



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
GSD126751

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
KRISTA FERRELL 304-558-2596

*709063719 304-342-8115

VENDOR FOR

THYSSENKRUPP ELEVATOR CO
 901 MORRIS STREET

CHARLESTON WV 25301

SHIP TO

DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/09/2012				
BID OPENING DATE: 03/15/2012		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
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<p>MONTHLY ELEVATOR MAINTENANCE FOR DOA OWNED BLDGS.</p> <p>REQUEST FOR QUOTATION (RFQ) OPEN END CONTRACT</p> <p>THE WEST VIRGINIA STATE PURCHASING DIVISION FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF GENERAL SERVICES, IS SOLICITING BIDS FOR AN OPEN END CONTRACT TO PROVIDE ELEVATOR MAINTENANCE SERVICES FOR DEPARTMENT OF ADMINISTRATION OWNED AND OPERATED BUILDINGS PER THE ATTACHED SPECIFICATIONS.</p> <p>A MANDATORY PRE-BID WILL BE HELD ON 02/21/2012 AT 10:00 AM IN BUILDING 11 LOCATED AT THE CORNER OF PEIDMONT AVE CALIFORNIA AVE IN CHARLESTON, WEST VIRGINIA. ALL INTERESTED PARTIES ARE REQUIRED TO ATTEND THIS MEETING. FAILURE TO ATTEND THE MANDATORY PRE-BID SHALL RESULT I DISQUALIFICATION OF THE BID. NO ONE PERSON MAY REPRESENT MORE THAN ONE BIDDER.</p> <p>AN ATTENDANCE SHEET WILL BE MADE AVAILABLE FOR ALL POTENTIAL BIDDERS TO COMPLETE. THIS WILL SERVE AS THE OFFICIAL DOCUMENT VERIFYING ATTENDANCE AT THE MANDATOR PRE-BID. FAILURE TO PROVIDE YOUR COMPANY AND REPRESENTATIVE NAME ON THE ATTENDANCE SHEET WILL RESULT IN DISQUALIFICATION OF THE BID. THE STATE WILL NOT ACCEPT ANY OTHER DOCUMENTATION TO VERIFY ATTENDANCE. THE BIDDER IS RESPONSIBLE FOR ENSURING THEY HAVE COMPLETED THE INFORMATION REQUIRED ON THE ATTENDANCE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE	DATE
<i>E. H. ...</i>	304-342-8115	3-13-12
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE
Branch Manager	62-1211267	

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

RECEIVED
 2012 MAR 14 P 1:21
 PURCHASING DIVISION
 STATE OF WV

GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
 2. The State may accept or reject in part, or in whole, any bid.
 3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
 4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
 5. Payment may only be made after the delivery and acceptance of goods or services.
 6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
 7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
 10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
 12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
 13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
 14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
 15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
 16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.
- I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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<p>SHEET. THE PURCHASING DIVISION AND THE STATE AGENCY WILL NOT ASSUME ANY RESPONSIBILITY FOR A BIDDER-S FAILURE TO COMPLETE THE PRE-BID ATTENDANCE SHEET. IN ADDITION, WE REQUEST THAT ALL POTENTIAL BIDDERS INCLUDE THEIR E-MAIL ADDRESS AND FAX NUMBER.</p> <p>ALL POTENTIAL BIDDERS ARE REQUESTED TO ARRIVE PRIOR TO THE STARTING TIME FOR THE PRE-BID. BIDDERS WHO ARRIVE LATE, BUT PRIOR TO THE DISMISSAL OF THE TECHNICAL PORTION OF THE PRE-BID WILL BE PERMITTED TO SIGN IN. BIDDERS WHO ARRIVE AFTER CONCLUSION OF THE TECHNICAL PORTION OF THE PRE-BID, BUT DURING ANY SUBSEQUENT PART OF THE PRE-BID WILL NOT BE PERMITTED TO SIGN THE ATTENDANCE SHEET.</p> <p>TECHNICAL QUESTIONS CONCERNING THIS SOLICITATION MUST BE SUBMITTED IN WRITING TO KRISTA FERRELL IN THE WEST VIRGINIA STATE PURCHASING DIVISION VIA FAX AT 304-558-4115 OR VIA EMAIL AT KRISTA.S.FERRELL@WV.GOV. VENDORS SHOULD INCLUDE THE RFQ NUMBER ON THE SUBJECT LINE OF THE EMAIL.</p> <p>DEADLINE FOR TECHNICAL QUESTION SUBMISSION IS 03/01/2012 AT THE CLOSE OF BUSINESS.</p> <p>ANY TECHNICAL QUESTIONS RECEIVED WILL BE ANSWERED BY DEADLINE HAS LAPSED.</p> <p>VERBAL COMMUNICATION: ANY VERBAL COMMUNICATION BETWEEN THE VENDOR AND ANY STATE PERSONNEL IS NOT BINDING. ONLY INFORMATION ISSUED IN WRITING AND ADDED TO THE RFQ SPECIFICATIONS BY A FORMAL WRITTEN ADDENDUM BY PURCHASING IS BINDING.</p> <p>NO CONTACT BETWEEN THE VENDOR AND THE AGENCY IS PERMITTED WITHOUT THE EXPRESS WRITTEN CONSENT OF THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE 	TELEPHONE 304-342-8115	DATE 3-13-12
TITLE Branch Manager	FEIN 62-1211267	ADDRESS CHANGES TO BE NOTED ABOVE

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<p>STATE BUYER. VIOLATION MAY RESULT IN THE REJECTION OF THE BID. THE STATE BUYER LISTED ABOVE IS THE SOLE CONTACT FOR ANY AND ALL INQUIRIES AFTER THIS RFQ HAS BEEN RELEASED FOR SOLICITATION.</p> <p>EXHIBIT 3</p> <p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AWARD AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT BY THE STATE OF WEST VIRGINIA, ITS AGENCIES, OR POLITICAL SUBDIVISIONS, THE TERMS, CONDITIONS, AND PRICING SET FORTH HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM</p>						

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SIGNATURE <i>Edwin Dumb...</i>	TELEPHONE 304-342-8115	DATE 3-13-12	
TITLE Branch Manager	FEIN 62-1211267	ADDRESS CHANGES TO BE NOTED ABOVE	

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<p>TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>ORDERING PROCEDURE: SEE SECTION 3 OF THE ATTACHED SPECIFICATIONS.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.</p> <p>REV. 01/17/2012</p> <p>EXHIBIT 5</p> <p>WEST VIRGINIA CODE 21-1D-5 PROVIDES THAT: ANY SOLICITATION FOR A PUBLIC IMPROVEMENT CONSTRUCTION CONTRACT REQUIRES EACH VENDOR THAT SUBMITS A BID FOR THE WORK TO SUBMIT AT THE SAME TIME AN AFFIDAVIT OF COMPLIANCE WIT</p>						

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<p>THE BID. THE ENCLOSED DRUG-FREE WORKPLACE AFFIDAVIT MUST BE SIGNED AND SUBMITTED WITH THE BID AS EVIDENCE OF THE VENDOR'S COMPLIANCE WITH THE PROVISIONS OF ARTICLE 1D, CHAPTER 21 OF THE WEST VIRGINIA CODE. FAILURE TO SUBMIT THE SIGNED DRUG-FREE WORKPLACE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF SUCH BID.</p> <p>NOTICE TO PROCEED: EACH RELEASE IS TO BE PERFORMED WITHIN THE NUMBER OF CALENDAR DAYS INDICATED ON THE ORDER. UNLESS OTHERWISE SPECIFIED ON THE RELEASE ORDER THE EXECUTED RELEASE ORDER WILL BE CONSIDERED THE NOTICE TO PROCEED.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE MATERIALS OR WORKMANSHIP SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM WITH THE SPECIFICATIONS OF THE BID AND CONTRACT HERE IN.</p> <p>WAGE RATES: THE CONTRACTOR OR SUBCONTRACTOR SHALL PAY THE HIGHER OF THE U.S. DEPARTMENT OF LABOR MINIMUM WAGE RATES AS ESTABLISHED FOR THE APPLICABLE COUNTY, PURSUANT TO WEST VIRGINIA CODE 21-5A, ET, SEQ. (PREVAILING WAGE RATES APPLY TO THIS PROJECT)</p> <p>ARBITRATION: ANY REFERENCES MADE TO ARBITRATION OR INTEREST FOR PAYMENTS DUE (EXCEPT FOR ANY INTEREST REQUIRED BY STATE LAW) CONTAINED IN THIS CONTRACT OR IN ANY AMERICAN INSTITUTE OF ARCHITECTS DOCUMENTS PERTAINING TO THIS CONTRACT ARE HEREBY DELETED.</p> <p>WORKERS' COMPENSATION: VENDOR IS REQUIRED TO PROVIDE A CERTIFICATE FROM WORKERS' COMPENSATION IF SUCCESSFUL.</p> <p>ALL OF THE ITEMS CHECKED BELOW WILL BE A REQUIREMENT</p>						

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SIGNATURE <i>E. J. [Signature]</i>	TELEPHONE 304-342-8115	DATE 3-13-12
TITLE Branch Manager	FEIN 62-1211267	ADDRESS CHANGES TO BE NOTED ABOVE

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OF THIS CONTRACT:						
<input checked="" type="checkbox"/> (XX) INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF COMMERCIAL GENERAL LIABILITY INSURANCE PRIOR TO ISSUANCE OF CONTRACT. UNLESS OTHERWISE SPECIFIED IN THE BID DOCUMENTS, THE MINIMUM AMOUNT OF INSURANCE COVERAGE REQUIRED IS \$1,000,000.00.						
<input type="checkbox"/> () BUILDERS RISK INSURANCE: SUCCESSFUL VENDOR SHALL FURNISH PROOF OF BUILDERS RISK - ALL RISK INSURANCE IN AN AMOUNT EQUAL TO 100% OF THE AMOUNT OF THE CONTRACT.						
<input checked="" type="checkbox"/> (XX) BONDS: FIVE PERCENT (5%) OF THE TOTAL AMOUNT OF THE BID PAYABLE TO THE STATE OF WEST VIRGINIA, SHALL BE SUBMITTED WITH EACH BID AS A BID BOND. THE SUCCESSFUL BIDDER SHALL ALSO FURNISH A PERFORMANCE BOND AND LABOR/MATERIAL BOND FOR THE FULL AMOUNT OF THE BID. BONDS MAY BE PROVIDED IN THE FORM OF A CERTIFIED CHECK IRREVOCABLE LETTER OF CREDIT, OR BOND FURNISHED BY A SOLVENT SURETY COMPANY AUTHORIZED TO DO BUSINESS IN THE STATE OF WEST VIRGINIA. A LETTER OF CREDIT SUBMITTED IN LIEU OF A BOND WILL ONLY BE ALLOWED FOR PROJECTS UNDER \$100,000. PERSONAL OR BUSINESS CHECKS ARE NOT ACCEPCTABLE IN LIEU OF THE 5% BID BOND, PERFORMANCE BOND, OR LABOR AND MATERIAL BOND.						
<input type="checkbox"/> () MAINTENANCE BOND: A TWO (2) YEAR MAINTENANCE BOND COVERING THE ROOFING SYSTEM WILL BE A REQUIREMENT OF THE SUCCESSFUL VENDOR.						
REV. 11/00						
EXHIBIT 7						
DOMESTIC ALUMINUM, GLASS & STEEL IN PUBLIC WORKS						

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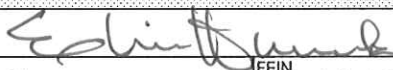
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<p>PROJECTS</p> <p>IN ACCORDANCE WITH WEST VIRGINIA CODE 5-19-1 ET., SEQ., EVERY CONTRACT FOR CONSTRUCTION, RECONSTRUCTION, ALTERATION, REPAIR, IMPROVEMENT OR MAINTENANCE OF PUBLIC WORKS, WHERE THE COST IS MORE THAN \$50,000 AND, IN THE CASE OF STEEL ONLY, WHERE THE COST OF STEEL IS MORE THAN \$50,000 OR WHERE MORE THAN 10,000 POUNDS OF STEEL ARE REQUIRED, THE STATE WILL ACCEPT ONLY ALUMINUM GLASS, OR STEEL PRODUCTS PRODUCED IN THE UNITED STATES. IN ADDITION, ITEMS OF MACHINERY OR EQUIPMENT PURCHASED FOR USE AT THE SITE OF PUBLIC WORKS SHALL BE MADE OF DOMESTIC ALUMINUM, GLASS OR STEEL, UNLESS THE COST OF THE PRODUCT IS LESS THAN \$50,000 OR LESS THAN 10,000 POUNDS OF STEEL ARE USED IN PUBLIC WORKS PROJECTS.</p> <p>FOREIGN MADE ALUMINUM, GLASS OR STEEL PRODUCTS MAY BE ACCEPTED ONLY IF THE COST OF DOMESTIC PRODUCTS IS FOUND TO BE UNREASONABLE. SUCH COST IS UNREASONABLE IF IT IS 20% OR MORE HIGHER THAN THE BID PRICE FOR FOREIGN MADE PRODUCTS. IF THE DOMESTIC ALUMINUM, GLASS OR STEEL PRODUCTS TO BE SUPPLIED OR PRODUCED IN A "SUBSTANTIAL LABOR SURPLUS AREA", AS DEFINED BY THE UNITED STATES DEPARTMENT OF LABOR, FOREIGN PRODUCTS MAY BE SUPPLIED ONLY IF DOMESTIC PRODUCTS ARE 30% OR MORE HIGHER IN PRICE THAN THE FOREIGN MADE PRODUCTS.</p> <p>IF, PRIOR TO THE AWARD OF A CONTRACT UNDER THE ABOVE PROVISIONS, THE SPENDING OFFICER OF THE SPENDING UNIT DETERMINES THAT THERE EXISTS A BID FOR LIKE FOREIGN ALUMINUM, GLASS OR STEEL THAT IS REASONABLE AND LOWER THAN THE LOWEST BID DOMESTIC PRODUCTS, THE SPENDING OFFICE MAY REQUEST, IN WRITING, A REEVALUATION AND REDUCTION IN THE LOWEST BID FOR SUCH DOMESTIC PRODUCTS. ALL VENDORS MUST INDICATE IN THEIR BID IF THEY ARE SUPPLYING FOREIGN ALUMINUM, GLASS OR STEEL.</p>						

