch for the light.
- 2) **Car Guides:** Car guides shall be replaced with on the top and bottom of the car frame to engage the guide rails.
- 3) **Exhaust Fan:** A heavy duty two speed high CFM squirrel cage fan shall be provided, on the car top, with stainless steel grille inside the car and stainless-steel housing on the car top. A minimum of three sets of keys for each key switch will be supplied to the management at Pines Place Senior Residences.
- 4) **Escape Hatch:** Car top escape panels shall have switch assemblies including all wiring to install proper safety circuit as required by ASME A17.1. The top emergency exit cover shall open outward and shall be hinged or securely attached with a chain when in both the open and closed positions. If a chain is used, it shall be not more than 300 mm (12 in.) in length. The exit cover shall only be openable from the top of the car, where it shall be openable without the use of special tools.
- 5) **Safety Railing:** Provide a new car top safety railing as required by code
- 6) **Refuge Area:** A refuge area conforming to ASME AI7.1 code will be identified on the car top.

D.14 Pit Equipment:



- 1) **Pit Stop Switches:** A new pit stop switch will be installed in accordance with ASME A17.1 code 2.2.6. A secondary stop switch will be installed if necessary if the pit depth exceeds 67 inches.
- 2) **Pit Channels:** Existing pit channels will be removed and replaced with new galvanized pit channels. Pit channels will be manufactured and installed to meet all code requirements. Only new fasteners will be used and sized correctly. All fasteners will be of the appropriate hardness. If welding is required, all welds will be performed by a certified welder. Proper welding processes will be executed.
- 3) **Car Spring Buffers and Stands:** Existing car buffers will be removed and replaced with new spring buffer and stands. Buffer stands will be manufactured and installed to meet all code requirements. Only new fasteners will be used and sized correctly. All fasteners will be of the appropriate hardness. If welding is required, all welds will be performed by a certified welder. Proper welding processes will be executed.
- 4) **Pit Ladder:** Provide a new car top safety railing as required by code.
- 5) **Pit Flood Switch:** A pit flood switch shall be installed to monitor high levels of water in the elevator pit. If activated the pit flood switch shall move the car to the alternate landing and sound an audible alarm as required by code. The elevator will not return to automatic operation until the pit flood switch has deactivated by the normal means.

D.15 Traveling Cables:

- Provide all new travel cables necessary to operate all required elevator functions. The conductors shall be of the proper size required by code. Traveling cables shall terminate at numbered terminal blocks in car and machine room. Provide two shielded pair and a Co-Axial cable in traveling cable to operate all equipment. Future requirements may need Co-Axle wiring. Install Kellem Grips on both ends of the traveling cable as specified by the manufacture. Provide electrical tape around the end of the Kellem Grip.

D.16 Wiring and Connections:

- All existing elevator hoistway & car top wiring shall be replaced with new wiring. Existing rigid conduit, flexible conduit and ducts shall



be reused providing it follows all current National Electrical code specifications.

- All conductors shall be individually marked.
- All connections shall be secured by terminal blocks. Splices are not permitted.
- All connectors shall be copper no aluminum will be accepted.
- A minimum of 10% spares required.
- Properly identify all spares at terminal points.

D.17 Car Rails:

- **Car Rails, Fish Plates and Rail Brackets:** Existing car rails, fish plates and rail brackets will be replaced with new equipment. Only new fasteners will be used and sized correctly. All fasteners will be of the appropriate hardness. If welding is required, all welds will be performed by a certified welder. Proper welding processes will be executed.

D.18 Car Sling:

- Provide a new sling, cross head, stiles and brace rods.

D.19 Elevator Cab:

- 1) **Cab Shell and Dome:** The new cab shell and dome shall be made of galvanized steel.
- 2) **Interior Panels:** Shall be constructed with 5WL rigidized stainless-steel design pattern will be used. Panels shall have clips or be interlocking.
- 3) **Handrail:** The handrail shall be rectangular flat bar stainless steel design 2"(h) x 1/2"(w) x 78" (1) with returned ends. Install on back wall according to ADA requirements.
- 4) **Drop Ceiling, Cab Lighting and Ventilation:** A modular down light ceiling shall be installed consisting of fire-resistant plywood panels with an exterior surface of laminated satin finished stainless steel. The ceiling shall have a concealed frame hanging no more than 7" below the canopy and a nominal space of 1-1/2" between the edge of the ceiling and the wall. Ceiling panels with centered MR16 LED GU10 bulb with flood panel lens and down light fixtures shall be used. A minimum of 5 fc. shall be maintained inside



the cab. The ceiling panels shall be removable to allow easy access to the top emergency exit. The emergency exit shall not be obstructed by cab lighting fixtures and electrical conduits. Ventilation slots will be installed at the base of the cab to allow the sufficient flow of air as required by ASME A17.1 code.

