

Notice

Basic Information

Reference Number	0000389416
Issuing Organization	Dallas County
Owner Organization	
Solicitation Type	RFP - Request for Proposal (Formal)
Solicitation Number	2025-046-7071
Title	Elevator and Escalator Maintenance
Source ID	PU.AG.USA.2438.C18536276
Piggyback Solicitation	No

Details

Location	Dallas County, Texas
Purchase Type	Duration:5 years
Description	<p>The intent of this request for proposal (RFP) is to establish a contract for elevator and escalator maintenance and cleaning. Dallas County currently has 124 elevators and 22 escalators across 27 different buildings. Currently, there are plans to add an additional 4 elevator units as part of new construction for 2 different buildings. Regular maintenance is needed to ensure the machines remain operational during business hours and remain in compliance with the Texas Department of Licensing and Regulations requirements as well as local code. The maintenance contractor will be expected to have 3 full-time staff assigned to Dallas County machines that can respond expeditiously to issues during normal business hours.</p> <p>Proposal reading shall be conducted: 7/3/25 at 2:30pm (CST) on the day the proposals are due. The reading will be conducted via a live meeting online at https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTYzNWQ4ZDQtYjZi00NjAzLTliM2EtYWM5ZjJlOWJjOWQ0%40thread.v2/0?context=%7B%22Tid%22%3A%2251adcfad-72f1-479c-b28f-52412e040145%22%2C%22Oid%22%3A%226f7e6e0d-1f84-43a8-a037-c8b93e424cb8%22%2C%22IsBroadcastMeeting%22%3Atrue%2C%22role%22%3A%22a%22%7D&btype=a&role=a . Proposals will be publicly opened in compliance with public proposal opening statutory requirements.</p> <p>Proposer names will be publicly read aloud. It is the responsibility of the proposer to clearly mark and identify all portions of the proposal, which, in the proposer's opinion, contain trade secrets, confidential information and other proprietary information. All proposals are subject to the Texas Open Records Act process.</p> <p>Proposal pricing must be valid for a minimum of 120 days.</p>

Dates

Publication	06/05/2025 09:51 AM CDT
Question Acceptance Deadline	06/23/2025 02:00 PM CDT
Questions are submitted online	Yes
Closing Date	07/03/2025 02:00 PM CDT
Onsite Visit	06/16/2025 08:30 AM CDT
Onsite Visit	06/17/2025 08:30 AM CDT
Onsite Visit	06/18/2025 08:30 AM CDT
Onsite Visit	06/20/2025 08:30 AM CDT

Contact Information

Benedict Parks
214-653-6304
benedict.parks@dallascounty.org

Pre-Bidding Events

Event Type	Onsite Visit
Attendance	Recommended
Event date	06/16/2025 08:30 AM CDT
Location	Frank Crowley Courts Building 133 N. Riverfront Drive, Dallas, TX 75207

Event Note

8:30am Frank Crowley Courts Building
133 N. Riverfront Drive, Dallas, TX 75207

Frank Crowley Courts C Garage
199 N. Riverfront Drive, Dallas, TX 75207

Frank Crowley Courts D Garage
188 N. Riverfront Drive, Dallas, TX 75207

Lew Sterrett Justice Center
111 Commerce Street, Dallas, TX 75207

Event Type Onsite Visit
Attendance Recommended
Event date 06/17/2025 08:30 AM CDT
Location Administration Building 411 Elm Street, Dallas, TX 75202
Event Note 8:30am Administration Building
411 Elm Street, Dallas, TX 75202

Records Building
500 Elm Street, Dallas, TX 75202

Kennedy/Founders Garage
601 Commerce Street, Dallas, TX 75201

Old Red Courthouse
100 South Houston Street, Dallas, TX 75202

George Allen Building
600 Commerce Street, Dallas, TX 75202

Jackson Street Garage
700 Jackson Street, Dallas, TX 75202

Event Type Onsite Visit
Attendance Recommended
Event date 06/18/2025 08:30 AM CDT
Location North Dallas Government Center 6820 Lyndon B Johnson Freeway, Dallas, TX 75240
Event Note 8:30am North Dallas Government Center
6820 Lyndon B Johnson Freeway, Dallas, TX 75240

Letot
10505 Denton Drive, Dallas, TX 75220

1300 Mockingbird
1300 Mockingbird Lane, Dallas, TX 75247

SWIFS
2355 Stemmons Freeway, Dallas, TX 75207

HHS
2377 Stemmons Freeway, Dallas, TX 75202

Grand Prairie Government Center
106 W Church Street, Grand Prairie, TX 75050

Event Type Onsite Visit
Attendance Recommended
Event date 06/20/2025 08:30 AM CDT
Location Cook Chill 2121 French Settlement Road, Dallas, TX 75212

Event Note

8:30am Cook Chill
2121 French Settlement Road, Dallas, TX 75212

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Dallas, TX 75212

Panoramic
2121 Panoramic Circle, Dallas, TX 75212

Investment Building
414 S RL Thornton Freeway, Dallas, TX 75203

Oak Cliff Government Center
702 E Jefferson Boulevard, Dallas, TX 75203

South Dallas Government Center
8301 S Polk Street, Dallas, TX 75232

Mesquite Government Center
500 S Galloway Avenue, Mesquite, TX 75149

Bid Submission Process**Bid Submission Type**

Electronic or Physical Bid Submission

Pricing

In attached document

Envelope 1 - Proposal**Pricing**

No pricing in this envelope

Bid Documents List

Item Name	Description	Mandatory	Limited to 1 file
SBE Forms	Attachment S - Small Business Enterprise (SBE) Forms	Yes	No
W-9	2025 W-9 completed within the last 6 months.	Yes	No
Proposal Documents	Proposal documents	Yes	No

Envelope 2 - Pricing**Pricing**

In attached document

Bid Documents List

Item Name	Description	Mandatory	Limited to 1 file
Attachment A - Cost Sheet	Attachment A - Cost Sheet	Yes	No

Additional Bidding Instructions

Submit completed Attachment A - Cost Sheet here. If you will not charge for a service, please mark it "NC" or "No Charge".

Documents

Documents

Document	Size	Uploaded Date	Language
RFP Terms and conditions .pdf [pdf]	174 Kb	12/19/2024 11:16 AM CST	English
SBE_Language_for_RFP_02.2024_ATTACHMENT_S.pdf [pdf]	540 Kb	12/19/2024 11:17 AM CST	English
RFP Documents [pdf]	684 Kb	06/05/2025 08:53 AM CDT	English
Attachment A - Cost Sheet.xlsx [xlsx]	45 Kb	06/05/2025 08:53 AM CDT	English
SBE Vendor List.pdf [pdf]	117 Kb	06/05/2025 09:39 AM CDT	English

Categories

Selected Categories

NIGP Categories (7)	
295	ELEVATORS, ESCALATORS, AND MOVING WALKS (BUILDING TYPE)
29500	ELEVATORS, ESCALATORS, AND MOVING WALKS (BUILDING TYPE)
29530	Dumbwaiters and Parts Dumbwaiters and Parts
29535	Escalators and Parts Escalators and Parts
29540	Freight Elevators and Parts Freight Elevators and Parts
29548	Monitors, Elevator and Escalator Monitors, Elevator and Escalator
29570	Passenger Elevators and Parts Passenger Elevators and Parts
29575	Recycled Elevator Equipment, Accessories and Supplies Recycled Elevator Equipment, Accessories and Supplies

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RFP TERMS AND CONDITIONS

INCORPORATION OF PROPOSAL INTO THE CONTRACT

The contents of this RFP/RFQ, and the selected Proposer's Proposal, cost, exhibits, and negotiated changes and any other attachments will be incorporated, in entirety, into the future formal Contract. This Contract constitutes the entire agreement between the parties hereto and supersedes any other agreement concerning the subject matter of this transaction, whether oral or written.

ENTIRE AGREEMENT

This Agreement supersedes all prior agreements, written or oral, between Proposer and County and will constitute the entire agreement and understanding between the parties with respect to the subject matter of this Agreement. This Agreement and each of its provisions will be binding upon the parties and may not be waived, modified, amended or altered except by a writing signed by both Proposer and County with formal approval by the Dallas County Commissioners Court.

a) BINDING EFFECT

This Contract and the respective rights and obligations of the parties hereto shall inure to the benefit and be binding upon the successors and assigns of the parties hereto, as well as the parties themselves.

b) FORMAL REQUIREMENTS CONTRACT NECESSARY

Proposer agrees that any Contract resulting from this RFP/RFQ and award will be the formal requirements contract between Proposer and County.

This RFP/RFQ or any resulting award does not guarantee any acceptance of products or services and does not guarantee that any purchases of products or services will be made.

c) ORDER OF PRECEDENCE

In the event there is a conflict between the documents comprising this RFP/RFQ and any resulting contracts, the following order of precedence shall govern: (i) the term/conditions in the body of any resulting Master Contract Agreement; (ii) the RFP/RFQ; and (iii) Contractor's Response. In the event that a conflict exists between any state statute or federal law the most restrictive terms shall apply.

d) FORCE MAJEURE

Neither party hereto shall be held responsible for any loss or damage or for any delays or failure to perform due to causes beyond its reasonable control including acts of God, strikes, epidemics, war, riots, flood, fire, sabotage, or any other circumstances of like character ("**force majeure occurrence**"). Contractor shall make all reasonable efforts to remove or eliminate such a cause of delay or default and shall, upon the cessation of the cause, diligently pursue performance of its obligations under this Agreement.

e) FAIR LABOR STANDARDS

Proposer shall comply with all applicable provisions of the Federal Fair Labor Standards Act and shall indemnify, defend, and hold harmless the County and its agents, officers, and employees from any and all liability, including, but not limited to, wages, overtime pay, liquidated damages, penalties, court costs, and attorneys' fees arising under any wage and hour law, including, but not limited to, the Federal Fair Labor Standards Act, for work performed by the Contractor's employees for which the County may be found jointly or solely liable.

CONTRACT TERM

Dallas County reserves the right, upon notice to the Proposer, to extend the Term of the Contract, or any part of the Contract, for up to one hundred twenty (120) days based on the same terms and conditions upon termination or extension. This will be utilized to prevent a lapse in contract coverage and only for the time necessary, up to one hundred twenty (120) days, to enter into a new contract agreement. Proposer shall agree to assist the County with the transition planning to a different contractor.

ACCEPTANCE – REJECTION

Dallas County reserves the right to accept or reject any or all bids/proposals, to waive any technicality in any bid/proposal submitted, and to accept any part of a bid/proposal as deemed to be in the best interests of the Dallas County.

COMPLIANCE WITH LAWS AND VENUE JURISDICTION

In providing Services required by this Contract, Proposer must observe and comply with all applicable federal, State, and local statutes, ordinances, rules, regulations, licenses, legal certifications, or inspections required for the Services, facilities, equipment, or materials, and all applicable federal, state, and local statutes, ordinances, rules, and regulations.

This Contract shall be governed by Texas law and exclusive venue shall lie in Dallas County, Texas.

FISCAL FUNDING

Any agreement resulting from this RFP/RFQ will be subject to the availability of governmental fiscal funding. If such funds become reduced or unavailable, any contract agreement shall be subject to immediate modifications, reduction or termination on the expiration date or date in which the funds have been reduced or eliminated.

BEST PRICE IN THE COUNTY

If Proposer offers a lower Proposer Fee rate to any Governmental Agency or Municipality during the Term of the contract resulting from this RFP/RFQ, the County shall have the immediate benefit of such lower Proposer Fee rate.

PERMITS AND LICENSES

Proposer shall secure and pay for all fees for all necessary statutory and regulatory authorizations, permits, approvals, certifications, licenses, and insurance required by the laws of Federal, State, County, and municipal laws, ordinances, rules and regulations that are required in order to perform the services stated in RFP/RFQ. Proposer shall maintain these licenses and permits in effect for the duration of this contract agreement. Proposer will notify County immediately of loss or suspension of any such licenses and permits. Failure to maintain a required license or permit may result in immediate termination of this contract agreement.

INDEMNIFICATION

To the fullest extent permitted by law contractor shall indemnify, hold harmless and defend owner, and all of its officers, directors, agents and employees, from and against all claims, damages, losses and expenses, including, but not limited to, attorneys fees, arising out of or resulting from bodily injury or death of any person, or property damage, including loss of use of property, arising or alleged to arise out of or in any way related to this contract or contractor's performance of the work or other activities of contractor, but only to the extent caused in whole or in part by any negligent act or omission of contractor or anyone directly or indirectly employed by contractor or anyone for whose acts contractor may be liable. Notwithstanding the foregoing, to the fullest extent permitted by law, contractor shall indemnify, hold harmless and defend owner, and all of its officers, directors, agents and employees (the "indemnitees"), from and against all claims, damages, losses and expenses, including, but not limited to, attorneys fees, arising out of or resulting from bodily injury to, or sickness, disease or death of, any employee, agent or representative of contractor or any of its subcontractors, regardless of whether such claim, damage, loss or expense is caused, or is alleged to be caused, in whole or in part by the negligence of any indemnitee, it being the expressed intent of owner and contractor that in such event the contractor is to indemnify, hold harmless and defend the indemnitees from the consequences of their own negligence, whether it is or is alleged to be the sole or concurring cause of the bodily injury, sickness, disease or death of contractor's employee or the employee of any of its subcontractors. The indemnification obligations under this paragraph shall not be limited by any limitation on the amount or type of damage, compensation or benefits payable by or for contractor under workers compensation acts, disability benefit acts or other employee benefit acts.

It is mutually understood and agreed that the assumption of liabilities and indemnification provided for in this agreement shall indefinitely survive any expiration, completion or termination of this agreement. In the event contractor and owner are found jointly liable by a court of competent jurisdiction, liability will be apportioned comparatively in accordance with the laws of the state of Texas, without waiving any governmental immunity available to the state under Texas law and without waiving any defenses of the parties under Texas law.

Approval and acceptance of Contractor's services by County shall not constitute nor be deemed a release of the responsibility and liability of Contractor for the accuracy and competency of their services; nor shall such approval and acceptance be deemed to be an assumption of such responsibility by the County for any defect, error or omission in the services performed by Contractor in this regard. Contractor shall defend, hold harmless and indemnify the County for damages resulting from such defects, errors or omissions.

No Indemnification by County: Awardee acknowledges and agrees that Dallas County does not have the ability under Article XI, Section 7 of the Texas Constitution to indemnify Awardee or any other third party for damages arising under this Contract.

Survival. These provisions shall survive completion, suspension, termination, expiration and/or cancellation of this Contract, or any determination that this Contract or any portion hereof is void, voidable, invalid or unenforceable.

TAXES

Dallas County, as a county of the State of Texas, is exempted from the payment of Texas state and local sales, excise, and use taxes pursuant to Texas Local Government Code § 151.309, and shall therefore not be liable or responsible to the Proposer for the payment of such taxes under this Contract.

The fees paid to Proposer pursuant to this Contract are inclusive of any applicable sales, use, personal property or other taxes attributable to periods on or after the applicable effective date of this Contract and based upon or measured by Proposer's cost in acquiring or providing products and/or Services and related materials and supplies furnished or used by Proposer in performing its obligations hereunder, including all personal property and use taxes, if any, due on equipment or software owned by Proposer.

Proposer accepts full and exclusive liability for the payment of any and all contributions or taxes for Social Security, Workers' Compensation Insurance, Unemployment Insurance, or Retirement Benefits, Pensions, or annuities now or hereafter imposed under any state or federal laws which are measured by the wages, salaries, or other remuneration pay to persons employed by Proposer for work performed under the terms of this Contract and agrees to indemnify and save harmless the County from any such contribution or taxes or liability.

SALARIES AND EXPENSES RELATING TO THE SUCCESSFUL PROPOSERS EMPLOYEES

The successful proposer shall pay all salaries and expenses of, and all Federal, Social Security taxes, Federal and State Unemployment taxes, and any similar taxes relating to its employees used in the performance of the contract. The successful proposer further agrees to comply with all Federal, State and local wage and hour laws and all licensing laws applicable to its employees or other personnel furnished under this agreement

WITHHOLDING/RETURN OF PAYMENT

Dallas County reserves the right to withhold payment to the Contractor or to require Contractor to return payment(s) received from Dallas County in the event Contractor performance does not comply with the provision of this agreement. Contractor agrees to return any unearned amounts paid by Dallas County within thirty (30) days following the final date of the contract period or within thirty (30) days following Dallas County delivery of a notice to the Contractor that amounts paid to be returned.

PAYMENT TERMS

Invoices accompanied by detailed supplements and other backup documentations are to be submitted in arrears, after services and/or goods have been received. Dallas County payment terms are Net 30 Days after receipt of invoice. Invoices shall be verified and approved by the Dallas County Auditors Office and subject to routine processing requirements. Payment will be authorized for all services covered under this contract upon completion of services in accordance with specification requirements and inspection of the products/services covered under this contract by Dallas County authorized representative. Payments made by the County shall not preclude the right of Dallas County from thereafter disputing any items involved or billed under this contract and shall not be construed as acceptance of any part of the services and/or goods. Dallas County requires timely and accurate accounting and billing information.

ASSIGNMENT

Contractors' assures that it will not transfer or assign its interest in this Contract without prior written consent of County. Contractors' understands that in the event that all or substantially all of Awardees' assets are acquired by another entity, Contractors' is still obligated to fulfill the terms and conditions of this Contract. County approval to transfer or assign Contractors' interest in this Contract to an entity that acquires all or substantially all of Awardees' assets is subject to formal approval by the Dallas County Commissioners Court.

AMENDMENTS AND CHANGES IN THE LAW

No modification, amendment, novation, renewal or other alteration of this Contract shall be effective unless mutually agreed upon in writing and executed by the parties hereto with final approval by the Dallas County Commissioners Court through Court Order. Any alteration, addition or deletion to the terms of this Contract which are required by changes in federal or State law are automatically incorporated herein without written amendment to this Contract and shall be effective on the date designated by said law.

NOTICES

Any notice to be given under this Contract shall be deemed to have been given if reduced to writing and delivered in person or mailed by overnight or Certified Mail (returned receipt request), postage pre-paid, to the party who is to receive such notice, demand or request at the addresses set forth in the contract agreement. Such notice, demand or request shall be deemed to have been given three (3) business days subsequent to the date it was so delivered or mailed.

INDEPENDENT CONTRACTOR

Proposer, including its agents or employees, is an independent contractor and not an agent, servant, joint enterpriser, joint venture or employee of the County, and is responsible for its own acts, forbearance, negligence and deeds, and for those of its agents or employees in conjunction with the performance of work covered under this Contract.

SUBCONTRACTING

Proposer may not enter into agreements with subcontractors for delivery of the designated Services outlined in this Contract without prior written consent of the County, which consent shall not be unreasonably withheld. The costs of all subcontracted services are included in the fees paid herein. Subcontracts, if any, entered into by the Proposer will be in writing and subject to all requirements herein. Proposer agrees that Proposer is solely responsible to County for the performance of this Contract. Proposer shall pay all subcontractors in a timely manner. County shall have the right to prohibit Proposer from using any subcontractor.

LITIGATION

In the best interest of the Dallas County, any Proposer who is currently involved, either directly or indirectly, with any litigation against or involving Dallas County may be disqualified and/or not considered for an award.

SOVEREIGN IMMUNITY

This Contract is expressly made subject to County's Sovereign Immunity, Title 5 of the Texas Civil Practices and Remedies Code, and all applicable federal and state laws. The parties expressly agree that no provision of this Contract is in any way intended to constitute a waiver of any immunities from suit or from liability that the County has by operation of law. Nothing in this Contract is intended to benefit any third party beneficiary.

DEFAULT/CUMULATIVE RIGHTS/MITIGATION

It is not a waiver of default if the non-defaulting party fails to immediately declare a default or delays in taking any action. The rights and remedies provided by this Contract are cumulative, and either party's use of any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the parties may have by law, statute, ordinance or otherwise. Proposer has a duty to mitigate damages.

LIABILITY FOR LOSS OF INFORMATION

In the event of loss of information or data due to negligence of Proposer or its employees, Proposer's liability for such loss shall be limited to the replacement or regeneration of the lost information or data by the methods or means deemed most suitable by Proposer for such regeneration or replacement.

TERMINATION FOR CONVENIENCE

County may terminate the Contract for convenience. County shall exercise its termination option by delivering to Proposer written notice of such termination identifying the termination date which shall be at least thirty (30) days after the date of such notice. In connection with any such termination County shall have no liability to Proposer for amounts in excess of the normal charges through the date of termination. After receipt of a notice of termination and except as otherwise directed by the County, the Proposer shall: Stop work under this Contract on the date and to the extent specified in such notice, and Complete performance of such part of the work as shall not have been terminated by such notice

Such notice of termination shall be by registered or certified mail, return receipts requested, and will be deemed given upon receipt of such notice by the other party.

TERMINATION FOR INSOLVENCY

County shall have the option to terminate the Contract in its entirety if Proposer (i) becomes insolvent or is unable to meet its debts as they mature, (ii) files a voluntary petition in bankruptcy or seeks reorganization or to effect a plan or other arrangement with creditors, (iii) files an answer or other pleading admitting, or fails to deny or contest, the material allegations of an involuntary petition filed against it pursuant to any applicable statute relating to bankruptcy or reorganization, (iv) shall be adjudicated a bankrupt or shall make an assignment for the benefit of its creditors generally, (v) shall apply for, consent to or acquiesce in the appointment of any receiver or trustee for all or a substantial part of its property, (vi) any such receiver or trustee shall appointed and shall not be discharged within thirty (30) days after date of such appointment.

TERMINATION FOR DEFAULT

County shall have the option to terminate the Contract, for cause: (i) for a material breach of such Contract by Proposer that is not cured by Proposer within ten (10) days of the date on which County provides written notice of breach; (ii) for a material breach of such Contract by Proposer that is not reasonably subject to cure within ten (10) days after it occurrence; (iii) if it is determined by County, that there exists a plurality of non-material breaches by Proposer that have a material adverse impact on of services. In the event that the County terminates this Contract in whole or in part, the County may procure, upon such terms and in such manner as the County may deem appropriate, goods and services similar to those so terminated. The Proposer shall be liable to the County for any and all excess costs incurred by the County, as determined by the County, for such similar goods and services.

County shall exercise its termination option by delivering the termination date which shall be at least ten (10) days from the date such termination notice is delivered to Proposer . Such notice of termination shall be by registered or certified mail, return receipts requested, and will be deemed given upon receipt of such notice by the other party.

TERMINATION FOR NON PERFORMANCE

County may suspend, terminate, or modify this contract immediately upon written notice to the Contractor in the event of a non-performance of stated objectives or other material breach of contractual obligations; or upon the happening of any event which would jeopardize the ability of the Contractor to perform any of its contractual obligations. If the Contractor should persistently or repeatedly refuse or should fail, except in cases for which extension of time is provided, to provide enough properly skilled workers or proper materials, or persistently disregard laws and ordinances, or not proceed with work or otherwise be guilty of, a substantial violation of any provision of this Contract, then the County may terminate this Contract. Prior to termination of this Contract, the County shall give the Contractor ten (10) days written notice.

Upon receipt of such termination notice, the Contractor shall be allowed (10) days to cure such deficiencies or non-performance issues.