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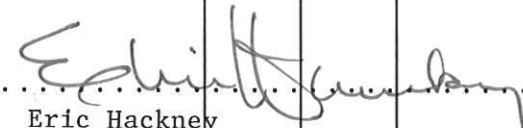
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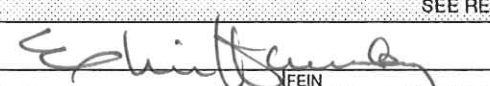
V E N D O R	*709063719 304-342-8115
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	CHARLESTON WV 25301

S H I P T O	DEPARTMENT OF ADMINISTRATION
	VARIOUS LOCALES AS INDICATED
	BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
02/09/2012				

BID OPENING DATE:	03/15/2012	BID OPENING TIME	01:30PM
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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT	
				REV. 11/96			
				EXHIBIT 10			
				ADDENDUM ACKNOWLEDGEMENT			
<p>I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.</p>							
				ADDENDUM NOS.:			
				NO. 1 	X		
				NO. 2 			
				NO. 3 			
				NO. 4 			
				NO. 5 			
<p>I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF TH ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF THE BIDS.</p>							
<p>VENDOR MUST CLEARLY UNDERSTAND THAT ANY VERBAL REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE INFORMATION ISSUED IN WRITING AND ADDED TO THE SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.</p>							
							
SIGNATURE						
	Eric Hackney						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE	TELEPHONE	DATE	
	304-342-8115	3-13-12	
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE	
Branch Manager	62-1211267		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
GSD126751

PAGE
10

ADDRESS CORRESPONDENCE TO ATTENTION OF:
KRISTA FERRELL 304-558-2596

VENDOR

*709063719 304-342-8115
 THYSSENKRUPP ELEVATOR CO
 901 MORRIS STREET
 CHARLESTON WV 25301

SHIP TO

DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
02/09/2012						
BID OPENING DATE: 03/15/2012		BID OPENING TIME		01:30PM		
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
	ThyssenKrupp Elevator		COMPANY		
	March 13, 2012		DATE		
	REV. 11/96					
	CONTRACTORS LICENSE					
	WEST VIRGINIA STATE CODE 21-11-2 REQUIRES THAT ALL PERSONS DESIRING TO PERFORM CONTRACTING WORK IN THIS STATE MUST BE LICENSED. THE WEST VIRGINIA CONTRACTORS LICENSING BOARD IS EMPOWERED TO ISSUE THE CONTRACTORS LICENSE. APPLICATIONS FOR A CONTRACTORS LICENSE MAY BE MADE BY CONTACTING THE WEST VIRGINIA DIVISION OF LABOR CAPITOL COMPLEX, BUILDING 3, ROOM 319, CHARLESTON, WV 25305. TELEPHONE: (304) 558-7890.					
	WEST VIRGINIA STATE CODE 21-11-11 REQUIRES ANY PROSPECTIVE BIDDER TO INCLUDE THE CONTRACTORS LICENSE NUMBER ON THEIR BID.					
	BIDDER TO COMPLETE:					
	CONTRACTORS NAME: .. ThyssenKrupp Elevator.....					
	CONTRACTORS LICENSE NO.: .. WV000525.....					
	THE SUCCESSFUL BIDDER WILL BE REQUIRED TO FURNISH A COPY OF THEIR CONTRACTORS LICENSE PRIOR TO ISSUANCE OF A PURCHASE ORDER/CONTRACT					
	APPLICABLE LAW					
	THE WEST VIRGINIA STATE CODE, PURCHASING DIVISION RULES AND REGULATIONS, AND THE INFORMATION PROVIDED IN					
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE <i>Eddie...</i>		TELEPHONE		DATE		
		304-342-8115		3-13-12		
TITLE		FEIN		ADDRESS CHANGES TO BE NOTED ABOVE		
Branch Manager		62-1211267				

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
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 Charleston, WV 25305-0130

Request for Quotation

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PAGE
11

ADDRESS CORRESPONDENCE TO ATTENTION OF:
KRISTA FERRELL 304-558-2596

*709063719 304-342-8115
 THYSSENKRUPP ELEVATOR CO
 901 MORRIS STREET
 CHARLESTON WV 25301

VENDOR

DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
 BY ORDER

SHIP TO

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS		
02/09/2012						
BID OPENING DATE: 03/15/2012		BID OPENING TIME 01:30PM				
LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>THE "REQUEST FOR QUOTATION" ISSUED BY THE PURCHASING DIVISION IS THE SOLE AUTHORITY GOVERNING THIS PROCUREMENT.</p> <p>ANY INFORMATION PROVIDED IN SPECIFICATION MANUALS, OR ANY OTHER SOURCE, VERBAL OR WRITTEN, WHICH CONTRADICTS OR ALTERS THE INFORMATION PROVIDED FROM THE SOURCES AS DESCRIBED IN THE ABOVE PARAGRAPH IS VOID AND OF NO EFFECT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT WITHOUT FURTHER ORDER.</p> <p>REV. 5/2009</p> <p style="text-align: center;">NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p style="padding-left: 40px;">DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: KRISTA FERRELL-FILE 21</p>						
SEE REVERSE SIDE FOR TERMS AND CONDITIONS						
SIGNATURE			TELEPHONE 304-342-8115		DATE 3-13-12	
TITLE Branch Manager		FEIN 62-1211267		ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
GSD126751

PAGE
12

ADDRESS CORRESPONDENCE TO ATTENTION OF:
KRISTA FERRELL 304-558-2596

*709063719 304-342-8115
 THYSSENKRUPP ELEVATOR CO
 901 MORRIS STREET
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VENDOR

SHIP TO

DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
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				GSD126751		
				BID OPENING DATE:		03/15/2012
				BID OPENING TIME:		1:30 PM
				PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:		
				----- 866-812-5542 -----		
				PLEASE PRINT OR TYPE NAME OF PERSON TO CONTACT CONCERNING THIS QUOTE:		
				----- Eric Hackney -----		
				***** THIS IS THE END OF RFQ GSD126751 ***** TOTAL: \$25,900.00/Month		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 304-342-8115	DATE 3-13-12
TITLE Branch Manager	FEIN 62-1211267	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GSD#126751 ELEVATOR MAINTENANCE

REQUEST FOR QUOTATIONS #GSD126751
ELEVATOR MAINTENANCE
DEPARTMENT OF ADMINISTRATION-OWNED FACILITIES
GENERAL SERVICES DIVISION
1900 Kanawha Boulevard, East
Charleston, WV

Location: West Virginia Department of Administration
Buildings Listed Herein

For: State of West Virginia
General Services Division
1900 Kanawha Boulevard, East
Charleston, West Virginia 25305

This Request for Quotation also includes the following documents:

1. Attachment A: Bid Form
2. Attachment B: GSD126751 Equipment List
3. Attachment C: GSD126751 Building List

A **MANDATORY** PRE-BID CONFERENCE WILL BE CONDUCTED IN THE SECOND FLOOR CONFERENCE ROOM OF BUILDING 11 (THE CENTRAL CHILLER PLANT) LOCATED AT THE CORNER OF PIEDMONT AVENUE AND CALIFORNIA AVENUE ON THE WEST VIRGINIA STATE CAPITOL COMPLEX IN CHARLESTON, WEST VIRGINIA ON **FEBRUARY 21, 2012 AT 10:00 AM.**

Prospective bidders can arrange site visits to review existing elevators and buildings by contacting David Parsons at (304)558-0689. This visit is for reference only. Any questions arising from site visits must be submitted in accordance with the provisions for technical questions listed in this document.

SECTION 1: DEFINITIONS

- A. "Agency" shall be defined as The Department of Administration, General Services Division, State Capitol Complex, Building 1, Room MB-60, Charleston, West Virginia 25305.
- B. "Contractor" shall be defined as the successful bidder or vendor.
- C. "Contract" shall be defined as the binding agreement that is entered into between the State of West Virginia and the Contractor to provide the services as herein specified.
- D. "Full-service Maintenance", as herein stated, shall mean routine inspections, replacement of parts, components, and material on elevator components or equipment on a pre-planned schedule prior to

GSD#126751 ELEVATOR MAINTENANCE

the failure or wear-out period of the part, component, or materials and maintenance due to mechanical breakdown as a result of normal wear and tear. The planned inspections and replacement of parts, components, and material shall be in accordance with the equipment manufacturer's specifications and recommendations or in accordance of National Code requirements. Full-Service maintenance is inclusive of corrective and preventative maintenance required due to normal usage.

- E. "Open-end Service", as herein stated, shall be defined as maintenance service performed due to vandalism, misuse or obsolete part replacement that lies outside Full Maintenance service.
- F. "Call-back Service", as herein stated, shall be defined as maintenance service performed between the hours of 5:01p.m. and 6:59 a.m. on an as-requested basis to correct a malfunction or failure in an elevator.
- G. "Agency Representative", as herein stated, shall be defined as that person so designated by the Director of the General Services Division. This representative will normally be the Building Maintenance Supervisor in charge of each building.
- H. "Holidays" are shall mean days designated by W.Va. Code §2-2-1 as legal holidays (i.e. new Year's Day, Martin Luther King's Birthday, President's Day, Memorial Day, West Virginia Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Lincoln's Day, Election Days, and Christmas Day).
- I. "Cost for Parts", as herein stated, shall be defined as the actual documented cost for the parts as purchased by the Contractor.
- J. "Inspection", as herein stated, shall be defined as organized examinations or formal evaluation of elevators and their parts and components in accordance with Section 1001 of ANSI A17.1 and all current state and federal laws.
- K. "Testing", as herein stated, shall be defined as a function test to ensure equipment is operating according the manufacturer's specifications and in accordance with national code requirements.

SECTION 2: SCOPE OF WORK

The Contractor shall provide a Full-Service Maintenance program (Section 2.1), Call-Back service (Section 2.2), Inspection and Testing services (Section 2.3) and Open-End service (Section 2.4) for elevators in buildings owned and operated by the West Virginia Department of Administration as listed in Attachment B. All services shall ensure that equipment is kept operating in accordance with

GSD#126751 ELEVATOR MAINTENANCE

manufacturer's specifications, federal, state and local regulations including the Americans with disability Act and the American National Standard Safety Code for Elevators.

The Full-Service Maintenance program, Call-Back services and Testing and Inspection services shall be covered under one flat monthly service rate less any deductions (Section 2.14).

2.1 Full-Service Maintenance: Full-service maintenance shall be, at least, the limits described herein. Full-Service Maintenance shall include all supervision, labor, materials, equipment and tools necessary to keep all equipment operating in accordance with manufacturer's specifications, federal, state and local regulations including the Americans with disability Act and the American National Standard Safety Code for Elevators. Full-service maintenance shall be covered under the flat monthly rate as agreed upon herein.

The Contractor shall provide full-time mechanic personnel for dedicated full-service maintenance under this contract for all units located within the Charleston, WV metro area. Working hours covered by said personnel shall be between 7am and 5pm, Monday through Friday except State recognized Holidays. During these established work hours, if meeting the full-service maintenance requirements necessitates more than one technician being on-site, as determined by Division of Labor regulation on weight limitation or other any other such regulation which would require more than one person to perform the operation, the Contractor shall bear the responsibility of any additional man hours or costs.

For buildings outside the Charleston Metro Area (Building 23, Building 25, Building 32 and Building 34) the Contractor shall follow the monthly maintenance schedule provided to the Agency Building Maintenance and Operations Manager.

Seven (7) days after award of the contract the Contractor shall provide a monthly schedule of all inspections, lubrications, adjustments, tests, cleaning, routine maintenance, safety checks and other full-service Maintenance.

The Contractor shall continuously analyze equipment performance, including riding quality, equipment condition and operational systems and perform all part replacements and adjustments required to maintain operating performance. Routine examinations and maintenance shall be made **at least twice monthly** for each elevator.

Routine examinations, inspections and testing shall be in accordance with Section 1001 of ANSI A17.1 and in accordance with all current state and federal laws, codes or regulations.

Examples of Full-service maintenance service shall include but are not limited to:

GSD#126751 ELEVATOR MAINTENANCE

A. Machine rooms

Controllers shall be kept clean of dirt, dust and oil. Hoist motors shall be kept clean of dirt, dust and oil. Seals shall be changed as needed to prevent leakage.

Generators shall be kept clean of dirt, dust and oil. Brushes changed on an as needed basis to prevent commutator damages. Refill gear cases and guide lubricators. Oil reservoirs shall be kept properly sealed to prevent leakage. Contractor shall use lubricants recommended by the manufacturer of the equipment or be equal to the manufacturer's recommendations. Machine room floors shall be swept clean and painted as necessary.