- 5) **Transom and Front Return:** The elevator transom and front return shall be clad with 20-gauge stainless steel metal.
- 6) **Car Flooring:** The elevator cab flooring shall be made of non-slip material. Floor coverings, and its adhesive shall have a critical radiant flux of not less than 0.45 W/cm². Car flooring shall be vinyl/rubber flooring. Underlayment shall be made of marine grade plywood.
- 7) **Elevator Car Platform:** A new car platform will be installed. The platform will be constructed to comply with ASME A17.1 code. The platform shall maintain the proper NFPA fire rating. Provide two strike plates to centrally align with each car spring buffer.
- 8) **Wall Pads and Wall Studs:**
 - Wall studs will be installed directly into the elevator interior wall allowing standard eyelet to hook over it. The studs will have a stainless-steel finish.
 - Wall pads shall be flame retardant. Elevator pads will cover the entire perimeter of the cab walls. A cut out shall be provided for access to the car station. Pads will not overlap or obstruct the normal operation of the elevator. Elevator pads will hang from the eyelets and not rub against the floor. The outer fabric shall be made of vinyl. The pads are to be quilted with a thick cotton fiber which provides the highest shock absorption. Rugged thread shall be used throughout. Each stitch shall be knotted for better wear. Pads shall be of the same material on both sides for uniform appearance. Elevator pads shall be reversible.

D.20 Firefighters Operation Signs (Engraved On Fixtures):

- New firefighter operation signs shall be provided. Phase I operation to be engraved at lobby level. Signs shall have the necessary information to recall elevator. Phase II operation signs to be engraved



in elevators fire service box, behind the lockable door. Signs shall have the necessary information to operate the elevator on Phase II operation. All signs shall be manufactured and installed in accordance with ASME A17.1.

D.21 Code Data Plates and Test Tags:

- 1) **Code and Data Plate:** A data plate that indicates the code and edition in effect at the time of all alterations shall be provided. The data plate shall also specify the Code and edition in effect at the time of any alteration. The data plate will be attached to the controller cover.
- 2) **Capacity Plate:** The capacity plate shall be in a conspicuous position inside the car. The data plate shall be located on the car crosshead. The capacity plate shall conform to ASME A17.1.
- 3) **Crosshead Data Plate:** The data plate shall be located on the car cross head. The data plate shall conform to ASME A17.1.
- 4) **Car Door Operator Data Plate:** A data plate conforming to ASME A17.1 shall be attached to the power door operator or to the car cross head and shall comply with all ASME A17.1.

E. CAR PERFORMANCE CRITERIA

- 1) **Car Speed:** Car speed will be maintained within ± 3.0 % of contract speed independent of the loading conditions of the elevator.
- 2) **Car Capacity:** Controlled stop and hold of 125% of the rated load.
- 3) **Car Stopping Accuracy:** Car must stop within $\pm .025$ " from floor level under any loading conditions.
- 4) **Door Opening Times:** From fully closed to fully open, 2.3 seconds.
- 5) **Door Closing Times:** From fully open to fully closed, 3.0 seconds. Door closing time is not to exceed the kinetic energy requirements of ASME A17.1 code.

F. CLEANING, LUBRICATING AND PAINTING

Under no circumstances shall any product label, data plate and seal be painted over.



- 1) **Car Tops & Car Fronts:**
 - a. Clean and paint all car tops and crosshead steel after all work in the hoistway has been completed.
 - b. Clean and lubricate car top exhaust fans.
 - c. Clean and lube all door equipment.
 - d. Remove all dust and debris from behind car door sills.
 - e. Stencil elevator number and serial number on car top.
- 2) **Dust Covers & Fascia's:**
 - a. Replace all missing dust covers. Clean and paint all hoistway fascia's and dust covers with black paint.
- 3) **Car Rails:**
 - a. Clean and paint all rails with black paint.
- 4) **Hoistway Doors:**
 - a. Hoistway doors will be painted with black paint. Floor numbers will be stenciled at the top and bottom of each hoistway door. Do not paint over any product labels
- 5) **Hoistway Cleaning:**
 - a. Clean down entire hoistway to include but not limited to rails, brackets, sills, doors, and door tracks.
- 6) **Machine Room:**
 - a. Clean and paint entire machine room floor and remove loose paint. The management at Pines Place Residences requires all machine rooms to be painted Sherman Williams Parch and Floor Enamel "Deck Grey" color.
 - b. Remove dirt, grease and grime form all elevator equipment.
 - c. Stencil serial number on controller, traction machine, main line and cab light disconnects.
 - d. Provide "DANGER SIGN" on machine room door.
- 7) **Ledges, Headers:**
 - a. Rails, ledges, fascia, headers and sills shall be thoroughly cleaned. Rail bracket attachments and other hoistway equipment should be checked, tightened, re-aligned, and adjusted as needed.
- 8) **Pit Equipment:**
 - a. Paint all pit channels and buffer supports



9) Cleaning Procedures:

- a. Provide a detailed cleaning procedure for the solvents, detergents, and cleaners for the cab interior panels, car station, hall stations, flooring, door frames, doors, and transom.

G. ACCEPTABLE MANUFACTURERS

1) Controllers:

- a. Motion Control

2) Submersible Power Unit

- a. ECCO

3) Hydraulic Jack

- a. ECCO

4) Fixtures

- a. Innovation

5) Car and Hoistway Door Equipment

- a. G.A.L.