MONETARY RESTITUTION

In the event the contract is prematurely terminated due to breach, non-performance and/or withdrawal by the contractor, Dallas County reserves the right to seek monetary restitution (to include but not limited to; withholding of monies owed) from the contractor to cover costs for interim services and/or to cover the difference of a higher cost (difference between termination Contractor's rate and new company's rate) beginning the date of Contractor's termination through the contract expiration date. In the event civil suit is filed to enforce this provision, Dallas County will seek its attorney's fees and cost of suit from the Contractor.

SEVERABILITY

If any provision of this Contract is construed to be illegal or invalid, this will not affect the legality or validity of any of the other provisions in this Contract. The illegal or invalid provision will be deemed stricken and deleted, but all other provisions shall continue and be given effect as if the illegal or invalid provisions had never been incorporated.

PROPOSER'S PROFESSIONAL WARRANTIES

- I. No Actions, Suits, or Proceedings: Proposer warrants that there are no actions, suits, or proceedings, pending or threatened, that will have a material adverse effect on Proposer's ability to fulfill its obligations under this Contract. Proposer further warrants that it will notify County immediately if Proposer becomes aware of any action, suit, or proceeding, pending or threatened, which will have a material adverse effect of Proposer's ability to fulfill the obligations under this Contract.
- II. Warranty of Proposer's Capability: Proposer warrants that it is financially capable of fulfilling all requirements of this Contract and that Proposer is a validly organized entity that has the authority to enter into this Contract. Proposer warrants that it is not prohibited by any loan, contract, financing arrangement, trade covenant, or similar restriction from entering into this Contract.
- III. Professional Quality: Proposer warrants to County that all materials and Services will be of professional quality conforming to generally accepted practices, and that all

Services provided under this Contract will be performed in a manner consistent with that degree of care, qualification and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. If there are no applicable or recognized professional standards in the applicable area or areas of expertise required to perform such Services, then Proposer will perform all Services in a good and professional manner that meets County's goals and objectives as stated herein as well as otherwise adds value to and/or improves the performance of County's expectations, objectives and purposes as stated in this Contract. Any work that is determined by County to be less than professional quality will be corrected without charge. This warranty extends for ninety (90) business days past termination or expiration of this Contract. This warranty is limited to rework of the unsatisfactory service or product without change to the original specifications and without regard to the amount of the effort expended on the original service or work product.

ASSURANCES

- I. Proposer agrees to establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.
- II. Proposer assures that neither it nor its employees, volunteers, agents or officers shall receive personal benefits, commission, consideration, or gains in performance of the Services outlined in this Contract. Furthermore, Proposer agrees to disclose prior to commencement of a particular assignment any material/financial interests that it or a third party may have in the Services required under this Contract.
- III. Proposer assures that funds received pursuant to this Contract will not be used for lobbying the Texas legislature or any governmental agency in connection with a particular contract.
- IV. Proposer shall pay all subcontractors in a timely manner. County shall have no liability to any subcontractors in the event Proposer does not pay or delays payment to any subcontractors. At termination or expiration of this Contract, Proposer shall deliver to County an affidavit of all bills paid. Final payment shall be contingent upon receipt of such affidavits as resolution of all accounting for which County is or may be liable under this Contract.
 - a. Under Section 231.006, Texas Family Code, Proposer certifies to County that the owner(s) of at least a 25% interest in the organization is not delinquent in any child support obligation that renders him/her ineligible to receive payment under the terms of this Contract. Proposer hereby acknowledges that this Contract may be terminated and payment may be withheld if this Certification is inaccurate.
 - b. Proposer certifies that neither it nor any of its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Contract by any Federal department or agency.

- c. Proposer assures that it shall not receive personal benefits or gains in performance of the Services outlined in this Contract. Furthermore, Proposer agrees to disclose prior to commencement of a particular assignment any material/financial interests that it or a third party may have in the Services required under this Contract.
- d. Best Efforts to Minimize Costs to County: Proposer shall use its best efforts to complete each assigned task in as economical a manner as possible and to minimize any charges incurred in connection therewith to the maximum extent possible, consistent with Proposer's other obligations under this Contract.
- e. Failure to comply with any of these assurances or any other requirements specified within this Contract will put Proposer in default and/or breach of this Contract and may result, at the sole discretion of County, in the disallowance of funds and the withholding of future awards, in addition to any other remedies permitted by law.
- f. Governmental Consent: Proposer warrants that no consent, approval, or withholding of objection is required from any governmental authority with respect to the entering into or the performance of this Contract.
- g. Corporate Good Standing: Proposer represents and warrants that it: (i) is a corporation duly incorporated, validly existing and in good standing; (ii) has all requisite corporate power and authority to execute, deliver and perform its obligations hereunder; (iii) is duly licensed, authorized or qualified to do business and is in good standing in every jurisdiction in which a license, authorization or qualification is required for the ownership or leasing of its assets or the transaction of business of the character transacted by it except when the failure to be so licensed, authorized or qualified would not have a material adverse effect on Proposer's ability to fulfill its obligations hereunder.

RECORD KEEPING AND AUDIT

Proposer, at its sole expense, must make all of its facilities and related documentation available to Dallas County or designated third party the on-site right to review, examine, and audit all financials, records, books, papers, documents, expenditures incurred, and other pertinent records or documents relating to any contract resulting from this RFP/RFQ held by Contractor, as requested, and shall have absolute right to monitor the performance of Contractor in the delivery of services provided under this Contract.

AVAILABILITY AND RETENTION OF RECORDS

All records pertaining to services delivered and all financial books, records, statistical and management books and records shall be available for examination and audit by County, Federal, State and/or the County duly authorized representatives for a period of not less than five (5) years after final payment of the Contractor's fee expenses under the Contract or until all pending County, State, and Federal audits are completed, whichever is later.

All records related to this Contract must be kept in a single location, either at the Contractor's principle place of business or its place of business where the work was done. If this is not practical, the Contractor will assume the cost of collecting, organizing, and relocating the records and any technology needed to access the records to the Contractor's office nearest Dallas County, Texas whenever the County or anyone else with audit rights requests access to the Contractor's records associated with the services covered under this RFP/RFQ. The Contractor will do so with all due speed, not to exceed five (5) business days. If any audit reveals any material deviation from the RFP/RFQ's service and specification requirements, any misrepresentation, or any overcharge to the Dallas County, the County will be entitled to recover damages, as well as the cost of the audit.

ADEQUACY OF RECORDS

If the Contractor's books, records and other documents relevant to this Contract are not sufficient to support and document that allowable services were provided to eligible clients the Contractor shall reimburse Dallas County for the services not so adequately supported and documented.

AUDIT DISALLOWANCE

If at any time it is determined by the County that a cost for which payment has been made is disallowed cost, the County shall notify the Contractor in writing of the disallowance and the required course of action, which shall be at the option of the County either to adjust any future claim submitted by the Contractor by the amount of the disallowance or to require repayment of the disallowed amount by the Contractor forthwith issuing a check payable to Dallas County.

CONFLICT OF INTEREST

No official or employee shall have any financial interest, direct or indirect, in any contract with the County or be financially interested, directly or indirectly, in the sale to the County of any land, materials, supplies or services, except on behalf of the County as an official or employee. Any violation of this section, with knowledge, expresses or implied, of the person or corporation contracting with the County shall render the Contract involved voidable by the Commissioners Court of Dallas County. It is the responsibility of the contractor during all phases of the Contract process to notify the County in writing of any potential conflict of interest.

Contractor covenants that neither it nor any member of its agency presently has any interest or shall acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of this contract. Contractor further covenants that in the performance of this contract no person having such interest shall be employed or appointed by contractor.

ANTI-KICKBACK CLAUSE

Contractor hereby certifies that it will comply with all applicable "Anti-Kickback" Laws (including (18 USC 874) as supplemented in Department of Labor regulations (29 CFR, Part 3), and shall insert appropriate provisions in all subcontracts covering work under this Agreement

POLITICAL ACTIVITY PROHIBITED

None of the funds provided under this agreement shall be used for influencing the outcome of any election, or the passage or defeat of any legislative measure. This prohibition shall not be construed to prevent its governing body upon request or to any other local or state official or employee or to any citizen information in the hands of the employee or official not considered under law to be confidential information. Any action taken against an employee or official for supplying such information shall subject the person initiating the action to immediate dismissal from employment.

No funds provided under this agreement may be used directly or indirectly to hire employees or in any other way fund or support candidates for the legislative, executive, or judicial branches of government of Contractor, the State of Texas, or the government of the United States.

None of the funds provided under this agreement shall be paid to any official or employee who violates any of the provisions of this section.

COLLUSION

Proposer expressly warrants and certifies that neither the Proposer nor its employees or associates has directly or indirectly entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competition in conjunction with the Proposal or Contract. This paragraph does not however, preclude two or more supplier of certain parts of the requirements from presenting a combined or joint proposal for the purpose of providing a complete Proposal.

NEPOTISM

No person (1) Who is an employee, agent, consultant, officer, or official of the contractor and who exercises or has exercised any functions or responsibilities with respect to assisted contract activities; or (2) Who is in a position to participate in a decision making process or gains inside information with regard to such activities, may obtain a personal or financial interest or benefit, direct or indirect, in any contract, subcontract, or agreement with respect thereto, or the proceeds thereunder, either for themselves or those with whom they have family or business ties, during their tenure.

NON-DISCRIMINATION/AFFIRMATIVE ACTION

This Contract is subject to applicable federal and state laws and executive orders, including the Fair Labor Standards Act of 1938, relating to equal opportunity and nondiscrimination in employment. Neither Proposer nor its agents or subcontractors shall discriminate in their

employment practices against any person by reason of disability, age, race, creed, national origin, color, religion, sex, political affiliation, or veteran status.

Proposer agrees to comply with Title VI of the Civil Rights Act of 1964, Executive Order 11246 (Public Law 88- 352), Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), The Americans with Disabilities Act of 1990 (Public Law 101-336), and all amendments to each, and all requirements imposed by the regulations issued pursuant to these Acts. In addition, Proposer agrees to comply with Title 40, Chapter 73, of the Texas Administrative Code. These provide in part that no persons in the United States must, on the grounds of disability, age, race, creed, national origin, color, religion, sex, political affiliation, or veteran status, be excluded from, be denied the benefit of or be subjected to discrimination under any program or activity funded in whole or in part under this Contract.

Proposer agrees to comply and to cause its agents and subcontractors to comply, with the provisions of said laws and orders to the extent any such laws and orders are applicable in the performance of this Contract.

SECTARIAN ACTIVITY

Contractor expressly warrants and certifies that no funds under this contract are used either directly or indirectly, in the support of any religious or anti-religious activity, worship, or instruction.

FEDERAL DEBARRED VENDORS

No products and/or services utilizing Federal funds may be procured from vendors that are listed (debarred or otherwise suspended) on System for Award Management (SAM) formerly known as the Federal Excluded Parties List. Government requirements for non-procurement suspension and debarment are contained in the OBM guidance 2CFR, part 180 that implements Executive Orders 12549 and 12689 Debarment and Suspension. Dallas County reserves the right to reject from award consideration and/or terminate any contract with any vendor found to be suspended, ineligible and/or debarred as outlined herein.

DISCLOSURE FORM CIQ

Effective January 1, 2006, Chapter 176 of the Texas Local Government Code requires that any Proposer or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the Proposer or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of Dallas County no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006.

Local Government Code, A person commits an offense if the person violates Section 176.006, Local Government Code. An offense under this section is a Class C misdemeanor. The questionnaire is included in this solicitation. By submitting a response to this request, the Proposer represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code. Please send completed forms to the Dallas County Clerk at 509 Main Street, 2nd Floor, Dallas, Texas 75202.

TWELVE (12) MONTH WAITING PERIOD FOR EMPLOYMENT OF CERTAIN FORMER COUNTY EMPLOYEES

In accordance with the County's Transparency Policy, any firm awarded a contract for the Procurement of goods or services shall be prohibited from hiring any individual who has previously worked for the County and in that capacity either evaluated, recommended, approved, monitored, or managed a contract involving that firm no sooner than twelve months after that individual has ceased to work for or be employed by the County. Failure to adhere to such a contractual requirement may result in the termination of the contract with the County.

AUTHORITY TO TRANSACT BUSINESS IN THE STATE OF TEXAS

Pursuant to Sec. 9.001 of the Texas Business Organization Code, non-Texas entities, including, but not limited to corporations, limited partnerships, and limited liability companies must have an application for registration filed with the Texas Secretary of State and shall provide to Dallas County a Certificate of Status issued by the Texas Secretary of State that serves as official evidence of the entity's existence or authority to transact business in Texas. To transact business with Dallas County, all entities must be in legal compliance pursuant to applicable laws, and shall provide to Dallas County evidence of said compliance.

USE OF CONTRACT BY OTHER POLITICAL JURISDICTIONS

In accordance with Article 791.025 of the Texas Government Code, governmental agencies (local, state) may request to utilize County contract by executing an interlocal agreement with Dallas County to do so. Proposers are advised that all awarded contracts may be extended, with the authorization of the Proposer, to others. If any other jurisdiction or political jurisdictions is authorized, their ordering of services/goods shall be at the prices, terms and conditions as of the results the final contract. The Contractor(s) must deal directly with that jurisdiction or political subdivision concerning the placement of orders, services, issuance of purchase orders, contractual disputes, invoicing and payment. Dallas County acts only as the "Contracting Agent" for these jurisdictions and political subdivisions. Failure to extend a contract to any jurisdiction will have no effect on consideration of your offer.

Each participating jurisdiction and political subdivision has the option of executing a separate contract with the awardee. Contracts entered into with them may contain general terms and conditions unique to those jurisdictions and political subdivisions covering minority participation, non-discrimination, etc. If, when preparing such a contract, the general terms and conditions of a jurisdiction are unacceptable to the awardee, the awardee may withdraw its extension of the award to that jurisdiction.

Dallas County is indemnified against any and all claims that may arise from Interlocal Agreements entered into by the Contractor and by another jurisdiction as a result of any award extended to that jurisdiction or political subdivision by the awardee.

COUNTERPARTS, NUMBER/GENDER AND HEADINGS

This Contract may be executed in multiple counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument. Words of any gender used in this Contract shall be held and construed to include any other gender any words in

the singular shall include the plural and vice versa, unless the context clearly requires otherwise. Headings herein are for the convenience of reference only and shall not be considered in any interpretation of this Contract.

RFP

ATTACHMENT S
SBE PROGRAM AND FORMS



SBE LANGUAGE FOR RFP SOLICITATIONS

REQUEST FOR PROPOSAL (RFP)

7.0 SMALL BUSINESS ENTERPRISE (SBE) PROGRAM

7.1. Definitions.

- 7.1.1. The term **"Commercially Useful Function"** is defined as a business that is directly responsible for providing the supplies or services to Dallas County as required by the solicitation or request quotes, bids or proposals. A firm is considered to perform a commercially useful function when responsible for the execution of a distinct element of the work of a contract and carries out its responsibilities by actually performing, managing and supervising the work involved. Example: A business that stocks sufficient quantities of supplies in direct inventory, which is being held for sale or resale, to cover anticipated future demands for the suppliers is considered to be performing a commercially useful function.
- 7.1.2. A **"Contractor"** is defined as one who participates, through a contract or any other contractual agreement in a County funded contract opportunity for work, labor, services, supplies, equipment, materials, goods or any combination of the aforementioned. For purposes of this Section, a Contractor is any individual, company, or other entity seeking to do work for Dallas County regardless of the method used to procure the services or products, including but not limited to bid or solicitation. A Contractor includes but is not limited to a contractor, consultant, or vendor.
- 7.1.3. The term **"Director of Small Business Enterprise"** shall mean the Director of the County's Office of Small Business Enterprise and/or her/his designee.
- 7.1.4. The term **"Contract Administration"** shall mean the County Purchasing Department and/or its designee.
- 7.1.5. The **"Contract Administration Supervisor"** shall mean the Purchasing Director and/or his or her designee.
- 7.1.6. **Equal Employment Opportunity Requirements.** It is the policy of Dallas County to ensure non-discrimination in the award and administration of contracts. The Contractor or Subcontractor shall not discriminate on the basis of race, color, national origin, disability, veteran status, religion, or sex in the performance of any Dallas County contract.
- 7.1.7. **Good Faith Effort Plan.** The plan submitted with a Submittal detailing the Respondent's efforts to achieve the set aspirational goal or documenting the Good Faith Efforts to meet the goals for all elements the Solicitation. A Good Faith Effort Plan must be submitted with a Submittal for any Dallas County projects in which goals have been established.

7.1.8 Metropolitan Statistical Area (MSA). The Dallas County MSA includes the following counties: Dallas, Tarrant, Denton and Collin.

7.1.9 Small Business Enterprise. It is the policy of Dallas County to support the growth and development of Small Business Enterprise ("SBE") and ensure that SBEs have an equal opportunity to compete for and participate in Dallas County contracts. Thus, Dallas County Commissioners Court has created the Office of Small Business Enterprise to establish and oversee a Diversity Program to ensure that SBEs have an equal opportunity to compete for and participate in Dallas County contracts. It is Dallas County's intent to:

- Ensure nondiscrimination in the award and administration of Dallas County contracts.
- Create a level playing field on which small businesses can compete fairly for Dallas County contracts; and
- Ensure that only firms who attempt in good faith to meet the SBE good faith efforts are considered for applicable contract awards.

Consequently, the contractor shall carry out applicable requirements of the good faith effort in its proposal/bid hereunder and, if awarded the contract, the award and administration of the Contract.

7.2 SBE Goals, Good Faith Efforts and Eligibility.

The Director of Small Business Enterprise and the Contract Administration Supervisor set the annual SBE participation contracting/subcontracting aspirational SBE goals for each contract. The contracting/subcontracting goals for this contract will be based on meeting or exceeding the **minimum aspirational SBE goal of 40%**, unless good cause exists for failing to meet the goal. The SBE aspirational goal is based on the total dollar amount of the contract.

To be eligible for points, firms (contractors and/or subcontractors):

- a) Must be certified as an SBE by the following County approved entities: North Texas Regional Certification Agency (NCTRCA), DFW Minority Supplier Development Council and/or the Women's Business Council of Southwest, at the time of the proposal/bid submission. Other certifications are not acceptable.
- b) 51% or more owned and controlled
- c) Firm must be organized as for-profit business
- d) To be recognized by the County as a **qualified SBE firm**, as defined pursuant to Section 3 of the Small Business Act and relevant regulations, an SBE is a firm for which the gross revenues or number of employees averaged over the past three years, inclusive of any affiliates, is as defined by 13 C.F.R. Sec. 121.2; and
- e) All eligible firms must also perform a commercially useful function on the project and have a local presence in Dallas County Metropolitan Statistical Area (MSA) in order to be counted for SBE points. The MSA includes the following counties: Dallas, Tarrant, Denton and Collin.

7.3 SBE Scoring

The maximum number of points to be earned is 15 points. Self-performance and subcontracting may be used to achieve the aspirational goals and earn points.

- a) Certified SBE Prime Contractor: **5 points**
- b) Subcontracting to a Certified SBE Firm: **Up to 10 Points**
 - SBE Participation Percentage between 1% and 9.99% = **2 points**
 - SBE Participation Percentage between 10% and 19.99% = **4 points**
 - SBE Participation Percentage between 20% and 29.99% = **6 points**
 - SBE Participation Percentage between 30% and 39.99% = **8 points**
 - SBE Participation Percentage meeting or exceeding 40.00% = **10 Points**

The SBE or certified sub-contractor aspirational goal is expressed as a percentage of the total dollar amount of the contract going to SBE or certified Sub-Contractor for those areas which the Contractor has sub-contracted or anticipates sub-contracting. The aspirational goal shall also apply to contract amendments that require work beyond the scope of services originally required to accomplish the project.

The Respondent agrees to employ good faith efforts through the award of subcontractors to eligible SBEs and certified firms to the fullest extent possible.

Dallas County's Good Faith Effort Plan (GFEP) will be used for scoring purposes based upon SBE and other eligible certified firm's participation. However, all subcontractors and/or suppliers, whether certified or not, must be listed in the GFEP. The information provided in the GFEP Form will be utilized in the development of the final contract/agreement. This form is required and considered to be a part of the response to the RFP. **Should the Good Faith Effort Plan or any of the specified documents listed below be incomplete, not signed, and/or not submitted, the proposal/bid may be deemed non-responsive.**

7.4 Each Contractor must include with its proposal/bid, the following documents:

- Completed and signed **Good Faith Effort Plan**, executed by an authorized representative; and
- Completed and signed **Small Business Utilization Affidavit**, executed by an authorized representative; and
- A signed and executed **Subcontractor Intent Form**, executed by an authorized representative (prime and subcontractor).

Note: All forms must be complete in their entirety and submitted as part of a Respondent's Proposal.

The County reserves the right to accept or reject any certified firm, and in its sole discretion is not bound by the certifying bodies' determination if the County has a good faith basis for concern regarding the eligibility of the firm to meet SBE guidelines or standards. A Contractor whose proposed certified firm is rejected may contest in writing to the Office of Small Business Enterprise, in accordance with the SBE Policy. The denial of SBE certification by the Office of Small Business Enterprise is excluded from the Dallas County Purchasing Code of Ethics Protests Procedure and is exclusively governed by the appeal process set forth in the SBE Policy.

7.7. SBE Reporting. The Contractor and its subcontractors are required to electronically submit subcontractor payment information using the County's Compliance Reporting System (CRS), accessed through a link on the Dallas County SBE webpage. The Contractor and all subcontractors will be provided a unique log-in credential and password to access Compliance Reporting System.

Training on the use of the system will be provided by Dallas County's Office for Small Business Enterprise. After the prime receives payment from the County, electronic submittals will require data entry of the amount paid to each subcontractor listed on the Contractor's Good Faith Effort Plan.

- 7.8. **Contracting.** If awarded the contract, the Contractor agrees to be bound by the policies and guidelines set forth in the County's SBE Policy, which may be incorporated into the contract. If a conflict exists between the SBE section of the solicitation and the County SBE Policy, the language in the solicitation governs.

**MANDATORY
SBE SOLICITATION ATTACHMENTS**



SMALL BUSINESS UTILIZATION AFFIDAVIT

It is the policy of Dallas County to encourage the inclusion of qualified Small Business Enterprises (SBEs) to the greatest extent feasible on the County's construction, procurement and professional services contracts. Neither the County, nor its Contractors and their subcontractors shall discriminate on the basis of race, age, color, religion, national origin, or sex in the award and performance of contracts. In consideration of this policy, Dallas County has adopted the Small Business Enterprise Policy for all County contracts.

Small Business Enterprise Participation Goals

The solicitation bidding plan establishes subcontracting goals and requirements for all prospective bidders to ensure reasonable degree of SBE meaningful business utilization and participation in County contracts. It is the goal of Dallas County that a certain percentage of work under each contract be executed by one or more SBEs. For the purposes of participation percentages, Dallas County does not include amounts paid to the prime by the sub-contractor.

The apparent proposer shall agree to meet the established goals or must demonstrate and document a "good faith effort" to include SBEs in subcontracting opportunities. The apparent proposer who fails to adequately document good faith efforts to subcontract or purchase significant material supplies from SBEs may be denied award of the contract by Dallas County based on the contractor's failure to be a "responsive" or "responsible" bidder.

By signing below, I agree to provide Dallas County, Small Business Enterprise Department a completed copy of all required forms. I understand that, for the purpose of SBE subcontracting participation, any amounts paid to the prime from the sub-contractor should not be included in the above listed participation amount. Finally, I understand that if I fail to provide all of the required documents within five (5) business days after notification, my bid may be deemed "non-responsive" and I may be denied award of the contract.