B. Hoistway

All hoistways shall be cleaned annually. Hoistway doors, tracks, hangers, guide shoes or guide rollers and relating cables shall be changed as needed. Lubricate guide rails except for roller guide installations. All overhead sheaves shall be lubricated every six months. All pits shall be cleaned as needed. All compensating sheaves, cables, chains and bearings shall be properly cleaned and lubricated. Car tops shall be cleaned every six months.

C. Hydraulic Elevators

Pit drip buckets must be emptied regularly to prevent overflow. If a 5 gallon bucket fills in 30 days, the packing shall be changed. Drip pans under the hydraulic controller pump units shall be kept clean of oil.

D. Car Speeds

At all time the Contractor shall maintain the efficiency, speed and safety for the elevator as designated by the original manufacturer. This includes acceleration, retardation, contract speed in feet per second, with or without full load, and floor to floor.

E. Door Speeds

All door opening and closing speeds and thrust shall be maintained.

F. Fire Services

When fire service is present it shall be tested every 30 days and recorded in the machine room. This includes emergency lights, alarms, telephones, fire recall and emergency recall. Contractor shall properly note the date on the chart in the elevator machine room.

G. Suspension, Comp Ropes and Governor Lines

All suspension ropes, compensating ropes and governor lines shall be examined and equalized and be changed as per code. Replacement ropes shall meet all code requirements and shall be equal to or better than

GSD#126751 ELEVATOR MAINTENANCE

the original ropes in design, material, construction and strength as specified by the elevator manufacturer.

The Contractor shall replace or make corrections to the below listed parts or equipment due to age, normal wear and tear, frequent mechanical breakdowns or for safety reasons.

Hoisting machines and machine brakes
Motor generators or solid state motor drives, starters
Transformers, filters
Control, selector, dispatch, signal and relay panels
Hoisting motors, selector motors and drives
Tension frames, magnet frames
Worms, Gears, bearings, thrusts and rotating elements
Brakes, coils, linings, shoes and pins
Brushes, commutators, windings and coils
Contacts, relays, resistors and transistors
Solid state panels, boards and control devices
Computers, PLC's, video monitors
PLC's software and hardware
Hydraulic power units, pumps and valves
Operating valves, manual and automatic
Pistons and their packing
Mufflers and silencers
Pipe and pipe fittings located above ground
Control wiring, electric wiring, fuses
Hydraulic fluid
Hydraulic fluid reservoirs, heater for oil reservoirs
Guide shoes and rollers
Control cables, wire ropes and cables.
Hoisting and governor cables and their fastenings
Drive, governor, deflector and compensating sheaves and their contacts
Car and counterweight safeties
Overspeed governors
Buffers and their contacts
Limit, landing, leveling and slow-down switches, emergency lowering devices
Anti-creep devices
Operating buttons and switches, including key type
Hatch door interlocks and gate and door contacts
Door and gate operating equipment, grates
Door protective devices
Load weighting and dispatching devices
Compensating cables or chains
Position and speed encoders
Indicator lamps and indicator LED's
Car station telephones

GSD#126751 ELEVATOR MAINTENANCE

Batteries for any and all equipment
 Remote monitoring devices
 Cylinders and casings
 Hoistway gates, doors, frames and sills
 Hoistway enclosures
 Emergency car lights
 Car enclosures including: wall panels, ceilings, diffusers, door gates, ventilation equipment, handrails and mirrors
 Cover plates for signals, signal bells and signal systems
 Music Systems, car heaters and or air conditioners
 Communication systems (intercoms), telephone cables
 Smoke and heat sensors
 Mail line power switches, breakers and feeders to elevator control equipment

Appearance features of elevator operations equipment shall be covered to the same extent as any other mechanical features of the elevators. The Contractor shall be required to maintain hall buttons, alarms, emergency telephone equipment, lamps and fixtures (including car lighting), car operating panels, buttons and lamps, position indicators and lamps and legally required public signage (e.g., ADA, NFPA, DOL Certificate). Contractor shall also correct all other deficiencies (except those expressly excluded), when discovered or when reported by the Agency. The Contractor shall take any action necessary to correct these deficiencies in 2 (two) working days and will report to the Agency when the items have been corrected. Agency shall assess liquidated damages of \$50 a day each day beyond the allotted two business days given to the Contractor to correct user-friendly deficiencies.

Excluded shall be: Carpets and applied floor coverings, underground piping for hydraulic elevators and any enhancements to existing equipment or new installations not required to keep the car in operation.

Also excluded shall be maintenance or adjustments required due to vandalism or misuse. However, said maintenance or adjustments required due to vandalism or misuse would be considered work under Open-end service and must be approved by the Agency (see section 2.4). Any unauthorized work will be denied payment.

For the purpose of clarification, any item not specifically excluded above shall be considered the Contractor's responsibility under the scope of the full-service maintenance.

Labor Warranty: The Contractor will furnish a warranty of 12 months for all labor performed under this Contract.

2.2 Call-back Service: The Contractor shall provide Call-back service 24 hours a day, 365 days a year for all locations listed in Attachment B. Call-back service shall be covered under the flat monthly rate as agreed upon herein.

GSD#126751 ELEVATOR MAINTENANCE

Call-back service shall be required whenever requested by the Agency and shall be carried out to completion, without interruptions, regardless of normally scheduled working hours, weekends or holidays. Work may be suspended for such time as is required to obtain needed parts, with approval or instruction by the Agency.

On site response time for Call-back service calls shall be guaranteed within one (1) hour of telephone notification. In the event of an entrapment the Contractor shall be on the scene in thirty (30) minutes or less. The deadline to respond on-site may only be waived or extended by written approval of the Agency. If the Contractor does not arrive on-site in the designated time and has not received written approval from the Agency, the Contractor must pay liquidated damages in the sum of \$75 per hour of delay.

If additional maintenance and/or corrections are required to place the elevator back into service and the cause of the service call was not due to a transient problem related to work covered under the full- service maintenance program, then the Contractor, upon approval from the Agency in the form of a written release order (Section 3.1), will be entitled to invoice for the remedial corrections outside of the initial service call. No additional work will be paid for by the Agency without issuance of a written release order from an Agency representative.

2.3 Safety Checks and Tests: Inspection and Testing shall be in accordance with Section 1001 of ANSI A17.1 and in accordance with all current state and federal laws, codes or regulations. Safety inspection and testing service shall be covered under the flat monthly rate as agreed upon herein. Contractor may be held responsible for damage to the elevator or building if tests are not conducted properly.

All 5-year Full load safety tests, all annual no-load safety tests and all hydraulic relief tests shall be arranged and performed by the Contractor. Contractor shall file the proper tags and forms with the Division of Labor.

This Contract shall also require the Contractor to accomplish any corrective work as deemed necessary by the assigned Labor and Industry Elevator Inspector, WV approved third party inspector and/or designated West Virginia elevator consultant.

Contractor shall have 30 days to complete corrections or obtain a waiver from the Division of Labor.

Failure to complete correction and or obtain a waiver (without the prior written approval of the Agency) may result in the imposition of liquidated damages, according to WV State Code §5A-3-4(8), at the rate of \$100 a day, beyond the 30 day deadline. If the elevator is tagged "out of service" by the

GSD#126751 ELEVATOR MAINTENANCE

Division of Labor, \$500 a day in liquidated damages will be assessed until such time that the correction is completed or a waiver is obtained.

The Contractor shall be required to perform all safety tests for all certified third-party inspectors. The Agency will be responsible for all costs for third-party inspectors. The Agency will be responsible for payment of Division of Labor certification fees. The Contractor shall be responsible for coordinating and scheduling all inspections with the third party Contractor.

Monthly, the Contractor shall test all equipment for proper operation in all buildings that have emergency generators and note the date on the chart in the elevator machine room.

When fire service is present, emergency light, alarm, telephone, fire recall and emergency return units shall be tested monthly to insure operability. A written record of this test shall be kept in the elevator machine room. Re-programming of elevator telephones shall be included in the Full-service maintenance.

2.4 Open-End Service: The Contractor shall also provide Open-end services on an on-call basis. On site response time for Open-end service calls shall be guaranteed within 24 hours of telephone notification or as scheduled by the Agency. The deadline to respond on-site may only be waived or extended by written approval of the Agency.

When Open-end service work is required of the Contractor, the Agency shall define the scope of each job to be performed under this Contract. Prior to beginning any work, the Contractor shall be required to provide a cost estimate detailing the intended scope of work, itemized by time and materials to the Agency. If approved, the Agency will issue a written release order to the Contractor (refer to section 3.1). Contractor shall provide labor and material needed to accomplish the requested work. Travel time may not be charged on this Contract. **All Open-end services performed shall be billed to the Agency at a single hourly rate, as agreed upon herein, regardless of the date and time such services are performed.**

Changes: Any alteration to a release order must be facilitated by revised release order.

No revision shall be issued which causes an individual job's total cost to exceed \$25,000.00.

NO INDIVIDUAL JOB IN EXCESS OF \$25,000.00 (PARTS AND SERVICE) SHALL BE PERMITTED UNDER THIS CONTRACT. Issuance of multiple release orders to circumvent this requirement is strictly prohibited.

GSD#126751 ELEVATOR MAINTENANCE

The Contractor shall provide the Agency with valid email addresses and fax numbers to which release orders may be communicated.

2.6 Parts: The Contractor shall provide and install all parts, components and materials to keep equipment operating in accordance with manufacturer's specifications. The Contractor shall supply all tools, tool accessories, personal safety equipment, and supplies necessary to execute the responsibilities of this Contract at no cost to the Agency. Non-reusable parts, components, and materials used in the scope of performing under this Contract shall be supplied by the Contractor at no cost to the Agency. Such items may include grease, cleaning supplies, rags, etc.

Contractor shall maintain a supply of spare replacement parts in their inventory. All replacement parts and materials shall be specifically designed for the elevators on which they are to be used, including any special keys, safety wrenches, operation keys for fire recall, independent service, light/fan, inspection, and any other keys used for operation of the elevators.

Contractor may store materials on the Agency's premises only where the contractor provides a suitable metal cabinet. Lubricants, combustible and flammable material storage shall comply with the State of West Virginia Fire Marshall. The Contractor is responsible for the disposal of refuse generated by work related to this Contract. All disposal and handling of oil or anything relating to hydraulic elevators shall comply with the applicable EPA rules.

Materials, parts and equipment needed to complete open-end service or those that were in the excluded portion of section 2.1 may be charged to the Agency at the mark-up agreed upon herein, when the Agency grants prior approval through a release order (section 4.1).

The Vendor shall provide materials, parts and equipment used for full-maintenance and call-back service and shall include the cost under the monthly charges as agreed upon herein. There will be no additional, allowable charges.

Contractor shall furnish warranty of twelve (12) months on parts, components, and materials, or the minimum manufacturer's warranty for parts, whichever is longer.

Freight: The Contractor shall be responsible for all freight charges incurred as a result of the purchase of replacement parts under this Contract. Parts for Open-end service, where expedited delivery is requested and authorized by the Agency, the Contractor may invoice for these charges provided that it be given as a pass through cost to the Agency. No mark up shall be permitted for expedited delivery. (See Section 4.2 for more information).

Parts Warranty: The Contractor shall provide a copy of the manufacturer's warranty on parts with the invoice.

GSD#126751 ELEVATOR MAINTENANCE

2.7 Reporting: Contractor shall report to the Agency or Agency Representative prior to performing any work specified in this contract. Vendor shall provide and keep current a chart (per ANSI 17.1 requirements), posted in the elevator machine rooms, on which entries shall be made to indicate the status of all service and maintenance work performed. Vendor shall maintain a complete, orderly and chronological log (including drawings, parts lists and wiring diagrams) of call-backs and maintenance on each elevator. The Contractor shall have the necessary wiring diagrams needed to perform services. Said wiring diagram must be posted in elevator machine rooms. The Agency will provide the Contractor copies of all pertinent documents current as of the start date of this Contract.

A monthly summary report of elevator charts shall be submitted to the Agency Operations and Maintenance Manager monthly. Electronic copies of maintenance tickets shall be sent to the Operations and Maintenance Manager within 2 days of completion of the work.

The Contractor shall comply with all applicable Federal and State of West Virginia rules and regulations and requirements governing the maintenance of documentation to verify any cost of services or commodities rendered under the contract. Contractor shall maintain such records a minimum of five (5) years and make available all records to Agency personnel at Contractor's location during normal business hours upon written request by the Agency within 10 days after receipt of the request.

2.8 Facility Access: The Agency will permit access to the facilities and will allow the Contractor to utilize shop facilities. Access keys will be provided to the Contractor and inventoried by the Agency. The Contractor must sign for all access keys and return them upon expiration of this Contract. Upon award of the Contract, the Contractor will provide the Agency with the names, home addresses, home telephone numbers and work assignments of each employee who will be working under the Contract. Any changes, deletions or additions to this list will be furnished immediately to the Agency as they occur.

The Contractor shall maintain each machine room hoistway and overhead in an uncluttered, clean condition at all times.

2.9 Telephone Service: Contractor shall maintain a continuous 24-hour telephone service for receipt of maintenance service calls, 365 days a year. Contractor shall provide the Agency with alternative contacts should the 24-hour telephone service becomes temporarily unavailable. Contractor shall provide the Agency with all available contact numbers for the technician(s) assigned to the Full Maintenance Service.

