



Alachua County, Florida

Procurement

Theodore "TJ" White, Jr. CPPB, Procurement Manager
County Administration Building, Gainesville, FL 32601
(352) 374-5202

EXECUTIVE SUMMARY

ITB No. ITB 25-8-MB

Annual Elevator Full Coverage Maintenance and Repair Service

RESPONSE DEADLINE: August 7, 2024 at 2:00 pm

Wednesday, September 4, 2024

SOLICITATION OVERVIEW

Project Title	Annual Elevator Full Coverage Maintenance and Repair Service
Project ID	ITB 25-8-MB
Project Type	Invitation To Bid
Release Date	June 26, 2024
Due Date	August 7, 2024
Procurement Agent	Markisha Boykin, NIGP-CPP, CPPB
Project Description	<p>Alachua County Board of County Commissioners, through the Facilities Management department, is seeking bids for Annual Elevator Services and Full Coverage Maintenance. We are inviting qualified contractors to submit their proposals for consideration.</p> <p>Alachua County maintains approximately twenty-eight (28) elevators across various buildings throughout the County. As such, there is a continuous need for elevator maintenance to ensure the safety and functionality of these facilities.</p> <p>The scope of work includes, but is not limited to, routine maintenance tasks such as inspections, lubrication, adjustments, and minor repairs.</p>

Introduction

Summary

Alachua County Board of County Commissioners are requesting the submission of Bids for ITB 25-8-MB Annual Elevator Full Coverage Maintenance and Repair Service.

The following apply to this Invitation to Bid (ITB): [Introduction](#), [Instruction to Bidders](#), [Terms and Conditions](#), [Insurance](#), [Scope of Services](#), [Attachments](#), [Sample Agreement](#), [Submittals](#), and [ITB Pricing Form](#). Specifications and supplementary documents are essential parts of the ITB and requirements occurring in one are as binding as though occurring in all.

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Annual Elevator Full Coverage Maintenance and Repair Service

Services, as defined herein, are to include all labor, materials, supplies and equipment in accordance with the terms, conditions, and specifications set forth within this solicitation.

Bidder must be qualified and fully capable of performing the required Services while adhering to all laws, specifications, procedures, protocols, applicable guidance, and industry best practices.

Alachua County Board of County Commissioners, through the Facilities Management department, is seeking bids for Annual Elevator Services and Full Coverage Maintenance. We are inviting qualified contractors to submit their proposals for consideration.

Alachua County maintains approximately twenty-eight (28) elevators across various buildings throughout the County. As such, there is a continuous need for elevator maintenance to ensure the safety and functionality of these facilities.

The scope of work includes, but is not limited to, routine maintenance tasks such as inspections, lubrication, adjustments, and minor repairs.

Background

Location: Alachua County is located in North Central Florida. The County government seat is situated in Gainesville. Gainesville is located 70 miles southwest of Jacksonville, 129 miles southeast of Tallahassee, 140 miles northeast of Tampa - St. Petersburg and 109 miles northwest of Orlando. Alachua County has a population of over 250,000 and a regional airport. The County itself consists of a total area of 969 square miles.

Form of Government: Alachua County is governed by a Board of five (5) elected County Commissioners and operates under the established County Manager Charter form of government. In addition to the five County Commissioners, there are five elected Constitutional Officers: Supervisor of Elections, Sheriff, Clerk of the Court, Tax Collector, and the Property Appraiser. The Alachua County Attorney also reports to the Board.

Contact Information

Markisha Boykin, NIGP-CPP, CPPB

Procurement Agent III

Email: mboykin@alachuacounty.us

Phone: [\(352\) 384-3092](tel:(352)384-3092)

Department:

Facilities Management

Timeline

Solicitation Release Date	June 26, 2024
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Annual Elevator Full Coverage Maintenance and Repair Service

Pre-Proposal Meeting (Non-Mandatory)	July 19, 2024, 9:30am Alachua County Family and Civil Justice Center 201 E University Ave Gainesville, FL 32601
Question Submission Deadline	July 28, 2024, 12:00am
Solicitation Submission Deadline	August 7, 2024, 2:00pm

<p>Solicitation Opening – Teams Meeting</p>	<p>August 7, 2024, 2:00pm The scheduled solicitation opening will occur via Teams Meeting; the information to join is provided below. Attendance (live viewing) of the bid opening is not required.</p> <p>Join Microsoft Teams meeting Join on your computer, mobile app or room device:</p> <p>https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTQyYzk5YzMtZDc4ZS00N2lxLTljMWUtMjAwNTQwN2NjNTNi%40thread.v2/0?context=%7b%22Tid%22%3a%2290fc851d-766d-4d7b-a09c-bfbf1d2dac94%22%2c%22Oid%22%3a%22c82ab8e7-6ee1-4cd5-9191-4aa322a1828f%22%7d</p> <p>Meeting ID: 259 625 692 241 Passcode: yX9G3Q Or call in (audio only) +1 469-998-7938,,366862554# United States, Dallas Phone Conference ID: 366 862 554#</p> <p>If you have a disability and need an accommodation in order to participate, please contact the Alachua County ADA Coordinator at ADA@alachuacounty.us or Equal Opportunity Office at 352-374-5275 at least 7 business days prior to the event. If you are unable to notify the Office prior to the event, please inform an Alachua County employee that you need assistance. TDD/TTY users, please call 711 (Florida Relay Service)</p>
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SOLICITATION STATUS HISTORY