Solicitation Number: _____

Company Name: _____

Typed or Printed Name of Certifying Official of Company

Date

Signature of Certifying Official of Company

Title



Small Business Enterprise Program Utilization Form

Solicitation/Project Name: _____ Solicitation #: _____

Firm Name: _____ Firm Phone # _____

Firm Address: _____ City: _____ State: _____ Zip: _____

Compliance Contact: _____ Phone #: _____ Email Address: _____

Is Your Firm Certified: _____ Certifying Agency: DFWMSDC _____ NCTRCA _____ WBC-Southwest _____ Other: _____

Total Bid Amount: _____ Amount self-performed: _____ Percentage self-performed: _____

Utilization Plan

List the firms that will be utilized on the project. Provide copies of correspondence.

SBE certified subcontractors/suppliers									
Firm Name & SBE Certification #	Tier	Person Contacted & Date	Address	Phone & Email Address	Type of Work	NAICS Code	Local or Non-Local	Dollar Amount	% of contract
							Total	\$	%

Small Business Enterprise

[Records Building](#) - 500 Elm Street, Suite 0300, Dallas, TX 75202
Telephone: (214) 653-6021 | E-Mail: sbe@dallascounty.org



Non SBE certified subcontractors/suppliers									
Firm Name	Tier	Person Contacted & Date	Address	Phone & Email Address	Type of Work	NAICS Code	Local or Non-Local	Dollar Amount	% of Total Contract
							Total	\$	%

Prime Printed Name: _____ Title: _____ Signature: _____ Date: _____

For Use by SBE Office Only

SBE Compliance Officer: _____ Date: _____

SBE Notes:



Good Faith Efforts Form

The Good Faith Efforts Form must be fully completed if the aspirational goal is **not** met.

1. Did you speak with or receive assistance from a staff member in the Small Business Enterprise

Department? _____ (Y/N) Name of staff member _____

2. Did you utilize a Dallas County SBE vendor list? If not, please explain?

Vendor List Accessed	Date of Access

3. Did you provide written notice to potential SBE subcontractors, suppliers, and vendors? Written notice should include plans, specifications, subcontractor/supplier opportunities, and deadline for submission to respondent no less than 7 days before bid submission. Please provide copies of all correspondence, including accepted and rejected SBE bids or proposals, i.e. letters, memos, emails and phone calls.

Firm Name & Address	Phone #	Person Contacted & Date	Type of Work	NAICS Code	SBE Certification No.	Response to Solicitation	Bid/Quote Amount	Company Selected (Y or N)

4. If applicable, did you participate in the pre-bid meeting? _____

Small Business Enterprise

[Records Building](#) - 500 Elm Street, Suite 0300, Dallas, TX 75202
Telephone: (214) 653-6021 | E-Mail: sbe@dallascounty.org



5. Did you identify and select specific work items to be performed and/or procurement to be fulfilled by SBEs? Please subdivide total contract work into smaller portions or quantities to permit maximum active participation by SBEs.

1.	2.	3.
4.	5.	6.

6. Did you advertise in trade publications or with local advocacy organizations? The advertisement must identify and describe subcontracting opportunities in detail, including a contact person and deadlines. Please provide a copy.

Publication Name	Date of Publication

Prime Printed Name: _____

Title: _____

Signature: _____

Date: _____

Small Business Enterprise

[Records Building](#) - 500 Elm Street, Suite 0300, Dallas, TX 75202

Telephone: (214) 653-6021 | E-Mail: sbe@dallascounty.org



**DALLAS COUNTY
SUBCONTRACTOR INTENT FORM**

To: Dallas County - Small Business Enterprise Department

Date: _____

Project Name: _____

Solicitation #: _____

_____ will provide the following good(s)/service(s):
Subcontractor on the project

to _____
Prime Contractor on the project

SBE subcontractor is certified by the following agency: _____ DFW Minority Supplier Development Council _____ NCTRCA _____ Women's Business Council SW

SBE Certification #: _____ (Certification must be kept current/valid for the entire duration of this contract. Failure to comply with this provision could be subject to removal from contract.)

For the purposes of SBE subcontracting participation, Dallas County does not include amounts paid to the prime by the sub-contractor.

Total Contract Amount for prime: \$ _____

Estimated Work Start Date: _____

Sub Participation Amount: \$ _____ %

Estimated Work End Date: _____

The undersigned intends to enter into a formal agreement with the subcontractor listed, conditioned upon being awarded the Dallas County contract. The undersigned understands that, for the purpose of SBE subcontracting participation, any amounts paid to the prime from the sub-contractor should not be included in the above listed participation amount. **Before any subcontractor/supplier substitutions are made, the prime contractor must submit an SBE Substitution Request Form to The SBE Department for approval.** Failure to comply with these provisions could result in termination of the contract, sanctions against the prime contractor, and/or ineligibility for future Dallas County contracts. The subcontractor's participation will be entered in B2GNow, Dallas County's compliance system, based upon this intent form.

Officer's Signature (Prime Contractor)

Officer's Signature (Subcontractor)

Printed Name (Prime Contractor)

Printed Name (Subcontractor)

Title (Prime Contractor)

Title (Subcontractor)

Date

Date

Please select or list all Chambers or Advocacy groups you are a member of:

	Prime	Sub
Greater Dallas Asian American Chamber of Commerce	_____	_____
Greater Dallas Black Chamber of Commerce	_____	_____
Greater Dallas Hispanic Chamber of Commerce	_____	_____
U.S. Pan Asian American Chamber of Commerce	_____	_____
Asian Contractors Association	_____	_____
Regional Black Contractors Association	_____	_____
Regional Hispanic Contractors Association	_____	_____



REQUEST FOR PROPOSAL for Elevator and Escalator Maintenance

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I. Introduction, Purpose and Intent

The intent of this request for proposal (RFP) is to establish a contract for elevator and escalator maintenance and cleaning. Dallas County currently has 124 elevators and 22 escalators across 27 different buildings. Currently, there are plans to add an additional 4 elevator units as part of new construction for 2 different buildings. Regular maintenance is needed to ensure the machines remain operational during business hours and remain in compliance with the Texas Department of Licensing and Regulations requirements as well as local code. The maintenance contractor will be expected to have 3 full-time staff assigned to Dallas County machines that can respond expeditiously to issues during normal business hours.

II. Specifications or Scope of Work

A. Proposer Qualifications

1. All proposers are required to have at least 5 years of experience in elevator repair, maintenance, and troubleshooting on equipment similar to Dallas County equipment.
2. It is expected that all personnel assigned will be at the full journeyman mechanic level, and at least one of the three assigned personnel will be an elevator adjuster. Documentation of this fact will be required. In addition, an organizational chart showing the staffing of the office personnel shall be submitted.

B. Contractor Responsibilities

1. The contractor agrees to comply with all existing laws, codes, rules, and regulations set forth by the Texas Department of Licensing and Regulations. In the event of differing testing requirements between this scope of work and local codes or ordinances, the more stringent requirement shall prevail.
2. The contractor must follow all relevant federal, state, and local laws and regulations for elevator and escalator maintenance. The contractor must also comply with the original equipment manufacturer's instructions for each piece of equipment.
3. In conformance with Dallas County's rules, policies, regulations, and requirements for work at the property, as modified and supplemented during the term of this contract.
4. On a monthly basis the contractor must examine, clean, lubricate, adjust, and as conditions warrant repair or replace all vertical transportation equipment covered under this scope of work. On the first week of each month, the contractor shall provide a list of units scheduled for preventative maintenance. The work shall be performed by the contractor, and unless otherwise specified, applies to all parts of the equipment listed in these specifications, complete and in its entirety including, but not limited to, all machines, motors, motor generators, Silicon Controller Rectifier (SCR) and variable frequency drives, controllers, governors, sheaves, selectors, wormgears, thrust bearings, brake magnets, coils, brake shoes, brushes, windings, commutators, rotating elements, contacts, oil buffers, above ground plunger and cylinders, pumps, valves, mufflers, piping, coil resistors, fuses for operating circuits and for motor circuits, magnet frames, cams, car door and hoistway door hangers, tracks and guides, car and counterweight guide rails, counterweight door operating devices, interlocks and contacts, push buttons, traveling cables, electronic tubes, hall

lanterns and indicators, all wire ropes and cables, shackles, springs, bulb replacements in signal systems, programmers, or other electronic control systems, all other elevator signal and accessory equipment including all fan and ventilating for elevator care.

5. All escalator parts including, but not limited to controller, drive motor/gear box, brake, handrail drive, steps, combplates, skirts, handrails, bearings, gears, tracks, rollers, wheels, guides, safety devices, and chains. The contractor will perform a total clean down of the escalator equipment one every two years, inclusive of balustrade interiors, wax handrails, clean pits, and drip pans. This should include a deep clean with top-of-the-line Rotomac equipment for all steps and risers using green seal cleaning agents to completely address the dirt, fluids, grease, grime, and all foreign debris adhered to the surfaces. Additional preparation, manual detail cleaning and cleaning of both top and bottom walk offs need to be included.
6. Under this agreement, the contractor must maintain the elevator and escalator equipment in first class operating conditions under the following terms, conditions, and shall meet the performance criteria as detailed in this scope of work.
7. The contractors must check and adjust individual or group elevator operational system(s) at planned intervals to ensure all control circuits and time settings are properly adjusted to minimize system response time to registered car and hall calls and maximize car or group operational performance. The contractor shall utilize a computerized traffic analyzer on all group control systems annually and report the results of the test to the Engineering and Project Management Office. The report must indicate hall call waiting times by time of day and by floor for fifteen-minute periods over two (2) hours each during morning, noon, and evening peak periods. At a minimum, but not limited to, these groups shall be analyzed annually:

George Allen Courts Building
Frank Crowley Courts Building
Records Building
Health and Human Services Building
Henry Wade Juvenile Justice Center
Lew Sterrett North Tower
Lew Sterrett A Building
Lew Sterrett B Building
Lew Sterrett South Tower
Lew Sterrett Garage C
Lew Sterrett Garage "D"

8. Lubricate equipment at intervals as recommended by the original equipment manufacturer, or more frequently as dictated by equipment use or adverse environmental conditions.
9. Paint equipment at intervals to maintain a consistent professional appearance, prevent rusting, and preserve the equipment. Floors in machine rooms, machinery spaces, and pits shall be painted "deck gray." All paint shall be suitable for the purpose intended, of high quality, and shall not emit noxious odors while curing. The contractor must schedule all painting procedures with Dallas County. Machine rooms and parts cabinets shall be always kept clean and organized.

10. The contractor is responsible for providing all keys needed for access and operation of the elevator or escalator equipment.
11. Repair damage to car and hoistway door finishes when caused by improper adjustment or maintenance of associated door equipment.
12. When the contractor identifies corrective action is required, the contractor shall proceed expeditiously to make required repairs, replacements, and adjustments. If the contractor believes such work is not the contractor's responsibility, a written report signed by the contractor shall be delivered to Dallas County for further action with the exception of a safety or potential safety situation, in which case, the contractor shall expeditiously correct the problem.
13. The contractor must conspicuously post the maintenance control program and work log in each machine room. Data must be accessible by Dallas County at all times. It shall include all entries for routine preventive maintenance, repairs, tests, callbacks, and supervisor's inspections. Entries shall include the date work is completed, the mechanic's or supervisor's name, brief description of work completed, including unit number and number of units serviced, repaired, or inspected, and the approximate time required for work excluding travel time to and from property. Dallas County must be allowed to inspect and copy logs and maintenance history and schedule at any time.
14. Contractor, on Purchaser's behalf, shall conspicuously post written Maintenance Control Program (MCP) and code have required, related documents in each machine room or instructions for locating the MCP in or on the car controllers. The contractor shall maintain preventive maintenance history and testing logs in accordance with the MCP either in the machine room, building management office, or electronically within a unit computer control system. Data shall be accessible by Purchaser via manual log, web access and hard copy printout as always permitted by local code. Log or electronic printout shall include all entries for routine preventive maintenance, repairs, tests, callbacks, and Supervisor's inspection. Entries shall include the date work is completed, Mechanic's or Supervisor's name, brief description of work completed, including unit number and number of units serviced, repaired, or inspected, and the approximate time required for work excluding travel time to and from property. Dallas County shall be allowed to inspect and copy log or electronic printout and maintenance history and schedule at any time.
15. The contractor shall keep an ongoing repair log to be provided to Dallas County. Log or electronic printout shall include all entries for repair. Entries for repairs shall include the date work is completed/scheduled to be completed, mechanics name, and a brief description of the work including unit number and the approximate time required for work excluding travel time to and from property. Dallas County shall be allowed to inspect and copy log or electronic printout at any time.
16. The contractor will provide the Engineering and Project Management Office with a monthly report on all calls for service and a separate monthly report on all maintenance activities. The monthly reports must be provided with each monthly invoice to allow payment, no invoice will be paid without the appropriate reports. Reports must identify what actions were performed at each visit and whether it was a service call or a maintenance visit. Failure to provide this report

with each monthly invoice will delay payment approval until the report is submitted. The log shall indicate the following:

- a. Client's individual unit identification number
 - b. Contractor's individual unit identification number
 - c. Date and time the complaint was placed
 - d. Date and time the technician arrived
 - e. Date and time unit was removed from service
 - f. Date and time unit was returned to service
 - g. Name of Dallas County personnel reporting the problem
 - h. Nature and reason of the complaint
 - i. Correction of problem
17. Additional communication regarding escalator and elevator issues will be addressed in the weekly calls with the Engineering Project Management Office and Facilities Fiscal Services Division.
18. The contractor shall submit monthly to the Engineering and Project Management a copy of the mechanic's service time tickets indicating the date, time, and nature of service rendered. These service time tickets shall be signed by a responsible Dallas County employee on a weekly basis. Any "Out of Contract" work invoice must have the attached signed "Service Ticket" attached.
19. Maintain Dallas County's complete set of straight-line wiring diagrams in good condition. Drawings shall be consistently updated and properly noted with "as built" conditions with any changes or modifications to circuits resulting from control modifications, parts replacement or equipment upgrades made by contractor. Dallas County shall be allowed to reproduce these "as built" drawings and retain sole possession of these drawings. If the contract is cancelled, Dallas County will withhold final payment due to the contractor until all as built or as modified set(s) of wiring diagrams are delivered to Dallas County.
20. The contractor shall maintain the efficiency, safety, and rated speeds of all units including full load running speed, acceleration, deceleration, stopping and leveling, floor to floor times, floor opening and closing times, and all per code requirements and performance criteria.
21. The contractor is required to have the tools to properly diagnose and repair the elevators. Equipment manufacturer's electronic diagnostic devices required to facilitate services, including fixed and handheld devices, must be maintained, and upgraded by the contractor during the term of any subsequent agreement.
22. The contractor must be capable of making software programming changes to the elevator equipment to meet the needs of Dallas County at no additional charge.
23. If for some reason the wiring diagrams are not available, and the Dallas County Engineering and Project Management Department is unable to provide copies of the diagrams, the successful contractor will be responsible for procuring the missing wiring diagrams from the manufacturer at no cost to Dallas County. However, the direct cost of those diagrams will be refunded to the contractor by the County, provided usable copies have been transferred to Engineering and Project Management for record purposes.

24. Pro-Active, Full Preventive Maintenance: Contractor shall regularly and systematically, on a continuous basis, examine, clean, lubricate and adjust the vertical transportation equipment and provide unlimited callback service during Dallas County working days and, as conditions warrant, in accordance with accepted industry standards and the applicable manufacturer's published specifications and technical field notes, including those published internally within the manufacturer's organization, repair or replace all portions of the equipment, except those specifically excluded, including but not limited to the work and coverage described hereinafter.
25. Basic Elevator Scope: The services shall include all work and materials expressly required under this contract or reasonably inferred, whether or not expressly stated herein, including, but not limited to the following:
- a. Each visit shall include a visual inspection of the hoistways, machine rooms, pits.
 - b. Hoist machines, including worm gears, thrust bearings, drive sheaves, drive sheave shafts, and shaft bearings, tachometers, encoders, brake assemblies and pulleys, and all other components and parts of the machine and brake.
 - c. Hoist motors and power conversion devices, including motor windings, field coils, rotating elements (including armatures and commutators), brushes, brush holders, motor bearings, and all other related components and parts.
 - d. Controllers, drives, selectors and dispatching equipment, including all micro-processor and/or solid-state components, relays, resistors, capacitors, condensers, transformers, contacts, leads, dashpots, timing devices, computer devices, encoders, tach generators, steel selector tapes (or cables), mechanical and electrical driving equipment, and all other related components and parts.
 - e. Governors, including governor sheave shaft assemblies, bearings, contacts, governors' jaws, and all other related components or parts.
 - f. Rope brake devices, secondary braking devices, car, and counterweight safeties, including actuating mechanisms, jaws, and all other related components and parts.
 - g. Car and counterweight safeties, including actuating mechanisms, jaws, and all other related components and parts.
 - h. Hoistway equipment, including deflector or secondary sheaves and sheave bearings, car, and counterweight guide rails (excluding replacement), top and bottom limit switches, counterweights and counterweight guide shoes including rollers or sliding gibs, inductors, cams, tapes and all other related components and parts.
 - i. Hoistway entrance equipment, including hoistway door interlocks, hangers, hanger covers and tracks, hoistway door drive assemblies including vanes, drive blocks, clutches, pick-up assemblies and bearings, bottom door guides, auxiliary door closing devices (including cables, sheaves, and arms), door restrictor devices, and all other related components and parts.
 - j. Car and hoistway door gibs, including their attachments to the door panels.
 - k. Car equipment, including car guide assemblies, guide rollers or sliding car guides, car door restrictors, car top exhaust fan or blowers, car top 2:1 sheaf, load weighing or sensing switches, car top inspection stations, car top and bottom lights, car frames, car platforms, and all other related components and parts.
 - l. Car door operators, including door drive chains, sheaves or belts, car door hangers, hanger covers and rollers, car door contacts, all door protective devices (including screen type

detectors, proximity edges, mechanical safe edges, and light rays), and all other related components and parts.

- m. Pit equipment, including car and counterweight buffers, tape sheave assemblies, governor rope pit tension sheave assemblies, compensating rope sheave assemblies or other pit mounted compensation guides, pit lights, and light fixtures including re-lamping (bulbs furnished by Purchaser), and all other related components and parts.
- n. Alarm bells, emergency stop switches, emergency car lights, and batteries.
- o. Car operating panels and their attachments to return panels, hall call pushbutton stations, car, and corridor signals and fixtures (including lighted surrounds or buttons), visual and audible signaling devices, remote status panels and switches, traveling cables and wiring and all other related components and parts.
- p. Hoist, compensating, and governor ropes, chains or belts and their fastening means, and all other similar or related components and parts.
- q. Seismic Devices, including seismic switches and contacts, derailment devices, and all other related components and parts.
- r. Hydraulic: Elevator pump, motor, motor windings, roped hydraulic cables, governors, plunger single or multi-stage, all plunger packings, oil/fluid, V-belts, strainers, valves, mufflers, Victaulic fittings, seals, pit oil return units, emergency return unit, oil coolers, emergency return unit and battery. If there is a leak in the hydraulic tank, Contractor is expected to make all attempts to repair the leak. Replacement of the tank unit is the responsibility of the Purchaser.

26. Additional Elevator Scope of Work:

- a. Treat all motor windings, as needed, with proper insulating compound that has been approved by the motor manufacturers. Replace any cracked or badly worn field coil windings.
- b. Keep all car tops, pits, and hoistways clean and free from dirt, oil, lint, debris, and stored items, and maintain each machine room in clean, neat condition.
- c. Renew all wire ropes or hoisting belts as often as is necessary to maintain an adequate factor of safety. Maintain equal tension on all hoisting ropes or belts, and, where appropriate, shorten any hoisting device as necessary to provide continued safe operation and maintain normal traction.
- d. Keep all wire ropes, hoisting belts, and guide rails clean and free from dirt, lint, rust, or accumulated grease, and keep rail shanks properly painted.
- e. Repair or replace conductor cables/traveling cables and hoistway and machine room elevator wiring to prevent shutdowns and provide uninterrupted operation of elevator signals and uninterrupted elevator operation.
- f. Disassemble machine brakes annually, unless otherwise agreed in writing, check for and replace worn parts, clean all retained parts, reassemble, lubricate, and adjust for proper operation.
- g. Affix by stencil painting and maintain the appropriate elevator numbers on the car crossheads and on all equipment components in the machine rooms and pits, including hoist machines, motor generators, governors, control cabinets, buffers, and compensation sheave assemblies. These numbers shall be a minimum of 1 ½" high except on the governor or compensation sheave assembly, which may be less if a suitable flat surface of 1 ½" is not available.
- h. Repair damage to car and hoistway door finish when caused by improper adjustment or maintenance of associated door equipment.

- i. Replace burned out light tubes or bulbs, furnished by Purchaser, in all machine room and pit light fixtures. Replacement of car light bulbs or tubes shall be Purchaser's responsibility when accessibility is possible using standard hand tools from inside elevator cab.
- j. Maintain the emergency telephone, telephone buttons, button contacts, speakers, and wiring from the machine room junction box, in a fully operational condition. Also maintain wiring for the car telephones from the cars to the machine room junction boxes.
- k. 24/7 monitoring of the emergency communication devices per code requirements.
- l. Maintain, in fully operational condition, the complete Elevator Status or Monitoring Panels in the main lobby Security Desk, and the complete elevator panel in the Fire Command Center, including all lenses, lights, switches, and all associated wiring from the panels to the machine room junction boxes.
- m. Maintain, in fully operational condition, Elite type elevator position indicators.
- n. Any panel that includes integral elevator information within the display.
- o. Maintain the emergency telephone buttons, button contacts, speakers, and wiring to the machine room junction box, in a fully operational condition. Also maintain wiring for the car telephones from the cars to the machine room junction boxes.
- p. Maintain, in fully operational condition, the complete Elevator Status or Monitoring Panels in the main lobby Security Desk, and the complete elevator panel in the Fire Command Center, including all lenses, lights, switches, and all associated wiring from the panels to the machine room junction boxes.

27. Additional Services

- a. Contractor shall clean elevator equipment, machine rooms, hoistways and pit floors at regular intervals sufficient in frequency to maintain a professional appearance, prevent tracking of dirt, oil, grease, or carbon dust from car tops, pits, or machine rooms onto carpeted areas, and to preserve the life of the equipment.
- b. Contractor shall not be responsible for cleaning any equipment made necessary by events beyond its reasonable control or because of improper janitorial or building maintenance functions. Unusual conditions, such as on-going construction or "build-out" in the building may be reviewed with Purchaser to determine responsibility for cleaning.
- c. Paint all elevator machine room, hoistway, and pit equipment and all car tops at intervals frequent enough to maintain a professional appearance, prevent rusting, and preserve the equipment. Car tops, and floors in machine rooms, machinery spaces, and pits shall be maintained and painted with a low VOC paint including the color additive "Deck Gray" or other suitable color if approved by Purchaser.
- d. All paint shall be suitable for the purpose intended and shall be high quality. Application of the paint shall, in all circumstance, comply with current ASME, OSHA, and applicable local codes. Contractor shall schedule all painting procedures with Purchaser.
- e. Lubricate the equipment at intervals recommended by the equipment manufacturer or as dictated by the use of the equipment. All lubricants shall be suitable for the purpose intended and shall meet or exceed the minimum requirements specified by the manufacturer of the equipment to which the lubricant is applied.