H. FIRE ALARM REQUIREMENTS

In order to pass inspection, you must ensure that the following devices are present and functional as required by code. Fire initiation devices required to function with Phase I fireman's service may be currently present or may require the reconfiguration, programming, addition or replacement.

1) A code compliant fire alarm system.

- a. A fire detection device(s) (either smoke or heat detector) outside each elevator landing floor.
- b. A fire detection device (smoke detector) in the elevator machine room.
- c. A fire detection device (heat detector) in the elevator pit. New code requirement if no sprinklers in pit. Shall recall elevator to alternate landing.
- d. If sprinkler heads are present either in the machine room, elevator pit or top of shaft, heat detectors within eighteen inches (18") of any sprinkler head shall initiate a shunt trip device that will remove power to the elevators prior to sprinkler activation. If sprinkler heads in the pit are below eighteen inches (18") in the elevator pit no heat detectors are required in this area.



- e. Smoke dampers shall be provided in the event the HVAC system used for supplying temperature and humidity control for the machine room is feed from a source that supplies HVAC to other areas externally from the machine room. The initiation device(s) in the machine room, including duct detectors will cause the smoke dampeners to close off and isolate the supply of HVAC and its return.
- 2) **Minimum of 3 zones of fire detection**
 - a. One relay with normally open contacts for Main Fire Egress Floor
 - b. One relay with normally open contacts for Alternate Fire Egress Floor
 - c. One relay with normally open contacts for Fire Hat/Machine Room Smoke Detector
 - d. In the event the elevators are equipped with emergency or stand-by power the alternate source of power will not activate if a shunt trip device has initiated.
- 3) Supply piping and fire alarm wiring
- 4) Please contact your fire alarm vendor to discuss this and other scope that they may need to ensure that your fire panel and current codes taken into consideration.

I. ELECTRICAL REQUIREMENTS

- 1) Provide a new code compliant heavy duty mainline disconnect. This must have a dedicated ground and meet the voltage requirements of the elevator equipment. The disconnect must be a listed device and all accessories specified. Electrical disconnects shall be lockable in the open position and properly located within sight of the elevator devices as outlined in NFPA 70 Rule 620. The disconnect shall be properly fused (RK-5) and have the appropriate listed rejection clips. If internal switches are required for monitoring loss of power, the switches shall be a listed component of the disconnect. Advisory: the preferred location for electrical disconnects is near the jamb side of the machine room door to be readily accessible to qualified personnel. All electrical clearances shall be provided and maintained in front of the controller and disconnect always. Advisory: It is interpreted that machine room doors that swing into the electrical clearance area endanger worker safety and are prohibited and they shall meet the provisions of NFPA 70 Rule 620-5.
- 2) Provide a new code compliant cab light disconnect with over-current protection. It shall be single pole single throw. This must have a dedicated ground. The disconnect must be a listed device and all accessories specified.



A lockable disconnect with over-current protection shall be in the machine room serving the car lighting per NFPA 70 Rule 620-22 and 620-53.

- 3) Provide sufficient machine room lighting (19ftc), it must be code compliant and have protective covers. Machine rooms shall be properly lighted, so the electrical control devices and machinery are well illuminated. Provide vapor proof fixtures. The light switch shall be in the machine room and shall be placed near the machine room door jamb per ASME A17.1. The required lighting shall not be connected to the load side of a GFCI per NFPA 70 Rule 620.
- 4) A new duplex 20-amp GFCI outlet located in the machine room. Only GFCI outlets are allowed in the machine room. Receptacles in the machine room and machinery spaces shall have GFCI- type receptacles or a GFCI-type circuit breaker per NFPA 70 Rule 620. Warning signs shall be posted when there is power from more than one source per NFPA 70 Rule 620.
- 5) Provide new code compliant vapor proof pit lighting fixtures. Lighting must be maintained at 10 ftc around the entire pit floor. The light switch must be accessible from the first-floor opening. The electrical piping to the light switch and the switch itself shall not run behind the pit access ladder. The light switch shall be located near each stop switch. Light fixtures shall be NEMA-4 and guarded per ASME A17.1. Electrical conduits located four feet (4') above the pit floor shall be waterproof including all connections and enclosures.
- 6) A new duplex 20-amp GFCI outlet located in each pit. The electrical piping to the outlet and to the outlet shall not run behind the pit access ladder.
- 7) A non-GFCI outlet shall be installed four feet above pit floor level for the use of a sump pump. The outlet shall be in line with the sump pump.
- 8) Pipe and pull a cat-5 cable from the phone room to the elevator machine room. The cat-5 cable will be used to provide a means of two-way communication for the elevator phone system.
- 9) All electrical conduits shall be properly secured and routed in a workmanlike manner. See NFPA 70 Rule 620.
- 10) Any foreign pipe or equipment in the machine room must be either removed or enclosed with 2 hr. fire rating wall.
- 11) A lighted walking path shall be provided to access the machine rooms.



J. MACHINE ROOM STRUCTURAL REQUIREMENTS

- 1) Holes around piping and structure penetrations in the machine room are to be properly filled to maintain a fire rated enclosure and fire stopped per NFPA 70 300-21.
- 2) Machine room door must be self-locking and self-closing and swing outwardly. A threshold must be installed for the machine room door. Provide the proper machine room danger signage on the exterior face of the machine room door.

