

Group 71004- Elevator, Escalator & Miscellaneous Lift Equipment Preventive and Corrective Maintenance Response to Inquiries						
Question #	Solicitation Document	Section Number	Page Number	Restated Question, Comment, Deviation or Extraneous Term	Reason for Requested Change (Used for Deviations or Extraneous Terms)	OGS Response
1	Solicitation Document	3.1.1 Organizational Requirements	15	My company doesn't have a Service Facility either in the Region being bid on or in a county adjacent to the Region, but we currently provide service in the Region. Can the minimum requirement to have a Service Facility either in the Region or in a county adjacent to the Region be changed to accommodate bidders who can demonstrate that they are successfully providing service in the Region?		OGS has reviewed the requirements of this section, and has decided to revise the Organizational Requirements to allow bidders who don't have a Service Facility either in the Region or in a county adjacent to the Region to meet the minimum qualifications by providing OGS with acceptable documentation proving that they have provided service in the region being bid on within the last twelve months. Please refer to Section 3.1.1 of the revised Solicitation dated November 6, 2015.
2	Solicitation Document	Section 3.3 Section 3, Account References	17	The last bullet requires that "For each Lot being bid on the total number of 'Geared or Gearless Traction Elevators', 'Hydraulic Elevators', 'Escalators' or Miscellaneous Lift Equipment identified in the account references must meet the requirements of Section 3.1.2. Please note that more than one account reference may be used to meet this requirement." Is this the correct section reference? Section 3.1.2 pertains to Experience Requirements.		This is an incorrect section reference - The bullet should be referencing Section 3.1.3 'Lift Equipment Portfolio Requirements.' We have revised the Solicitation to use the correct reference and have revised Attachment 7, Section 3 'Account References' to use the correct reference. Please see the revised Solicitation dated 11-06-2015 and the revised Attachment 7 dated 11-06-2015 for the corrected section reference.
3	Solicitation Document	6.3.3 Cost Evaluation	52	OGS should consider revising the pricing page to allow a markup for a mechanic rate and a markup for a team rate. Normally a team consists of mechanic and a helper. However, since the labor category of helper is not recognized by the NYS Dept. of Labor, OGS should consider using the term "Apprentice".		The Cost Evaluation is based on the NYS Prevailing Wage Rate that bidders are required to pay to a team of two mechanics consisting of one journeyman and one helper, and the Bidder must select the most appropriate mark-up rate that best reflects their cost structure. OGS declines to revise the Price List to incorporate separate Labor Markup Rates for a team and an individual mechanic. OGS declines to change the labor category from helper to apprentice. See response to question 29.
4	Solicitation Document	6.3.3 Cost Evaluation	24	The Cost Evaluation uses an "Estimated Total Monthly Price". Is this price based on monthly maintenance? We currently have contracts with OMH that require weekly maintenance, but if I include that possibility in my backdrop number, it will more than likely be over the 150% average. Is there a way to specify the frequency of maintenance, so everyone is bidding the same thing?		The estimated total monthly price is calculated using the prices bid which include a Monthly Maintenance Fee, Fire Service Testing Fee (for Lots 1 and 2), Labor Markup Rate and Material Markup Rate. Although the Unit of Measure of the Monthly Maintenance Fee and Fire Service Testing Fee is dollars per month, the actual frequency of service is determined by the requirements of the applicable ASME codes and the manufacturer's specifications as referred to in the Solicitation. If an Authorized User requires more frequent service than what is required by the ASME codes and manufacturer's specifications, these additional requirements would be specified in the Mini-bid Project Definition. Should these additional requirements be significantly greater than what is required by the applicable ASME codes and manufacturer's specifications, we would consider them to be outside of the scope of this Centralized Contract.
5	Solicitation Document	6.3.3 Cost Evaluation	24	If the "Average Estimated Monthly Price" for a lot is \$400 - What price would be 150% of that - Would it be \$600 or \$1000.00?		If the "Average Estimated Monthly Price" for a lot is \$400.00, 150% of \$400.00 is \$600.00. Accordingly, any Bidder's "Estimated Total Monthly Price" that was greater than \$600.00 for that lot would not receive an award.

6	Solicitation Document	6.3.3 Cost Evaluation	29	There is a wide variety of elevator equipment in New York State buildings. Many of the elevators are of vintages as far back as the 1980's or earlier. Pricing for maintenance is based upon the age of the equipment, condition of the equipment, the accessibility of servicing the equipment and the availability of parts. Therefore, in developing our pricing for this bid we must anticipate the worst case scenario and plan for those conditions. Accordingly the pricing will be high which may disqualify a contractor since his pricing may exceed the 150% of the average prices submitted. Would OGS consider removing the reasonableness of price assessment contained in Section 6.3.3?		OGS declines to make the requested change. Pursuant to New York State Finance Law, OGS is required to establish reasonableness of price for all Contracts.