- f. Lubricants, cleaning fluids and all combustible liquid shall be stored in metal cabinets in the machine room and shall be disposed of in accordance with OSHA and EPA guidelines. SDS data sheets shall be posted as required.

28. Adjustment: Adjust the equipment as necessary:

- a. To the specifications found in this contract.
- b. When required to maintain performance standards specified in this contract.
- c. When necessary, to preserve the useful life of a part or assembly.
- d. When necessary, to prevent or eliminate tenant sensitive items from becoming adversely noticeable to building's tenants.
- e. Additionally, contractor shall check and adjust the elevator dispatching systems and make necessary tests at such intervals as are required to ensure all systems are operating properly. If required to complete such system checks, this work shall be completed during overtime at no additional cost to Purchaser.

29. Repairs and Replacements: Make repairs and/or replace all worn, damaged, or broken parts or components. Parts or components requiring repair shall be rebuilt to "as new" condition. Parts or components shall be replaced:

- a. When worn beyond normal adjustment limits.
- b. When necessary, to ensure continued normal operation.
- c. When necessary, to extend the useful life of the elevators or any of their components.
- d. When necessary, to continue safe, dependable operation in accordance with ASME A17.1 and A17.2 Code.
- e. When necessary, to continue performance of the equipment in accordance with its original design.
- f. When necessary, to maintain the performance, standards specified in this Contract, including the elevator performance, smoothness, and quietness of operation.
- g. When more than one elevator requires repair, Purchaser, upon consultation with contractor, shall establish priorities of accomplishment.

Elevator Performance Standards

- 30. Contractor acknowledges and agrees to maintain the following minimum performance requirements for the gearless, geared, gearless machine-room-less (MRL), and hydraulic elevators designated in the table located in Appendix A.
- 31. Floor-to-floor times are measured in seconds from start of doors closing, including a typical one-floor travel and until the elevator is approximately level with the next successive floor, either up or down, and the doors are 3/4 open for center opening doors or 1/2 open for side opening doors. Times shown are ± 0.2 seconds.
- 32. Door opening times are measured in seconds from start of car door open until doors are fully open. Times shown are ± 0.1 seconds.
- 33. Door closing times are measured in seconds from start of door close to doors fully closed and shall be no less than the times shown per above schedule or those permitted by code. Times shown are

±0.1 seconds. Door closing force is measured at rest with the doors between 1/3 and 2/3 closed. Door closing force shall be no more than 30 pound force (lbf).

34. Stopping accuracy shall be measured under all load conditions and maintained. Standards shown are maximum allowable from no load to full load.
35. Variance from rated speed, regardless of load, shall not exceed the following:
 - a. 3% for closed loop equipment.
 - b. 5% for open loop equipment.
 - c. +10% up/-20% down, no load, for hydraulic equipment.
36. Door opening and closing shall be smooth and quiet, with smooth checking at the extremes of travel. Car and hoistway doors shall open flush with entrance jambs and each other.
37. Acceleration and deceleration shall be smooth, with no noticeable “steps” or bumps to increase or reduce speed, and no objectionable vibrations.
38. Elevator cars shall travel smoothly and quietly through the hoistways.
39. All elevators shall be maintained and adjusted to meet the performance requirements per these specifications for each property and within the following parameters:
40. Vertical acceleration and deceleration shall be constant and not exceed 4 feet/second/second with an initial ramp between 0.5 and 0.75 seconds.
41. Sustained jerk shall not exceed 6 feet/second³.
42. Measured noise levels in any moving car outside the leveling zone shall not exceed 55 A-weighted decibels (dBA) under any condition including ventilation blower or fan on highest speed. Measured noise levels in the car within the leveling zone or when the car is stopped shall not exceed 60 dBA. There shall be no discernible sound in the elevator car from the machine, pump unit, ropes, sheaves, motor generator sets, platforms, cab walls, or car guides unless it is mutually determined by the contractor and Dallas County that such sounds are attributable to the design of the equipment, provided such design exception shall not apply to the extent that the contractor has provided design or redesign services.
43. Basic Escalator and Moving Walk Scope
 - a. Drive Machines, including worms, gears, and bearings, drive chains, sprockets, bushings, shafts, belts, governors, and all other related components and parts.
 - b. Brakes, including brake coils, arms, bearings, sheaves, linings, contacts, and all other related brake components and parts.
 - c. Motors, motor windings, rotating elements, bearings, shafts, and all other related components and parts.
 - d. Step chains, tracks, step chain sprockets, step chain tension devices, and all other related components and parts.

- e. Controllers, including all relays, contacts, coils, resistors, operating and motor circuits, magnets and magnet coils, transformers, rectifiers, solid state devices, and all other related components and parts.
- f. Handrails, handrail drives (including drive chains and sheaves), handrail brush guards, handrail guides or guide rollers, alignment devices, and all other related components and parts.
- g. Steps, step treads, step wheels and rollers, step axles and axle bushings, step risers, and all other related components and parts.
- h. Comb plates, floor plates, and all other related components and parts.
- i. Stop buttons, slack step chain switches, skirt safety switches, step up-thrust switches, handrail entry switches, comb-step impact devices, stopped handrail devices, missing or displaced step switches, and all other related components and parts.
- j. Truss heaters, comb plate heaters, or other heaters provided by original installer.
- k. Remote maintenance monitoring devices.
- l. Main line disconnects located within truss, if provided by original equipment installer.

44. Additional Escalator Scope of Work:

- a. Contractor shall maintain handrail drives so that handrails operate at substantially the same speed as the steps.
- b. Contractor shall maintain step treads, comb plates and step risers so that the step riser cleats mesh with the slots on the adjacent step treads, and the comb plate teeth mesh with and are set into the slots in the step treads.
- c. Contractor shall maintain the balustrade section fastenings and attachments and the trim moldings so that adjoining surfaces conform to ASME A17.1-2010.
- d. Escalator Clean-Down: Once every two years, Contractor shall provide a complete clean-down of each escalator. All steps shall be removed, cleaned thoroughly, and examined for cracks or other defects. All exposed parts and components of each escalator shall be examined for excessive wear. Worn parts, including step rollers, shall be replaced, and each escalator shall be completely lubricated. After reassembly, safety devices shall be tested, and the escalator adjusted for proper operation. All escalator clean-down work shall be performed during hours agreed upon with Purchaser.
- e. Contractor shall perform testing and maintain all step to skirt clearances within the limits required by the local Authority Having Jurisdiction under code A17.1 – 2010 or later.
- f. Contractor shall maintain all operating and safety devices provided at the time of installation and listed in ASME A17.1-2010 or later, so that they operate and function as required by the code.

45. Elevator Testing

- a. The contractor must schedule and coordinate statutory and other required equipment tests with the elevator inspectors including, but not limited to:
 - i. Annual no load slow speed test of car and counterweight safeties, governors, and buffers.
 - ii. 5-year, full load, full speed test of car and counterweight safeties, governors, and buffers.
 - iii. Monthly Firefighters' service operational tests.

- iv. Annual pressure relief tests on hydraulic elevators.
 - v. Annual standby power operation test(s) on elevators.
 - vi. Annual Escalator step/skirt index test.
 - vii. Monthly operational tests: battery pack car emergency lighting, monthly car emergency communication device and any battery pack car lowering devices.
- b. Provide Dallas County with a minimum of five (5) working days prior notification of tests so that a qualified elevator inspector may witness all tests. Submit written reports to Dallas County within ten (10) working days of completion of tests, confirming findings including corrective action(s) required and taken. Affix and maintain governmental jurisdiction number designations on all unit equipment in the machine rooms and pits including hoist machine, pump unit, controller, car crosshead, electrical disconnect switches, buffers, etc.
- c. The contractor must test Firefighter's Service Phase I and Phase II each month for each elevator, where applicable. This is a State Elevator Code requirement and reports verifying the tests have been performed must be submitted monthly in a log sheet, along with the regular monthly invoice.
- d. Affix metal tags to the tested devices and provide Dallas County with written documentation clearly indicating the type of test, date of test, contractor performing test, and applicable Code rule.
- e. Contractor's failure to execute statutory tests mandated by state and local jurisdictions or regulations within 60 calendar days of required time may result in fines from the authorities having jurisdiction. If the County is fined due to the negligence of the contractor to coordinate the mandated tests, the contractor shall be responsible for paying the fines that are incurred. The contractor must schedule said tests in the presence of persons designated by Dallas County. Scheduling difficulties will not exempt the contractor from performing tests in compliance with applicable code or regulatory requirements.
- f. Inspection fees in regard to operation of equipment covered by this scope of work shall be paid by Dallas County. Fees for re-inspection due to the contractor's failure to expeditiously eliminate deficiencies covered by the services shall be paid by contractor.

46. Parts and Repairs

- a. All materials provided by the contractor must be from the original equipment manufacturer or recommended by them for use in their equipment. All materials must be new, of the best quality, and suitable for their intended uses. Equivalent parts may be used if approved by Dallas County in writing.
- b. Parts requiring repair shall be rebuilt to "like new" condition.
- c. All lubricants shall be suitable for purpose intended and shall meet or exceed minimum requirements specified by original equipment manufacturer of equipment to which the lubricant is applied.

- d. Provide metal cabinets of suitable size for storage of materials in each machine room. No open storage of materials or in bottom of controller cabinets shall be permitted. The contractor shall stock cabinets with adequate renewal parts and lubricants to maximize equipment up time. Drip pans shall be provided as needed.
- e. In the event that an elevator or escalator part is required to maintain service and the part is not available locally the contractor will be responsible for having the part shipped by overnight express to the location of the elevator or escalator.
- f. Lubricants, cleaning fluids and all combustible liquids shall be stored in a metal cabinet in the machine room and shall be disposed of in accordance with Federal, State, or local jurisdiction guidelines. A metal can with lid shall be provided in each machine room for temporary storage of oily rags. Proration of equipment or materials shall not be allowed.
- g. Consideration shall be given in regard to obsolescence of systems, materials, or parts only when both the original equipment manufacturer(s) and after-market elevator industry suppliers no longer manufacture or rebuild required parts or assemblies. Rebuilt parts and assemblies are acceptable when documentation is provided indicating the rebuilt parts and assemblies meets all design requirements of the original parts and assemblies.
- h. No parts or equipment required by services may be removed from the property without written approval of Dallas County. This does not include parts stocked on site by Contractor, which shall remain Contractor's sole property until installed on the equipment. The contractor shall expeditiously replenish parts and materials as utilized.
- i. Manufacturers' Parts and Lubricants: In performing the Services, Contractor agrees to provide parts used by manufacturers of the equipment for replacement or repair, and to use lubricants obtained from and/or recommended by the manufacturer of the equipment. Equivalent parts or lubricants may be used if approved in writing by Purchaser.
- j. Contractor shall maintain an adequate inventory of spare parts and components to permit timely replacement and repairs without delay. All parts, materials, lubricants, rags, cleaning fluids, combustible liquids, and other materials and supplies shall be kept and stored in U.L. rated metal cabinets, provided by Contractor, properly secured, in each machine room, unless code required clearances would be violated by the presence of such cabinets. All materials and supplies kept in these cabinets shall be neatly arranged, and cabinet doors shall be left in the fully closed position after each visit.
- k. Cabinets shall be sufficient in number and size to store all parts, materials, and supplies out of sight. No parts, materials, or supplies shall be stored on top of cabinets, on the floors, or any other place where they are visible.

47. Parts Obsolescence

- a. Obsolescence is a system, component, or part that is no longer repairable, re-buildable, supported, manufactured, available in-stock or supplied by the OEM, non-OEM elevator/escalator systems parts supplier or other third-party parts supplier or fabricator in the same form, fit and function.

- b. Any system, component, or part that is not obsolete must be covered as described in this document. Systems, components, or parts which are repairable or re-buildable as noted above shall be covered under the following conditions:
- c. Part is repairable, in the same form and fit, either through the manufacturer or through any mutually approved third-party provider, up to the cost that the original part would have been at its latest available date. Part can be purchased or manufactured, in the same form and fit, up to the cost that the original part would have been at its latest available date.
- d. Should a part become obsolete, meeting the definition within this section, the Contractor shall submit the following:
- e. A separate quotation to the Purchaser stating:
 - i. The cost of the obsolete part and the cost of the replacement part. Purchaser shall only be responsible for the cost difference in parts.
 - ii. The cost of labor to replace the obsolete part and the cost of labor to install the replacement part. Purchaser shall only be responsible for the cost difference in labor.
- f. Documentation to substantiate the part is obsolete and attempts to locate third party providers has occurred for any material cost associated with the part.
- g. Documentation as to equipment changes required to replace the obsolete part with that of the new part for any labor costs associated with the part replacement.
- h. If contractor, third party consultant, or Purchaser receive a notice of “component or part obsolescence” from a third-party non-OEM elevator system parts supplier, not owned by or in any way affiliated with the contractor, during this Contract then Purchaser will evaluate a claim of obsolescence. Claim may include only the necessary retrofit material and only the additional portion of labor above and beyond what would have been required to replace the obsolete component or part with an OEM original component or part. No other claim for obsolescence of any kind will be considered by the Purchaser during this Contract.
- i. All components installed during the term of this contract will automatically be included within the coverages of the contract with no additional fees or upcharges to the Dallas County.

48. Equipment

- a. The contractor is responsible for providing the required tools to their employees for proper diagnosis and repair of the elevators and escalators. The vendors will be responsible for demonstrating proficiency in repairing specific elevator equipment.

49. Safety and Accident

- a. The contractor shall supply all necessary barricades, signs, and safety devices to protect the public from work. Security of the building areas and the contents in those areas will be turned over to the contractor must be maintained by the contractor during the progress of the work until completion.
- b. When, as a result of an examination, a need for corrective action is apparent and the corrective action is within the scope of Contractor's responsibility, Contractor shall proceed immediately to make such replacements, repairs, and/or corrections. If Contractor reasonably believes the corrective action is not within the scope of Contractor's responsibility, and no safety or potential safety problem exists, Contractor shall deliver a written report to Purchaser within seven (7) calendar days of the examination. If a safety or potential safety problem exists, Contractor shall immediately take corrective action at the least possible expense to Purchaser, regardless of scope of responsibility, and make a prompt written report to Purchaser.
- c. Initiate, maintain, and supervise all safety precautions and programs in connection with services and comply with all applicable safety laws. Take all reasonable precautions for the safety of Dallas County, Dallas County's tenants, Dallas County's employees, contractor's employees, and other persons on Dallas County property.

50. Customer Portal

- a. Contractors must provide an online customer portal or a monthly report containing the below information. The portal must be accessible through mobile devices. Reports will be made available via this portal of the following:
 - i. Callback Records
 - ii. Completed Maintenance Procedures
 - iii. Completed Repairs
 - iv. Availability of Equipment
- b. Contractors must provide the services of an in-house field engineer to reduce the down-time of equipment.
- c. Repair, to satisfaction of Dallas County, any damage to the Property and adjacent areas caused by performance of the services.
 - i. This is a unit price contract and will require the service of at least 3 full-time maintenance mechanics at all times.
 - ii. All work shall be performed during "Regular Hours" of regular working days for the contractor. The contractor shall follow the County calendar for regular working days and holidays.
 - iii. Mechanics out on vacation or sick time must have a substitute in their place.

51. Personnel

- a. All employees of the contractor shall be considered to be, at all times, the sole employees of the contractor, under their direction and not an employee of Dallas County. The contractor must supply technically competent and physically capable employees. Dallas

- County may require the contractor to remove an employee it deems careless, incompetent, insubordinate or otherwise objectionable and whose continued employment on Dallas County property is not in the best interest of the County. Each employee shall have and wear proper identification at all times.
- b. The contractor agrees each of its employees is properly qualified and will use reasonable care in the performance of services. If Dallas County, in Dallas County's sole opinion, determines, for any reason, that the qualifications, actions or conduct of any particular Contractor employee has violated this contract by performing unsatisfactory services, interfering with operation of property, bothering or annoying any occupants, other contractors or subcontractors then at property, or that such actions or conduct is otherwise detrimental to Dallas County, then upon receipt of Dallas County's written notice, the contractor shall immediately provide qualified replacement person(s).
 - c. The contractor agrees that none of the maintenance mechanics will be reassigned unless first approved in writing by Dallas County.
 - d. The contractor shall provide the following information to the contract administrator:
 - i. The name, driver's license, title, years of experience, years with the contractor, and their responsibilities.
 - ii. The present address of the main operating facilities of this organization.
 - iii. Location of the facility that will service this contract. This facility should be conveniently located to ensure rapid response to service needs.
 - e. This scope of work is not one of agency, partnership, or joint employ, but one with the contractor engaged in the business of providing services hereunder as an independent contractor. The contractor shall have sole responsibility for means, methods, techniques, procedures, and safety precautions in connection with the performance of services.
 - f. The contractor shall not engage any subcontractors or other parties to perform services unless first approved in writing by Dallas County. Dallas County's acceptance of subcontractors or other parties shall not relieve, release, or affect in any manner any of the contractor's duties, liabilities, or obligations hereunder, and the contractor shall at all times be and remain fully liable hereunder.
 - g. The contractor shall be responsible for the supervision and execution of services by its employees. An onsite condition review shall be conducted by a designated supervisor of the contractor on an annual basis to ensure that all services are properly performed. The contractor shall inform Dallas County of the name of its supervisor responsible for execution of services and the supervisor shall have the authority to act as the contractor's agent. The supervisor shall notify Dallas County of site inspection and provide Dallas County with written summary of findings within ten (10) working days after completion of site review.
 - h. The contractor shall employ a sufficient number of trained and capable employees to properly, adequately, safely, and promptly provide services. All matters pertaining to employment, training, supervision, compensation, promotion, and discharge of

contractor's employees are the responsibility of the contractor, who is in all respects the employer and Dallas County shall have no liability with respect thereto.

- i. The contractor shall assign a minimum of three (3) full-time maintenance mechanics to Dallas County at all times to perform required labor between the hours of 7:00 a.m. through 5:00 p.m., Monday through Friday, each having a lunch period of sixty (60) minutes duration properly staggered so that at least one (1) mechanic will be available for work. This time period of 7:00 a.m. through 5:00 p.m. (Monday through Friday) each day are the "Regular Hours" and only time outside this period will be paid at overtime rates. The contractor shall have an adequate pool of mechanics to assist assigned mechanics as required and shall maintain separate repair crews trained in elevator repair to complete all extensive repairs (over 3 hours in duration) that would not be considered a maintenance task. All repairs shall be scheduled through the Engineering and Project Management Office. All service mechanics shall be equipped with an individual cell phone while on duty.
- g. The contractor shall employ a sufficient number of trained and capable employees to properly, adequately, safely, and promptly provide services. All matters pertaining to employment, training, supervision, compensation, promotion, and discharge of contractor's employees are the responsibility of the contractor, who is in all respects the employer and Dallas County shall have no liability with respect thereto.
 - i. This is a unit price contract and will require the service of 3 full-time maintenance mechanics at all times.
 - ii. All work shall be performed during "Regular Hours" of regular working days for the Contractor. Contractor shall follow County calendar to figure regular working days and holidays.
 - iii. Mechanic's out on vacation/sick time must have a substitute in their place.
 - iv. Time off the job for Contractor's training (safety, quality, etc.) must be made up by extending that days' work hours for every hour off the job.
- h. Dallas County's acceptance of subcontractors or other parties shall not relieve, release, or affect in any manner any of the contractor's duties, liabilities, or obligations hereunder, and contractor shall at all times be and remain fully liable hereunder.
- i. Contractor must provide a substitute technician with equal or greater knowledge when technicians need time off the job for contractor's training (safety, quality, etc.).
- j. By qualified, careful, and efficient employees in conformity with best industry practices.
- k. In such manner as to minimize any annoyance, interference, or disruption to occupants of Property and their guests.
- l. The provided equipment performance requirements are the minimum standard and are not the sole criteria for judging contractor's performance. Consistent failure to meet performance requirements shall be grounds for cancellation of this contract.

- m. The contractor shall maintain a quiet and comfortable car ride with smooth acceleration, deceleration, and accurate stop. Door operation shall be smooth and quiet.
- n. The escalators measured noise levels in the upper and lower return or machine areas shall not exceed 60 dBA under any condition. There shall be no discernible sound in the escalator from the machine, track system, chains, handrail drive, newel ends, or step/pallet assembly unless it is mutually determined by contractor and Dallas County that such sounds are attributable to the design of the equipment (provided such design exception shall not apply to the extent that contractor has provided design or redesign services).

C. Exclusions from Regular Maintenance Service

1. Installation of new attachments or performance of newly mandated tests recommended or directed by inspecting entities; insurance companies; and federal, state, or municipal governmental authorities subsequent to the date of this contract. In the event of new or retroactive requirements, required by such authorities, the contractor shall provide written notice and new pricing to Dallas County within ten (10) working days of effective date.
2. Callbacks, repairs, modifications, adjustments, or replacements required due to negligence, vandalism, accident, or misuse of the equipment by anyone other than the contractor, its employees, subcontractors, servants, agents, or other causes beyond the contractor's control except ordinary wear. (This does not include calls addressed under the "nuisance calls" provision.) When a call back is made, the contractor shall provide the following within a week of the callback:
 - a. Who called.
 - b. What was the root cause of the callback.
 - c. What was the resolution.
3. Repair or replacement of property items, such as hoistway or machine room walls, floors, car interior finishes, car finish floor material, hoistway entrance frames, car and hoistway door panels, car and hoistway door sills, signal fixture faceplates, and fire alarm initiating devices. Mainline and auxiliary disconnecting means, fuses, and electrical feeders to equipment control panel(s) in machine rooms.
4. Lamps for cars, machine rooms, and pit illumination. The contractor shall replace machine room and pit lamps if such items are provided by Dallas County.
5. Failure or fluctuations of property electric power, air conditioning, or humidity control.
6. Ingress by water or other material into machine room, hoistway, car enclosure, or pit.
7. Dallas County loading unit in excess of its rated car capacity or load classification.
8. Audio and visual devices.
9. Shrinkage, settlement, or movement of building.

10. Escalator cleaning, repair, or replacement of component items such as wellway or machine room walls, finished exterior truss panels, skirt and deck panels, and balustrades.
11. Underground hydraulic piping and cylinders.
12. Above exclusions shall apply except to the extent that they arise out of or are caused by the negligence, breach of contract, or breach of statutory duty of the contractor, his employees, agents, subcontractors, or others for whom they are responsible.

D. Proposal Submittal Requirements

1. Vendors are required to read the scope of work, to visit the sites of the work, to examine carefully local conditions, to inform themselves by their independent research tests and investigations of the difficulties to be encountered, judge for themselves of the accessibility of the work and all attending circumstances affecting the cost of doing work or time required for its completion, and obtain all information required to make an intelligent proposal.
2. Upon request, vendors will submit a Contractor's Qualification Statement (AIA Document A305) in advance of award of contract.
3. Upon request the contractor will submit a sample of the preventive maintenance checklist that will be used for programmed preventive maintenance procedures and the schedule of estimated hours per week per unit for inspections, tests, and preventive maintenance to be performed.

