

COUNTY OF ROCKLAND
Department of General Services
Purchasing Division

Contract Award Notification

Title: **Elevators, Preventative Maintenance & Repair, Hydraulic & Cable
for the County of Rockland New City and Pomona Complex as Specified**

Contract Period: September 1, 2020 to August 31, 2022 with 2 – 1-year Options
Extended through 8/31/23 w/1 year option EXT THRU 8/31/24

Original Date of Issue: 09/1/2020

Date of Revision: 05/31/23

Bid No: RFB-RC-2020-075

PRC #: 2020007847

Catalog: Facilities

Authorized Users: County Agencies

Address Inquiries To:

Name: Robert Poole
Title: Purchaser I
Phone: 845-364-3808
Fax: 845-364-3809
E-mail: pooler@co.rockland.ny.us

Description

**This contract is to provide preventive maintenance & repair
of hydraulic and cable elevators & dumbwaiters.**

Contract #	Vendor Number	Contractor & Address	Telephone No.
BID 20-075	0000009205	TK Elevators 500 Executive Blvd. Suite 135 Elmsford, NY 10523 Contact: Yorquin Morillo Yorquin.morillo@tkelevator.com	914-347-3450/ 914-345-5373 CELL: 510-207-3157 FAX: 866-785-5697

COUNTY OF ROCKLAND
 DGS – PURCHASING DEPARTMENT
 BLDG. A, 2ND FLOOR, 50 SANATORIUM ROAD
 POMONA, NY 10970
 TELEPHONE NO.: 845-364-3820
 FAX NO.: 845-364-3809

Thyssenkrupp Elevators

LINE NO.	DESCRIPTION	ITEM #	EST. QTY.	UNIT	UNIT PRICE	EXTENDED PRICE
SECTION 1 - THIRD YEAR HYDRAULIC ELEVATORS, VARIOUS LOCATIONS SPECIFIED						
YEAR 3 PRICING						
Year 3 1-1	4 Landing Hydraulic, Preventive Maintenance Mfg.: General Elevator Located: Building C, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	91013100001	4	QTR	\$643.00	\$2,572.00
Year 3 1-2	3 Landing Hydraulic, Preventive Maintenance Mfg.: General Elevator Located: Building C, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	91013100002	4	QTR	\$643.00	\$2,572.00
Year 3 1-3	2 Landing Hydraulic, Preventive Maintenance Mfg.: Dover Elevator Located: Building F, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	91013100004	4	QTR	\$562.00	\$2,248.00
Year 3 1-4	2 Landing Hydraulic, Preventive Maintenance Mfg.: Dover Elevator Located: Building A, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	91013100003	4	QTR	\$562.00	\$2,248.00
Year 3 1-5	2 Landing Hydraulic, Preventive Maintenance Mfg.: Dover Elevator Located: R.C. Correction Facility, 53 New Hempstead Road, New City, NY	91013100006	4	QTR	\$562.00	\$2,248.00
Year 3 1-6	3 Landing Hydraulic, Preventive Maintenance Mfg.: Dover Electric Located: R.C. Correction Facility, 53 New Hempstead Road, New City, NY	91013100007	4	QTR	\$562.00	\$2,248.00
Year 3 1-7	4 Landing Hydraulic, Preventive Maintenance Mfg.: Schindler-Haughton Located: R.C. Court House (Original), Main Street, New City, NY	91013100008	4	QTR	\$562.00	\$2,248.00
Year 3 1-8	5 Landing Hydraulic, Preventive Maintenance Mfg.: Otis Elevator Located: R.C. Court House, Main Street, New City, NY	91013100040	4	QTR	\$562.00	\$2,248.00
Year 3 1-9	3 Landing Hydraulic, Preventive Maintenance Mfg.: Otis Elevator Located: R.C. Court House, Main Street, New City, NY	91013000041	4	QTR	\$562.00	\$2,248.00
Year 3 1-10	4 Landing Hydraulic, Preventive Maintenance Mfg.: Otis Elevator Located: R.C. Court House, Main Street, New City, NY	91013000042	4	QTR	\$562.00	\$2,248.00
Year 3 1-11	3 Landing Hydraulic, Preventive Maintenance Mfg.: Otis Elevator Located: R.C. Court House, Main Street, New City, NY	91013000043	4	QTR	\$562.00	\$2,248.00
Year 3 1-12	3 Landing Hydraulic, Preventive Maintenance Mfg.: Dover Elevator Located: R.C. Sheriff's Headquarters, 55 New Hempstead Road, New City, NY	91013100009	4	QTR	\$562.00	\$2,248.00
Year 3 1-13	2 Landing Hydraulic Preventive Maintenance Mfg.: Dover Elevator Located: R.C. Fire Training Center, Firemen's Memorial Drive, Administration Bldg., Pomona, NY	91013100014	4	QTR	\$562.00	\$2,248.00
Year 3 1-14	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, 70 Main St, Culinary Arts School, Nyack, NY	91013	4	QTR	\$562.00	\$2,248.00
Year 3 1-15	3 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Cultural Arts, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00
Year 3 1-16	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Library Freight, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00
Year 3 1-17	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Library Passenger, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00
Year 3 1-18	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Brucker Hall, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00
Year 3 1-19	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Academic II, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00
Year 3 1-20	4 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Academic I, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00