Contractor shall provide the Agency with all available contact numbers for the technician(s) assigned to the Full Maintenance Service.

GSD#126751 ELEVATOR MAINTENANCE

2.10 Costs: Contractor shall provide a monthly price for each elevator listed in Attachment B. Contractor shall be responsible for all mileage and travel costs, including travel time, associated with the performance of this Contract.

2.11 Facilities: The list of facilities for which service may be requested are in Attachment B. The Agency reserves the right to discontinue service in any of the buildings covered by this Contract. Statewide buildings may be added to this list during the life of the Contract only by mutual agreement of both the Agency and the Contractor, through formal change order. The Contractor shall service added buildings under the same terms and conditions contained herein.

2.12 Job Site Inspections: An Agency representative will conduct job site inspections periodically. The Agency will coordinate with the Contractor who shall be required to attend the job site inspections. A written report will be provided to the Contractor within 10 working days after each visit. The report will provide the Contractor with a full description of the needs and expected completion dates. Should the Contractor fail to comply with the Agency's needed corrections, then the Agency may, by written notice to the Contractor, terminate the Contractor's right to proceed further with the work. The Agency will take over the work and pursue it to completion by contract or otherwise, and the cost of this corrective action will be deducted from any monies owed to the Contractor.

2.13 Removal from Service: Only under emergency situations will the Contractor remove an elevator from service without prior approval from the Agency. Any elevator removed from service by the Contractor for maintenance shall be restored to service promptly. Under no circumstance shall any elevator covered by this contract be out of service for a period greater than twenty-four (24) hours unless the Contractor has obtained approval from the Agency. The request for approval should include a description of the maintenance actions, estimated length of time service will be down and should be made well enough in advance so that the downtime can be scheduled.

2.14 Deductions: Should any elevator covered by this contract be removed from service by the Agency, or at the direction of the Agency, for any extended period of time beyond 7 days for renovations, etc., the Contractor shall reduce the monthly charged by one-thirtieth (1/30) for each day the elevator is out of service.

If an elevator is taken out of service, the Agency will notify the Contractor in writing and will remove the elevator from coverage the first day of the next month. The cost of the coverage for the unit will be deducted from the monthly unit price.

The amount of liquidated damages assessed against the Contractor will be deducted from monthly payments.

SECTION 3: ORDERING AND INVOICING

GSD#126751 ELEVATOR MAINTENANCE

NO INDIVIDUAL JOB IN EXCESS OF \$25,000.00 (PARTS AND SERVICE) SHALL BE PERMITTED UNDER THIS CONTRACT. Issuance of multiple release orders to circumvent this requirement is strictly prohibited.

3.1 Release Orders: The Agency shall define the scope of each job to be performed under this Contract. Prior to beginning any work, the Contractor shall be required to provide a cost estimate detailing the intended scope of work, itemized by time and materials to the Agency. If approved, the Agency will issue a written release order to the Contractor. This release order shall have a unique number and reference the master contract number for the master contract. The release order shall indicate the scope of work for the job for which the release is issued. Issuance of the release order to the Contractor shall be considered authorization to begin work. No work other than that specified on the individual release order shall be undertaken by the Contractor.

Changes: Any alteration to a release order must be facilitated by revised release order. No revision shall be issued which causes an individual job's total cost to exceed \$25,000.00.

The Contractor shall provide the Agency with valid email addresses and fax numbers to which release orders may be communicated.

3.2 Invoices: Invoices shall be submitted to the Agency for payment monthly (in arrears) and must include the following information:

1. Copies of all service orders or inspection reports indicating hours worked and work performed on each elevator, signed and dated by the Agency Representative (prior to their submittal with invoices for payment).
2. Copy of suppliers' price list or invoice for each part, component, or material provided. Freight charges must be in accordance Section 2.6: Parts. Any expedited delivery charges for Open-end service calls must be clearly indicated on the invoice and must be submitted to the Agency as a pass through cost. If third party freight, the Contractor must provide a copy of the freight invoice in order to receive payment.
3. The Contractor's cost of the part(s), the markup applied, the total charge being requested, and the supplier's invoice number or page number of the attached price list. Copies of supplier's price list or invoices must match, in the order by which parts appear on the Contractor's invoice.

GSD#126751 ELEVATOR MAINTENANCE

4. FEIN number, complete address of Contractor, release order number, and master contract number.

Invoices shall be mailed to the following address:

Department of Administration
General Services Division
State Capitol Complex
Building 1, Room MB-68
1900 Kanawha Blvd. E.
Charleston, West Virginia 25305

Should the Contractor be requested by the Agency or volunteer to submit invoices electronically, invoices must meet the digital requirements of the WV State Auditor's Office.

SECTION 4: MINIMUM QUALIFICATIONS

The Contractor shall have the minimum qualifications outlined below to perform Full-service elevator maintenance under this Contract. The Contractor shall provide all documentation of the qualifications in line 2 prior to award of the Contract.

The Contractor shall provide copies of the certifications including, but not limited to, NEIEP (National Elevator Industry Educational Program), International Union of Elevator Constructors or the National Association of Elevator Contractors CET program for all elevator mechanics directly employed and supervised by the Contractor. The Contractor shall provide this documentation to the Agency Operations and Maintenance Manager prior to any mechanic performing work under this contract.

1. The Contractor shall have 5 years experience installing and maintaining equipment of the type, character and magnitude as defined and listed in Attachment B. Documentation can include, but is not limited to: references, current and previous contracts, ANSI Accreditations, etc.

SECTION 5: ADDITIONAL TERMS AND CONDITIONS

5.1: The relationship of the Contractor to the State of West Virginia shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by the parties to this Contract. The Contractor, as an independent contractor, is solely liable for the acts and omissions of its employees and agents. The Contractor will be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Contract. Neither the Contractor nor any employees or sub-contractors of the Contractor shall be deemed to be employees of the

GSD#126751 ELEVATOR MAINTENANCE

State for any purposes whatsoever. The wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension or other deferred obligations, and licensing fees, etc., and the filing of all necessary documents, forms and returns pertinent to all of the foregoing are the Contractor's responsibility. The Contractor shall hold harmless the State of West Virginia and the Agency and shall provide the State of West Virginia and the Agency with a defense against any and all claims including but not limited to, the foregoing payments, withholdings, contributions, taxes, social security taxes and employer income tax returns. The Contractor shall not assign, convey, transfer, sub-contract, or delegate any of its responsibilities and obligations under this Contract to any person, corporation, partnership, association, or entity without express written consent of the Agency.

5.2: Indemnification: The Contractor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against (1) any claims or losses for services rendered by any subcontractor, person or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) any claims or losses resulting to any person or entity injured or damaged by the Contractor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by federal or state statutes or regulations; and (3) any failure of the Contractor, its officers, employees or subcontractors to observe state and federal laws, including but not limited to labor and wage laws.

5.3: The Contractor further agrees to comply with the Civil Rights Act of 1964 and all other applicable federal, state, and local government regulations.

5.4: All work, materials, and equipment shall comply with the rules and regulations of all codes and ordinances of local, state and federal authorities. At a minimum, the services and maintenance shall comply with the current editions in effect 30 days prior to receipt of bids of the following codes:

1. National Electric Code (NEC)
2. International Building Code (IBC)
3. International Mechanical Code (IMC)
4. Underwriters Laboratories: Products shall be UL-916-PAZX listed.
5. ANSI/ASHRAE Standard 135-2004 (BACnet)
6. ANSI/EIA/CEA-709.1 (LonTalk)
7. NFPA (National Fire Protection Association)

GSD#126751 ELEVATOR MAINTENANCE

5.5: The Contractor shall procure all necessary permits and licenses to comply with all applicable laws, federal, state, or municipal, along with all regulations, and ordinances of any regulating body.

5.6: The Contractor shall pay any applicable sales, use, or personal property taxes arising out of this Contract and the transactions contemplated thereby. Any other taxes levied upon this Contract, the transaction, or the equipment, or services delivered pursuant hereto shall be borne by the Contractor. It is clearly understood that the State of West Virginia is exempt from any taxes regarding performance of the scope of work of this Contract.

SECTION 6: AWARD CRITERIA

The State of West Virginia shall award this Contract according to the following award criteria. **A + B + C = D Your Bid**

The following is a **sample** bid tabulation, for reference only.

<u>Location Name</u>	<u>Capacity</u>	<u>Monthly Cost</u>	<u>(X12) Yearly Cost</u>
Capitol Complex, Building 1			
Elevator #1, East Wing	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #2, East Wing	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #3, MB, AG Office	1,800	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #4, MB	2,500	\$ <u>600.00</u>	<u>\$7200.00</u>
Elevator #5, MB, House Side	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #6, MB, Senate side	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #7, MB, Gov. Office	1,800	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #8, West Wing	2,500	\$ <u>620.00</u>	<u>\$7440.00</u>
Elevator #9, West Wing	2,500	\$ <u>620.00</u>	<u>\$7440.00</u>
W/C Lift, West Wing	750	\$ <u>350.00</u>	<u>\$4200.00</u>
W/C Lift, East Wing	750	\$ <u>320.00</u>	<u>\$3840.00</u>
Capitol Complex, Building 3			
Elevator #1	3,000	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #2	3,000	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #3	3,000	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #4	3,000	\$ <u>30.00</u>	<u>\$360.00</u>
Capitol Complex, Building 4			
Elevator #1, Left	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #2, Right	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
W/C Lift,	450	\$ <u>350.00</u>	<u>\$4200.00</u>

GSD#126751 ELEVATOR MAINTENANCE

Capitol Complex, Building 5

Elevator #1	3,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #2	3,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #3	3,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #4	3,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #5, Executive	2,500	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #6, Frt	5,000	\$ <u>650.00</u>	<u>\$7800.00</u>

Capitol Complex, Building 6

Elevator #1	3,500	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #2	3,500	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #3	3,500	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #4	3,500	\$ <u>30.00</u>	<u>\$360.00</u>
Elevator #5	5,000	\$ <u>30.00</u>	<u>\$360.00</u>

Capitol Complex, Building 7

Elevator #1	2,000	\$ <u>50.00</u>	<u>\$600.00</u>
Elevator #2, Frt	10,000	\$ <u>50.00</u>	<u>\$600.00</u>

Capitol Complex, Building 8

Elevator #1, Gov's Mansion	750	\$ <u>350.00</u>	<u>\$4200.00</u>
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Capitol Complex, Bldg 13

Elevator #1, Parking Garage	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2, Parking Garage	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>

Capitol Complex, Bldg 15

Elevator #1, 2019 Wash. St E.	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
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Capitol Complex, Bldg 17

Elevator #1, 2101 Wash. St E.	2,100	\$ <u>250.00</u>	<u>\$3000.00</u>
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Bldg 20, Leon Sullivan Way

Elevator #1	6,000	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #2	4,000	\$ <u>650.00</u>	<u>\$7800.00</u>

Bldg 22, Lee and Dickinson

Elevator #1, Tax & Revenue	2,000	\$ <u>50.00</u>	<u>\$600.00</u>
Elevator #2, Tax & Revenue	2,000	\$ <u>50.00</u>	<u>\$600.00</u>
Elevator #3, Tax & Revenue	2,000	\$ <u>50.00</u>	<u>\$600.00</u>

Bldg 36, One Davis Square

Elevator #1	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>

GSD#126751 ELEVATOR MAINTENANCE

Elevator #3	2,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #4	4,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg 37, DEP Kanawha City			
Elevator #1	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #3	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #4	5,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Building 23, Beckley, WV			
Elevator #1	2,500	\$ <u>650.00</u>	<u>\$7800.00</u>
Elevator #2	3,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg 25, Parkersburg, WV			
Elevator #1	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2	6,000	\$ <u>650.00</u>	<u>\$7800.00</u>
Bldg 32, Huntington, WV			
Elevator #1	5,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg 34, Weirton, WV			
Elevator #1	3,500	\$ <u>150.00</u>	<u>\$1800.00</u>
Elevator #2	5,000	\$ <u>150.00</u>	<u>\$1800.00</u>
Bldg. 86, Smith Street, Chas			
Elevator #1	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Elevator #2	3,000	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg. 74, South Charleston			
Elevator #1	2,100	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg. 84, Greenbrier St.			
Elevator #1	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Bldg. 88, Players Club Dr			
Elevator #1	2,500	\$ <u>250.00</u>	<u>\$3000.00</u>
Total Monthly Charge		\$ <u>20,360.00</u>	
Total Yearly Charge			<u>\$244,320.00(A)</u>

The amounts of hours and the aggregate expenditures of supplied parts are estimates, used only as a basis for award of the Contract. **Actual amounts required during the life of the Contract may be greater or lower.**

NOTE: The multiplier listed below is derived by taking the parts percentage mark-up listed in III.(C)(12)(c) and converting it to a multiplier factor. For example, a 50% mark-up would equal a multiplier of 1.50; conversely, a 10% reduction would equal a multiplier of 0.9. Following is a sample bid tabulation for reference only:

GSD#126751 ELEVATOR MAINTENANCE

Cost for Parts \$10,000 X Markup (25%) 1.25 = \$12,500.00(B)

Flat Hourly Rate \$ 85.00 X 200 hours = \$17,000.00(C)

Total Bid \$270,820.00 (D)