Date	Changed To	Changed By
Jun 5, 2024 9:36 AM	Draft	Markisha Boykin, NIGP-CPP, CPPB
Jun 5, 2024 3:31 PM	Review	Markisha Boykin, NIGP-CPP, CPPB

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Date	Changed To	Changed By
Jun 17, 2024 2:57 PM	Final	Markisha Boykin, NIGP-CPP, CPPB
Jun 17, 2024 2:58 PM	Post Pending	Markisha Boykin, NIGP-CPP, CPPB
Jun 26, 2024 9:10 AM	Open	OpenGov Bot
Aug 7, 2024 2:00 PM	Pending	OpenGov Bot
Aug 12, 2024 10:28 AM	Evaluation	Markisha Boykin, NIGP-CPP, CPPB

PROPOSALS RECEIVED

Status	Vendor	Contact Info	Submission Date
Submitted	Eletech Elevator Company	Edwin Langley edwin@eletechelevator.com (904) 707-6168	Aug 6, 2024 2:35 PM
Submitted	Oracle Elevator Company	Harper Smith harper.smith@efsteam.com (352) 745-4787	Aug 7, 2024 10:56 AM
No Bid	Patterson Veterinary	Gregory Pounds pvs.orders.gov- institute@pattersonvet.com	Jun 26, 2024 9:18 AM
Submitted	Skyline Elevators	Bill Brinklow bill@skylineelevators.com (352) 819-5121	Aug 6, 2024 11:18 AM
Submitted	TEI Group	Danny Benoit dbenoit@teigroup.com (352) 206-4033	Aug 6, 2024 4:14 PM
Submitted	TK Elevator	Erin Lemoine erin.lemoine@tkelevator.com (904) 613-8192	Aug 7, 2024 8:03 AM

VENDOR QUESTIONNAIRE PASS/FAIL

Question Title	Eletech Elevator Company	Oracle Elevator Company	Skyline Elevators	TEI Group
Submittal Confirmation	Pass	Pass	Pass	Pass
Corporate Resolution	Pass	Pass	Pass	Pass
State Compliance	Pass	Pass	Pass	Pass

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Annual Elevator Full Coverage Maintenance and Repair Service

Question Title	Eletech Elevator Company	Oracle Elevator Company	Skyline Elevators	TEI Group
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	Pass	Pass	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass	No Response	No Response	No Response
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass	Pass	Pass	Pass
SBE Certificate	No Response	No Response	No Response	No Response
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass	Pass	Pass	Pass
Option 3: SBE Participation.	Pass	Pass	Pass	Pass
Option 4: SBE Good Faith Effort.	Pass	Pass	Pass	Pass
Alachua County Government Minimum Wage (GMW)	Pass	Pass	Pass	Pass
DRUG FREE WORKPLACE	Pass	Pass	Pass	Pass
Vendor Eligibility	Pass	Pass	Pass	Pass

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Question Title	Eletech Elevator Company	Oracle Elevator Company	Skyline Elevators	TEI Group
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	Pass	Pass	Pass	Pass
Responsible Agent	Pass	Pass	Pass	Pass
Number of years in this type of service?	Pass	Pass	Pass	Pass
Number of years licensed in Alachua County?	Pass	Pass	Pass	Pass
How many employees "ON THE JOB" each week?	Pass	Pass	Pass	Pass
Number of employees "ON CALL" each week?	Pass	Pass	Pass	Pass
Major Equipment	Pass	Pass	Pass	Pass
Do you currently hold any municipality contracts?	Pass	Pass	Pass	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass	Pass	Pass	Pass
References	Pass	Pass	Pass	Pass
Are your employees screened by:	Pass	Pass	Pass	Pass
Cancelled or Termination	Pass	Pass	Pass	Pass
Cancellation and Termination	No Response	Pass	Pass	Pass
What constitutes your normal business days and working hours?	Pass	Pass	Pass	Pass

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Question Title	Eletech Elevator Company	Oracle Elevator Company	Skyline Elevators	TEI Group
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass	Pass	Pass	Pass
Conflict of Interest	Pass	Pass	Pass	Pass
Acknowledgement of Requirements	Pass	Pass	Pass	Pass