7	Solicitation Document	6.3.3 Cost Evaluation	29	To complete a fire service test for Phase 1 & Phase 2 the contractor must take control of the entire elevator system. In many cases this cannot be completed during regular working hours of regular working days since the building will not have any elevator service in a multiple car bank of elevators. How can a price be developed not knowing if the contractor can take control of all the elevators during regular working hours of regular work days? For that reason a contractor must plan for the worst case scenario and develop a price which may disqualify a contractor since his pricing may exceed the 150% of the average prices submitted. The contractor should be allowed to bid the price he feels appropriate and not be subject to the 150% price rule. After completing a survey of the equipment to be serviced the free market will force the contract to submit Mini Bid pricing that is competitive. Would OGS consider removing the reasonableness of price assessment contained in Section 6.3.3?		OGS declines to make the requested change. Pursuant to New York State Finance Law, OGS is required to establish reasonableness of price for all Contracts.
8	Solicitation Document	7.2 Maintenance Requirements	26	Page 26, Section 7.2 requires that the Vendor maintain all equipment at its initial performance abilities. Is there an exception for aged and/or obsolete equipment?		There is no exception. OGS declines to make the requested change.
9	Solicitation Document	7.3 Preventive Maintenance, 2nd Paragraph	26	In Section 7.3, 2nd paragraph, lighting fixtures in cab, the variety of lighting fixtures used by cab manufacturers is extensive. Will the Authorized User be required to provide information on lighting fixtures in their mini bid?		Pursuant to Section 2.6 The Mini-Bid Project Definition Template, "At the discretion of the Authorized User, minimum maintenance requirements may be specified by the Authorized User in the Mini-bid Project Definition which the Contractor shall incorporate into the Contractor's Maintenance Control Plan". The Authorized User is not required to list the types of fixtures in the Mini - bid Project Definition Template, but may include if they wish. Also, if there are any questions regarding the maintenance of specific lighting fixtures, they should be brought up during the Question and Answer period for the Mini-bid.
10	Solicitation Document	7.4 Corrective Maintenance	27	If a contractors monthly maintenance price must include the repair or replacement of any parts less than the threshold as shown in table 2 "Corrective Maintenance Thresholds" then the price schedule should show this as the not to exceed price they will charge for maintaining an elevator, escalator or lift. Would OGS consider changing the Price Page to use these thresholds as the not to exceed pricing?		OGS declines to make the requested change.
11	Solicitation Document	7.4 Corrective Maintenance	30	Many of the State owned elevators & escalators are old and parts are no longer available, are obsolete or have been upgraded. How will the Contractor be compensated if parts are obsolete?		The Contractor must provide preventive and corrective maintenance in accordance with the requirements of this Solicitation. The replacement of obsolete parts that have a total cost that exceeds the Major/Minor Corrective Maintenance Thresholds listed in Section 7.4, Table 2, are paid for as Major Corrective Maintenance. If the total cost of replacing the obsolete part is less than or equal to the thresholds, then the cost of replacing the part is considered Minor Corrective Maintenance and the cost is included in the Monthly Maintenance Fee.
12	Solicitation Document	7.6 Maintenance Control Program	28	Is there a standard form for the MCP or can the contractor develop his own version?		There is no standard form for the MCP. The MCP shall be prepared in accordance with the requirements of the manufacturer's specifications, ASME A.17 and ASME A18.1 and shall include monthly reporting to the Authorized User. THE MCP shall include all requirements of 7.6.

13	Solicitation Document	7.6 Maintenance Control Program	28	Pre-maintenance repairs are performed at the beginning of the Mini-bid Contract to bring all equipment to order, and are generally not part of the Maintenance Control Plan (MCP). Please verify that Pre-maintenance repairs should be included in the MCP.		OGS has reviewed the requirements of Section 7.6 and have removed pre-maintenance repairs from the MCP. Please see the revised Solicitation dated November 6, 2015.
14	Solicitation Document	7.6 Maintenance Control Program	28	Shouldn't Fire Service Testing be included in the Maintenance Control Plan (MCP)?		Yes, Fire Service Testing should be included in the MCP. OGS has revised Section 7.6 to include Fire Service Testing in the MCP. Please see the Revised Solicitation dated November 6, 2015.