EV#	LocationName	Capacity	Type	Land	Monthly Cost	QTY	Yearly Cost
	Capitol Complex, Building 1						
EV0001639	Elevator #1, East Wing	2,500	Elev/Trac	5	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2, East Wing	2,500	Elev/Trac	5	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #3, MB, AG Office	1,800	Elev/Trac	3	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #4, MB	2,500	Elev/Hyd	4	\$330.00	12	\$ 3,960.00
EV0001639	Elevator #5, MB, House Side	2,500	Elev/Trac	4	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #6, MB, Senate side	2,500	Elev/Trac	4	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #7, MB, Gov. Office	1,800	Elev/Trac	3	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #8, West Wing	2,500	Elev/Trac	5	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #9, West Wing	2,500	Elev/Trac	5	\$500.00	12	\$ 6,000.00
EV0001639	W/C Lift, West Wing	750	WC Lift	2	\$330.00	12	\$ 3,960.00
EV0001639	W/C Lift, East Wing	750	WC Lift	2	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 3						
EV0001639	Elevator #1	3,000	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2	3,000	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #3	3,000	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #4	3,000	Elev/Trac	9	\$500.00	12	\$ 6,000.00
	Capitol Complex, Building 4						
EV0001639	Elevator #1, Left	2,500	Elev/Trac	8	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2, Right	2,500	Elev/Trac	8	\$500.00	12	\$ 6,000.00
EV0001639	W/C Lift,	450	WC Lift	2	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 5						
EV0001639	Elevator #1	3,500	Elev/Trac	11	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2	3,500	Elev/Trac	11	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #3	3,500	Elev/Trac	11	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #4	3,500	Elev/Trac	11	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #5, Executive	2,500	Elev/Trac	11	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #6, Frt	5,000	Elev/Trac	12	\$500.00	12	\$ 6,000.00
	Capitol Complex, Building 6				\$		
EV0001639	Elevator #1	3,500	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2	3,500	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #3	3,500	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #4	3,500	Elev/Trac	9	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #5	5,000	Elev/Trac	10	\$500.00	12	\$ 6,000.00
	Capitol Complex, Building 7						\$
EV0001639	Elevator #1	2,000	Elev/Hyd	3	\$330.00	12	\$ 3,960.00
EV0001639	Elevator #2, Frt	10,000	Elev/Hyd	3	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 8						
EV0001639	Elevator #1, Governors Manion	750	Priv Res	4	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 13						
EV0001639	Elevator #1, Parking Garage	2,500	Elev/Hyd	4	\$330.00	12	\$ 3,960.00
EV0001639	Elevator #2, Parking Garage	2,500	Elev/Hyd	4	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 15						
EV0001639	Elevator #1, 2019 Wash. St E.	2,500	Elev/Hyd	2	\$330.00	12	\$ 3,960.00
	Capitol Complex, Building 17						
EV0001639	Elevator #1, 2101 Wash. St E.	2,100	Elev/Hyd	3	\$330.00	12	\$ 3,960.00
	Building 20, Leon Sullivan Way						
EV0001639	Elevator #1	6,000	Elev/Trac	6	\$500.00	12	\$ 6,000.00
EV0001639	Elevator #2	4,000	Roped/Hy	6	\$330.00	12	\$ 3,960.00

EV#	LocationName	Capacity	Type	Land	Monthly Cost	QTY	Yearly Cost
	Building 22, Lee and Dickinson						
EV0001639	Elevator #1, Tax & Revenue	2,000	Elev/Trac	6	\$500.00	12	\$6,000.00
EV0001639	Elevator #2, Tax & Revenue	2,000	Elev/Trac	6	\$500.00	12	\$6,000.00
EV0001639	Elevator #3, Tax & Revenue	2,000	Elev/Trac	6	\$500.00	12	\$6,000.00
	Building 36, One Davis Square						
EV0001324	Elevator #1	2,500	Elev/Hyd	5	\$330.00	12	\$3,960.00
EV0001324	Elevator #2	2,500	Elev/Hyd	5	\$330.00	12	\$3,960.00
EV0001324	Elevator #3	2,000	Elev/Hyd	2	\$330.00	12	\$3,960.00
EV0001324	Elevator #4	4,000	Elev/Trac	5	\$500.00	12	\$6,000.00
	Building 37, DEP Kanawha City						
EV0002973	Elevator #1	3,000	Elev/Hyd	3	\$330.00	12	\$3,960.00
EV0002973	Elevator #2	3,000	Elev/Hyd	3	\$330.00	12	\$3,960.00
EV0002973	Elevator #3	3,000	Elev/Hyd	3	\$330.00	12	\$3,960.00
EV0002973	Elevator #4	5,000	Elev/Hyd	3	\$330.00	12	\$3,960.00
	Building 23, Beckley, WV						
EV0001642	Elevator #1	2,500	Elev/Trac	4	\$500.00	12	\$6,000.00
EV0001642	Elevator #2	3,500	Elev/Hyd	5	\$330.00	12	\$3,960.00
	Building 25, Parkersburg, WV						
EV0001295	Elevator #1	2,500	Elev/Hyd	6	\$330.00	12	\$3,960.00
EV0001295	Elevator #2	6,000	Elev/Trac	5	\$500.00	12	\$6,000.00
	Building 32, Huntington, WV						
EV0002878	Elevator #1	5,000	Elev/Hyd	2	\$330.00	12	\$3,960.00
EV0002878	Elevator #2	3,000	Elev/Hyd	2	\$330.00	12	\$3,960.00
	Building 34, Weirton, WV						
EV0003074	Elevator #1	3,500	Elev/Hyd	2	\$330.00	12	\$3,960.00
EV0003074	Elevator #2	5,000	Elev/Hyd	2	\$330.00	12	\$3,960.00
	Bldg. 86, Smith Street, Chas						
EV0002254	Elevator #1	3,000	Elev/Hyd	5	\$330.00	12	\$3,960.00
EV0002254	Elevator #2	3,000	Elev/Hyd	5	\$330.00	12	\$3,960.00
	Bldg. 74, South Charleston						
EV0001202	Elevator #1	2,100	Elev/Hyd	3	\$330.00	12	\$3,960.00
	Bldg. 84, Greenbrier St., Chas						
	Elevator #1	2,500	Elev/Hyd	3	\$330.00	12	\$3,960.00
	Bldg. 88, Players Club Dr., Chas						
EV0002066	Elevator #1	2,500	Elev/Hyd	2	\$330.00	12	\$3,960.00
	Total Monthly Charge				\$25,900.00		
	Total Yearly Charge				A	\$310,800.00	
	Cost for Parts \$10,000 X Markup (15 %) 1.15 =				B	\$11,500.00	
	Flat Hourly Rate \$153.00 X 200 hours =				C	\$30,600.00	
	Add Columns A+B+C= D Your Bid						
	Total Bid				D	\$352,900.00	

<u>CONTACT INFORMATION</u>									
<u>Company Name:</u>	ThyssenKrupp Elevator								
<u>Company Address:</u>	901 Morris Street Charleston, WV 25301								
<u>Contractor Contact Name:</u>	Eric Hackney								
<u>Contractor Phone Number:</u>	304-342-8115								
<u>Contractor Fax Number:</u>	866-812-5542								
<u>Contractor Email Address:</u>	eric.hackney@thyssenkrupp.com								
<u>Please provide the following numbers below:</u>	304-342-8115								
<u>24 Hour Phone Number for Callback Services:</u>	304-342-8115								
<u>Fax/email for Release Order Receipt:</u>	866-812-5542								

THYSSENKRUPP ELEVATOR
 901 MORRIS STREET
 CHARLESTON, WV 25301

EV#	LocationName	SerialNo.	Capacity	Make	Type	Speed	Land	InstallYr	Mod Yr
EV0001639	Capitol Complex, Building 1, Ele #1, East Wing	98966	2,500	Murphy	Elev/Trac	350	5	1996	-----
EV0001639	Capitol Complex, Building 1, Ele #2, East Wing	BE 8350	2,500	Dover	Elev/Trac	350	5	1994	-----
EV0001639	Capitol Complex, Building 1, Ele #3, MB, Attorney General Off	200450	1,800	Otis	Elev/Trac	100	3	1926	1998
EV0001639	Capitol Complex, Building 1, Ele #4, MB	ET 9078	2,500	Thyssen	Elev/Hyd	125	4	2005	-----
EV0001639	Capitol Complex, Building 1, Ele #5, MB, House Side	200447	2,500	Otis	Elev/Trac	500	4	1926	1997
EV0001639	Capitol Complex, Building 1, Ele #6, MB, Senate side	200448	2,500	Otis	Elev/Trac	500	4	1926	1997
EV0001639	Capitol Complex, Building 1, Ele #7, MB, Gov. Office	200449	1,800	Otis	Elev/Trac	100	3	1926	2004
EV0001639	Capitol Complex, Building 1, Ele #8, West Wing	107135	2,500	Millar	Elev/Trac	350	5	1997	-----
EV0001639	Capitol Complex, Building 1, Ele #9, West Wing	98967	2,500	Murphy	Elev/Trac	350	5	1996	-----
EV0001639	Capitol Complex, Building 1, W/C Lift, West Wing	AS16392	750	Porchlift	WC Lift	15	2	1994	-----
EV0001639	Capitol Complex, Building 1, W/C Lift, East Wing	AS16391	750	Porchlift	WC Lift	15	2	1994	-----
EV0001639	Capitol Complex, Building 3, Ele #1	C-30184	3,000	Dover	Elev/Trac	500	9	1979	2006
EV0001639	Capitol Complex, Building 3, Ele #2	C-30185	3,000	Dover	Elev/Trac	500	9	1979	2006
EV0001639	Capitol Complex, Building 3, Ele #3	C-30186	3,000	Dover	Elev/Trac	500	9	1979	2005
EV0001639	Capitol Complex, Building 3, Ele #4	C-30187	3,000	Dover	Elev/Trac	500	9	1979	2006
EV0001639	Capitol Complex, Building 4, #1, Left	B03085	2,500	Dover	Elev/Trac	500	8	1953	1991
EV0001639	Capitol Complex, Building 4, #2, Right	B03086	2,500	Dover	Elev/Trac	500	8	1953	1991
EV0001639	Capitol Complex, Building 4, W/C Lift,	6608LA	450	Porchlift	WC Lift	20	2	2001	-----
EV0001639	Capitol Complex, Building 5, Ele #1	207110	3,500	Otis	Elev/Trac	500	11	1968	2002
EV0001639	Capitol Complex, Building 5, Ele #2	207111	3,500	Otis	Elev/Trac	500	11	1968	2002
EV0001639	Capitol Complex, Building 5, Ele #3	207112	3,500	Otis	Elev/Trac	500	11	1968	2002
EV0001639	Capitol Complex, Building 5, Ele #4	207113	3,500	Otis	Elev/Trac	500	11	1968	2002
EV0001639	Capitol Complex, Building 5, Ele #5, Executive	207114	2,500	Otis	Elev/Trac	500	11	1968	2006
EV0001639	Capitol Complex, Building 5, Ele #6, Ft	207115	5,000	Otis	Elev/Trac	350	12	1968	-----
EV0001639	Capitol Complex, Building 6, Ele #1	207117	3,500	Otis	Elev/Trac	500	9	1968	2007
EV0001639	Capitol Complex, Building 6, Ele #2	207118	3,500	Otis	Elev/Trac	500	9	1968	2007
EV0001639	Capitol Complex, Building 6, Ele #3	207119	3,500	Otis	Elev/Trac	500	9	1968	2002
EV0001639	Capitol Complex, Building 6, Ele #4	207120	3,500	Otis	Elev/Trac	500	9	1968	2002
EV0001639	Capitol Complex, Building 6, Ele #5	207116	5,000	Otis	Elev/Trac	350	10	1968	-----
EV0001639	Capitol Complex, Building 7, Ele #1	207121	2,000	Otis	Elev/Hyd	125	3	1968	-----
EV0001639	Capitol Complex, Building 7, Ele #2, Ft	207122	10,000	Otis	Elev/Hyd	100	3	1968	-----
EV0001639	Capitol Complex, Building 8, Ele #1, Governors Manion	01058HH	750	Inclinator	Priv Res	37	4	2004	-----
EV0001639	Capitol Complex, Building 13, Ele #1, Parking Garage	419793	2,500	Otis	Elev/Hyd	125	4	1999	-----
EV0001639	Capitol Complex, Building 13, Ele #2, Parking Garage	419792	2,500	Otis	Elev/Hyd	125	4	1999	-----
EV0001639	Capitol Complex, Building 15, Ele #1, 2019 Wash. St E.	EH 5329	2,500	Dover	Elev/Hyd	100	2	1997	-----
EV0001639	Capitol Complex, Building 17, Ele #1, 2101 Wash. St E.	E-53373	2,100	Dover	Elev/Hyd	100	3	1978	-----
EV0001639	Building 20, Ele #1, 617 Leon Sullivan Way, (Old Liquor Whs)	16537	6,000	Warner	Elev/Trac	75	6	1955	-----
EV0001639	Building 20, Ele #2, 617 Leon Sullivan Way, (Old Liquor Whs)	FM03-114558	4,000	Thyssen	Roped/Hy	150	6	2008	-----
EV0001639	Building 22, Ele #1, Tax & Revenue, Lee & Dickinson St.	BV 7943	2,000	Thyssen	Elev/Trac	250	6	2007	-----
EV0001639	Building 22, Ele #2, Tax & Revenue, Lee & Dickinson St.	BV 7944	2,000	Thyssen	Elev/Trac	250	6	2007	-----
EV0001639	Building 22, Ele #3, Tax & Revenue, Lee & Dickinson St.	BV 7945	2,000	Thyssen	Elev/Trac	200	6	2006	-----