E. Communications

1. All contractor employees are required to have a cell phone to be used for immediate contact or dispatching.
2. This cell number must be provided to the contract administrator, so that the individual mechanic can be contacted without delay. This is to be used only in an emergency - the normal process will be to call the company's dispatcher or supervisor.
3. Dallas County shall be notified within 3 business days of any labor disputes.
4. The contractor will respond to emails and calls from Dallas County personnel within 48 hours.

F. Ownership

1. The County will become the owner of all parts provided by the contractor once they are installed on Dallas County equipment. Parts that are stored on Dallas County property by the contractor for ready access shall remain the property of the contractor up until they are installed.
2. Dallas County will be the owner of all reports and maintenance records produced by the contractor for Dallas County equipment. Any drawings or updates to the existing drawings provided by the contractor will be the property of Dallas County.

G. Definitions

1. Dallas County as used herein means the duly appointed authorized representative for Dallas County. The words or phrases shown below, which appear in this Contract, are defined as follows:
2. AHJ: Authority Having Jurisdiction
3. MCP: Maintenance Control Program as defined by AHJ-enforced version of ASME A17.1
4. Pro-Active: Acting in anticipation of future problems, needs, or changes.
5. Full: Complete, especially in detail, number, or duration; all that is wanted, needed, or possible
6. Preventive: To anticipate or act ahead of; to keep from happening.
7. Maintain/Maintenance: Keep in an existing state. Preserve from failure or decline.
8. Unplanned Maintenance: Tasks and/or repairs that are required due to equipment failure due to either operational malfunction or testing failure. Causes that are specifically excluded in this Contract do not count as unplanned maintenance times.
9. Planned Maintenance: Tasks and/or repairs that are scheduled, in advance, while the unit is operational. To be considered planned, the Purchaser must be notified of the intended repair and schedule, in writing, prior to the unit being out of service.
10. Timely Replacement: Adequate inventory of commonly used spare parts and other components for elevators available within 4 hours.
11. Tenant Sensitive Items: Anything concerning the elevators that tenants can see, hear, or feel.
12. Callback: Any request by Property personnel for elevator service assistance, and those requests which elevator industry jargon would describe as a "callback."
13. Mean Time Between Failures: The average time between out of service and return to service. This is calculated as the total time out of service/number of out of service events. In the context of this Contract, refers to Mean Time Between Callbacks.
14. Repair Time Total: Cumulative time for all repairs over the last twelve months or a set calendar twelve-month period.
15. Availability: Considers equipment down time vs. maximum equipment up time or usage time. This is calculated as "maximum availability - down time/maximum availability - 100" and is expressed as a percentage. The higher the percentage, the better the performance is. This percentage is only calculated vs. the time in the building or facility when the equipment is required to support building activity. The evaluation considers actual equipment availability vs. potential 100% availability. The availability also considers the amount of time a building or facility requires the equipment to be available on a daily, weekly, monthly, annual basis.
16. Entrapments: An out of service elevator with passengers in the cab requiring the Contractor or other emergency personnel to release the passengers.
17. Rebuild: To repair, especially to dismantle, rewind, machine, and/or reassemble with new parts.
18. Fabricate: To construct or manufacture from prepared, standard, or custom components.
19. Calendar Days: Any day appearing on the calendar, whether a weekday, weekend day, national holiday, state holiday, or other day.

H. Total Cost of Services

1. Services shall include all labor, transportation, supplies, materials, parts, tools, scaffolding, machinery, hoists, employee safety equipment, equipment, lubricants, supervision, applicable taxes, and all other work and materials expressly required under this scope of work or reasonably inferred whether or not expressly stated herein.
2. In the event that Dallas County requests overtime examination, adjustment, or repairs for other than the "Jail Elevators/Museum" or as a result of vandalism or deliberate misuse of the "jail

elevators", the hourly charge shall be as used. Additional travel time up to a maximum of one (1) hour per call will be billable, actual mileage at standard rate set by the Internal Revenue Service (IRS) up to a maximum of 50 miles per call will be billable. No other surcharges or fees will be allowed.

3. The contractor is responsible for the first ten (10) "nuisance calls" each month that are registered during normal hours of 7:00 a.m. through 5:00 p.m. Nuisance calls are defined as trouble reported that can be repaired without new parts by simple hand tools and are not a result of equipment failure. This includes any trouble calls beyond the contractor's control. Any nuisance call after normal hours or in excess of twenty (20) each month will be billable at hourly rates as proposed. A nuisance call must be noted as such on each applicable repair ticket.
4. If elevators, escalators, wheelchair lifts, or dumbwaiters are added to the Dallas County portfolio during the term of this contract the contractor agrees to add the devices to the existing contract and provide the same services described in this scope of work.
5. The contractor will be responsible for any and all parking fees required to fulfil this contract. No free parking will be provided by Dallas County. Below are the current rates for Dallas County parking garages:

DALLAS COUNTY PARKING PARKING RATES

FRANK CROWLEY HOURLY RATES		FRANK CROWLEY GARAGE C		FRANK CROWLEY GARAGE D		FRANK CROWLEY LOT F		GEORGE ALLEN/FOUNDERS PLAZA HOURLY RATES	
0 - 30 Minutes		\$3.00		\$3.00		\$4.00		0 - 20 Minutes	\$3.00
31 - 60 Minutes		\$4.00		\$4.00		\$4.00		21 - 40 Minutes	\$5.00
61 - 90 Minutes		\$5.00		\$5.00		\$4.00		41 - 60 Minutes	\$7.00
91 Minutes +		\$6.00		\$5.00		\$4.00		61 Minutes +	\$10.00
Jurors		\$3.00		\$3.00				Jurors	\$3.00
Grand Jurors	No Charge		No Charge					Grand Jurors	No Charge
Night/Weekend		\$3.00		\$3.00		4.00		Night/Weekend	4.00
MONTHLY PARKING RATES									
Employees		\$40.00		\$40.00		\$30.00		Employees	\$40.00
Non-Employees		\$95.00		\$70.00		\$50.00		Non-Employees	\$150.00
EMPLOYEE RIDESHARE PROGRAM (MONTHLY FEES)									
Employee + 1 Passenger		\$25.00		\$25.00				Employee + 1 Passenger	\$25.00
Employee + 2 Passengers		\$17.50		\$17.50				Employee + 2 Passengers	\$17.50
Employee + 3 or more		\$10.00		\$10.00				Employee + 3 or more	\$10.00
Hours of Operation:	Open: 24/7		Open: 24/7		Open: 24/7				Open: 24/7

8/10/2018

I. Performance Measures and Contract Management

1. Equipment "out of service" due to lack of parts is unsatisfactory. The contractor is expected to have parts on hand for routine repairs to avoid having elevators out of service during normal working hours.
2. Elevators and escalators will only be allowed to have 12 minor shutdowns per quarter for the entire County portfolio. It is the County's intent that all equipment is to be maintained operational during the entire period of the contract. If equipment is "out of service more than 48 hours" awaiting either parts or "repair crews/labor", the county will reserve the right to seek a solution with another vendor. Failure on the part of the contractor to bring equipment back into

working condition within the 48 hour time period will be considered a material nonperformance at each instance and may lead to contract termination.

3. Any credits every quarter will be remitted to the County via check.
4. Dallas County reserves the right to deduct payment for any elevator out of service in excess of seventy-two (72) hours in that month's invoice. The amounts will be deducted by dividing the monthly invoice by the number of days in the month and then multiplying that amount by the number of days the elevator has been out of service longer than 3 days.
5. This contract is a unit price contract and elevators or escalators may be added or removed from maintenance contract at the proposed unit price. The monthly invoice will then be adjusted based upon the work authorization.
6. If elevators, escalators, wheelchair lifts, or dumbwaiters are modernized during the term of this contract the contractor agrees to add the devices to the existing contract and provide the same services described in this scope of work.
7. Dallas County reserves the right to remove devices under the contract at any time.
8. If during the course of the contract an elevator modernization project is undertaken for any of the units, and the contractor awarded this maintenance contract is not awarded the modernization project, the contractor awarded the maintenance contract will cease operations for all units in the building the modernization project will occur for the duration of the modernization project. Once the modernization project is complete, the contractor will resume its responsibilities for the maintenance of the units.
9. Purchaser may modernize all or a portion of vertical transportation units during the term of this Contract. Modernization is any "Alteration" as defined by Code. Any modernization may go through a competitive process and if the successful vendor is not the current Contractor, then the Contractor agrees that this contract may be cancelled at the sole discretion of the Purchaser. The Purchaser is under no obligation to include the Contractor in the competitive process.
10. It is the intent of this contract to maintain all of the listed units. In the event that the contractor is unable or unwilling to maintain any unit or maintain required parts inventory (elevator, escalator, or dumbwaiter), to provide reliable, safe, and consistent operation in the opinion of the contract administrator, then the contractor is responsible for securing assistance from the manufacturer as necessary, at no additional cost to Dallas County.
11. No elevator shall be removed from service for routine examination or repair for in excess of two (2) hours without clearance from the Engineering and Project Management Office. When an elevator is out of service for either normal preventative maintenance or for repairs, "out of service" signs shall be placed on all floors served by the elevator. Proper preprinted "out of service" signage provided by the contractor must be applied to any elevator that is inoperative for any reason. No handwritten signs are allowed.
12. Contractor's representatives will be required to meet with Dallas County management one time per week for the term of any subsequent contract to review current status of all units. A mutually

agreed day and time for these meetings will be determined after the award of the contract. At a minimum these topics will be discussed:

- a. Callback trends
- b. Shutdown units
- c. Testing status (Fire Service, State mandated testing, etc.)
- d. Repair backlog

13. If a modernization project is awarded to a vendor other than the maintenance contractor, the maintenance contractor must allow the modernization vendor to utilize the equipment space. The County may allow the modernization vendor to handle the regular maintenance on their job site throughout the course of the modernization project. The maintenance contractor will be expected to cooperate with other vendors if there is other non-elevator related work that needs to be done in elevator or escalator spaces.

J. Audit Requirements

1. Dallas County reserves the right to make audits and tests whenever necessary to ascertain that services are being fulfilled. Deficiencies noted will be submitted, in writing, to the contractor. The contractor shall expeditiously correct deficiencies within thirty (30) working days at its expense. The contractor agrees to furnish, without cost to Dallas County and/or it's representatives during such inspections.
2. If said deficiencies are not corrected at the time of the initial scheduled follow-up review, then contractor shall be responsible for the cost of the subsequent followup review at a cost of \$250 per hour, portal to portal. The follow-up audit will be scheduled no sooner than sixty (60) days following delivery of the initial audit report.

Service Completion Schedule

1. Purchaser will allow time extensions to compensate for part/procurement issues associated with sole-source part/procurement. (contractor responsible for providing formal documentation/notification of delay/s).
2. If contractor fails to complete such repairs per written approved schedule or if the repair exceeds fourteen calendar days, contractor shall complete such repairs on an overtime basis, as directed by purchaser at no additional cost to purchaser. Overtime requirements shall be limited to eight team hours of overtime per day in addition to the regular time hours.
3. Twenty-four (24) hour, seven (7) days per week emergency service and repair shall be included for:
 - a. George Allen Courts Building - five elevators that service the Jail
 - b. Lew Sterrett Jail
 - c. North Tower Jail
 - d. Frank Crowley Courts Building - four elevators serving the Holding Cells.
 - e. Sixth Floor Museum - two geared elevators
 - f. Old Red Courthouse - two geared elevators

- g. Henry Wade JJC – four elevators that service the Jail
- 4. Contractor shall respond to an emergency call back within one (1) hour if call is registered during overtime hours.
- 5. The following elevators cannot be removed from service during regular working hours will require preventative maintenance during non-regular working hours at no additional cost to Dallas County:
 - a. George Allen: 6A Judges Elevator
 - b. Frank Crowley: 8 Service Elevator
 - c. Frank Crowley: Jail Elevators 10, 11, 14, 15
- 6. Coordinate and follow the directives of Dallas County with respect to scheduling services and any other deliveries.

K. Transition

- 7. Upon the contract ending, the contractor must turnover all relevant maintenance records to the new contractor for their review. The contractor must ensure that all drawings are up to date based on the most recent repairs in the last contract month.
- 8. The contractor shall immediately deliver to the County all as-built wiring diagrams, portable electronic diagnostic devices supplied or owned by the County, access codes owned by the County, and other materials and documentation related to and required to facilitate services required by this contract or the Authority Having Jurisdiction.

L. Dallas County Responsibilities

- 1. Provide clear, safe and convenient access to property and equipment rooms.
- 2. Maintain car lighting, telephone lines to controller terminal(s), equipment room electrical switch gear and electrical feeders to unit controllers.
- 3. Maintain equipment room heating and air conditioning systems.
- 4. Maintain fire alarm initiating devices in elevator lobbies, machine rooms, hoistways, etc.
- 5. Prevent storage of property or other Contractors' equipment or supplies in unit equipment rooms and obstruction of equipment room access corridors and doors.
- 6. Maintain standby power generator systems and related switch gear and feeders.
- 7. Maintain equipment rooms, hoistways, wellways, and pits in Code compliant dry condition.
- 8. Coordinate with contractor in regard to equipment retrofits such as security systems, new car interior finishes, car interior TV systems, etc.

9. During property construction and/or modernization, make provisions to limit infiltration of dust and debris into equipment and equipment spaces.

III. Evaluation Criteria

Proposals shall be evaluated by an evaluation committee and award consideration shall be given to the highest ranked proposer(s). Award is subject to Dallas County Commissioners Court approval.

Criteria	Points
Experience	40
Approach	35
Cost	10
Small Business Enterprise	15
Total Points	100

IV. Proposal Format

The proposal shall be divided into tabbed, marked sections and shall include but not limited to information in the format as described in this section.

1. Letter of Transmittal - The letter of transmittal must include the following: clearly identify the submitting organization; identify the name and title of the person authorized by the organization to contractually obligate the organization; identify the name, title and telephone number of the person authorized to negotiate the contract on behalf of the organization; identify the names, titles and telephone numbers of persons to be contacted for clarification; identify the tax identification number; explicitly indicate acceptance of all the General Conditions and Requirements conditions.
2. Vendor shall describe the organizational and operational structure it proposes to utilize for the work described in this RFP and identify the responsibilities to be assigned to each person.
3. Staffing Capacity - The Vendor selected must have the capacity to handle all samples submitted, begin work immediately upon their receipt, and provide a reasonable and efficient turnaround time.
4. Experience
 - a. The vendor will provide resumes for the mechanics that they plan to assign to this contract. The resumes must include the following information:
 - i. Mechanic name
 - ii. Years of experience and year with the company
 - iii. Elevator and escalator equipment experience by manufacturer similar to those owned by Dallas County
 - iv. Education and certifications
 - v. Employment history, including past companies
 - b. The vendor will provide the resume for the dedicated account manager and the secondary account manager that will be assigned to the contract:
 - i. Account manager name
 - ii. Years of experience and year with the company
 - iii. Education and certifications
 - iv. Employment history, including past companies

- c. The vendor will provide the number of elevator adjusters they have available to handle Dallas County equipment issues and provide evidence of their experience. The vendor will provide a resume for the local elevator adjuster that would be responsible for handling high priority repairs or callbacks on the Dallas County contract.
 - d. Proposers will be required to submit with their proposal a list of three (3) jobs similar in size and complexity that they have had a maintenance contract on in the past five (5) years. This information will include the name of the contact person, telephone number, length of contract and number of units serviced.
5. Approach – Technical approach represents the quality and professionalism of the elevator and escalator maintenance methods described in the technical RFP proposal. Vendor’s proposal shall include, in narrative, outline, and/or graph form the vendor's approach to accomplishing the tasks outlined in the scope of work section of this RFP. A description of each task and deliverable and the schedule for accomplishing each shall be included.
- a. Vendor will provide a proposed maintenance schedule for the units that they would implement if awarded the contract. The maintenance schedule should include the vendor’s recommendation for how many elevator mechanics are needed to service the units.
 - b. Vendor will provide sample reports that would be provided to Dallas County regarding incidents, repairs, and callbacks.
 - c. The vendor will provide a sample preventative maintenance check list for each type of equipment e.g. hydraulic, traction, escalator etc...
 - d. The vendor will provide a sample safety program that they would implement if they were awarded the contract. The program should describe how they investigate incidents, how they plan to keep their mechanics and the public safe, and what preventative measures they take to avoid accidents.
 - e. The vendor will provide a plan for how they deal with repairs and troubleshooting issues that occurs with Dallas County equipment.
 - f. The vendor will provide their approach to how contract information will be provided to Dallas County either by portal, spreadsheet, or other method.

V. Documents Submitted with Proposal or Upon Request

- 1. Attachment S - Small Business Enterprise (SBE) Forms (mandatory must be submitted with proposal).
- 2. 2025 W-9 completed within the last 6 months.
- 3. Proposal documents

VI. Pre-Proposal Meeting

During the solicitation process proposers are required to limit their communication regarding this project to the Buyer referenced herein. A pre-proposal meeting will be held by the County whereby the respondents will have an opportunity to ask the requesting department(s) questions and/or obtain clarification. The pre-proposal meeting will be the only time when respondent and requesting department(s) will communicate directly, thereafter, all communication associated with this project shall be address through the County’s purchasing platform, (<https://www.bidnetdirect.com/texas/dallas-county>), to the assigned Buyer. The County will respond to all questions by way of addendum which will be posted as part of the solicitation. The County, its agents, and employees shall not be responsible for any information given by way of verbal communication.

Pre-proposal meetings and walkthroughs will be conducted at the following dates, times, and locations:

We will meet each day at the first location on the list and then proceed as a group to each later location. Please arrive on time to the first location at 8:30am as we will proceed as a group to each subsequent location. The Lew Sterrett Justice Center, Cook Chill, and Henry Wade Juvenile Justice Center are secure facilities. The Sheriff

Solicitation Number No.: 2025-046-7071, Pre-Proposal Meeting Date: 6/16/26 8:30am
Project Title: Elevator and Escalator Maintenance, Proposal Due Date: 7/3/25

Department will need to do a background check before permitting entry to the Lew Sterrett Justice Center. Please bring a valid driver's license or other identification.

6/16/26

8:30am Frank Crowley Courts Building
133 N. Riverfront Drive, Dallas, TX 75207

Frank Crowley Courts C Garage
199 N. Riverfront Drive, Dallas, TX 75207

Frank Crowley Courts D Garage
188 N. Riverfront Drive, Dallas, TX 75207

Lew Sterrett Justice Center
111 Commerce Street, Dallas, TX 75207

6/17/25

8:30am Administration Building
411 Elm Street, Dallas, TX 75202

Records Building
500 Elm Street, Dallas, TX 75202

Kennedy/Founders Garage
601 Commerce Street, Dallas, TX 75201

Old Red Courthouse
100 South Houston Street, Dallas, TX 75202

George Allen Building
600 Commerce Street, Dallas, TX 75202

Jackson Street Garage
700 Jackson Street, Dallas, TX 75202

6/18/25

8:30am North Dallas Government Center
6820 Lyndon B Johnson Freeway, Dallas, TX 75240

Letot
10505 Denton Drive, Dallas, TX 75220

1300 Mockingbird
1300 Mockingbird Lane, Dallas, TX 75247

SWIFS
2355 Stemmons Freeway, Dallas, TX 75207

HHS

Solicitation Number No.: 2025-046-7071, Pre-Proposal Meeting Date: 6/16/26 8:30am
Project Title: Elevator and Escalator Maintenance, Proposal Due Date: 7/3/25

2377 Stemmons Freeway, Dallas, TX 75202

Grand Prairie Government Center
106 W Church Street, Grand Prairie, TX 75050

6/20/25

8:30am Cook Chill
2121 French Settlement Road, Dallas, TX 75212

Henry Wade Juvenile Justice Center
2600 Lone Star Drive, Dallas, TX 75212

Panoramic
2121 Panoramic Circle, Dallas, TX 75212

Investment Building
414 S RL Thornton Freeway, Dallas, TX 75203

Oak Cliff Government Center
702 E Jefferson Boulevard, Dallas, TX 75203

South Dallas Government Center
8301 S Polk Street, Dallas, TX 75232

Mesquite Government Center
500 S Galloway Avenue, Mesquite, TX 75149

The deadline for the submission of questions is on 6/23/25 at 2:00 p.m. (CST) through Bidnet.

VII. Term and Commencement Date

This will be a five-year term contract with no renewal options commencing upon award by Commissioners Court, upon meeting any insurance and/or bonding requirements (if applicable) and/or fully executing the contract (if applicable).

VIII. Award Method

The County's intent is to award this solicitation in its entirety, but the County reserves the right to award in the method that is most advantageous to the County. Vendors must respond to all lines with a price or a state that it is a "no charge".

The County reserves the sole discretion to determine whether a solicitation response is responsive. County reserves the right to reject any or all proposals and to waive minor irregularities or discrepancies in any solicitation response as may be in the best interest of County. Late proposals will not be considered for award.

IX. Opening of Proposals

Proposal reading shall be conducted: 7/3/25 at 2:30pm (CST) on the day the proposals are due. The reading will be conducted via a live meeting online at https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTYzNWQ4ZDQYjJhZi00NjAzLTliM2EtYWM5ZjJlOWJjOWQ0%40thread.v2/0?context=%7B%22Tid%22%3A%2251adcfad-72f1-479c-b28f-52412e04014b%22%2C%22Oid%22%3A%226f7e6e0d-1f84-43a8-a037-

Solicitation Number No.: 2025-046-7071, Pre-Proposal Meeting Date: 6/16/26 8:30am

Project Title: Elevator and Escalator Maintenance, Proposal Due Date: 7/3/25

[c8b93e424cb8%22%2C%22IsBroadcastMeeting%22%3Atrue%2C%22role%22%3A%22a%22%7D&btype=a&role=a](https://www.bidnetdirect.com/texas/dallas-county) . Proposals will be publicly opened in compliance with public proposal opening statutory requirements.

Proposer names will be publicly read aloud. It is the responsibility of the proposer to clearly mark and identify all portions of the proposal, which, in the proposer's opinion, contain trade secrets, confidential information and other proprietary information. All proposals are subject to the Texas Open Records Act process.

X. Additional Questions and Answers During and/or After the Pre-Proposal Conference

Firms will be required to submit any additional questions presented at the pre-proposal and/or after the conference. All additional questions must be received by 6/23/25 at 2:00 pm (CST)

All questions and responses will be posted to the County's website in the manner as previously stated herein. Dallas County reserves the right to reject/not respond to any questions received after the deadline date.

XI. Proposal Submittal and Exception Requirements

To be considered for award, the proposal response must be submitted by 7/3/25 at 2:00 p.m. (CST). Responses shall be submitted electronically through Bidnet, the County's online public solicitation platform <https://www.bidnetdirect.com/texas/dallas-county>. Although the County prefers submissions in electronic form, a respondent may elect to submit their proposal in hard copy. To submit in hard copy, the vendor may deliver or ship to: Dallas County Purchasing Department, Records Building 500 Elm Street, Suite 5500, Dallas, Texas 75202. When submitting a response in hard copy, the County requires two (2) duplicate hardcopies (one original and one copy) to be submitted.

Any exceptions to the specifications/scope of work and/or terms and conditions shall be included in the solicitation response and shall appear in its own tab. Exception shall reference the page number, section and language for which exception is taken. The County reserves the right to reject any exception not in the best interest to the County or may lead the response to be considered nonresponsive and not considered for award.