K. HOISTWAY ENCLOSURE STRUCTURAL REQUIREMENTS

- 1) All holes in the hoistway enclosure shall be filled to maintain the fire rating of the hoistway. Entrance frames installed in drywall or masonry hoistways must be properly interfaced to maintain the required fire rating per FBC Section 3002.

L. PLUMBING REQUIREMENTS

- 1) Provide a new elevator sump pump. The pump shall be able to have an hourly flow rating of 3000 gal. /hr. The Florida Building Code Plumbing section requires that the discharge line is not to be directly connected to the sanitary system but may be connected to the storm water system. A check valve is to be installed in the sump discharge line. The drain line shall be non-combustible and 2 hr. The sump hole shall be guarded with a grated steel cover installed flush with the pit floor. The pit floor shall be level and gently sloped towards the sump hole. No water accumulation will be allowed. The sump pump shall have an oil detection system to stop the discharge of water in the event it has been contaminated by oil. The controls for the oil detection system shall not be installed inside the hoistway, elevator pit or machine room.

M. AIR CONDITIONING / HVAC REQUIREMENTS

- 1) Machine rooms shall be provided with mechanical means to keep the ambient air temperature and humidity in the range specified by the elevator equipment manufacturer to ensure safe and normal operation of the equipment. The temperature and humidity range shall be permanently posted in the machine room per ASME A17.1-1. Smoke dampers shall be provided in the event the HVAC system used for supplying temperature and humidity control for the machine room is feed from a source that supplies HVAC to other areas externally from the machine room. The initiation device(s) in the



machine room, including duct detectors will cause the smoke dampeners to close off and isolate the supply of HVAC and its return.

N. MISCELLANEOUS REQUIREMENTS

- 1) An “ABC” type fire extinguisher shall be located in the room per ASME A17.1. The extinguisher should be sized for the room dimensions. A minimum 10-pound extinguisher is recommended and hung near the door jamb.

1.4 GENERAL INFORMATION

1.4.1 POST AWARD SUBMITTALS

- 1) Provide submittals as requested including all materials, sub-contractors and suppliers for review and approval by the City prior to ordering.

1.4.2 PERMITS AND LICENSING

- 1) Elevator contractor shall have a valid registered elevator company license, registered with the Florida Department of Business and Professional Regulation.
- 2) Elevator contractor and his/her employees shall have a valid elevator certificate of competency while working on site.
- 3) All permits relating to the elevator modernization shall be posted on the job site.

1.4.3 DIAGRAMS AND DRAWINGS

- 1) All permitable construction drawings shall be provided by the bidder. Only Florida certified licensed professional shall be used. All designers working on this project shall seal and approve documents and drawings. The bidder shall provide these records to the Purchaser upon request.
- 2) The services outlined in the scope of work related to this procurement include the requirement for the awarded contractor to provide Permit Drawings, however the contractor will be required to provide the shop Drawings from the manufacturer of the Elevator for approval by the city.
- 3) The contractor shall furnish, if not present, as-built wiring diagrams provided by the manufacturer, and two sets of the latest updated wiring diagrams designated by the manufacturer specifically for the job being bid and noted on each page as such. No wiring diagrams will be accepted unless the name of the building or manufacturer's corresponding contract number appears on



them. Two sets of wiring diagrams must be furnished for the elevator; one (1) set may be a copy if it is clear, legible, complete, and of the same size as those furnished by the manufacturer. The vendor must show proof that the wiring diagrams have been ordered within 30 days after the contract award and must have possession of the same within 60 days. One is for the machine room and shall be placed in a weatherproof jacket. The remaining set is for the Purchaser archive files. Vendors not adhering to the above specifications will be considered in default of the contract.

- 4) If job conditions require variations or adjustments to the wiring diagram, the contractor shall obtain certification from the manufacturer indicating there is no compromise to safety circuits or efficiency of the operation. In addition, the contractor shall notify the Project Manager of these changes and shall provide as-built drawings in a timely manner. The drawings are the property of Purchaser and will always be left in the machine room.
- 5) Vendor shall also provide the three (3) sets of shop drawings of the Car Fixtures for approval by the Owner.

1.4.4 CAR/HOISTWAY FIXTURES AND MAIN FIRE STATUS PANEL

Car/Hoistway fixtures and Main Fire Status Panel drawings shall clearly indicate the following:

- 1) Project Name
- 2) Drawing Name
- 3) Drawing Number
- 4) Drawing Date
- 5) Customer Name
- 6) Specified Voltages
- 7) Specified Finishes
- 8) Architectural Layout
- 9) Car Operating Panel model, dimensions, color scheme and layout detail
- 10) Hall Stations model, dimensions and color scheme and layout detail
- 11) Main Fire Status Panel model, dimensions and color scheme and layout detail
- 12) Push Button model, dimensions and color scheme and layout detail
- 13) Fire Service Phase II layout, code edition and detailed layout detail
- 14) Audible device layout detail, including telephones, passing gongs, floor chimes directional indicators
- 15) Position Indicator model, dimensions and color scheme and layout detail
- 16) Directional Indicator model, dimensions and color scheme and layout detail
- 17) Service Key Switches model, dimensions and layout detail
- 18) Emergency Power Indicator, and Jewel model, dimensions and layout detail



- 19) Detail all markings, including all items that are to be etched, embossed, or engraved
- 20) Location, detail and dimensions of certificate frames
- 21) Serial Number and car number identification
- 22) Capacity Plate identification

1.4.5 PARTS LIST AND INVENTORY

- 1) The successful Bidder shall supply Purchaser with a minimum of four (4) comprehensive repairs and parts manuals which identify the component parts, and which describe the appropriate process for repairing the equipment purchased by Purchaser in conjunction with this bid solicitation. The manuals shall be supplied prior to, or upon, delivery of the equipment. Final payment shall be withheld until manuals are received by Purchaser.