15	Solicitation Document	7.7.2 Fire Service Testing Fee	32	Can Monthly Fire Service Testing be performed during monthly maintenance and be included in the Monthly Maintenance Fee, thus eliminating the need for a separate Fire Service Testing Fee?		OGS declines to make the requested change. Separate pricing is required for the Fire Service Testing Fee for Lots 1 and 2.
16	Solicitation Document	7.7.3 Labor Markup Rates and Material Markup Rates	29	In many instances a contractor will use parts from his stock and a material invoice may not be available. Will Contractors be compensated for parts used in Major Corrective Maintenance if there is no invoice available?		In accordance with Section 7.7.3, the Contractor is required to provide detailed invoices for all materials, and in accordance with Section 7.4 must justify all costs for Major Corrective Maintenance to the Authorized User. As a result it will be the Contractor's responsibility to provide invoices for parts in order to be compensated for Major Corrective Maintenance.
17	Solicitation Document	7.8 Callback Service	30	We Interpret this section to mean that regular callbacks are only included during regular working hours of regular work days. Should a shutdown occur, who will determine the fault of the shutdown?		Pursuant to Sections 7.8 and 7.21 of the Solicitation, the determination of whether reimbursement will be made to the contractor for the use of overtime during callback service is made by the Authorized User.
18	Solicitation Document	7.9 Notification of Conditions Requiring Repair	30	Should an Authorized User contract with another vendor for a repair not included in the contract, what is the obligation of the incumbent contractor should that part need replacement?		If an Authorized User enters into a Mini-Bid Agreement with a Contractor, that Contractor is responsible for performing all preventive and corrective maintenance services identified in the Project Definition, pursuant to the terms of the Mini-Bid Agreement and the Centralized Contract, including parts installed under other Contracts. Pursuant to Section 7.27, "Each Contractor is under an affirmative duty to inform itself by personal examination of the specifications and location of the proposed work during the mandatory site visit and by such other means as it may select, of the character, quality, and extent of the work to be performed and the conditions under which the Mini-bid Agreement is to be executed."

19	Solicitation Document	7.10 Safety Inspections and Tests	30-31	Can a contractor use a QEI that is on his staff for the Safety Inspection & Testing?		Yes, if the inspector provided by the Contractor meets the requirements of the Solicitation. Pursuant to Section 7.10, "The Contractor shall perform all periodic inspections and tests for the Lift Equipment, in accordance with the requirements of ASME A17 and ASME A18, and all such inspections/tests shall be witnessed by the Authorized User's approved Qualified Elevator Inspector (QEI). The Contractor shall provide skilled and competent mechanics to perform the tests and inspections, in accordance with the staff requirements. The tests and inspections shall be witnessed by the Authorized User's approved QEI, and the QEI shall determine if the mechanics provided by the Contractor are competent to perform the job. If the QEI determines that the mechanics are not competent to do the job, then the Authorized User Representative will be contacted and the Contractor shall be required to change the staff. "
20	Solicitation Document	7.21 Overtime	38	We interpret this Section to require that all overtime must be pre-approved even in the case of a passenger entrapment. Please confirm.		OGS has reviewed Section 7.21 and has revised this section to remove the requirement for preapproval of overtime in the case of passenger entrapment. Please see Sections 7.8 and 7.21 of the revised Solicitation dated November 6, 2015.
21	Solicitation Document	7.12 Deliverables: Correction of Deficiencies/Violations	31	If violations or deficiencies originate from the initial installation of a part and/or equipment who is responsible to correct them?		The Contractor who is currently providing maintenance service is responsible for correcting the deficiencies.
22	Solicitation Document	7.18 Staffing: Access for Repairs to Equipment Located Near Lift Equipment	37	How can a contractor anticipate the need for this service over a 3 to 5 year period and include it in their costs?		OGS has reviewed the requirements of this section, and has revised the method of compensation for Access for Repairs to Equipment Located Near Lift Equipment. Please see Section 7.18 of the revised Solicitation dated November 6, 2015.
23	Solicitation Document	7.19 Documentation and Recordkeeping	35	This section requires that the Maintenance Control Program be kept in the machine room of each building. Many location have multiple buildings that would require the technician to go to a central location, make copies, and return the MCP to the machine room.		In accordance with Section 7.19 of the Solicitation, the MCP records must be kept in the elevator machine room. OGS declines to make the requested change.