Note: On December 19, 2024 Dallas County implemented a new public solicitation platform and will be posting all solicitations for goods, services, and construction through Bidnet. Vendors seeking to do business with Dallas County will be required to register, (<https://www.bidnetdirect.com/texas/dallas-county>). By registering, vendors will be able to receive solicitation notices, view open solicitations, and submit their response online to desired business opportunities.

XII. Location and Invoicing

The County shall pay invoices in 30 days. In order for the County to pay invoices in 30 days, the vendor's invoice must be correct, and reflect the work or goods delivered to the County. The 30 days begin when the County has received a correct invoice reflecting the work or goods delivered. If the County receives an invoice that is not correct and/or reflective of work or goods that have been delivered, the County will request a corrected invoice and the 30-day period will begin once the correct invoice has been received. All work described in the vendor invoice must have been delivered in compliance with the terms of the contract.

Invoices shall be submitted monthly to the County for payment, unless both parties agree to alternative arrangement based on project milestones. Each invoice submitted for payment shall include, at a minimum, the following information:

- Name and address of the department for which services were provided
- Purchase order number
- Contact information of County staff who placed order (name, phone number, department)
- Date of order or Service
- Detailed description of each service

- Price good or services (charges for all services covered by this contract are to be separately stated and explained)
- Unit pricing
- Total cost of goods/services

Submitting invoices without the above information may cause delays in payment processing. Incorrect invoices or invoices sent to the wrong address will delay payment. Vendors who fail to follow these instructions risk having the contract with the County cancelled.

XIII. Communication

Upon release of the solicitation and during the process, vendors /firms and their employees of related companies as well as paid or unpaid personnel acting on their behalf shall not contact in relation to this solicitation with Dallas County employees, department heads and/or elected officials. Such contact may result in the vendor being disqualified. All questions and request for information related to this solicitation must be coordinated through Benedict Parks.

All questions regarding this solicitation are to be submitted in writing to Benedict Parks, Dallas County Purchasing Department via [Bidnet](https://www.bidnetdirect.com/texas/dallas-county) (<https://www.bidnetdirect.com/texas/dallas-county>), the County's procurement platform. If the respondent does not have access to the County's solicitation platform, the respondent may submit their questions in writing via email to benedict.parks@dallascounty.org. Please reference the Solicitation number in the subject of the email.

All questions, comments and requests for clarification must reference the solicitation number on all correspondence to Dallas County. Any oral communications shall be considered unofficial and non-binding.

Only written responses to written communication shall be considered official and binding upon the County. The County reserves the right, at its sole discretion, to determine appropriate and adequate responses to the written comments, questions, and requests for clarification.

NOTE: All addendums and/or any other correspondence (general information, question and responses) to this solicitation will be made available exclusively through the Dallas County website for retrieval. Respondents are solely responsible for frequently checking this website for updates to this solicitation Addendums to this solicitation can be located at the following web address: <http://www.dallascounty.org/departments/purchasing/currentbids.php> (go to the appropriate solicitation #, click on the appropriate hyperlink for viewing and/or downloading.)

XIV. Review of Proposals

All proposals will be examined by an evaluation committee consisting of various Dallas County personnel, Dallas County Purchasing, and representatives selected by the County of Dallas in proportion to contribution sizes.

Proposals that do not conform to the instructions or which do not address all the services as specified may be eliminated from consideration. However, Dallas County reserves the right to accept such a proposal if it is determined to be in the best interest of Dallas County.

Evaluations are based on the information provided. Accuracy and completeness are essential. Omissions, ambiguous and equivocal statements may be construed against the proposer. The proposal response may be incorporated into any contract which results from this RFP, and proposers are cautioned not to make claims or statements it is not prepared to commit to contractually. Failure of the proposer to meet such claims will result in a requirement that the proposer provide resources necessary to meet submitted claims.

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Project Title: Elevator and Escalator Maintenance, Proposal Due Date: 7/3/25

Dallas County Purchasing may initiate discussions with selected proposers; however, discussions may not be initiated by proposers. Dallas County Purchasing expects to conduct discussions with vendor's representatives authorized to contractually obligate the vendor with an offer. Proposers shall not contact any Dallas County personnel during the RFP process without the express permission from the Office of the Dallas County Purchasing Agent. Dallas County Purchasing may disqualify any vendor who has made site visits, contacted Dallas County personnel or distributed any literature without authorization from Dallas County Purchasing.

All correspondence relating to this RFP, from advertisement to award shall be sent to Dallas County Purchasing. All presentations and/or meetings between Dallas County and the vendor relating to this RFP shall be coordinated by Dallas County Purchasing.

Selected proposers may be expected to make a presentation/product demonstration to an evaluation committee. Proposals, presentations and product/service evaluations may develop into negotiating sessions with the proposer(s) as selected by the Evaluation Committee. Dallas County expects to conduct negotiations with proposer's representatives authorized to contractually obligate with an offer. If proposer is unable to agree to contract terms and conditions, Dallas County reserves the right to terminate contract negotiations with that proposer and initiate negotiations with another proposer. In addition to a presentation, visits by the Evaluation Committee to representative proposer's client sites may be conducted where the proposed solution can be demonstrated in a production environment.

XV. Proposal Pricing

Proposal pricing shall be firm for the entirety of the contract unless otherwise stated herein. Costs not included or calculated in the applicable unit prices as proposed will not be paid by the County, regardless of the intentions of the proposer when the proposal was submitted and regardless that those costs were actually incurred. Cumulative change orders shall not exceed 25% of the original amount awarded during contract term. Request for change orders shall be reviewed and considered at the County's sole discretion.

Dallas County recognizes that there may be market uncertainty due to the current tariff situation. In the event that tariffs, duties, or trade restrictions are placed by the US government on materials provided under this contract, the vendor may request an adjustment in prices only to pass on the costs of the tariffs to Dallas County. All price adjustment requests must include supporting documentation, including supplier quotes, commodity market data, or other third-party sources demonstrating that the price increase is attributable to tariffs. Dallas County also understands that the imposition of tariffs may cause increases in demand for domestic supplies of materials that increases costs. If such costs for materials drastically outstrips the yearly percentage increase built into the cost proposal, the vendor may submit a request for price adjustment to Dallas County for review. Dallas County retains sole authority in determining if a price adjustment is reasonable

XVI. Insurance

Any Contractor or Vendor that conducts business with Dallas County, whether it is for goods and/or services, must maintain lawful worker's compensation/self-insured employee coverage requirements and adequate liability limitations

Within ten (10) days after contract award or prior to the commencement of any work or delivery, the Purchasing Agent requires the successful Contractor(s)/Vendor(s) to submit verification of the following coverage. The insurance coverages, except Workers Compensation and Professional Liability, required by this Contract, shall name Dallas County and its elected and appointed boards, officers, officials, agents, representatives, directors, employees and volunteers, as additional insured(s) (as the interest of each insured may appear).

Contractor at its own expense, consistent with its status as an independent contractor will carry, purchase and maintain insurance coverage, the minimum insurance coverage set forth immediately below, with companies authorized to do insurance business in the State of Texas or eligible surplus lines insurers operating in accordance

with the *Texas Insurance Code*, having an A.M. Best Rating of “A” or better, and in amounts not less than the following minimum limits of coverage:

The policies may provide coverage, which contains deductibles or self-insured retention. Such deductibles and/or self-insured retention shall not be applicable with respect to the coverage provided to Dallas County under such policies. The Contractor shall be solely responsible for all deductibles and/or self-insured retention.

All insurance required herein shall be maintained in full force and effect throughout the term of this contract, including all extensions or renewals.

- 1.1. Workers Compensations and Employer’s Liability Insurance or self-insured employee in the amount and in compliance with the provisions as provided for by Texas Law as established by the Texas Workers Compensation Act, Title 5, Subtitle A, Texas Labor Code for all his employees assigned to operate or work under this Contract. In the event the Contractor elects to sublet any work, Contractor shall require Sub-Contractors to provide Workers’ Compensation Insurance for all of the latter’s employees unless the Contractor affords such employees protection. Contractors shall be responsible for workers’ compensation insurance for subcontractors or sub-lessees who directly or indirectly provide service under Dallas County contract.

Workers’ Compensation Insurance with statutory limits, and Employer’s Liability Insurance with limits of not less than \$1,000,000:

Employers Liability - Each Accident	\$1,000,000
Employers Liability - Each Employee	\$1,000,000
Employers Liability - Policy Limit	\$1,000,000

Policies under this Section shall apply to State of Texas and include the following endorsements in favor of Dallas County:

- a. Waiver of Subrogation
- b. Thirty (30) day Notice of Cancellation

- 1.2. Commercial General Liability: Contract shall maintain Commercial General Liability Insurance coverage must include the following: (a) Premises; (b) Operations; (c) Independent Contractor’s Protective Liability; (d) Products and Completed Operations; (e) Medical Expense; (f) Personal and Advertising Injury; (g) Contractual Liability; (h) Broad form property damage, to include fire legal liability. Such insurance shall carry in an amount not less than One Million and 00/100 (\$1,000,000.00) for bodily injury (including death), property damage, and blanket contractual coverage per occurrence with a general aggregate of Two Million and 00/100 (\$2,000,000.00) and products and completed operations aggregate of Two Million and 00/100 (\$2,000,000.00).

Policies under this Section shall apply to State of Texas and include the following endorsements in favor of Dallas County:

- a. Waiver of Subrogation
- b. Thirty (30) day Notice of Cancellation
- c. Additional Insureds: Dallas County and its elected and appointed boards, officers, officials, agents, representatives, directors, employees and volunteers.

- 1.3. Automobile Liability Insurance: Contractor shall maintain Automobile Liability Insurance covering all owned, hired and non-owned automobiles used in connection with work with limits

not less than Five Hundred Thousand 00/100 (\$500,000.00) Combined Single Limit of Liability for Bodily Injury and Property Damage. Such insurance is to include coverage for loading and unloading hazards.

Policies under this Section shall apply to State of Texas and include the following endorsements in favor of Dallas County:

- a. Waiver of Subrogation
- b. Thirty (30) day Notice of Cancellation
- c. Additional Insureds: Dallas County and its elected and appointed boards, officers, officials, agents, representatives, directors, employees and volunteers.

Contractor agrees that, with respect to the above-referenced insurance, all insurance contracts/policies will contain the following required provisions:

- a. Endorsement: Except Workers Compensation and Professional Liability, name Dallas County and its elected and appointed boards, officers, officials, agents, representatives, directors, employees and volunteers as additional insured(s) (as the interest of each insured may appear) as to all applicable coverage;
- b. Endorsement: Provide for thirty (30) days prior written notice will be given to the County for cancellation, non-renewal or material reduction/change in coverage provided under all policies, except in cases of cancellation for non-payment, in the event of which notice shall be provided as required by state law to Dallas County;
- c. Endorsement: Contractor agrees to waive subrogation against Dallas County, its officers and employees for injuries, including death, property damage or any other loss;
- d. Provide for endorsement that the "other insurance" clause shall not apply to County where County is the additional insured on the policy;
- e. All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of the contract is satisfactorily completed and formally accepted;
- f. All insurance coverage shall be on a per occurrence basis, if coverage is written on a claims-made basis, the retroactive date shall be prior to or coincide with the date of the Contract and the certificate of insurance shall state that the coverage is claims-made and indicate the retroactive date. The coverage shall be continuous for the duration of the contract agreement and for not less than two (2) years following the end of the contract agreement. Coverage, including renewals, shall have the same retroactive date as the original policy applicable to the contract agreement;
- g. Contractor shall be solely responsible for the deductible and/or self-insured retention for any loss;
- h. Contractor insurance policies coverage shall be written on a primary basis and non-contributory with any other insurance coverages and/or self-insurance carried by Dallas County;
- i. Default/Cumulative Rights/Mitigation. It is not a waiver of default if the non-defaulting party fails to immediately declare a default or delays in taking any action. The rights and remedies provided by this contract agreement are cumulative, and either Party's use of any right or remedy will not preclude or waive its right to use any other remedy. These rights and remedies are in addition to any other rights the Parties may have by law, statute, ordinance or otherwise. Contractor has a duty to mitigate damages.
- j. Approval and acceptance of Contractor's services and work by County shall not constitute nor be deemed a release of the responsibility and liability of Contractor for the accuracy and competency of Contractor's services or work; nor shall such approval and acceptance be deemed to be an assumption of such responsibility by the County for any defect, error or omission in the services performed by Contractor in this regard;

- k. Contractor shall provide that all provisions of this contract agreement concerning liability, duty and standard of care, shall be underwritten by contractual liability coverage sufficient to include obligation within applicable policies;
- l. Contractor and their freight contractors must be prepared to show coverage verification prior to entering upon County premises;
- m. Failure to comply with lawful requirements or adequate liability requirements may result in delay of payments, subject to the orders of the Commissioners Court, not to exceed a period of up to two years from the termination of this contract agreement, or cancellation of this contract agreement or both (Dallas County Commissioners Court Order 2003-1792, September 30, 2003);
- n. Insurance Certificates: The certificates of insurance shall list County as the certificate holder. Any and all copies of Certificates of Insurance shall reference any applicable (Solicitation Number, Commissioners Court Order Number, or contract number for which the insurance is being supplied). All insurance policies or duly executed certificates for the same required to be carried by Contractor under this contract agreement, together with satisfactory evidence of the payment of the premium thereof, shall be delivered to the: Dallas County Purchasing Agent located at 500 Elm Street, Suite 5500, Dallas, Texas 75202; and
- o. All insurance required to be carried by Contractor or subcontractors under this contract agreement shall be acceptable to the County in form and content, in its sole discretion. All policies shall be issued by an insurance company acceptable and satisfactory to County and authorized to do business in the State of Texas. Acceptance of or the verification of insurance by County shall not relieve or decrease the liability of Contractor.

2. Insurance Lapse

In the event successful firm fails to maintain insurance as required by this contract, successful firm shall immediately cure such lapse in insurance coverage at successful firm's sole expense and pay County in full for all costs and expenses incurred by County under this contract as a result of such failure to maintain insurance by successful firm, including costs and reasonable attorney's fees relating to County's attempt to cure such lapse in insurance coverage. Such costs and attorney's fees, not to exceed fifteen hundred and 00/100 dollars (\$1,500.00), shall be automatically deducted from monies or payments owed to successful firm by County. Moreover, the County shall retain five percent (5%) of the value of the Contract that shall be placed into an account from monies or payments owed to Contractor by County to cover County's potential exposure to liability during the period of such lapse. The five percent (5%) retainage shall be held by County until six (6) months after the date lapse in coverage is cured or Term of the Contract has ended or has otherwise been terminated, canceled or expired and shall be released if no claims are received or lawsuits filed against County for any matter that should have been covered by the required insurance. The County shall retain the funds if a claim is received or lawsuit and use the funds to defend, pay costs of defense or settle the claim.

XVII. Discussion With Reasonably Qualified Proposals

The County reserves the right to engage in discussions or conduct interviews, either oral or written, with the proposers determined by the evaluation criteria to be reasonably viable to being selected for award. If discussions or interviews are held, the Contract Specialist may request best and final offers. The request for best and final offers may include:

- Notice that this is the opportunity to submit written best and final offers
- Notice of the date and time for submission of the best and final offer
- Notice that if any modification is submitted, it shall be received by the date and time specified or it will not be considered
- Notice of any changes in the Proposal requirements

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Following evaluation of the best and final offers, purchasing may select for negotiations the offer that is most advantageous to the County, considering price or cost and the evaluation factors in the RFP.

After the most advantageous proposer(s) has been identified, Contract negotiations may commence. If at any time Contract negotiation activities are judged to be ineffective, Office of Procurement Services will cease all activities with the proposer and begin Contract negotiations with the next highest ranked proposer. This process may continue until either both the proposer and Commissioner's Court executes a completed Contract or the Procurement Department determines that no acceptable alternative proposal exists.

The County reserves the right to reject any or all proposals received or to award, without discussions or clarifications, a Contract based on initial proposals received. Therefore, each proposal should contain the Proposer's best terms from a price and technical standpoint. Also, only proposers submitting a proposal will be notified of any communications after the RFP closing.

XVIII. Rejection or Acceptance of Proposals

The County reserves the right to accept or reject in part or in whole any proposal submitted. The Purchasing Agent will recommend to Commissioners Court award to the highest ranked responsive and responsible respondent as determined by the Purchasing Agent.

XIX. Late and Withdrawn Proposals

All proposals must be submitted no later than the proposal due date and time established by this solicitation. Proposals arriving after the due date and time will not be accepted. Late proposals delivered by carrier will be return to the respondent unopened.

A respondent has the right to withdraw their proposal prior to the proposal due date and time, thereafter, the respondent shall submit a formal request to the Dallas County Purchasing Agent requesting to withdraw their proposal.

XX. Confidentiality

Any information deemed confidential, shall be clearly noted as such on each page of the solicitation response by the respondent. County cannot guarantee it will not be compelled to disclose all or part of any public record under the Texas Open Record Act. Respondents who include information in a proposal that is legally protected as trade secret or confidential shall clearly indicate the information which constitutes a trade secret or confidential information by marking that part of the proposal "trade secret" or "confidential" at the appropriate place. If a request is made under the Texas Open Records Act to inspect information designated as trade secret or confidential in a proposal, the respondent shall, upon request, immediately furnish sufficient written reasons and information as to why the information designated as a trade secret or confidential should be protected from disclosure to Attorney General of Texas for final determination.

XXI. Disqualification Of Proposers

Proposers may be disqualified for, but not limited to, the following reasons:

- Reason to believe collusion exists among the proposers
- The proposer is involved in any litigation against the County of Dallas
- The proposer is in arrears on an existing contract or has failed to perform on a previous contract with the County of Dallas

XXII. Permits Required by Law

Proposer shall comply with all requirements of federal, state, and local statutory requirements and regulations pertinent to or affecting any phase of this contract.

XXIII. Records and Audit

The Proposer shall keep accurate records of all components of invoices to the County, including but not limited to times and payroll receipts for hourly personnel utilized by this Contract. These records shall be retained for a minimum of two years after the conclusion of the Contract. The County reserves the right to audit any records it deems necessary for the execution of this Contract.

XXIV. Assignment of Contract

The Proposer shall not assign, transfer, sublet, convey or otherwise dispose of the Contract of any part therein or its right, title or interest therein or its power to execute the same to any other persons, firm, partnership, company or corporation without the prior written consent of the County. Should the Proposer assign, transfer, sublet, convey or otherwise dispose of its right, title or interest or any part thereof in violation of this section, the County may, at its discretion, cancel the Contract and all rights, title and interest of the Proposer shall therein cease and terminate, and the Proposer shall be declared in default.

XXV. Default by Proposer

The following shall be deemed as events of default by Proposer under the Contract:

- Proposer shall become insolvent, or shall make a transfer in fraud of creditors, or shall make an assignment for the benefit of creditors;
- Proposer attempts to assign the Contract without the prior written consent of the County;
- Proposer shall fail to perform, keep or observe any term, provision or covenant of the Contract; or
- Proposer fails to properly and timely pay Proposer personnel, suppliers or other Proposers and the failure impacts the County or its Facility in any manner.

In the event a default occurs, the Director shall give the Proposer written notice of the default. If the default is not corrected to the satisfaction and approval of the Director within the time specified in such notice, the County may immediately cancel the Contract. At the direction of the Director, the Proposer shall vacate the facility, if applicable, and shall have no right to further operate under the Contract.

The Proposer, in accepting the Contract, agrees that the County shall not be liable to prosecution for damages or lost anticipated profits if the County cancels or terminates the Contract.

No Waiver: No waiver by the County of any default or breach of any covenant, condition, or stipulation shall be treated as a waiver of any subsequent default or breach of the same or any other covenant, condition, or stipulation.

XXVI. Termination

The County may terminate this agreement in whole or in part by giving thirty days written notice thereof to Proposer. The County will compensate Proposer in accordance with the terms of the agreement for all goods and services delivered and accepted prior to the effective date of such termination notice.

XXVII. Miscellaneous

1. After executing the Contract, no consideration will be given to any claim of misunderstanding.
2. Proposers shall submit with the Proposal, the required Proposer's qualification statement with supporting information as stated herein along with all other supporting documentation requested.
3. Proposers shall thoroughly familiarize themselves with the provisions of the Scope of Work and the Facilities.
4. The County reserves the right to reject all Proposals and to waive any minor irregularities.

5. A Proposal may be disqualified if the corporation or individual Proposer is in arrears or in default to the County for delinquent taxes or assessments or on any debt or Contract, whether as defaulter or bondsman; or who has defaulted upon any obligation to the County by failing to perform satisfactorily any previous agreement or Contract within the past seven years. Also, Proposers may be disqualified for poor prior performance on similar Contracts with other entities.
6. The Contract with the Proposer will be drawn by the County and may contain such other provisions as are deemed necessary to protect the interests of the County.
7. The Proposer agrees to abide by the rules and regulations as prescribed herein. The Proposer will, in all solicitations or advertisements for personnel to perform services under the Contract, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, gender, or national origin.
8. If either party hereto is prevented from completing its obligations under the Contract by act of God, strike, lockout, material or labor restrictions by any governmental authority, civil riot, flood, or any other cause beyond the control of the parties hereto, then such party shall be excused from such performance for such period of time as is reasonably necessary after such occurrence to remedy the effects thereof.
9. The section headings in these Specifications are for convenience in reference and are not intended to define or limit the scope of any of the conditions, terms or provisions of these specifications.
10. Should any question arise as to the proper interpretation of the terms and conditions of these specifications, the decision of the County Attorney or his authorized representative shall be final.

XXVIII. Indemnity

The selected proposer agrees to defend, indemnify and hold the County, its officers, agents and employees, harmless against any and all claims, lawsuits, judgments, costs, and expenses for personal injury (including death), property damage or other harm for which recovery of damages is sought, suffered by any person or persons, that may arise out of or be occasioned by the selected respondent's breach of any of the terms or provisions of the contract, or by any other negligent or strictly liable act or omission of the selected respondent its officers, agents, employees, or subcontractors, in the performance of the contract; except that the indemnity provided for in this paragraph shall not apply to any liability resulting from the sole negligence or fault of the County, its officers, agents, or employees and in the event of joint and concurrent negligence or fault of the selected proposal(s) and County, responsibility, and indemnity, if any, shall be apportioned comparatively in accordance with the laws of the State of Texas, without waiving any governmental immunity available to the County under Texas law and without waiving any defenses of the parties under Texas law. The provisions of this paragraph are solely for the benefit of the parties hereto and are not intended to create or grant any rights, contractual or otherwise, to any other person or entity.

XXIX. Selection Process

The internal team will evaluate all proposals received in response to this RFP. After reviewing the proposal submissions, consultants may be selected for in-person interviews/oral presentations. From those presentations and possible interviews, the proposals will be re-evaluated, and final determination will be made. The County will pursue negotiations with the top ranked respondent with the goal of entering into a contract.

XXX. Development Costs

Neither Dallas County nor its representatives shall be liable for any expenses incurred in connection with preparing a response to this RFP. Proposers are encouraged to prepare their proposals simply and economically, providing a straightforward and concise description of your firm's ability to meet the requirements of the RFP.

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XXXI. Contract Award

Upon selection of a successful Proposer, the County and the Proposer will negotiate a final contract, based on the terms outlined in this RFP. A sample agreement, with the general terms for the final contract, is attached as Sample Contract for Services. By submitting a proposal, the Proposer agrees to be bound by these terms and conditions unless otherwise noted in the Submittal. The final contract is subject to County Council approval.

