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SECTION 000020 – REQUEST FOR QUOTATION

Pre-Bid Site Survey will be held _____

PART 1 GENERAL

- 1.1 REQUEST FOR PROPOSAL: ELEVATOR MAINTENANCE
- A. Lerch Bates Inc. has been authorized to invite your firm to submit a quotation for continuing preventive maintenance of the vertical transportation equipment located at:
- Youngstown State University
 Youngstown, Ohio
- 1.2 CONTRACT DOCUMENTS
- A. The Contract Documents are provided.
- B. Make inquiries regarding maintenance specifications to Lerch Bates Inc., Attn: Mike Pytash, Consultant, mike.pytash@lerchbates.com, Cell 330-507-4823, Alan Miller, Youngstown State University, almiller15@ysu.edu, or jphyden@ysu.edu.
- C. To arrange an additional appointment to review the existing equipment contact Alan Miller, Procurement Services, Youngstown State University, almiller15@ysu.edu.

1.3 SEALED QUOTATION

- A. Quotations will be received until **June 1st, 2024 at 10:00am** local time electronically.

ELEVATOR MAINTENANCE

CONFIDENTIAL - SEALED QUOTATION - DO NOT OPEN

Send one copy via email to: Alan Miller – Procurement Services,
amiller15@ysu.edu

Electronic bid accepted: Yes No

Send electronic copy to: Mike Pytash – Consultant,
mike.pytash@lerchbates.com

- B. Quotations must be submitted on form provided as a part of Contract Documents, Section 00310 A and B. Quotations shall be subject to all requirements of Contract Documents, site conditions, General Conditions, Supplementary and Special Conditions and any other documents issued in connection with project. All blank spaces and questions on the quotation form must be completed and/or responded to. Failure to comply will constitute a non-responsive submittal.
- C. If Contractor desires to furnish items different from specified, Contractor shall submit substitution as an alternate quotation. Contractor shall supply Consultant with information in regard to proposed substitution of components or materials. Consultant shall decide whether the Contractor's substitution is equivalent to that specified. Deviation from requirements of Contract Documents shall be stated, in writing, in Contractor's transmittal letter submitted with quotation.

1.4 OPENING

- A. Opening of quotations will be private. Contractor selection will be based upon the following criteria:
1. Cost of preventive maintenance.
 2. Contractor's maintenance capability on the subject equipment.
 3. Contractor's maintenance capability in the general location of the project.
 4. Contractors response to obsolescence language contained within this RFP and the Lerch Bates Maintenance Specification Sections 00020, 00310, and 143250.

1.5 QUOTATION

- A. All quotations shall be firm. Escalation will not be permitted if Contract is awarded within ninety days from quotation due date.
- B. If award is deferred beyond ninety days, Contractors' quotations shall be subject to adjustment to reflect changes in the cost of labor and material.

1.6 PURCHASER'S RIGHTS

- A. Purchaser reserves the right to reject any or all quotations, to accept other than lowest quotation and to waive any informality in connection with opening and award of Contract.

1.7 INVITED CONTRACTORS

- A. Contractor shall be prepared to provide evidence of experience, qualifications, and financial ability to carry out requirements of Contract Documents.

END OF SECTION

SECTION 000310 - QUOTATION FORM

DATE:

PROJECT: Youngstown State University
Youngstown, Ohio

SUBMITTED BY:

Name of CONTRACTOR

CONTRACTOR'S Representative

Telephone Number

Street Address

City, State Zip

TO: Alan Miller, Procurement Services, Youngstown State University
amiller15@ysu.edu

CC: Mike Pytash
Consultant, Lerch Bates Inc.
Mike.pytash@lerchbates.com

PART 1 GENERAL

1.1 CONTRACTOR'S BASE QUOTATION

A. Having examined the Contract Documents prepared by Lerch Bates Inc. dated August 25, 2023, and having reviewed site conditions, applicable codes and all conditions affecting and governing the work, the Undersigned Contractor hereby offers to provide all engineering, labor, materials, transportation, services and equipment necessary and incidental to properly execute required work of the Contract Documents for the following amounts:

1. LBMS Section 143250, Article 1.4.B.1: Proactive preventive maintenance for all equipment, excluding items listed as obsolete or prorated in Section 00310 -1.3 , in full accordance with this RFP and Lerch Bates Maintenance Specification for Year 1.

BASE BID: \$ _____

2. LBMS Section 143250, Article 1.4 B.2: Proactive preventive maintenance for all equipment, including items listed as obsolete/prorated in Section 00310 -1.3 in full accordance with this RFP and Lerch Bates Maintenance Specification for Year 1.