EV#	LocationName	SerialNo.	Capacity	Make	Type	Speed	Land	InstallYr	Mod Yr
EV0001324	Building 36, Ele #1, One Davis Square, 321 Capital St.	E-89689	2,500	Dover	Elev/Hyd	150	5	1986	-----
EV0001324	Building 36, Ele #2, One Davis Square, 321 Capital St.	E-89690	2,500	Dover	Elev/Hyd	150	5	1986	-----
EV0001324	Building 36, Ele #3, One Davis Square, 321 Capital St.	E-89691	2,000	Dover	Elev/Hyd	100	2	1986	-----
EV0001324	Building 36, Ele #4, One Davis Square, 321 Capital St.	C 19319	4,000	Shepard-Wa	Elev/Trac	75	5	1957	-----
EV0002973	Building 37, Ele #1, DEP-Kanawha City, 610 57th St.	ER 2654	3,000	Thyssen	Elev/Hyd	160	3	2004	-----
EV0002973	Building 37, Ele #2, DEP-Kanawha City, 610 57th St.	ER 2655	3,000	Thyssen	Elev/Hyd	160	3	2004	-----
EV0002973	Building 37, Ele #3, DEP-Kanawha City, 610 57th St.	ER 2656	3,000	Thyssen	Elev/Hyd	160	3	2004	-----
EV0002973	Building 37, Ele #4, DEP-Kanawha City, 610 57th St.	ER 2657	5,000	Thyssen	Elev/Hyd	150	3	2004	-----
EV0001642	Bldg 23, Ele #1, 407 Neville St., Beckley	7332M	2,500	Westinghouse	Elev/Trac	200	4	1957?	1974
EV0001642	Bldg 23, Ele #2, 407 Neville St., Beckley	EA 3028	3,500	Dover	Elev/Hyd	140	5	1988	-----
EV0001295	Bldg 25, Ele #1, WV St Office, 400 Avery St., Parkersburg	EA 7958	2,500	Dover	Elev/Hyd	100	6	1989	-----
EV0001295	Bldg 25, Ele #2, WV St Office, 400 Avery St., Parkersburg	16455	6,000	Warner	Elev/Trac	100	5	1955	-----
EV0002878	Bldg. 32, Ele #1, WV St Office, 2699 Park Ave, Huntington	EP 2511	5,000	Thyssen	Elev/Hyd	125	2	2002	-----
EV0002878	Bldg. 32, Ele #2, WV St Office, 2699 Park Ave, Huntington	EP 2510	3,000	Thyssen	Elev/Hyd	110	2	2002	-----
EV0003074	Bldg. 34, Ele #1, WV St Offc, 100 Municipal Plaza, Weirton	445758	3,500	Otis	Elev/Hyd	125	2	2005	-----
EV0003074	Bldg. 34, Ele #2, WV St Offc, 100 Municipal Plaza, Weirton	445759	5,000	Otis	Elev/Hyd	125	2	2005	-----
EV0002254	Bldg 86, Ele #1 WV St Offc, 1124 Smith Street, Charleston	8580202	3,000	Schindler	Elev/Hyd		5		
EV0002254	Bldg 86, Ele #2 WV St Offc, 1124 Smith Street, Charleston	8580201	3,000	Schindler	Elev/Hyd		5		
EV0001202	Bldg 74, Ele #1 WV St Ofc, 318 4th Ave. So. Charleston	E51770	2,100	Dover	Elev/Hyd		3		
Bldg 84, Ele#1	WV St Ofc, 1409 Greenbrier St,Charleston	E57598	2,500	Dover	Elev/Hyd		3		
EV0002066	Bldg 88, Ele#1 WV St Ofc, 7 Players Club Drive,Charleston	413721	2,500	Otis	Elev/Hyd	100	2	1998	

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

West Virginia Code §5A-3-10a states: No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owed is an amount greater than one thousand dollars in the aggregate.

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION: The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

Under penalty of law for false swearing (*West Virginia Code §61-5-3*), it is hereby certified that the vendor affirms and acknowledges the information in this affidavit and is in compliance with the requirements as stated.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: ThyssenKrupp Elevator

Authorized Signature: *Eric Hackney* Date: March 13, 2012

Eric Hackney
State of West Virginia

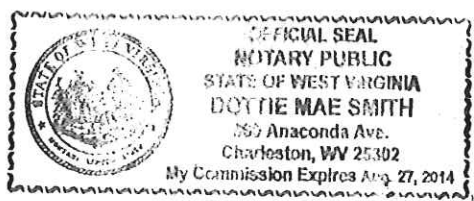
County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 13 day of March, 2012.

My Commission expires August 27, 2014.

AFFIX SEAL HERE

NOTARY PUBLIC *Dottie Mae Smith*
Dottie Mae Smith



GSD126751



State of West Virginia
DRUG FREE WORKPLACE CONFORMANCE AFFIDAVIT
West Virginia Code §21-1D-5

STATE OF West Virginia

COUNTY OF Kanawha, TO-WIT:

I, Eric Hackney, after being first duly sworn, depose and state as follows:

- 1. I am an employee of ThyssenKrupp Elevator; and,
(Company Name)
- 2. I do hereby attest that ThyssenKrupp Elevator
(Company Name)

maintains a valid written drug free workplace policy and that such policy is in compliance with **West Virginia Code** §21-1D-5.

The above statements are sworn to under the penalty of perjury.

ThyssenKrupp Elevator
(Company Name)


By: *Eric Hackney*
Eric Hackney

Title: Branch Manager

Date: March 13, 2012

Taken, subscribed and sworn to before me this 13 day of March.

By Commission expires August 27, 2014

(Seal)  OFFICIAL SEAL
 NOTARY PUBLIC
 STATE OF WEST VIRGINIA
 DOTTIE MAE SMITH
 860 Ansaconda Ave.
 Charleston, WV 25302
 My Commission Expires Aug. 27, 2014

Dottie Mae Smith
Dottie Mae (Notary Public) Smith

THIS AFFIDAVIT MUST BE SUBMITTED WITH THE BID IN ORDER TO COMPLY WITH WV CODE PROVISIONS. FAILURE TO INCLUDE THE AFFIDAVIT WITH THE BID SHALL RESULT IN DISQUALIFICATION OF THE BID.

Agency _____
REQ.P.O# _____

BID BOND

KNOW ALL MEN BY THESE PRESENTS, That we, the undersigned, ThyssenKrupp Elevator Corporation
of 355 Eisenhower Lane South, Lombard, IL 60148, as Principal, and Federal Insurance Company
of 15 Mountain View Road, Warren, NJ 07059, a corporation organized and existing under the laws of the State of
Indiana with its principal office in the City of Warren, NJ, as Surety, are held and firmly bound unto the State
of West Virginia, as Obligee, in the penal sum of Five Percent of Amount Bid (\$5% of amount bid) for the payment of which,
well and truly to be made, we jointly and severally bind ourselves, our heirs, administrators, executors, successors and assigns.

The Condition of the above obligation is such that whereas the Principal has submitted to the Purchasing Section of the
Department of Administration a certain bid or proposal, attached hereto and made a part hereof, to enter into a contract in writing for
Elevator Maintenance - Department of Administration Buildings

NOW THEREFORE,

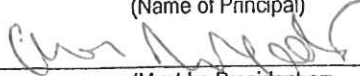
(a) If said bid shall be rejected, or
(b) If said bid shall be accepted and the Principal shall enter into a contract in accordance with the bid or proposal attached
hereto and shall furnish any other bonds and insurance required by the bid or proposal, and shall in all other respects perform the
agreement created by the acceptance of said bid, then this obligation shall be null and void, otherwise this obligation shall remain in full
force and effect. It is expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event,
exceed the penal amount of this obligation as herein stated.

The Surety, for the value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no
way impaired or affected by any extension of the time within which the Obligee may accept such bid, and said Surety does hereby
waive notice of any such extension.

IN WITNESS WHEREOF, Principal and Surety have hereunto set their hands and seals, and such of them as are corporations
have caused their corporate seals to be affixed hereunto and these presents to be signed by their proper officers, this
15th day of March, 2012

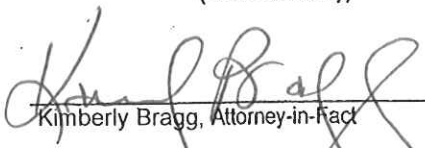
Principal Corporate Seal

ThyssenKrupp Elevator Corporation
(Name of Principal)

By 
(Must be President or
Char Delgado
Contract Administrator
(Title)

Surety Corporate Seal

Federal Insurance Company
(Name of Surety)


Kimberly Bragg, Attorney-in-Fact

**IMPORTANT – Surety executing bonds must be licensed in West Virginia to transact surety insurance. Raised corporate seals
must be affixed, a power of attorney must be attached.**

ACKNOWLEDGEMENT OF SURETY

STATE OF ILLINOIS
COUNTY OF COOK

On this 15th day of March, 2012, before me personally came Kimberly Bragg to me known, who being by so duly sworn, did depose and say: that he/she is

Attorney-In-Fact of Federal Insurance Company

The Corporation described in and which executed the foregoing instrument; that he/she knows the seal of said Corporation; that the seal affixed by authority granted to him/her in accordance with By-Laws of the said Corporation, and that he/she signed his/her name thereto by like authority.

Ila Delman

Notary Public, Ila Delman





**Chubb
Surety**

**POWER
OF
ATTORNEY**

**Federal Insurance Company
Vigilant Insurance Company
Pacific Indemnity Company**

**Attn: Surety Department
15 Mountain View Road
Warren, NJ 07059**

Know All by These Presents, That FEDERAL INSURANCE COMPANY, an Indiana corporation, VIGILANT INSURANCE COMPANY, a New York corporation, and PACIFIC INDEMNITY COMPANY, a Wisconsin corporation, do each hereby constitute and appoint

Kimberly Bragg

as their true and lawful Attorney- in- Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, the following Surety Bond:

Surety Bond Number :Bid Bond
Oblige :State of West Virginia

And the execution of such bond or obligation by such Attorney- in- Fact in the Company's name and on its behalf as surety thereon or otherwise, under its corporate seal, in pursuance of the authority hereby conferred shall, upon delivery thereof, be valid and binding upon the Company.

In Witness Whereof, said FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY have each executed and attested these presents and affixed their corporate seals on this 20th day of November, 2008.

Kenneth C. Wendel

Kenneth C. Wendel, Assistant Secretary

Richard A. Ciullo

Richard A. Ciullo, Vice President

STATE OF NEW JERSEY

ss.

County of Somerset

On this 20th day of November, 2008, before me, a Notary Public of New Jersey, personally came Kenneth C. Wendel, to me known to be Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY, the companies which executed the foregoing Power of Attorney, and the said Kenneth C. Wendel, being by me duly sworn, did depose and say that he is Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY and knows the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of the By- Laws of said Companies; and that he signed said Power of Attorney as Assistant Secretary of said Companies by like authority; and that he is acquainted with Richard A. Ciullo, and knows him to be Vice President of said Companies; and that the signature of Richard A. Ciullo, subscribed to said Power of Attorney is in the genuine handwriting of Richard A. Ciullo, and was thereto subscribed by authority of said By- Laws and in deponent's presence.

Notarial
Seal



WENDIE WALSH
Notary Public, State of New Jersey
No. 0054504
Commission Expires April 18, 2013

Wendie Walsh

Notary

Public

CERTIFICATION

Extract from the By- Laws of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY:

"All powers of attorney for and on behalf of the Company may and shall be executed in the name and on behalf of the Company, either by the Chairman or the President or a Vice President or an Assistant Vice President, jointly with the Secretary or an Assistant Secretary, under their respective designations. The signature of such officers may be engraved, printed or lithographed. The signature of each of the following officers: Chairman, President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary and the seal of the Company may be affixed by facsimile to any power of attorney or to any certificate relating thereto appointing Assistant Secretaries or Attorneys- in- Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such power of attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached."