XXXII. Certificate of Interested Parties (Form 1295)

Section 2252.908 of the Texas Government Code: An Act Addressing Disclosure of Interested Parties.

Effective January 1, 2016, Dallas County, must comply with the “Disclosure of Interest Parties, requirements established under Section 2252.908 of the Texas Government Code as implemented by the Texas Ethics Commission. Briefly stated, all contracts requiring an action or vote by the governing body of the entity or agency before the contract may be signed (regardless of the dollar amount) or that has a value of at least \$1 million will require the on-line completion of Form 1295 "Certificate of Interested Parties", in accordance with Texas Government Code Statute §2252.908. Form 1295 is also required for any and all contract amendments, extensions or renewals. All business entities are required to complete and file electronically with the Texas Ethics Commission using the online filing application.

Step 1: Business Entity completes Form 1295 in electronic format on the Texas Ethics Commission website: (https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm)

Step 2: Upon receipt of a completed Interested Parties Disclosure Form, Texas Ethics Commission issues a Certification of Filing to the Business Entity and the Business Entity download(s), print, sign(s) and notarize(s) Form 1295. An authorized agent of the business entity will need to sign the printed copy of the form and have the form notarized.

Step 3: At the time of submission of the solicitation to Dallas County the Business Entity must submit the completed notarized Form 1295 with the Certification of Filing with their contract (i.e.: bid, rfp, rfq, soq, etc.) to Dallas County. Upon receipt, Dallas County may proceed with the award and/or execution of the contract.

Step 4: Not later than the 30th day after the date the contract has been signed by all parties, Dallas County must notify the Texas Ethics Commission (in electronic format) of the receipt of (1) Form 1295, and (2) the Certification of Filing.

Step 5: Not later than the 7th business day after receipt of the above notice, Texas Ethics Commission makes the disclosure available to the public by posting the disclosure on its website.

County Offices and Departments submitting contracts to Commissioners Court for award/execution are responsible for acknowledging and filing the Form 1295.

Definitions:

(a) “Contract” includes an amended, extended, or renewed contract.

(b) “Business entity” includes an entity through which business is conducted with a governmental entity or state agency, regardless of whether the entity is a for-profit or nonprofit entity. The term does not include a governmental entity or state agency.

(c) “Controlling interest” In accordance with the Texas Ethics Commission, Chapter 46.3(c) and applicable to Texas Government Code §2252.908 - (1) an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent; (2) membership on the board of directors or

other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or (3) service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers.

(d)“Interested party” (1) a person who has a controlling interest in a business entity with whom a governmental entity or state agency contracts; or (2) a person who actively participates in facilitating a contract or negotiating the terms of a contract with a governmental entity or state agency, including a broker, intermediary, adviser, or attorney for the business entity.

(e)“Intermediary” for purposes of this rule, means, a person who actively participates in the facilitation of the contract or negotiating the contract, including a broker, adviser, attorney, or representative of or agent for the business entity who:

(1) receives compensation from the business entity for the person’s participation;

(2) communicates directly with the governmental entity or state agency on behalf of the business entity regarding the contract; and

(3) is not an employee of the business entity.

To obtain additional information on Section 2252 and to learn more about the Texas Ethics Commission process to create a new account or to complete an electronic version of Form 1295 for submission with a signed contract, please go to the following website:

<https://www.ethics.state.tx.us/tec/1295-Info.htm>

Instructional Videos for Business Entities on how to file online can be found at:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm, and submit a copy to the buyer before the contract information will be sent to the County Attorney’s Office to draft the contract. Once the terms of the contract are fully negotiated; the recommended vendor has signed the contract indicating agreement with the terms of the contract; and the Form 1295 is on file at the Texas Ethics Commission website with a copy provided to the buyer; the staff recommendation will be placed on a County Council agenda to award the contract.

XXXIII. Conflict of Interest

No County elected or appointed official or representative, or any employees shall have any financial interest, direct or indirect, in any contract with the County or be financially interested, directly or indirectly, in the sale to the County of any land, materials, supplies, goods or services, except on behalf of the County as an official or employee. Any violation of this Section, with knowledge, expresses or implied, of the person or corporation contracting with the County shall render this Agreement involved voidable by the Commissioners Court of Dallas County. It is the responsibility of Contractor during all phases of this Agreement to notify the County in writing of any potential conflict of interest. Contractor covenants that neither it nor any member of its corporation presently has any interest or shall acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of this Agreement. Contractor further covenants that in the performance of this Agreement no person having such interest shall be employed or appointed by Contractor.

Solicitation Number No.: 2025-046-7071, Pre-Proposal Meeting Date: 6/16/26 8:30am
Project Title: Elevator and Escalator Maintenance, Proposal Due Date: 7/3/25

Line Number	Equipment Number	Location
1	1	George Allen Courts Building
2	2	George Allen Courts Building
3	3	George Allen Courts Building
4	4	George Allen Courts Building
5	5	George Allen Courts Building
6	6	George Allen Courts Building
7	6A	George Allen Courts Building
8	6B	George Allen Courts Building
9	6C	George Allen Courts Building
10	6D	George Allen Courts Building
11	6E	George Allen Courts Building
12	6F	George Allen Courts Building
13	7	George Allen Courts Building
14	8	George Allen Courts Building
15	9	George Allen Courts Building
16	10	George Allen Courts Building
17	11	George Allen Courts Building
18	12	George Allen Courts Building
19	13	George Allen Courts Building
20	15A	George Allen Courts Building
21	16A	George Allen Courts Building
22	16B	George Allen Courts Building
23	16C	George Allen Courts Building
24	16D	George Allen Courts Building
25	16E	George Allen Courts Building
26	16F	George Allen Courts Building
27	16G	George Allen Courts Building
28	17	Frank Crowley Courts Building
29	18	Frank Crowley Courts Building
30	19	Frank Crowley Courts Building
31	20	Frank Crowley Courts Building
32	21	Frank Crowley Courts Building
33	22	Frank Crowley Courts Building
34	23	Frank Crowley Courts Building
35	24	Frank Crowley Courts Building
36	25	Frank Crowley Courts Building
37	26	Frank Crowley Courts Building
38	27	Frank Crowley Courts Building
39	28	Frank Crowley Courts Building
40	29	Frank Crowley Courts Building
41	30	Frank Crowley Courts Building
42	31	Frank Crowley Courts Building

43	32	Frank Crowley Courts Building
44	33	Frank Crowley Courts Building
45	34	Frank Crowley Courts Building
46	35	Frank Crowley Courts Building
47	36	Frank Crowley Courts Building
48	37	Frank Crowley Courts Building
49	38	Frank Crowley Courts Building
50	39	Frank Crowley Courts Building
51	40	Frank Crowley Courts Building
52	41	Frank Crowley Courts Building Garage C
53	42	Frank Crowley Courts Building Garage C
54	43	Frank Crowley Courts Building Garage D
55	44	Frank Crowley Courts Building Garage D
56	45	Frank Crowley Courts Building Garage D
57	46	Henry Wade Juvenile Justice Center
58	47	Henry Wade Juvenile Justice Center
59	48	Henry Wade Juvenile Justice Center
60	49	Henry Wade Juvenile Justice Center
61	50	Henry Wade Juvenile Justice Center
62	51	Henry Wade Juvenile Justice Center
63	51A	Henry Wade Juvenile Justice Center
64	61	Lew Sterrett North Tower
65	62	Lew Sterrett North Tower
66	63	Lew Sterrett North Tower
67	64	Lew Sterrett North Tower
68	65	Lew Sterrett North Tower
69	66	Lew Sterrett North Tower
70	67	Lew Sterrett North Tower
71	68	Lew Sterrett North Tower
72	69	Lew Sterrett North Tower
73	70	Lew Sterrett North Tower
74	71	Lew Sterrett A Building
75	72	Lew Sterrett A Building
76	73	Lew Sterrett A Building
77	74	Lew Sterrett A Building
78	75	Lew Sterrett B Building
79	76	Lew Sterrett B Building
80	77	Lew Sterrett B Building
81	78	Lew Sterrett B Building
82	79	Lew Sterrett B Building
83	80	Lew Sterrett B Building
84	80A	Lew Sterrett South Tower
85	80B	Lew Sterrett South Tower
86	80C	Lew Sterrett South Tower

87	80D	Lew Sterrett South Tower
88	80E	Lew Sterrett South Tower
89	80F	Lew Sterrett South Tower
90	80G	Lew Sterrett South Tower
91	90	Admin Building
92	91	Admin Building
93	92	Admin Building
94	93	Admin Building
95	94	Admin Building
96	95	Kennedy Garage
97	96	Kennedy Garage
98	96A	Founders Plaza
99	96B	Founders Plaza
100	97	Southwest Institute of Forensic Sciences
101	98	Southwest Institute of Forensic Sciences
102	101	Grand Prairie Government Center
103	102	Health & Human Services Building
104	103	Health & Human Services Building
105	104	Health & Human Services Building
106	105	Health & Human Services Building
107	106	Cook Chill
108	107	Investment Building
109	113	Old Red Courthouse
110	114	Old Red Courthouse
111	115	Letot Residential Treatment Center
112	E1	Records Building
113	E2	Records Building
114	E3	Records Building
115	E4	Records Building
116	E5	Records Building
117	E6	Records Building
118	A	Records Building
119	B	Records Building
120	C	Records Building
121	D	Records Building
122	E	Records Building
123	F	Records Building
124	Lula	Records Building
125	Passenger	Panoramic Circle
126	Freight	Panoramic Circle
127	None	North Dallas Government Center
128	None	North Dallas Government Center
129	None	North Dallas Government Center
130	None	1300 Mockingbird Lane

131	None	1300 Mockingbird Lane
132	None	1300 Mockingbird Lane
133	None	1300 Mockingbird Lane
134	None	South Dallas Government Center
135	None	South Dallas Government Center
136	None	Oak Cliff Government Center
137	None	Oak Cliff Government Center
138	None	Oak Cliff Government Center
139	None	Mesquite Government Center
140	None	Mesquite Government Center
141	None	Jackson Street Garage
142	None	Jackson Street Garage
143	None	Jackson Street Garage
144	None	Jackson Street Garage
145	None	Jackson Street Garage
146	None	Jackson Street Garage
147	None	East Dallas Government Center
148	None	East Dallas Government Center
149	None	Bio Safety Laboratory
150	None	Bio Safety Laboratory
151	1	George Allen Courts Building
152	2	George Allen Courts Building
153	3	George Allen Courts Building
154	4	George Allen Courts Building
155	5	George Allen Courts Building
156	6	George Allen Courts Building
157	6A	George Allen Courts Building
158	6B	George Allen Courts Building
159	6C	George Allen Courts Building
160	6D	George Allen Courts Building
161	6E	George Allen Courts Building
162	6F	George Allen Courts Building
163	7	George Allen Courts Building
164	8	George Allen Courts Building
165	9	George Allen Courts Building
166	10	George Allen Courts Building
167	11	George Allen Courts Building
168	12	George Allen Courts Building
169	13	George Allen Courts Building
170	15A	George Allen Courts Building
171	16A	George Allen Courts Building
172	16B	George Allen Courts Building
173	16C	George Allen Courts Building
174	16D	George Allen Courts Building

175	16E	George Allen Courts Building
176	16F	George Allen Courts Building
177	16G	George Allen Courts Building
178	17	Frank Crowley Courts Building
179	18	Frank Crowley Courts Building
180	19	Frank Crowley Courts Building
181	20	Frank Crowley Courts Building
182	21	Frank Crowley Courts Building
183	22	Frank Crowley Courts Building
184	23	Frank Crowley Courts Building
185	24	Frank Crowley Courts Building
186	25	Frank Crowley Courts Building
187	26	Frank Crowley Courts Building
188	27	Frank Crowley Courts Building
189	28	Frank Crowley Courts Building
190	29	Frank Crowley Courts Building
191	30	Frank Crowley Courts Building
192	31	Frank Crowley Courts Building
193	32	Frank Crowley Courts Building
194	33	Frank Crowley Courts Building
195	34	Frank Crowley Courts Building
196	35	Frank Crowley Courts Building
197	36	Frank Crowley Courts Building
198	37	Frank Crowley Courts Building
199	38	Frank Crowley Courts Building
200	39	Frank Crowley Courts Building
201	40	Frank Crowley Courts Building
202	41	Lew Sterrett Garage C
203	42	Lew Sterrett Garage C
204	43	Lew Sterrett Garage D
205	44	Lew Sterrett Garage D
206	45	Lew Sterrett Garage D
207	46	Henry Wade Juvenile Justice Center
208	47	Henry Wade Juvenile Justice Center
209	48	Henry Wade Juvenile Justice Center
210	49	Henry Wade Juvenile Justice Center
211	50	Henry Wade Juvenile Justice Center
212	51	Henry Wade Juvenile Justice Center
213	51A	Henry Wade Juvenile Justice Center
214	61	Lew Sterrett North Tower
215	62	Lew Sterrett North Tower
216	63	Lew Sterrett North Tower
217	64	Lew Sterrett North Tower
218	65	Lew Sterrett North Tower

219	66	Lew Sterrett North Tower
220	67	Lew Sterrett North Tower
221	68	Lew Sterrett North Tower
222	69	Lew Sterrett North Tower
223	70	Lew Sterrett North Tower
224	71	Lew Sterrett A Building
225	72	Lew Sterrett A Building
226	73	Lew Sterrett A Building
227	74	Lew Sterrett A Building
228	75	Lew Sterrett B Building
229	76	Lew Sterrett B Building
230	77	Lew Sterrett B Building
231	78	Lew Sterrett B Building
232	79	Lew Sterrett B Building
233	80	Lew Sterrett B Building
234	80A	Lew Sterrett South Tower
235	80B	Lew Sterrett South Tower
236	80C	Lew Sterrett South Tower
237	80D	Lew Sterrett South Tower
238	80E	Lew Sterrett South Tower
239	80F	Lew Sterrett South Tower
240	80G	Lew Sterrett South Tower
241	90	Admin Building
242	91	Admin Building
243	92	Admin Building
244	93	Admin Building
245	94	Admin Building
246	95	Kennedy Garage
247	96	Kennedy Garage
248	96A	Founders Plaza
249	96B	Founders Plaza
250	97	Southwest Institute of Forensic Sciences
251	98	Southwest Institute of Forensic Sciences
252	101	Grand Prairie Government Center
253	102	Health & Human Services Building
254	103	Health & Human Services Building
255	104	Health & Human Services Building
256	105	Health & Human Services Building
257	106	Cook Chill
258	107	Investment Building
259	113	Old Red Courthouse
260	114	Old Red Courthouse
261	115	Letot Residential Treatment Center
262	E1	Records Building

263	E2	Records Building
264	E3	Records Building
265	E4	Records Building
266	E5	Records Building
267	E6	Records Building
268	A	Records Building
269	B	Records Building
270	C	Records Building
271	D	Records Building
272	E	Records Building
273	F	Records Building
274	Lula	Records Building
275	Passenger	Panoramic Circle
276	Freight	Panoramic Circle
277		North Dallas Government Center
278		North Dallas Government Center
279		North Dallas Government Center
280		1300 Mockingbird Lane
281		1300 Mockingbird Lane
282		1300 Mockingbird Lane
283		1300 Mockingbird Lane
284		South Dallas Government Center
285		South Dallas Government Center
286		Oak Cliff Government Center
287		Oak Cliff Government Center
288		Oak Cliff Government Center
289		Mesquite Government Center
290		Mesquite Government Center
291		Jackson Street Garage
292		Jackson Street Garage
293		Jackson Street Garage
294		Jackson Street Garage
295		Jackson Street Garage
296		Jackson Street Garage
297		
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301		
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306		

307		
308		
309		
310		
311		

Description	Year Installed	Manufacturer
Gearless elevator maintenance	2021	Otis
Gearless elevator maintenance	2021	Otis
Gearless elevator maintenance	2022	Otis
Gearless elevator maintenance	2021	Otis
Gearless elevator maintenance	2021	Otis
Gearless elevator maintenance	2022	Otis
Geared elevator maintenance	2005	Kone
Geared elevator maintenance	2005	Kone
Geared elevator maintenance	2005	Kone
Geared elevator maintenance	2005	Kone
Hydraulic elevator maintenance	2005	Kone
Hydraulic elevator maintenance	2005	Kone
Gearless elevator maintenance	1999	Kone
Gearless elevator maintenance	1999	Kone
Geared elevator maintenance	2000	Kone
Geared elevator maintenance	2000	Kone
Geared elevator maintenance	2000	Kone
Geared elevator maintenance	2009	Otis
Hydraulic elevator maintenance	2007	Dover
Escalator maintenance	2022	Kone
Escalator maintenance	2022	Kone
Escalator maintenance	2005	Kone
Escalator maintenance	2005	Kone
Escalator maintenance	2005	Kone
Escalator maintenance	2005	Kone
Escalator maintenance	2005	Kone
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Gearless elevator maintenance	1988	Otis
Geared elevator maintenance	1988	Otis
Geared elevator maintenance	1988	Otis
Geared elevator maintenance	1988	Otis
Geared elevator maintenance	2014	Otis
Geared elevator maintenance	2014	Otis
Geared elevator maintenance	2014	Otis
Geared elevator maintenance	2014	Otis
Geared elevator maintenance	1988	Otis

Geared elevator maintenance	1988	Otis
Escalator maintenance	1988	Kone
Escalator maintenance	1988	Kone
Escalator maintenance	1988	Kone
Escalator maintenance	2013	Kone
Escalator maintenance	1988	Kone
Escalator maintenance	1988	Kone
Escalator maintenance	1988	Kone
Escalator maintenance	2013	Kone
Geared elevator maintenance	2003	US
Geared elevator maintenance	2003	US
Geared elevator maintenance	2015	Unknown
Geared elevator maintenance	2015	Unknown
Geared elevator maintenance	2015	Unknown
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	1992	Thyssen
Hydraulic elevator maintenance	2004	Thyssen
Traction elevator maintenance	2015	Otis
Traction elevator maintenance	2015	Otis
Traction elevator maintenance	2015	Otis
Traction elevator maintenance	2015	Otis
Traction elevator maintenance	2015	Otis
Traction elevator maintenance	2015	Otis
Hydraulic elevator maintenance	2015	Otis
Hydraulic elevator maintenance	2015	Otis
Hydraulic elevator maintenance	2015	Otis
Hydraulic elevator maintenance	2015	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Geared elevator maintenance	2021	Otis
Hydraulic elevator maintenance	2002	Langley
Machine roomless elevator maintenance	2009	Otis
Machine roomless elevator maintenance	2009	Otis
Machine roomless elevator maintenance	2009	Otis

Machine roomless elevator maintenance	2009	Otis
Machine roomless elevator maintenance	2009	Otis
Machine roomless elevator maintenance	2009	Otis
Hydraulic elevator maintenance	2009	Otis
Hydraulic elevator maintenance	Unknown	Unknown
Geared elevator maintenance	Unknown	Unknown
Geared elevator maintenance	Unknown	Unknown
Geared elevator maintenance	Unknown	Unknown
Hydraulic elevator maintenance	Unknown	Unknown
Hydraulic elevator maintenance	2007	ESCO
Hydraulic elevator maintenance	2007	ESCO
Hydraulic elevator maintenance	2007	Thyssen
Hydraulic elevator maintenance	2007	Thyssen
Hydraulic elevator maintenance	2009	Schindler
Hydraulic elevator maintenance	2009	Schindler
Hydraulic elevator maintenance	2012	Thyssen
Traction elevator maintenance	2001	Thyssen
Traction elevator maintenance	2001	Thyssen
Traction elevator maintenance	2001	Thyssen
Traction elevator maintenance	2001	Unknown
Hydraulic elevator maintenance	1991	Thyssen
Hydraulic elevator maintenance	2009	Thyssen
Geared elevator maintenance	2007	Thyssen
Geared elevator maintenance	2009	Otis
Hydraulic elevator maintenance	2014	Thyssen
Escalator maintenance	2022	Otis
Escalator maintenance	2022	Otis
Escalator maintenance	2022	Otis
Escalator maintenance	2022	Otis
Escalator maintenance	2022	Otis
Escalator maintenance	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Gearless belted machine roomless elevator	2022	Otis
Limited use limited access elevator	2022	Otis
Hydraulic elevator maintenance	1980	Unknown
Hydraulic elevator maintenance	1980	Unknown
Geared elevator maintenance	2022	Otis
Geared elevator maintenance	2022	Otis
Hydraulic elevator maintenance	2022	MCE
Geared elevator maintenance	2025	Unknown

Geared elevator maintenance	2025	Unknown
Geared elevator maintenance	2025	Unknown
Hydraulic elevator maintenance	2025	Unknown
Hydraulic elevator maintenance	Unknown	Otis
Hydraulic elevator maintenance	Unknown	Otis
Gearless belted machine roomless elevator	Unknown	Unknown
Hydraulic elevator maintenance	Unknown	Unknown
Hydraulic elevator maintenance	Unknown	Unknown
Traction elevator maintenance	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	2024	Unknown
Unknown	Future	Unknown
Unknown	Future	Unknown
Machine roomless elevator maintenance	Future	Unknown
Machine roomless elevator maintenance	Future	Unknown
Pre-maintenance repairs gearless elevator	2021	Otis
Pre-maintenance repairs gearless elevator	2021	Otis
Pre-maintenance repairs gearless elevator	2022	Otis
Pre-maintenance repairs gearless elevator	2021	Otis
Pre-maintenance repairs gearless elevator	2021	Otis
Pre-maintenance repairs gearless elevator	2022	Otis
Pre-maintenance repairs geared elevator	2005	Kone
Pre-maintenance repairs geared elevator	2005	Kone
Pre-maintenance repairs geared elevator	2005	Kone
Pre-maintenance repairs geared elevator	2005	Kone
Pre-maintenance repairs hydraulic elevator	2005	Kone
Pre-maintenance repairs hydraulic elevator	2005	Kone
Pre-maintenance repairs gearless elevator	1999	Kone
Pre-maintenance repairs gearless elevator	1999	Kone
Pre-maintenance repairs geared elevator	2000	Kone
Pre-maintenance repairs geared elevator	2000	Kone
Pre-maintenance repairs geared elevator	2000	Kone
Pre-maintenance repairs geared elevator	2009	Otis
Pre-maintenance repairs hydraulic elevator	2007	Dover
Pre-maintenance repairs escalator	2022	Kone
Pre-maintenance repairs escalator	2022	Kone
Pre-maintenance repairs escalator	2005	Kone
Pre-maintenance repairs escalator	2005	Kone
Pre-maintenance repairs escalator	2005	Kone