Question Title	TK Elevator
Submittal Confirmation	Pass
Corporate Resolution	Pass
State Compliance	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	Pass
Public Record Trade Secret or Proprietary Confidential Business Information Exemption Request	No Response
Option 1: Company is an Alachua County Certified Small Business Enterprise.	Pass
SBE Certificate	No Response
Option 2: I certify that our Company will perform ALL work and that no subcontractors will be utilized for this bid.	Pass
Option 3: SBE Participation.	Pass
Option 4: SBE Good Faith Effort.	Pass
Alachua County Government Minimum Wage (GMW)	Pass
DRUG FREE WORKPLACE	Pass
Vendor Eligibility	Pass
List all subcontractor's being utilized on this BID, (NON-SBE) IF no sub contractor are being utilized respond N/A	Pass
Responsible Agent	Pass
Number of years in this type of service?	Pass
Number of years licensed in Alachua County?	Pass
How many employees "ON THE JOB" each week?	Pass
Number of employees "ON CALL" each week?	Pass

Question Title	TK Elevator
Major Equipment	Pass
Do you currently hold any municipality contracts?	Pass
If you indicated yes to holding municipality contracts please list them below:	Pass
References	Pass
Are your employees screened by:	Pass
Cancelled or Termination	Pass
Cancellation and Termination	Pass
What constitutes your normal business days and working hours?	Pass
Describe below, the Bidder's operational plan for providing the Services to Alachua County.	Pass
Conflict of Interest	Pass
Acknowledgement of Requirements	Pass

QUESTIONS AND ANSWERS

Approved, Unanswered Questions

Approved, Answers Provided

1. No subject

Jul 10, 2024 4:25 PM

Question: Who is the current maintenance provider?

Jul 10, 2024 4:25 PM

Answered by Markisha Boykin, NIGP-CPP, CPPB: County - Oracle, Library - Otis

Jul 16, 2024 8:30 AM

2. No subject

Jul 10, 2024 4:26 PM

Question: What is the monthly or annual maintenance cost the county is currently paying and labor rates?

Jul 10, 2024 4:26 PM

Answered by Danny Moore: 41K annually

Jul 16, 2024 8:30 AM

ADDENDA & NOTICES

ADDENDA ISSUED:

Addendum #1

Jul 10, 2024 3:30 PM

Please use the [See What Changed](#) link to view all the changes made by this addendum.

- Non-Mandatory Site visit has been added.
- The bid due date has been extended to Wednesday, July 31, 2024.

Addendum #2

Jul 19, 2024 1:09 PM

Please use the [See What Changed](#) link to view all the changes made by this addendum.

- The bid due date has been extended to Wednesday, August 7, 2024.

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

Proposal	Confirmed	Confirmed At	Confirmed By
Skyline Elevators	X	Aug 6, 2024 10:01 AM	Bill Brinklow
Eletech Elevator Company	X	Aug 6, 2024 11:32 AM	Edwin Langley
TEI Group	X	Jul 12, 2024 3:55 PM	Danny Benoit
TK Elevator	X	Aug 6, 2024 1:16 PM	Erin Lemoine
Oracle Elevator Company	X	Jul 25, 2024 12:35 PM	Harper Smith

Addendum #2

Proposal	Confirmed	Confirmed At	Confirmed By
Skyline Elevators	X	Aug 6, 2024 10:01 AM	Bill Brinklow
Eletech Elevator Company	X	Aug 6, 2024 11:33 AM	Edwin Langley
TEI Group	X	Jul 29, 2024 9:41 AM	Danny Benoit
TK Elevator	X	Aug 6, 2024 1:16 PM	Erin Lemoine
Oracle Elevator Company	X	Jul 25, 2024 12:35 PM	Harper Smith

NOTICES ISSUED:

Notice #1

Jul 19, 2024 3:10 PM

Please see the attached document.

Attachments:

· [Meeting Minutes ITB 25-8-MB Annual Elevator Full Coverage Maintenance and Repair ServiceLetterhead](#)

EVALUATION

SELECTED VENDOR TOTALS

Vendor	Total
Skyline Elevators	\$76,428.00
Oracle Elevator Company	\$84,015.00
TK Elevator	\$91,214.00
TEI Group	\$132,474.00
Eletech Elevator Company	\$166,875.00

MONTHLY COST PER BUILDING

The cost per month for maintaining the elevators in each building in accordance with the scope of work.

Vendor	Total
Skyline Elevators	\$75,660.00
Oracle Elevator Company	\$83,040.00
TK Elevator	\$89,700.00
TEI Group	\$131,580.00
Eletech Elevator Company	\$166,200.00

HOURLY RATES

Labor cost OVER AND ABOVE the time necessary for standard equipment and component renewal or repair procedures. Includes all administrative costs, fuel charges, truck charges, trip charges, etc.

Vendor	Total
Eletech Elevator Company	\$675.00
Skyline Elevators	\$768.00
TEI Group	\$894.00

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Vendor	Total
Oracle Elevator Company	\$975.00
TK Elevator	\$1,514.00

OVERTIME RATES

Percentage above hourly rate, e.g. time and a half would be a 50% markup from the standard rate.

Informational table contains no pricing