1.4.6 COORDINATION OF CONTRACTOR AND SUB-CONTRACTORS

- 1) Additional information to include work hours, parts/labor warranties (including copies as part of submittals requested), shutdowns/testing process, inspections process and fees, and Contractor to provide schedule for approval prior to commencing work.

1.4.7 EQUIPMENT SHALL BE MOST RECENT MODEL AVAILABLE

- 1) The equipment being offered by components which are required the vendor shall be the most recent model available. Any optional in accordance with the contract specifications shall be considered standard equipment for purposes of this solicitation. Demonstrator models will not be accepted. Omission of any essential detail from these specifications does not relieve the vendor from furnishing a complete unit. The unit shall conform to all applicable OSHA, State, and Federal safety requirements. All components (whether primary or ancillary) of the delivered equipment are to be in accordance with current SAE and ASME standards and recommended practices. The design, materials, and workmanship associated with efforts performed hereunder shall exhibit a high level of quality and appearance consistent with or exceeding industry standards.

1.4.8 ACCIDENT PREVENTION

- 1) Precautions shall always be exercised for the protection of persons and property. All Contractors and Sub- Contractors shall conform to all OSHA, State and County regulations while performing under the Terms and Conditions of this contract. Any fines levied by the above-mentioned authorities because of inadequacies to comply with these requirements shall



be borne solely by the contractor responsible for same. Barricades shall be provided by the bidder/contractor when work is performed in areas traversed by persons, or when deemed necessary by the Project Manager.

1.4.9 FURNISH AND SET IN PLACE REQUIREMENTS, AS APPLICABLE

- 1) The successful bidder shall be required to furnish the materials or products identified in these bid specifications as well as to set in place or install materials or products at the facility designated by the Project Manager. The successful bidder shall also be required to provide adequate training to facilities personnel on the appropriate use of the materials or products if necessary.

1.4.10 CLEAN-UP AND PATCHING

- 1) All unusable materials and debris shall be removed by the contractor on premises. At completion, the successful bidder shall thoroughly clean up all areas where work has been involved. Patching of all masonry surfaces and drywall surfaces as required by the elevator installation work will be the responsibility of the contractor and shall be completed with the appropriate fire rating as required by code.

1.4.11 CONSULTANTS FINAL REVIEW AND REQUIREMENTS

- 1) Review procedure shall apply for individual elevators, portions of groups of elevators and completed groups of elevators accepted on an interim basis or elevators and groups of elevators completed, accepted, placed in operation.
- 2) Provider shall perform review and evaluation of all aspects of its work prior to requesting Consultant's final review. Work shall be considered ready for Consultant's final contract compliance review when all Providers' tests are complete and all elements of work or a designated portion thereof are in place and elevator or group of elevators are deemed ready for service as intended.
- 3) Furnish labor, materials, and equipment necessary for Consultant's review. Notify Consultant five (5) working days in advance when ready for final review of elevator or group of elevators.
- 4) Consultant's written list of observed deficiencies of materials, equipment and operating systems will be submitted to Provider for corrective action. Consultant's review shall include as a minimum:
 - a. Workmanship and equipment compliance with Contract Documents.
 - b. Performance of following is satisfactory:
 - i. Door operation and closing force
 - ii. Performance of door control devices



- c. Test Results: In all test conditions, obtain specified contract speed and performance times to satisfaction of Purchaser and Consultant. Tests shall be conducted under both no load and full load condition.

1.4.12 PERFORMANCE GUARANTEE

- 1) Should Consultant's review identify defects, poor workmanship, variance or noncompliance with requirements of specified Codes and/or ordinances, or variance or noncompliance with the requirements of Contract Documents, Provider shall complete corrective work in an expedient manner to satisfaction of Purchaser and Consultant at no cost as follows:
 - a. Replace equipment that does not meet Code or Contract Document requirements.
 - b. Perform work and furnish labor, materials and equipment necessary to meet specified operation and performance.
 - c. Perform retesting required by Governing Code Authority, Purchaser and Consultant.
- 2) A follow-up final contract compliance review shall be performed by Consultant after notification by Provider that all deficiencies have been corrected. Provide Consultant with copies of the initial deficiency report marked to indicate items which Provider considers complete. If additional reviews are required due to Providers gross non-compliance with initial and follow-up deficiency reports, consultant shall bill Provider at normal billing rates plus expenses, and Provider acknowledges it will pay for additional compliance reviews.