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LINE NO.	DESCRIPTION	ITEM #	EST. QTY.	UNIT	UNIT PRICE	EXTENDED PRICE	
YEAR 3 PRICING							
Year 3 1-21	3 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Field House, Suffern, NY	91013	4	QTR	\$964.00	\$3,856.00	
Year 3 1-22	2 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Student Union, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00	
Year 3 1-23	3 Landing Hydraulic Preventive Maintenance Mfg.: Thyssen Krupp Located: Rockland Community College, College Rd. Technology, Suffern, NY	91013	4	QTR	\$643.00	\$2,572.00	
Year 3 1-24	Subtotal - Third Year Section 1 - Lines 1-1 through 1-23					\$56,552.00	
SECTION 2 - THIRD YEAR GEARED CABLED TRACTION ELEVATORS, VARIOUS LOCATIONS SPECIFIED							
Year 3 2-1	3 - 10 Landing, Geared Traction, Preventive Maintenance, Mfg. Dover, Machine # E Cars 1-3, 3500 Load Located: Building A, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	910131000036	12	MO	\$1,205.00	\$14,460.00	
Year 3 2-2	3 - 10 Landing, Geared Traction, Preventive Maintenance, Mfg. Dover, Machine # E Cars 4-6, 4000 Load Located: Building A, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	910131000037	12	MO	\$1,205.00	\$14,460.00	
Year 3 2-3	4 Landing Cabled Traction, Preventive Maintenance, Mfg.: Dover Elevator Located: Building L, Dr. Robert L. Yeager Health Center, Sanatorium Road, Pomona, NY	91013100005	12	MO	\$348.00	\$4,176.00	
Year 3 2-4	5 Landing Cabled Traction, Preventive Maintenance, Mfg.: Ace Elevator Located: R.C. Office Building, 11 New Hempstead Road, New City, NY	91013100010	12	MO	\$375.00	\$4,500.00	
Year 3 2-5	5 Landing Cabled Traction, Preventive Maintenance, Mfg.: Ace Elevator Located: R.C. Office Building, 11 New Hempstead Road, New City, NY	91013100011	12	MO	\$375.00	\$4,500.00	
Year 3 2-6	7 Landing Cabled Traction, Preventive Maintenance, Mfg.: Ace Elevator Located: R.C. Sain Bldg., 18 New Hempstead Road, New City, NY	91013100012	12	MO	\$295.00	\$3,540.00	
Year 3 2-7	7 Landing Cabled Traction, Preventive Maintenance, Mfg.: Ace Elevator Located: R.C. Sain Bldg., 18 New Hempstead Road, New City, NY	91013100013	12	MO	\$295.00	\$3,540.00	
Year 3 2-8	5 Landing Cabled Traction, Preventive Maintenance, Mfg.: GEM Elevator Located: R.C. Court House, Main Street, New City, NY	91013000044	12	MO	\$375.00	\$4,500.00	
Year 3 2-9	5 Landing Cabled Traction, Preventive Maintenance, Mfg.: GEM Elevator Located: R.C. Court House, Main Street, New City, NY	91013000045	12	MO	\$375.00	\$4,500.00	
Year 3 2-10	Accessibility Lift Screw Drive, Preventive Maintenance, Mfg.: GEM Elevator Located: R.C. Court House, Main Street, New City, NY	91013000046	12	MO	\$187.00	\$2,244.00	
Year 3	Subtotal - Third Year Section 2 - Lines 2-1 through 2-10					\$60,420.00	
SECTION 3 - THIRD YEAR PARTS AND LABOR							
Year 3 3-1	Percentage Markup applied to cost of parts utilized in repair of the listed equipment.	91013100035	COR \$15,000 RCC \$5,000	DOL	20.00%	\$24,000.00	
Year 3 3-2	Hourly Rate for any additional work 8:00 am - 4:00pm , Monday through Friday, not covered by this contract must be billed at the following rate	91013100023	COR 15 RCC 5	HOUR	\$385.00	\$7,400.60	
Year 3 3-3	Hourly Rate for any additional work 4:00 pm - 12:00am , Monday through Friday, not covered by this contract must be billed at the following rate	91013100024	1	HOUR	\$577.00	\$577.00	
Year 3 3-4	Hourly Rate for any additional Weekend / Holiday work not covered by this contract must be billed at the following rate	91013100025	1	HOUR	\$770.00	\$770.00	
Year 3 3-5	Subtotal - Third Year Section 3 - Lines 3-1 through 3-4					\$32,747.60	
Year 3 4-1	TOTAL OF SUB-TOTALS OF THIRD YEAR INDICATED IN SECTIONS 1 THIRD YEAR LINE 1-24, SECTION 2 THIRD YEAR LINE 2-11, SECTION 3 THIRD YEAR LINE 3-5					\$149,719.60	
6-1	COST FOR FIVE YEAR FULL LOAD SAFETY TEST, PER UNIT, AS NEEDED. LINE 5-1 WILL NOT BE INCLUDED IN THE BID	91013100039			\$175.00		
	Has Bidder Performed Site Visit and Inspection of All Units Designated in This Bid? (circle yes or no)				YES		

