



U N I V E R S I T Y O F
SOUTH CAROLINA

AMENDMENT NO. 2

TO: ALL VENDORS

FROM: Lana Widener

SUBJECT: USC-BVB-2360-LW
Elevator Preventative Maintenance and Repair Services of the Vertical Transportation Equipment for the Columbia Campus

DATE: January 18, 2013

This Addendum No. 2 modifies the Invitation for Bid only in the manner and to the extent as stated herein.

ITEM ONE: CORRECTIONS TO SECTION III. SCOPE OF WORK / SPECIFICATIONS

In subsection titled: **Hours and Manner of Work**

1. **Paragraph A.**

Delete the following sentence:

Regular hours are from 8:00 A.M. to 5:00 P.M. with one hour for lunch.

Add: Two technicians hours are from 7:00 A.M. to 4:00 P.M. with one hour for lunch.
Two technicians hours are from 9:00 A.M. to 6:00 P.M. with one hour for lunch.

2. **Paragraph H.**

Delete Paragraph H in its entirety and Replace with:

All trouble calls reported to contractor's dispatch center by 6:00 pm on regular working days/hours shall be responded to during the same day at no additional cost to the University.

3. **Paragraph I.**

Delete Paragraph I in its entirety and Replace with:

In the event an elevator is shut down with trapped passengers, contractor shall guarantee 30 minutes response time during 7:00 a.m. to 6:00 p.m., Monday – Friday, and one (1) hour response time from 6:00 p.m. to 7:00 a.m. daily and on holidays.

4. **Paragraph J.**

Delete Paragraph J in its entirety and Replace with:

In the event an elevator is shut down without trapped passengers, contractor shall guarantee 30 minute response time during 7:00 a.m. to 6:00 p.m., Monday – Friday, and two (2) hour response time from 6:00 p.m. to 7:00 a.m. daily.

ITEM TWO: CORRECTIONS TO SECTION III. SCOPE OF WORK / SPECIFICATIONS:

In subsection titled: **EXCLUSIONS**

1. Delete Paragraph C in its entirety

ITEM THREE: THE FOLLOWING NEW CLAUSE HAS BEEN ADDED TO SECTION VII-B OF THE SOLICITATION

- A. Provide maintenance services for the term of the contract. The minimum number of maintenance hours only per month per unit type excluding, "Call Backs, "Service Work", "Vandalism and "Stand By Time" shall be as follows:

Hydraulic Elevators	1-1/2 hrs/month
Geared Traction Elevators	2 hrs/month
MRL Elevators	2 hrs/month
Gearless Traction Elevators	3 hrs/month
Escalators (Single Drive Motor)	4 /hrs/month (Run each unit 8 hours/week/off season - alternate directions bi weekly)
Escalators (Two (2) Drive Motors)	5 /hrs/month (Run 8 hours/week/off season – alternate directions bi weekly)
Dumbwaiters	1-1/2 /hrs/6 months
Handicapped Lifts	1-1/2 hrs/6 months

Total Maintenance Hours Per Month (Calculate Hours _____)

- B. Maintenance service shall include callback service between regular inspections and shall be available at all times at no additional cost to the Owner.
- C. Maintenance shall include systematic examination, adjustment and lubrication of all elevators, escalators, dumb waiters and handicapped lifts and apparatus, including repair or replacement of all electrical and mechanical parts. Replacement components when required shall be original OEM parts unless pre-approved by Owner.
- D. Replace all hoist wire ropes as required by code or if red rouging or rust becomes evident.
- E. The labor component for renewals or repairs necessitated by reason of misuse, abuse or negligence shall be included within this contract using the three (3) mechanics and one (1) helper on site during normal business hours. The material cost if applicable shall be limited to cost plus 15% with back up invoices. The labor and material cost associated with normal repairs necessitated by ordinary wear and tear shall be included within this contract.
- F. Payment of monthly maintenance invoices shall be paid in accordance with the following formula:
- a.
$$\text{Preventative Maintenance Hours expended that month} / \text{Preventative Maintenance Hours required that month} \times \text{Monthly Invoice Amount} = \text{Percentage of monthly payment paid.}$$
- Note: The above (Monthly Payment) multiplier may not exceed 1.
- The above relationship maybe averaged over any three (3) consecutive monthly time periods including that billing month.
- b. The Contractor maintenance personnel shall sign in and out on the Owners Elevator Maintenance Activity Log Sheets located in each property for each on site visit. When the bar code system is operational the maintenance contractor shall scan in and out of each property and designate what work activity was performed. On the log sheets the maintenance mechanic shall briefly describe the work activity performed and identify the personnel involved.
- c. A log pertaining to all maintenance activities as specified in ASME A17.1 2010 including supplements shall be maintained on site in the machine rooms at all times by the maintenance contractor. The log shall contain, as a minimum but not limited to a detailed record of all tests, inspections, and other maintenance duties referred to in this section that have been performed in the previous five years. For records keep in an electronic format, a hard copy shall be placed in the job site log within a maximum of three (3) months of the initial recording.

- d. Testing of Elevator systems shall be performed at frequencies as outlined in ASME A17.1 2010 including supplements and other testing as required by the Authority Having Jurisdiction (AHJ). The document frequencies in these code standards shall be the minimum frequency for testing.
- e. Normal working hours shall be 7:00 a.m. to 6:00 p.m. Monday through Friday excluding holidays.
- f. Special Operations: Emergency Power and Firefighters' Operation shall be checked at a frequency as identified in accordance with ASME A17.1 2010 including supplements and other local code requirements. A written certification of successful operation shall be delivered to the Owner after each test performed, in addition a record of all such tests shall be posted in the machine room log books for each elevator. Firefighters' service shall be tested once per month by the elevator maintenance contractor and the results entered into the machine room Firefighters' Service log. On line entry of the results of these testing maybe performed, however, a hard copy of the results must be entered into a machine room Firefighters' Service Log.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 2 IN THE SPACE PROVIDED BELOW AND RETURN IT **WITH THEIR BID RESPONSE**. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Firm

Date