1.4.13 USE OF PREMISES

- a. Contractor shall limit their use on the premises for work and storage, and to allow for Owner's Occupancy.
- b. If necessary, the contractor shall provide a secure, dry storage container at their expense, to be placed on-site in a secure space provided by City, for storage of all tools and material.
- c. Contractor shall coordinate use of premises under direction of owner representative, assume full responsibility for protection and safe keeping of products under this contract stored on site, and move any stored products under Contractor's control which interfere with operations of the Owners or separate contractor.

1.4.14 WARRANTIES

- a. In addition to all other warranties that may be supplied by the bidder, the bidder shall warrant its products and/or service against faulty labor and/or defective material, for a minimum period of one (1) year after the date of acceptance of the



labor, materials and/or equipment by City. This Warranty requirement shall remain in force for the full one (1) year period; regardless of whether the bidder is under contract with the City at the time of defect. Any payment by the City on behalf of the goods or services received from the bidder does not constitute a waiver of these warranty provisions.

- b. The bidder shall be responsible for promptly correcting any deficiency, at no cost to City, within two (2) calendar days after City notifies the bidder of such deficiency in writing. If the bidder fails to satisfy the warranty within the period specified in the notice, City may (a) place the bidder in default of its contract, and/or (b) procure the products or services from another vendor and charge the bidder for any additional costs that are incurred by City for this work or items; either through a credit memorandum or through invoicing.
- c. The vendor hereby acknowledges and agrees that all materials, except where recycled content is specifically requested, supplied by the vendor in conjunction with this solicitation shall be new, warranted for their merchantability, and fit for a particular purpose. In the event any of the materials supplied to City by the vendor are found to be defective or do not conform to specifications, City reserves the right to: (1) cancel the order and return such materials to the Bidder or (2) require the Bidder to replace the materials at Bidder's expense.

1.5 PROJECT COST ESTIMATE & TIMELINE

Staff estimates this project to cost approximately \$95,000.00, which does not include permit costs.

Please note the City will include a Permit Allowance for this project, **therefore proposers should not include permit costs in their total proposal price.**

1.5.1 PROJECT TIMELINE

The Work will be substantially completed within 120 consecutive calendar days from the date that Notice to Proceed (NTP) is issued. Within the 120 consecutive day Contract Time period, Elevator #2 SN: 07-00337 shall be out of service no longer than 5 consecutive calendar days. The CONTRACTOR shall submit all shop drawings and submittals, complete any necessary designs, achieve approval thereof, secure permits, and procure all equipment within 20 calendar days after NTP is issued. The CONTRACTOR shall then complete the installation and or replacement of all components and elements of the work in no longer than 100 consecutive calendar days. Commencement of all work by Contractor and all Sub-Contractors will be coordinated and to include workdays and hours, with the Management Pines Place Facilities staff. Any interruption such as shutdowns, testing process, inspections process, will require the Contractor to provide schedule for approval prior to commencing work. In no event shall the total Contract Time exceed 120 consecutive calendar days, nor the elevator be out of service longer



than 5 consecutive calendar days unless approved in writing by the City's Project Manager.

1.5.2 LIQUIDATED DAMAGES

Exceeding either the 120-day period or 5-day period, stated in the section above, shall result in liquidated damages of \$500.00 per day being assessed by the City.

In the event of delay to the project for which Contractor is responsible, Contractor shall pay liquidated damages to the City at a rate of \$500.00 per calendar day. Such liquidated damages shall be deemed to be a genuine pre-estimate of the foreseeable damages incurred by the City and in no way can be construed as a penalty.

1.5.3 PERMITS

The City anticipates this project to require the following permits:

Permit	Agency	Cost (or related method of calculation)
Building	City of Pembroke Pines Building Department (Calvin, Giordano & Associates, Inc.)	1. Construction costs up to \$2,500 (Per structure per trade) = \$97.17 2. Construction costs greater than \$2,500 up to \$1,000,000 = 2.96%
County Elevator	Broward County Building Code Services Division	2% of Construction costs

1.5.4 PERMIT ALLOWANCE

The City shall include a "Permit Allowance" for this project. The Contractor shall obtain all required permits to complete the work, however the City shall utilize the Permit Allowance to reimburse the contractor for the related permit, license, impact or inspection fees. Payments will be made to the contractor based on the actual cost of permits upon submission of paid permit receipts. The City shall not pay for other costs related to obtaining or securing permits.

The City shall determine the amount of the allowance at time of award. The allowance may be based on a specified percent of the proposed project amount and shall be established for the specific project being performed under the contract. This dollar amount shall be shown on the specific project purchase order as a distinct item from the vendor's overall offer to determine the total potential dollar value of the contract. Any Permit Allowance funds that have not been utilized at the end of the project will remain with the City, if the City Permit fees exceed the allowance indicated, the City will



reimburse the contractor the actual amount of City Permit Fees required for project completion.

1.6 PROPOSAL REQUIREMENTS

The www.bidsync.com website allows for vendors to complete, scan and upload their documents as part of the bidder's submittal on the website. Prospective proposers interested in responding to this solicitation are requested to provide all of the information listed in this section. Submittals that do not respond completely to all of requirements specified herein may be considered non-responsive and eliminated from the process. Brevity and clarity are encouraged.