Pre-maintenance repairs escalator	2005	Kone
Pre-maintenance repairs escalator	2005	Kone
Pre-maintenance repairs escalator	2005	Kone
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs gearless elevator	1988	Otis
Pre-maintenance repairs geared elevator	1988	Otis
Pre-maintenance repairs geared elevator	1988	Otis
Pre-maintenance repairs geared elevator	1988	Otis
Pre-maintenance repairs geared elevator	2014	Otis
Pre-maintenance repairs geared elevator	2014	Otis
Pre-maintenance repairs geared elevator	2014	Otis
Pre-maintenance repairs geared elevator	2014	Otis
Pre-maintenance repairs geared elevator	1988	Otis
Pre-maintenance repairs geared elevator	1988	Otis
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs escalator	2013	Kone
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs escalator	1988	Kone
Pre-maintenance repairs geared elevator	2003	US
Pre-maintenance repairs geared elevator	2003	US
Pre-maintenance repairs geared elevator	2015	Unknown
Pre-maintenance repairs geared elevator	2015	Unknown
Pre-maintenance repairs geared elevator	2015	Unknown
Pre-maintenance repairs hydraulic elevator	1992	Thyssen
Pre-maintenance repairs hydraulic elevator	1992	Thyssen
Pre-maintenance repairs hydraulic elevator	1992	Thyssen
Pre-maintenance repairs hydraulic elevator	1992	Thyssen
Pre-maintenance repairs hydraulic elevator	1992	Thyssen
Pre-maintenance repairs hydraulic elevator	2004	Thyssen
Pre-maintenance repairs traction elevator	2015	Otis
Pre-maintenance repairs traction elevator	2015	Otis
Pre-maintenance repairs traction elevator	2015	Otis
Pre-maintenance repairs traction elevator	2015	Otis
Pre-maintenance repairs traction elevator	2015	Otis

Pre-maintenance repairs traction elevator	2015	Otis
Pre-maintenance repairs hydraulic elevator	2015	Otis
Pre-maintenance repairs hydraulic elevator	2015	Otis
Pre-maintenance repairs hydraulic elevator	2015	Otis
Pre-maintenance repairs hydraulic elevator	2015	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs geared elevator	2021	Otis
Pre-maintenance repairs hydraulic elevator	2002	Langley
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs machine roomless elevator	2009	Otis
Pre-maintenance repairs hydraulic elevator	2009	Otis
Pre-maintenance repairs hydraulic elevator	Unknown	Unknown
Pre-maintenance repairs geared elevator	Unknown	Unknown
Pre-maintenance repairs geared elevator	Unknown	Unknown
Pre-maintenance repairs geared elevator	Unknown	Unknown
Pre-maintenance repairs hydraulic elevator	Unknown	Unknown
Pre-maintenance repairs hydraulic elevator	2007	ESCO
Pre-maintenance repairs hydraulic elevator	2007	ESCO
Pre-maintenance repairs hydraulic elevator	2007	Thyssen
Pre-maintenance repairs hydraulic elevator	2007	Thyssen
Pre-maintenance repairs hydraulic elevator	2009	Schindler
Pre-maintenance repairs hydraulic elevator	2009	Schindler
Pre-maintenance repairs hydraulic elevator	2012	Thyssen
Pre-maintenance repairs traction elevator	2001	Thyssen
Pre-maintenance repairs traction elevator	2001	Thyssen
Pre-maintenance repairs traction elevator	2001	Thyssen
Pre-maintenance repairs traction elevator	2001	Unknown
Pre-maintenance repairs hydraulic elevator	1991	Thyssen
Pre-maintenance repairs hydraulic elevator	2009	Thyssen
Pre-maintenance repairs Geared elevator maintenance	2007	Thyssen
Pre-maintenance repairs Geared elevator maintenance	2009	Otis
Pre-maintenance repairs Hydraulic elevator maintenance	2014	Thyssen
Pre-maintenance repairs Escalator maintenance	2022	Otis

Pre-maintenance repairs Escalator maintenance	2022	Otis
Pre-maintenance repairs Escalator maintenance	2022	Otis
Pre-maintenance repairs Escalator maintenance	2022	Otis
Pre-maintenance repairs Escalator maintenance	2022	Otis
Pre-maintenance repairs Escalator maintenance	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Gearless belted machine roomless e	2022	Otis
Pre-maintenance repairs Limited use limited access elevator	2022	Otis
Pre-maintenance repairs Hydraulic elevator maintenance	1980	Unknown
Pre-maintenance repairs Hydraulic elevator maintenance	1980	Unknown
Pre-maintenance repairs Geared elevator maintenance	2022	Otis
Pre-maintenance repairs Geared elevator maintenance	2022	Otis
Pre-maintenance repairs Hydraulic elevator maintenance	2022	MCE
Pre-maintenance repairs Geared elevator maintenance	2025	Unknown
Pre-maintenance repairs Geared elevator maintenance	2025	Unknown
Pre-maintenance repairs Geared elevator maintenance	2025	Unknown
Pre-maintenance repairs Hydraulic elevator maintenance	2025	Unknown
Pre-maintenance repairs Hydraulic elevator maintenance	Unknown	Otis
Pre-maintenance repairs Hydraulic elevator maintenance	Unknown	Otis
Pre-maintenance repairs Gearless belted machine roomless e	Unknown	Unknown
Pre-maintenance repairs Hydraulic elevator maintenance	Unknown	Unknown
Pre-maintenance repairs Hydraulic elevator maintenance	Unknown	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Pre-maintenance repairs	2024	Unknown
Escalator deep cleaning during regular hours		
Escalator deep cleaning during weekends or holidays		
Mechanic straight time rate		
Mechanic overtime rate		
Mechanic premium time rate		
Mechanic holiday and Sunday rate		
Helper straight time rate		
Helper overtime rate		
Helper premium time rate		
Helper holiday and Sunday rate		

Team straight time rate	
Team overtime rate	
Team premium time rate	
Team holiday and Sunday Rate	
Percentage markup or discount (+/-) for parts and materials	

IFB 2025-017-7042 Elevator and Escalator Maintenance

[illegible]

[illegible]

[illegible]

[illegible]

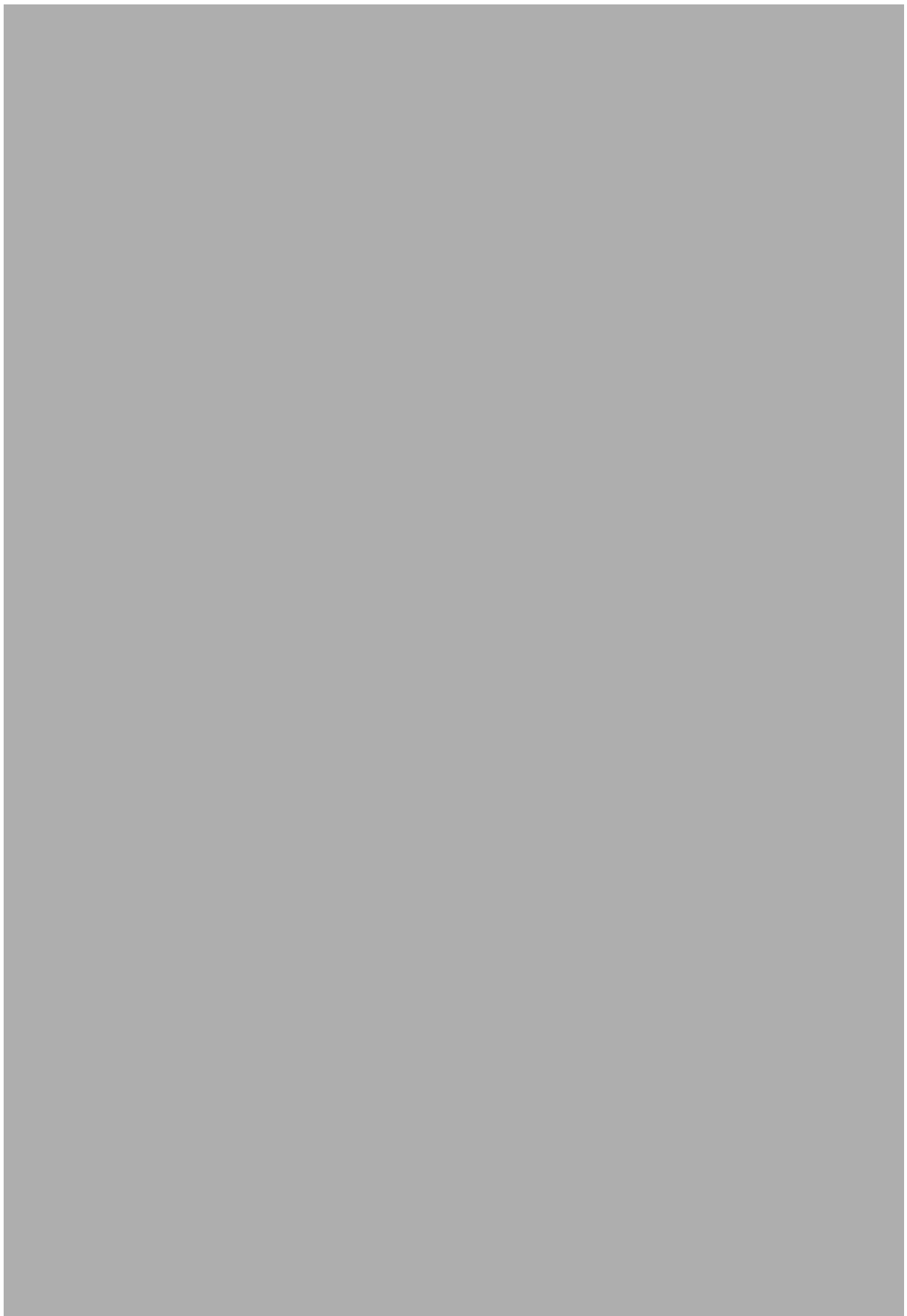
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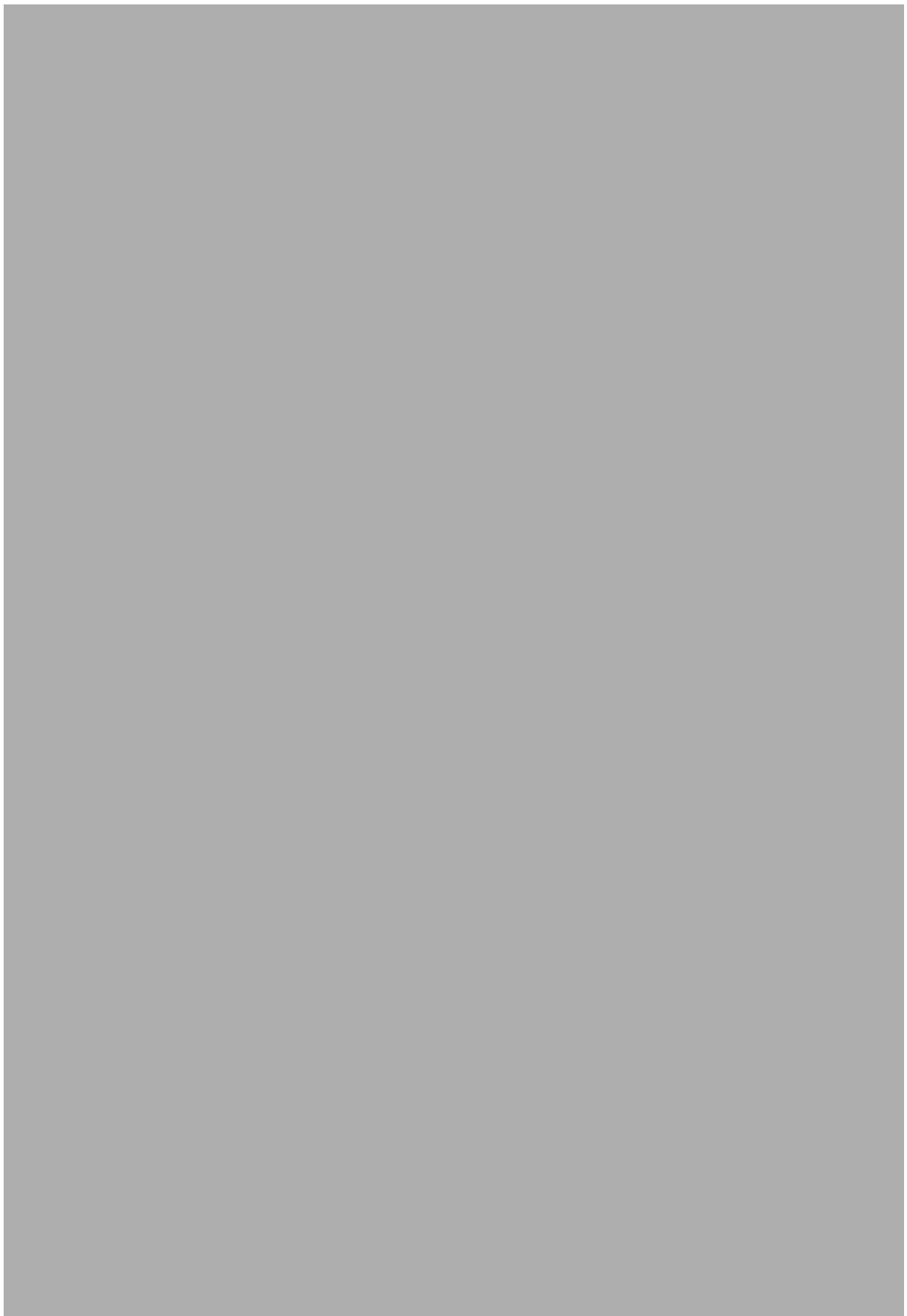
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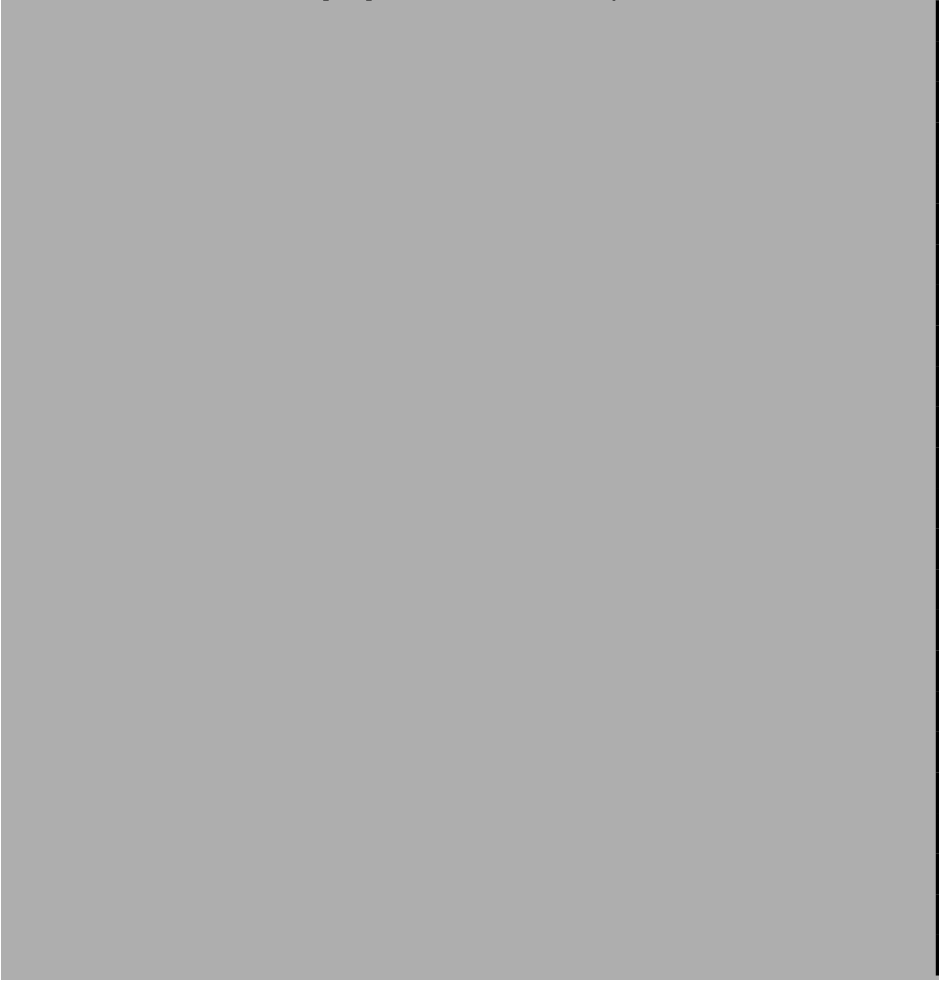
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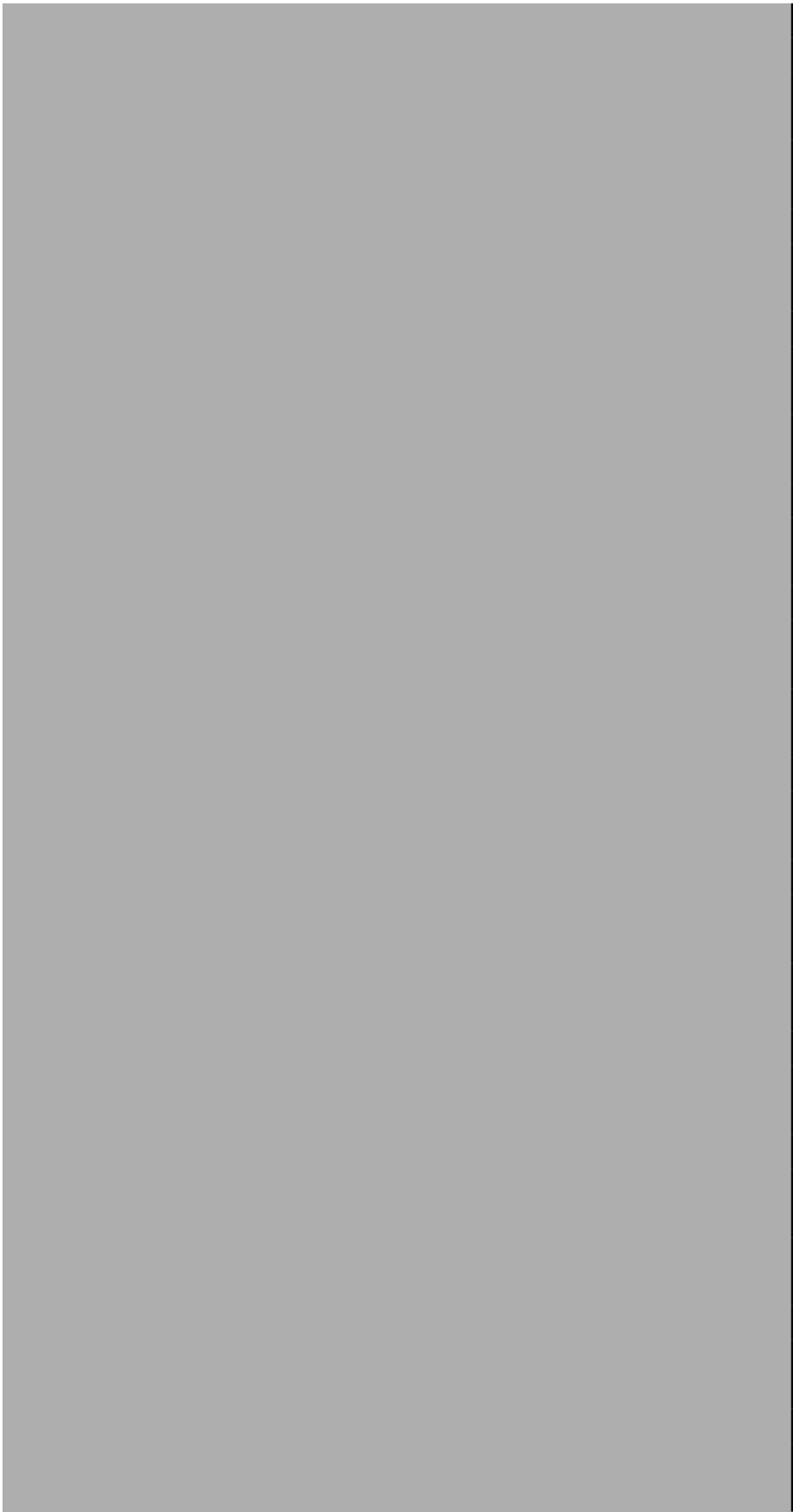
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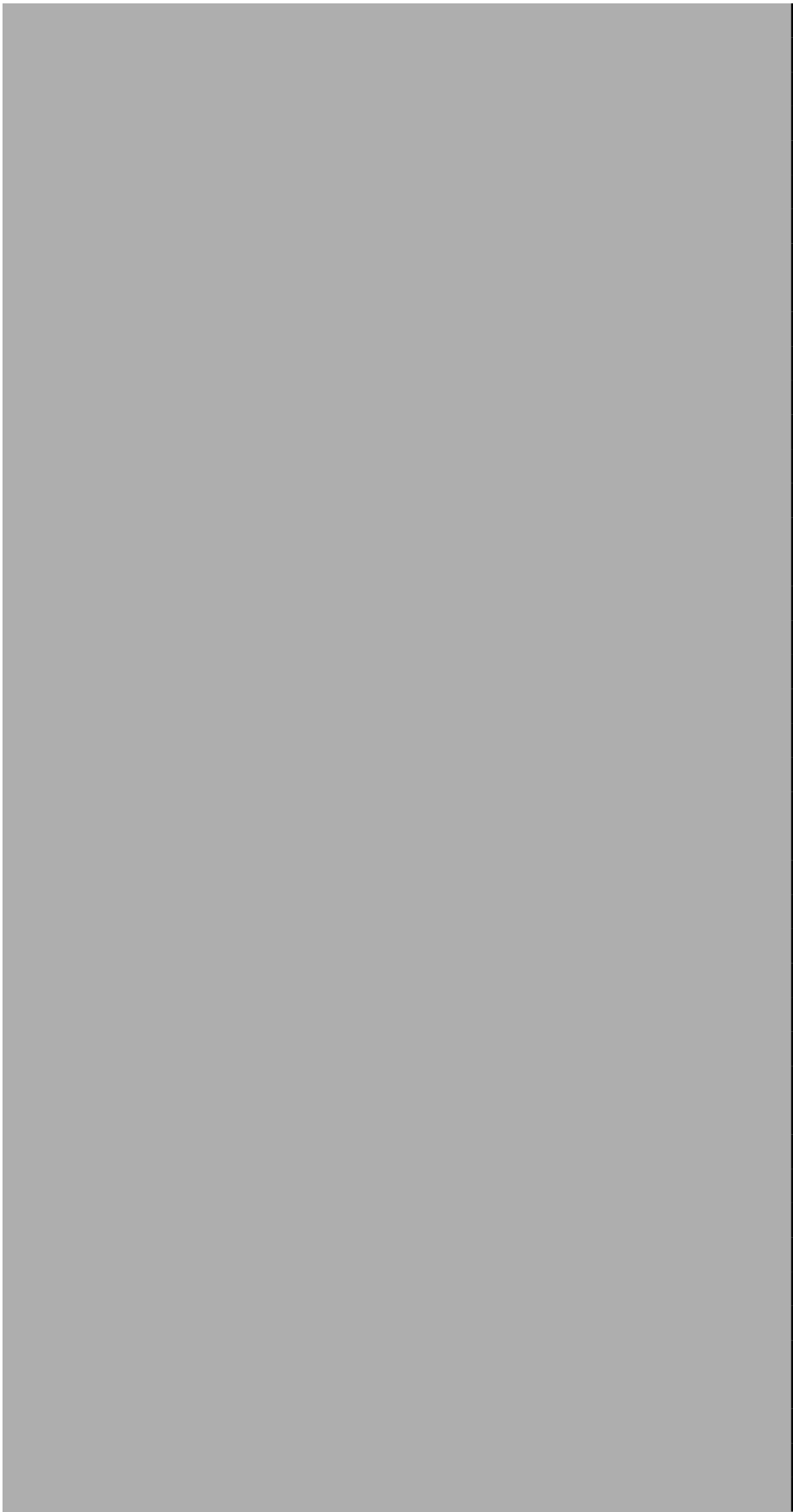
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