24	Solicitation Document	7.19 Documentation and Recordkeeping: Wiring Diagrams	37-38	Many State facilities do not have original wiring diagrams for the elevators in their buildings. How can a Contractor provide this documentation if it's not available?		OGS has reviewed the requirements of Section 7.25 'Schematic Wiring Diagrams' and has revised this section to allow Authorized Users to include the replacement of schematic wiring diagrams that are unavailable as a pre-maintenance repair item in their Mini-bid Project Definition. Please see the revised Solicitation dated November 6, 2015.
25	Solicitation Document	7.19 Documentation and Recordkeeping	37-38	What is meant by code identified unique procedures & code identified check out procedures? What is meant by Replacement criteria compliance records in accordance with ASME A17.1 & A18.1 ?		All procedures are defined and identified in the ASME A17.1 & A18.1 Codes.
26	Solicitation Document	7.19 Documentation and Recordkeeping	38	Shouldn't replacement criteria compliance records be provided in accordance with ASME A17.6 rather than ASME A17.1 and A18.1?		Yes, please see the revised Solicitation dated November 6, 2015, where Section 7.19 has been revised as follows: • Replacement criteria compliance records in accordance with ASME A17.6
27	Solicitation Document	7.25 Schematic Wiring Diagrams: Replacement of Unavailable Diagrams	39	Some elevator companies no longer exist and Schematic Wiring Diagrams are not available. How can the contractor include this in the monthly maintenance fee if prints can't be located?		Please see response to question 24.

28	Solicitation Document	7.29 MWBE Participation	41	We do not subcontract maintenance because of liability issues, we are responsible for our maintenance and we assume the liability. Other work such as cab work, machine shop work or motor room painting can be subcontracted out.		NYS certified minority or women-owned business must be used in the execution of the work of this contract or with respect to materials and supplies used on this contract. The contractor has wide latitude to determine how best to meet those MWBE Goals. Please see Section 8.19 for further information on Contractors required good faith efforts.
29	Solicitation Document	8.21 NYS Department of Labor Prevailing Wage Rates	52	For Payment of the prevailing wage, the NYS DOL does not recognize the labor category of "helper", however that labor category is listed in the pricing sheet. The DOL only recognizes the labor category of apprentice and the firm must have a US DOL Approved Apprenticeship Program.		<p>The NYS Department of Labor has confirmed that "Helper" is a recognized classification title. For Districts where no "Helper" classification exists, the Prevailing Wage Rate for a journeyman classification title (either a 'Mechanic', 'Elevator Constructor', or 'Modernization & Service/Repair', as appropriate) is used for the Prevailing Wage Rate for a helper. In Districts where both an 'Elevator Constructor' and a 'Modernization & Service/Repair' classification title exist, then the prevailing wage rate for the 'Modernization & Service Repair' classification is used.</p> <p>Please also note that contractors that provide service to New York City (NYC) government agencies shall pay their employees the greater of the two following wage rates: the prevailing wage rate for the title of "Elevator Service/Modernization Mechanic", as listed in the then most current prevailing wage schedule issued by the Office of the New York City Comptroller or the prevailing wage rate for the title of "Elevator Constructor - Modernization and Repair", as listed in the then most current prevailing wage schedule issued by the NYS Department of Labor.</p> <p>Please refer to Sections 6.3.3 and 8.21 of the revised Solicitation dated November 6, 2015.</p>
30	Attach 1 - Price Page			My inquiries template was returned to me because I did not submit it in excel. If there is a similar issue with my Price Page will I be able to resubmit?		Pursuant to Section 3.4 , "The Bidder must return the price pages in excel format. Failure to submit price pages in excel may result in rejection of Solicitation."
31	Attach 5 - Insurance Requirements	General Conditions A.3	3	There was a new NYS Insurance law that went into effect on July 28, 2015, that said the certificate holder could not request language on the certificate of insurance, that was not in the insured's insurance policy. The legal representatives from OGS that were at the pre-bid meeting, said that OGS would accept a blanket additional insured statement on the certificate of insurance. Please verify that this will be acceptable.		Any request made by this agency is in compliance with that statement. OGS would only expect that the certificate reflect the coverage provided by the policy(ies). Notwithstanding the foregoing, OGS is requiring certain coverages from its contractors. In the event that a contractor does not have the required coverages, they either need to work with their insurance representative to obtain the required coverages and provide a certificate which documents such coverage or indicate to OGS that they do not possess the required coverage. We hope that this eliminates any misunderstanding about the request made by OGS. With respect to the question of whether OGS will receive a blanket endorsement, the answer is yes as long as the terms of that endorsement comply with the requirements of the solicitation.
32	Attach 5 - Insurance Requirements	A3,9 B1,3	3,4,5,6	Can we strike the additional insured and indemnification language from the contract?		OGS declines to make the requested changes.