1.6.1 Attachment A: Contact Information Form

- a. Attached is contact information form (Attachment A) where the vendor will enter their contact information and complete the proposal checklist. The Contact information form shall be electronically signed by the contact person authorized to represent the contractor. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal.
- b. The vendor must provide their pricing through the designated lines items listed on the BidSync website.
- c. Please note vendors should be registered on BidSync under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation.
- d. The contact information form should contain an electronic signature of the authorized representative of the Proposer along with the address and telephone number for communications regarding the Proposal.
- e. Proposals by corporations should be executed in the corporate name by the President or other corporate officer accompanied by evidence of authority to sign. The corporate address and state of incorporation must also be shown.
- f. Proposals by partnerships should be executed in the partnership name and signed by a partner whose title and the official address of the partnership must be shown.

1.6.2 Attachment B: Non-Collusive Affidavit

1.6.3 Attachment C: Proposer's Qualifications Statement

1.6.4 Attachment F: References Form



- a. Complete **Attachment F: References Form**, preferably where the team was the same. References should be from the last five years and should be capable of explaining and confirming your firm's capacity to successfully complete the scope of work outlined herein. As part of the proposal evaluation process, the City may conduct an investigation of references, including a record check or consumer affairs complaints. Proposers' submission of a proposal constitutes acknowledgment of the process and consent to investigate. The City is the sole judge in determining Proposers qualifications.

1.6.5 License from Florida's Department of Business and Professional Regulation

- a. Elevator contractor shall have a valid registered elevator company license, registered with the Florida Department of Business and Professional Regulation.

1.6.6 Proposal Security (Bid Bond Form or Cashier's Check)

- a. Each Proposal should be accompanied by a certified or cashier's check or by a Bid Bond made payable to the City of Pembroke Pines on an approved form, duly executed by the Proposer as principal and having as surety thereon a surety company acceptable to CITY and authorized to write such Bond under the laws of the State of Florida, in an amount not less than five percent (5%) of the amount of the base Proposal price.
- b. Contingency is not to be counted in the total amount the proposal security is based on.
- c. Proposers must submit a scanned copy of their bid security (bid bond form or cashier's check) with their bid submittal through BidSync.
- d. Proposers should also submit their original bid security (bid bond form or cashier's check) at time of the bid due date, or they may be deemed as non-responsive.
- e. The original Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "**BID SECURITY - IFB # PSPW-20-03 Modernization of Elevator Pines Place Tower III**" and sent to the City of Pembroke Pines, City Clerk's Office, 4th Floor, 601 City Center Way, Pembroke Pines, Florida, 33025.
- f. Please see SECTION 4 - SPECIAL TERMS & CONDITIONS of this IFB for additional information.

1.7 VENDOR REGISTRATION AND QUALIFICATION DOCUMENTS



The City has implemented a new process that is intended to make the bidding process easier for vendors that bid on multiple City projects. This process will require vendors to complete and submit the following standard forms and documents at any time prior to bidding on a project. In addition, the vendors will be able to utilize these same forms without the need to re-fill and re-submit the forms each time they bid on a City project.

Furthermore, please make sure to update this information on an as-needed basis so that all pertinent information is accurate, such as local business tax receipts, and any other relevant information.

These forms will be found under the “Vendor Registration” group of “Qualifications” on the BidSync website for the City of Pembroke Pines. Please note that the BidSync website requires bidders to complete all of these qualifications prior to being able to submit questions on any bids, therefore, please make sure to complete this information as soon as possible.

The following documents can be completed prior to the bidding process through the BidSync website and do not need to be attached to your submittal as the BidSync website will automatically include it.

1.7.1 Vendor Information Form

1.7.2 Form W-9 (Rev. October 2018)

- a. Previously dated versions of this form will delay the processing of any payments to the selected vendor.

1.7.3 Sworn Statement on Public Entity Crimes Form

1.7.4 Local Vendor Preference Certification

- a. If claiming Local Pembroke Pines Vendor Preference, business must attach a current business tax receipt from the City of Pembroke Pines
- b. If claiming Local Broward County Vendor Preference, business must attach a current business tax receipt from Broward County or the city within Broward County where the business resides.
- c. The Local Vendor Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Local Vendor Preference based on their sub-contractors’ qualifications.

1.7.5 Local Business Tax Receipts



1.7.6 Veteran Owned Small Business Preference Certification

- a. If claiming Veteran Owned Small Business Preference Certification, business must attach the “Determination Letter” from the United States Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).
- b. The Veteran Owned Small Business Preference Certification form must be completed by/for the proposer; the proposer **WILL NOT** qualify for Veteran Owned Small Business Preference based on their sub-contractors’ qualifications.

1.7.7 Equal Benefits Certification Form

1.7.8 Vendor Drug-Free Workplace Certification Form

1.7.9 Scrutinized Company Certification

1.8 EVALUATION OF PROPOSALS & PROCESS OF SELECTION

- A. Staff will evaluate all responsive proposals received from proposers who meet or exceed the bid requirements contained in the solicitation. Evaluations shall be based upon the information contained in the proposals as submitted.
- B. Staff will make a recommendation to the City Commission for award of contract.