I, Kenneth C. Wendel, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY (the "Companies") do hereby certify that

- (i) the foregoing extract of the By- Laws of the Companies is true and correct,
- (ii) the Companies are duly licensed and authorized to transact surety business in all 50 of the United States of America and the District of Columbia and are authorized by the U.S. Treasury Department; further, Federal and Vigilant are licensed in Puerto Rico and the U.S. Virgin Islands, and Federal is licensed in American Samoa, Guam, and each of the Provinces of Canada except Prince Edward Island; and
- (iii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Warren, NJ this 15th day of March, 2012



Kenneth C. Wendel

Kenneth C. Wendel, Assistant Secretary

IN THE EVENT YOU WISH TO NOTIFY US OF A CLAIM, VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT ADDRESS LISTED ABOVE, OR BY Telephone (908) 903- 3493 Fax (908) 903- 3656 e-mail: surety@chubb.com



State of West Virginia
 Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

Request for Quotation

RFQ NUMBER
 GSD126751

PAGE
 1

ADDRESS CORRESPONDENCE TO ATTENTION OF:
 KRISTA FERRELL
 304-558-2596

RFQ COPY
 TYPE NAME/ADDRESS HERE

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DEPARTMENT OF ADMINISTRATION
 VARIOUS LOCALES AS INDICATED
 BY ORDER

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
03/06/2012				

BID OPENING DATE: 03/15/2012 BID OPENING TIME 01:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO. 1		
				THIS ADDENDUM IS ISSUED TO:		
				1.) PROVIDE A COPY OF THE MANDATORY PRE-BID ATTENDEE LIST AND		
				2.) PROVIDE ANSWERS TO ALL TECHNICAL QUESTIONS SUBMITTED IN ACCORDANCE WITH THE PROVISIONS OF THE ORIGINAL REQUEST FOR QUOTATION (GSD126751).		
				BID OPENING DATE REMAINS: 03/15/2012		
				BID OPENING TIME REMAINS: 1:30 PM		
				***** END ADDENDUM NO. 1 *****		
0001	1	BA		910-13		
				MONTHLY ELEVATOR MAINTENANCE FOR DOA OWNED BLDGS.		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Edith...</i>	TELEPHONE 304-342-8115	DATE 3-13-12
TITLE Branch Manager	FEIN 62-1211267	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

GENERAL TERMS & CONDITIONS
REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

1. Awards will be made in the best interest of the State of West Virginia.
2. The State may accept or reject in part, or in whole, any bid.
3. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
4. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods this Purchase Order/Contract becomes void and of no effect after June 30.
5. Payment may only be made after the delivery and acceptance of goods or services.
6. Interest may be paid for late payment in accordance with the *West Virginia Code*.
7. Vendor preference will be granted upon written request in accordance with the *West Virginia Code*.
8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
10. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern the purchasing process.
11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
12. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
13. **HIPAA BUSINESS ASSOCIATE ADDENDUM:** The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at www.state.wv.us/admin/purchase/vrc/hipaa.html and is hereby made part of the agreement provided that the Agency meets the definition of a Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
14. **CONFIDENTIALITY:** The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf>.
15. **LICENSING:** Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including; but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, and the West Virginia Insurance Commission. The vendor must provide all necessary releases to obtain information to enable the director or spending unit to verify that the vendor is licensed and in good standing with the above entities.
16. **ANTITRUST:** In submitting a bid to any agency for the State of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the State of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, or person or entity submitting a bid for the same material, supplies, equipment or services and is in all respects fair and without collusion or Fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

INSTRUCTIONS TO BIDDERS

1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
2. Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as **EQUAL** to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
3. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
4. All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130
5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).

GSD126751 Technical Questions and Answers

Q1. Please provide the bid record sheets for the previous bid opening. If none available, my I review the public bid records that are available.

A1. Prior bids are available on line in the Purchasing Bulletin or available for review at the Purchasing Division located at 2019 Washington Street East, Charleston, WV 25305.

Q2. Contract term question. As it is written on page 3 this is a 1 year term with month to month thereafter up to no more that 12 months coverage after the original year. How does this differ from the previous bid of contract service with a stated hourly rate? The renewal area shows up to two (2) one year renewal periods. What does the phrase "pricing firm for life of contract" involve if there is no real term structure in the base contract?

A2. It is stated on page 3 "Renewal: This contract may be renewed upon the mutual written consent of the spending unit and vendor, submitted to Director of Purchasing thirty (30) days prior to the expiration date. Such renewal shall be in accordance with the terms and conditions of the original contract and shall be limited to two (2) one (1) year periods". The contract renewal would be a mutual consent between the successful vendor and the State. The contract terms would remain the same as the contract where the original bid was submitted.

Q3. Cancellation: "cancellation immediately upon written notice if commodities and/or services are of inferior quality." Is there any measurable means of determining if the service provided is of "inferior quality?" Do you have a "calls per unit" benchmark for the complex? Can you provide the call back history of the site for all the units? This record should be available for prospective bidders.

A3. The statement goes on to say "...or do not conform to the specifications and contract herein". The measurable means would either the service is provided or not provided. For example, as stated in Section 2: Scope, the specification states: "Routine examinations and maintenance shall be made **at least twice monthly** for each elevator." If the successful vendor did not make two routine examinations per month per elevator, they would not conform to the specifications.

Q4. What specific prevailing wage rates are being used for this project?

A4. Please refer to page 5 of the RFQ. Wage rates are determined by the US DOL and the classification of your employee.

Q5. No addendums were discussed at the bid conference. Is there any chance that the bid date will be extended? Survey of multiple sites in such a short time presents hardship based on physical time constraints. Are there any open compliance orders for needed or recommended repairs? (Cables, gears, bearings, motor generators etc). Are all units running and "in service" at this time? Have there been any elevator consultant reports or recommended capitol plans for suggested elevator upgrades?

A5. The technical questions and answer periods and acknowledgement of addendums were discussed in the pre-bid meeting. Also, refer to page 2 of the RFQ and page 8-9 of the RFQ. There is no bid date extension anticipated at this time. The successful vendor will be apprised of the elevators that are not in service when the contract is awarded. The successful vendor will not be held liable for any elevator not in service prior to award of the contract.

Q6. Are record electrical prints available for all equipment? Does the physical plant maintain a set separate from those in each machine room?

A6. The prints are not available for all equipment in the chiller plant.

Q7. Will all the bids received be opened publicly and available for inspection?

A7. All bid openings are open to the public. All bids submitted by each vendor are available for anyone to review.

Q8. Full Service Maintenance: Section F: "When fire service is present it shall be tested....." Is there a listing or certification of which units are not fully fire service compliant? Is there an obligation to correct deficiencies that may not be known at this time or will not be discovered until tested?

A8. All units have passed annual inspection. All units are compliant, there are no known deficiencies at this time and any discovered after award will be considered new and the awarded contractor will be expected to bring back into compliance.

Q9. Section G: Suspension ropes.... changed per code. Is there an obligation to replace ropes that are already none compliant (undersized) at the beginning of the contract?

A9. All units are currently compliant per DOL inspection. There are no known deficiencies at this time and any discovered after award will be considered new and the awarded contractor will be expected to bring back into compliance.

Q10. Covered components listed include Cylinders and casings that are buried equipment. These are typically not included because there is no "maintenance tasking" that can prolong the life of buried equipment. Can these items be excluded? This also applies to finish items and ancillary systems as follows: Wall Panels, Ceilings, diffusers, handrails, mirrors, cover plates, music systems, car heaters, air-conditioners, smoke sensors, heat sensors, mainline power switches and breakers.

A10. CYLINDERS and CASINGS shall be excluded.

Q11. How is the penalty for delay in service call arrival assessed? If a technician is 15 min. late is a "prorated" 25% share of \$75 assessed? Who certifies the arrival time? Please provide the call back records so that the level of after hours (and remote areas) service calls can be assessed.

A11. Call back records are available on a monthly basis. You may contact Dave Parsons, 304-550-9650, to review the documents. Historically, 5% of the calls are after hours.

Q12. 2.3 Safety Checks and Tests: "contractor may be held responsible for damage to equipment and the building". Barring negligence how can a contractor be required to repair building structure that fails during testing. See the attached proposed standard safety test language:

Maintenance Contract Testing Language
TESTING OF SAFETY DEVICES

Equipment	Test	Frequency
Hydraulic	Pressure/Relief Valve	Annually
Hydraulic	Full Load	Annually

Our testing responsibilities do not include fees or charges imposed by local authorities in conjunction with inspecting, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirement after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests.

A12. The last sentence in the first paragraph of **2.3 Safety Checks and Tests** shall read: "Contractor may be held responsible for damage to the elevator or building if tests are not conducted properly, in accordance with the West Virginia Department of Labor guidelines and approved inspection services".

The Contractor shall be held responsible for damage to the elevator or building if inspection and testing is not conducted in accordance with the West Virginia Department of Labor guidelines and approved inspection services.

Q13. 2.4 Open End Service: "travel time may not be charged on this contract". Does this also apply to remote service areas?

A13. Yes, travel time should be included in the monthly cost for service at all locations.

Q14. Changes: "no revision shall be issued which cause an individual job's total cost to exceed \$25,000.00." What would happen if there was a fire or other emergency that required immediate repair? Would this emergency repair be bid automatically?

A14. The State Purchasing Division has a policy and procedure set forth to mitigate emergency situations outside the scope of this contract.

Q15. Labor Warranty: There can be no warranty on labor. An installed upgrade can have a warranty but service work (labor) is by definition an "as needed service." How do you propose to correct this verbiage? (Page 18)

A15. Labor Warranty is an assurance that the workmanship is free from defects for work that has not been subject to accident, vandalism, misuse, abuse or ordinary wear and tear. The language regarding labor warranty shall be binding.

Q16. Indemnification: Can "mutual" indemnification language be inserted to this section in compliance with the stated insurance provisions? Will changes exclude our bid from consideration?

A16. The language in this contract shall not be changed.

PRE-BID CONFERENCE
SIGN IN SHEET

Request for Quotation Number:

QSD 126751

Date:

2/21/2012

PLEASE PRINT LEGIBLY. THIS INFORMATION IS ESSENTIAL TO CONTACT THE ATTENDEES IN A TIMELY MANNER. FAILURE TO DO SO MAY RESULT IN DELAYS IN YOUR COMPANY GETTING IMPORTANT BID INFORMATION.

Firm Name: OHS Elevator
 Firm Address: 4768 Chantry Drive
 Charleston, WV
 Representative Attending: Dan Duganey
 Phone Number: 304-351-2249
 Fax Number: 860-988-1588
 Email Address: Daniel.Duganey@ohs.com

Firm Name: ~~Industrial Elevator~~ Steve Coffin II
 Firm Address: Industrial Elevator
 3177 Millers Run Road
 Cecil PA 15321
 Representative Attending: Mike Hartman
 Phone Number: 412-257-0124
 Fax Number: 412-257-3480
 Email Address: Scoffin11@IElevator.com

Firm Name: MURPHY ELEVATOR
 Firm Address: 1004 4th Ave
 Huntington, WV 25901
 Representative Attending: KHALI BRAKER
 Phone Number: 304-389-0272
 Fax Number: 304-697-0675
 Email Address: khal@murphyelevator.com

Firm Name: KONE
 Firm Address: 835 Cross Pointe Road
 Suite G
 Galena, Ohio 43230
 Representative Attending: Jeff Havers
 Phone Number: (614) 866-1751 X 213
 Fax Number: (614) 866-3240
 Email Address: jff.havers@kone.com

Firm Name: THYSSENKRUPP
 Firm Address: 901 Morgans St.
 Charleston, WV 25301
 Representative Attending: Eric Hachney
 Phone Number: 304-342-8115
 Fax Number: 866-812-5542
 Email Address: eric.hachney@thyssenkrupp.com

Firm Name: Schindler Elevator Corp.
 Firm Address: 230 Bilmar Drive
 Pittsburgh, PA 15205
 Representative Attending: Jerry Brown
 Phone Number: 412-578-6634
 Fax Number: 412-578-6604
 Email Address: jerry.brown@us.schindler.com

RESUME

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME Mark Tribble
PROPOSED POSITION TITLE Elevator Service Mechanic
CURRENT POSITION TITLE WITH THE CONTRACT FIRM Elevator Service Mechanic
TIME IN CURRENT POSITION (Years, Months) 12 YRS
DESCRIPTION AND SCOPE OF CURRENT JOB:

*Elevator Service Mechanic
Elevator, escalator, dumbwaiter Repair*

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity Type Quantity Type

WORK EXPERIENCE (Previous 6 years work history):

Date From-To	Job Title	Company Address	Immediate Supervisor's Name & Telephone No.
<i>Previous 6 YRS with Dover Elevator</i>			
<i>32 YRS in Elevator Business</i>			

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date From-To	Job Title	Equipment Manufacturer (Otis, Pelle, Swift..)	Type of Equipment (Elevator, Escalator, Overlay..)
<i>construction 12/79 — 12/86 7 YRS</i>			
<i>Service 12/86 — present 26 YRS</i>			
<i>Have worked on all brands of Elevators and door Equipment</i>			

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date From-To	School, College, Institution or other source	Number of Credits, Hours of Training, CEUs etc.	Degree, Certificate
<i>Highschool Diploma, I.U.E.I.C educational program</i>			
<i>Took elevator Mechanics Exam April 87</i>			
<i>State elevator license Test March 99 ?</i>			

RESUME

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME John Kelly Bradley
PROPOSED POSITION TITLE Mechanic
CURRENT POSITION TITLE WITH THE CONTRACT FIRM _____
TIME IN CURRENT POSITION (Years, Months) 18 years
DESCRIPTION AND SCOPE OF CURRENT JOB:

Service & Repair

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity Type Quantity Type

Elevator Mechanic

WORK EXPERIENCE (Previous 6 years work history):

Date	Job	Company	Immediate Supervisor's
From-To	Title	Address	Name & Telephone No.
8-1-93 to present	Mechanic	ThyssenKrupp Elevator 901 Morris Street Charleston, WV 25301	304-342-8115

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date	Job	Equipment	Type of Equipment
From-To	Title	Manufacturer	(Elevator, Escalator, (Otis, Pelle, Swift..) Overlay..)
8-1-93 to present		Dover, Otis, Montgomery, Peelle, Well Bilt Westinghouse	Traction, Hydraulic, Roped Hydraulic, Dumbwaiter

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date	School, College,	Number of Credits,	Degree,
From-To	Institution or	Hours of Training,	Certificate
	other source	CEUs etc.	