ALTERNATE 1: \$ _____

3. LBMS Section 143250, Article 1.4 B.3: Provide replacement pricing in spread sheet in Article 1.3 C. for the replacement of items listed as obsolete/prorated in Section 00310 – 1.3 upon execution of the maintenance specification.

ALTERNATE 2: \$ _____

B. Enter a cost figure for all pricing requested. Failure to comply will subject the quotation to disqualification.

C. Undersigned affirms that quotations provided are firm for at least twelve months and represent the entire cost including site conditions, code requirements, specifications, addenda, and any other Contract Documents, and no claim will be made due to any increase in wage scales, material prices, taxes, insurance, cost indexes, or any other factors affecting the construction industry or this project.

1.2 PRE-MAINTENANCE COSTS

A. Base Bid Pricing is based on the execution of the following repairs.

Elevator	Component	Cost
		\$
		\$
		\$
		\$
		\$

Elevator	Component	Cost
		\$
		\$
		\$
TOTAL		\$

1.3 OBSOLETE/PRORATED EQUIPMENT

- A. Include each existing component that contractor requires to be prorated or obsolete.
- B. Base Bid Pricing excludes/prorates the following equipment/components.

Elevator	Component	Prorated Percentage	Obsolete

1.4 BREAKOUT PRICES, VERTICAL TRANSPORTATION MAINTENANCE

A. Base Bid, excluding all components listed above as obsolete/prorated:

Year 1	Year 2	Year 3	Year 4	Year 5
\$	\$	\$	\$	\$

B. Alternate 1: Revised pricing to include all components, systems, sub-systems, or parts detailed as obsolete by Contractor. LBMS Section 1.4.B.2:

Year 1	Year 2	Year 3	Year 4	Year 5
\$	\$	\$	\$	\$

C. Alternate 2: Pricing to replace components, systems, sub-systems, or parts detailed as obsolete by Contractor upon execution of this agreement.

Elevator #/Component	Labor	Materials	Total	Project Duration
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	
	\$	\$	\$	

1.5 ADDENDA

A. Undersigned acknowledges receipt of Addendum No. _____ through _____.

1.6 CONTRACTOR'S OTHER SUPPORTING ENCLOSURES

A. Undersigned has enclosed a separate letter containing any Qualifications related to its Quotation (check Yes or No): Yes No

1.7 SUBMISSION AND ACCEPTANCE OF QUOTATIONS

A. Undersigned Contractor agrees to Purchaser's right to reject any and all quotations without explanation.

- B. Undersigned Contractor declares that preparation and submission of quotations herein contained do not obligate Purchaser or Consultant in any way.
- C. Undersigned Contractor agrees and understands that Purchaser assumes no obligation to enter into a Contract.

1.8 LABOR AND MATERIAL ADJUSTMENT

Mechanic Labor Rate, Including Fringe Total Rate:\$ _____ Date: _____
 Benefits Applicable, Consisting of: Base Rate:\$ _____ Fringe:\$ _____

U.S. Metal Products Index: Index:\$ _____ Date: _____

1. "Fringe benefits" means employee benefits granted in lieu of or in addition to hourly base rate increases, and include but are not limited to, accruals for pensions, vacations, paid holidays, group life, sickness, and hospitalization insurance. Fringe benefits shall not include any direct or indirect costs based on labor.
2. Price escalations shall be limited to a maximum of 5% over the current price in any 12-month period.
3. Contractor shall provide written notification of pending price adjustment as described above within thirty days of each Anniversary Date. If Contractor fails to give such written notice, the Agreement Price for the ensuing year shall be deemed to be the prior year's Agreement price.

BILLING RATE	MECHANIC	HELPER	TEAM
Regular Time	\$	\$	\$
Overtime Premium at 1.7	\$	\$	\$
Overtime Premium at 2.0	\$	\$	\$

The above rates may be adjusted by written notice to Owner proportionally to the increase or decrease in the straight time hourly rates as set forth in Lerch Bates Maintenance Specification. Such adjustments shall not exceed 5% in any 12-month period.

1.9 CONTRACTOR SIGNATURE

DATE:

SIGNED:

PRINT NAME:

TITLE:

NAME OF FIRM:

STATE LICENSE No:

LEGAL ADDRESS:

ORGANIZED AS (MARK ONE):

INDIVIDUAL

PARTNERSHIP

CORPORATION UNDER STATE LAW OF

TELEPHONE:

(SEAL)

END OF SECTION