1.9 TENTATIVE SCHEDULE OF EVENTS

Event	Time &/or Date
Issuance of Solicitation (Posting Date)	June 9, 2020
Mandatory Pre-Bid Meeting	9:00 a.m. on June 16, 2020
Question Due Date	June 22, 2020
Anticipated Date of Issuance for the Addenda with Questions and Answers	June 30, 2020
Proposals will be accepted until	2:00 p.m. on July 7, 2020
Proposals will be opened at	2:30 p.m. on July 7, 2020
Evaluation of Proposals by Staff	July
Recommendation of Contractor to City Commission award	August 5, 2020
Issuance of Notice to Proceed	August 2020
Project Commencement	Not later than 10 days after NTP
Project Completion	120 days after NTP



1.9.1 MANDATORY PRE-BID MEETING / SITE VISIT

There will be a mandatory scheduled pre-bid meeting on **June 16, 2020 at 9:00 a.m.** Meeting location will be at the Pines Place Property Manager's office located at 8210 Florida Drive, Pembroke Pines, FL 33025.

All vendors will be required to sign in at the meeting to show proof of attendance to the mandatory meeting. It is the vendor's responsibility to make sure that they sign in at the meeting.

Due to the COVID-19 Pandemic, the City will be following the CDC's recommended guidelines that will be in place during the time of the site visit, including any applicable social distancing requirements. Attendees are also asked to follow any of the CDC's recommended guidelines that will be in place at the time, which may also include wearing face coverings.

1.10 SUBMISSION REQUIREMENTS

Bids/proposals **must be submitted electronically** at www.bidsync.com on or before **2:00 p.m. on July 7, 2020.**

Please note vendors should be registered on BidSync under the name of the organization that they are operating as and it should match the organization name on the documents that they are submitting and utilizing when responding to the solicitation.

The vendor must provide their pricing through the designated lines items listed on the BidSync website. In addition, the vendor must complete any webforms on the BidSync website and provide any additional information requested throughout this solicitation. Any additional information requested in the solicitation should be scanned and uploaded. **Unless otherwise specified, the City requests for vendors to upload their documents as one (1) PDF document in the order that is outline in the bid package.**

The City recommends for proposers to submit their proposals as soon as they are ready to do so. Please allow ample time to submit your proposals on the BidSync website. Proposals may be modified or withdrawn prior to the deadline for submitting Proposals. BidSync Support is happy to help you with submitting your proposal and to ensure that you are submitting your proposals correctly, but we ask that you contact their support line at 1-800-990-9339 with ample time before the bid closing date and time.

PLEASE DO NOT SUBMIT ANY PROPOSALS VIA MAIL, E-MAIL OR FAX.

However, please note that any required Bid Bond or Cashier's Check should be in a sealed envelope, plainly marked "**BID SECURITY - IFB # PSPW-20-03 Modernization of Elevator**"



Pines Place Tower III” and sent to the City of Pembroke Pines, City Clerk’s Office, 4th Floor, 601 City Center Way, Pembroke Pines, Florida, 33025.



CONTACT INFORMATION FORM

IN ACCORDANCE WITH “PSPW-20-03” titled “**Modernization of Elevator Pines Place Tower III**” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder's submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: _____

STREET ADDRESS: _____

CITY, STATE & ZIP CODE: _____

PRIMARY CONTACT FOR THE PROJECT:

NAME: _____ TITLE: _____

E-MAIL: _____

TELEPHONE: _____ FAX: _____

AUTHORIZED APPROVER:

NAME: _____ TITLE: _____

E-MAIL: _____

TELEPHONE: _____ FAX: _____

SIGNATURE: _____

B) Proposal Checklist

Did you make sure to submit the following items, as stated in section 1.6 “Proposal Requirements” of the bid package?

1. Attachment A - Contact Information Form	Yes _____
2. Attachment B - Non-Collusive Affidavit	Yes _____



3. Attachment C - Proposer's Qualifications Statement	Yes_____
4. Attachment F - References Form	Yes_____
5. License from Florida's Department of Business and Professional Regulation	Yes_____
6. Proposal Security (Bid Bond Form or Cashier's Check)	Yes_____

Did you make sure to update the following documents found under the "Vendor Registration" group of "Qualifications" on the BidSync website for the City of Pembroke Pines?

Vendor Information Form	Yes_____
Form W-9 (Rev. October 2018)	Yes_____
Sworn Statement on Public Entity Crimes Form	Yes_____
Local Vendor Preference Certification	Yes_____
Local Business Tax Receipts	Yes_____
Veteran Owned Small Business Preference Certification	Yes_____
Equal Benefits Certification Form	Yes_____
Vendor Drug-Free Workplace Certification Form	Yes_____
Scrutinized Company Certification	Yes_____

C) Sample Proposal Form

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

Item #	Item Description	Total Cost
1)	Total Cost to provide the Modernization of Elevator at Pines Place Tower III as specified in the IFB.	Price to be Submitted Via BidSync
2)	Additional Cost to provide a Payment & Performance Bond in the form of a Percent of the total contract amount.	Percent to be Submitted Via BidSync