East Bank High School
1972-73 Carver Career Tech 2000 hours
NEIEP Program

RESUME

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME Maynard Watson
 PROPOSED POSITION TITLE Mech./Helper
 CURRENT POSITION TITLE WITH THE CONTRACT FIRM Mech.
 TIME IN CURRENT POSITION (Years, Months) 9 years
 DESCRIPTION AND SCOPE OF CURRENT JOB:
To work on and fix Elevators

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity	Type	Quantity	Type
----------	------	----------	------

WORK EXPERIENCE (Previous 6 years work history):

Date	Job	Company	Immediate Supervisor's
From-To	Title	Address	Name & Telephone No.
2000-2006	Helper	4768 Big Chimney Dr.	ADAM Hackney 342-8115

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date	Job	Equipment	Type of Equipment
From-To	Title	Manufacturer	(Elevator, Escalator)
2001-2006	Helper (Otis)	Pelle, Swift..)	Overlay..)
1996-2001	Helper		

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date	School, College,	Number of Credits,	Degree,
From-To	Institution or	Hours of Training,	Certificate
1996-2006	other source Elevator work	CEUs etc.	
2002-2006	Elevator Union schooling		

RESUME

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME Marvin L. Richardson
 PROPOSED POSITION TITLE Mechanic Foreman.
 CURRENT POSITION TITLE WITH THE CONTRACT FIRM Elevator Service Mechanic
 TIME IN CURRENT POSITION (Years, Months) 34 years
 DESCRIPTION AND SCOPE OF CURRENT JOB:
Elevator service mechanic - Inspect and repair and do preventive maintenance on elevators and other lifts.

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity Type Quantity Type

WORK EXPERIENCE (Previous 6 years work history):

Date From-To	Job Title	Company Address	Immediate Supervisor's Name & Telephone No.
10/10/90 to 10/10/96	Elevator Service Mechanic	Dover Elevator 3411 Virginia Ave SE.	Riley Lancaster 342-8115

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date From-To	Job Title	Equipment Manufacturer	Type of Equipment (Elevator, Escalator, Overlay..)
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5/1/77 to 12/1/83	Elevator Construction Helper and Mechanic	Dover	Elevators Escalator Other lifts
12/2/83 to 10/10/96	Service Mechanic	Dover also source OTIS Westinghouse Haughton + Others	Elevators Escalators and Other lifts.

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date From-To	School, College, Institution or other source	Number of Credits, Hours of Training, CEUs etc.	Degree, Certificate
9/59 to 5/71	Paca Elem. Paca High		High School Graduate
8/68 to 5/71	Putnam County Vocational Tech. Center		Certified Welder + Basic Electricity
7/85 to 5/87	W.V. State Community College		Electronics
5/1/77 to 10/10/96	I.V.E.C. Elevator Educational Program		Print reading - Hydraulics - Rigging - Escalator AC + DC motors + Generators - Circuit Tracing. Electronics + Solid State + OTHERS

RESUME

Garland (Mickey) Watson

EMPLOYEE'S NAME:

CURRENT POSITION TITLE: Mechanic In Charge / Adjustor

TIME IN CURRENT POSITON: 20 Years

DESCRIPTION AND SCOPE OF CURRETN JOB: Set Up elevators and adjust.

QUANTITY AND TYPE OF ANY POSITON CURRENTLY SUPERVISED (Clerks,

Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity	Type	Quantity	Type
Mechanic	Adjustor		

WORK EXPERIENCE (Previous 6 years work history):

Date	Job	Company	Immediate Supervisor's
From-To	Title	Address	Name & Telephone No.
Schindler Elevator	7 Years		
Elevator Tech	5 Years		
Dover / ThyssenKrupp	03/1997 to date		

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date	04-10-10	Job Title	Adjustor
From - To			

RESUME

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME DENNIS WESTOVER
 PROPOSED POSITION TITLE _____
 CURRENT POSITION TITLE WITH THE CONTRACT FIRM MECHANIC / FOREMAN
 TIME IN CURRENT POSITION (Years, Months) 41 YEARS APPROX.
 DESCRIPTION AND SCOPE OF CURRENT JOB:

MAINTAIN / TROUBLE SHOOT ELEVATOR SYSTEMS

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity Type Quantity Type

WORK EXPERIENCE (Previous 6 years work history):

Date	Job	Company	Immediate Supervisor's
From-To	Title	Address	Name & Telephone No.

CURRENT POSITION APPROX 2 YEARS
 ADAM HARKNEY SUPERVISOR, 342-8115

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date	Job	Equipment	Type of Equipment
From-To	Title	Manufacturer	(Elevator, Escalator, Overlay..)

1969-1980 - MECHANIC / ADJUSTER - MONTGOMERY ELEVATOR - ELEVATORS / ESCALATORS
 1980 - PRESENT - MECHANIC / ADJUSTER - DOVER / THYSSEN ELEVATOR - ELEVATORS CONSTRUCTION MGR.

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date	School, College,	Number of Credits,	Degree,
From-To	Institution or	Hours of Training,	Certificate
	other source	CEUs etc.	

1967-1971 - GROVE CITY COLLEGE - B.S. ELECT. ENGR.
 1990 - 1992 - W.V. STATE - 14 HRS - WORK TOWARDS M.B.A. NOT COMPLETED

RESUME FORMAT

All resumes submitted shall provide the following information as a minimum:

EMPLOYEE'S NAME Kenny Caldwell
PROPOSED POSITION TITLE Service Tech
CURRENT POSITION TITLE WITH THE CONTRACT FIRM Service Tech
TIME IN CURRENT POSITION (Years, Months) 13 years
DESCRIPTION AND SCOPE OF CURRENT JOB:

service tech

QUANTITY AND TYPE OF ANY POSITIONS CURRENTLY SUPERVISED (Clerks, Mechanics, Mechanic's Helpers, Engineers, Foremen, Laborers, etc.)

Quantity Type Quantity Type

WORK EXPERIENCE (Previous 6 years work history):

Date Job Company Immediate Supervisor's
From-To Title Address Name & Telephone No.

5-10-99 -> Current Elevator Service Tech

ELEVATOR, ESCALATOR AND RELATED WORK EXPERIENCE:

Date Job Equipment Type of Equipment
From-To Title Manufacturer (Elevator, Escalator, e.g.
Otis, Dover, Swift, O. Thompson.)

5-10-99 -> Current Elevator Mechanic

EDUCATION SUMMARY, ELEVATOR TRAINING and CERTIFICATIONS:

Date School, College, Number of Credits, Degree,
From-To Institution or Hours of Training, Certificate other source
CBUs etc.

IUEC school for mechanics



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
SPECIMEN

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BLOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Illinois, Inc. 233 S. Wacker Drive, Suite 2000 Chicago IL 60606	CONTACT NAME: Helen Chen	
	PHONE: 312-288-7489 FAX: 312-621-6865 E-MAIL: tke.certificates@willis.com	
INSURED THYSSENKRUPP ELEVATOR CORPORATION	PRODUCER CUSTOMER #:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Lexington Insurance Company	19437
	INSURER B: Wausau Bus Ins Co/Wausau Underwriters Ins Co	26069/26042
	INSURER C: Indemnity Ins Co of NAVACE American Ins Co	43575/22667
	INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: SPECIMEN REVISION NUMBER:
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSRD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	General Liability						Each Occurrence \$2,000,000
	<input checked="" type="checkbox"/> Commercial General Liability						Damage to Rented Premises (Ea occurrence) \$1,000,000
	Claims Made <input checked="" type="checkbox"/> Occur			037205277 037205276	10/01/2011	10/01/2012	Med Exp (Any one person) \$5,000
							Personal & Adv. Injury \$2,000,000 General Aggregate \$2,000,000 Products-Comp/Ops Agg Included
Gen'l Aggregate Limit Applies Per: <input checked="" type="checkbox"/> Pol <input type="checkbox"/> Proj <input type="checkbox"/> Loc							
B	Automobile Liability						Combined Single Limit (Ea accident) \$2,000,000
	<input checked="" type="checkbox"/> Any Auto						Bodily Injury (Per person)
	All Owned Autos			ASKZ91438879011 (AOS)	10/01/2011	10/01/2012	Bodily Injury (Per accident)
	Scheduled Autos			ASJZ91438879031 (PR)			Property Damage (per accident)
	Hired Autos						
	Non-Owned Autos						
	Umbrella Liab						Each Occurrence
	Excess Liab						Aggregate
	Deductible Retention \$						
C	Worker's Compensation and Employers' Liability	Y/N					WC Statutory Limits X Other
	Any Proprietor / Partner / Executive Officer / Member Excluded?	<input type="checkbox"/>	N/A	WLRC46771667 (AOS) WLRC46771679 (CA, MA)	10/01/2011	10/01/2012	EL Each Accident \$1,000,000
	(Mandatory in NH)						EL Disease - Ea Employee \$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						EL Disease - Policy Limit \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
RE: JOB# SPECIMEN SPECIMEN

CERTIFICATE HOLDER SPECIMEN	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. Authorized Representative <i>Andrew Paris</i>
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CONTRACTOR LICENSE

Authorized by the

West Virginia Contractor Licensing Board

Number: WV000525

Classification:

SPECIALTY

THYSSENKRUPP ELEVATOR CORPORATION
DBA THYSSENKRUPP ELEVATOR CORPORATION
114 TOWNPARK DR NW STE 300
KENNESAW, GA 30144-5876


Date Issued

AUGUST 06, 2011

Expiration Date

AUGUST 06, 2012


Authorized Company Signature


Chair, West Virginia Contractor
Licensing Board

**WEST VIRGINIA
CONTRACTOR
LICENSING
BOARD**

This license, or a copy thereof, must be posted in a conspicuous place at every construction site where work is being performed. This license number must appear in all advertisements, on all bid submissions and on all fully executed and binding contracts. This license cannot be assigned or transferred by licensee. Issued under provisions of West Virginia Code, Chapter 21, Article 11.

ThyssenKrupp Elevator

Americas Business Unit

Service Sales Department – Charleston, WV Branch



The TKE Advantage

Thank you for the opportunity to present information on behalf of ThyssenKrupp Elevator (formerly known as Dover Elevator). We are the industry leader for manufacturing, installation, service, maintenance and repair of vertical transportation. Many companies claim they are the best. At ThyssenKrupp Elevator, we demonstrate every day what it takes to *be* the best by providing quality, customer driven service. These are just a few of the benefits you will experience with the TKE Advantage:

- o 17 IUEC certified route mechanics and 2 dedicated Repair Teams managed out of the Charleston, WV office with combined experience of over 300 years
- o On-call mechanics available 24 hours a day, 7 days a week
- o Each mechanic operates from a fully equipped service vehicle
- o Branch Office/warehouse in Charleston with over \$100K in spare parts
- o Award winning Safety program that makes employee & customer safety Priority 1
- o International Technical Services Group
 - o Engineers on call 24/7 dedicated to on-the-spot troubleshooting
 - o Diagnostic tools for virtually all competitors equipment
- o Regional Trainers provide ongoing instruction to our field personnel
- o Service/Repair Management Team with over 50 years combined field experience and over 50 years combined management experience
 - o Routine Safety audits of field personnel, their vehicles and tools
 - o Routine service audits of our field personnel and customer facilities
- o Dedicated Sales and Customer Service Representatives
 - o Address customer concerns in a timely and efficient manner
 - o Process City/State Inspection reports and schedule appropriate work for completion in the allotted time
 - o Inform and educate customers about every aspect of their elevator service needs from contractual issues to repairs and improvement opportunities
- o Four (4) staff members with QEI-1 (Qualified Elevator Inspector) certification
- o VIEW website provides online access to maintenance records for your facilities
- o Unsurpassed technical expertise combined with world class customer service to provide the maintenance and repair services that are the benchmark by which all others are measured

When you join the ranks of satisfied ThyssenKrupp customers, you will come to appreciate the TKE Advantage that separates us from the competition. Thank you for your time. We sincerely appreciate the opportunity to become a trusted partner in the care of your facilities and property investment. Feel free to contact ThyssenKrupp Elevator for all your new installation, service & maintenance and repair needs.

ThyssenKrupp Elevator Team Charleston

ThyssenKrupp Elevator Corporation
901 Morris Street
Charleston, WV 25301
Telephone: (304) 342-8115
Fax: (866) 812-5542

ThyssenKrupp Elevator



WV State Elevator Maintenance Bid # GSD126751

March 15, 2012

ThyssenKrupp Elevator Company (formerly Dover Elevator Co.) References:

- Laidley Tower
1150 Laidley Tower
Charleston, WV 25301 304-344-5500
- WVU Ruby Memorial Hospital
Medical Center Drive
Morgantown, WV 26505 304-598-4125
- University of Charleston
2300 MacCorkle Ave.
Charleston, WV 25304 304-357-4704
- Cabell County Schools (Huntington Area)
29 5th Avenue
Huntington, WV 25701 304-528-5604
- Thomas Memorial Hospital
4605 MacCorkle Avenue
South Charleston, WV 25309 304-766-3684
- Trinity Hospitals (Weirton Area)
4000 Johnson Road
Steubenville, OH 43952 740-283-7256
- Marion County Schools (Fairmont Area)
200 Gaston Avenue
Fairmont, WV 26554 304-367-2176
- Raleigh General Hospital (Beckley)
1710 Harper Road
Beckley, WV 25801 304-256-4100
- Bureau of Public Debt. (Parkersburg Area)
P.O. Box 508
Parkersburg, WV 26105 304-485-3133
- Harrison County Courthouse (Clarksburg)
301 West Main Street
Clarksburg, WV 26301 304-624-8640


Eric Hackney
Branch Manager (304) 342-8115

March 13, 2012