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 BLDG. A., 6TH FLOOR, 50 SANATORIUM RD, POMONA, NY 10970
 TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

**TITLE: : Elevators, Preventative Maintenance and Repair,
 Hydraulic and Traction for the County of Rockland, New
 City and Pomona Locations**

**BID NUMBER:
 RFB-RC-2020-075**

SPECIFICATIONS

1.0 GENERAL OVERVIEW

1.1 BACKGROUND

- A. The County of Rockland, Facilities Management Department is seeking specific bid responses from qualified contractors to perform elevator maintenance for the equipment listed in the Bid Proposal Form.
- B. The County of Rockland, Facilities Management Department, Pomona, NY 10970 requires the Preventative Maintenance and Repair of the elevators listed, elevator electronic control circuits and car selector systems to assure they are properly maintained and up to code.

KNOWN DEFICIENCIES - There are no known deficiencies at this time. However, during site visit if any deficiencies are noticed, firm shall submit deficiency in writing to the purchasing department for review by the Facilities Management Department and a determination as to whether repair needs to be included in specifications. If the County determines that deficiency needs to be added to specifications an addendum will be issued and included. The County shall be the final decision as to whether there is an actual deficiency.

1.2 QUALIFICATIONS OF BIDDER

The bidder shall show that they have available under their direct employment and supervision the necessary organization and facilities to properly fulfill all the services and conditions required under this specification (see form on page 28).

That they have maintained an organization capable of performing the work specified herein, and that said organization has been in operation for at least ten (10) years. Include the following:

- The names of the employees in the area responsible for this contract, their function in the company, title, and number of years of service with the bidder's firm.
- The present address of the main operating office, of this organization.
- A minimum of three of the five references required shall be for Geared Traction elevators of ten (10) floors or more.
- A minimum of three of the five references required shall be for clients with or a combination of 10 or more elevators with five (5) or more floors.
- Location of the office that shall serve this Contract and indicate the mile radius away from the County of Rockland complexes covered by this solicitation.
- List sources of major replacement parts for the equipment specified herein. Indicate which of the listed parts provided are available at your facilities.
- That the bidder shall use only certified, skilled, competent, trained elevator personnel having a mechanics level experience of five (5) years in maintaining all components of elevator systems similar to those in this specification. It is not necessary for all the required experience to have been acquired with the bidder's firm. Experience shall include full working knowledge, equipment programming and troubleshooting skills on brand and type of elevators, elevator electronic control circuits and car selector systems specified.

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- The Director, Facilities Management, reserves the right to reject and bar from the facility any employee hired by the Contractor that fails to provide the required service.
- Bidder's main operating facilities shall be equipped and/or associated with a motor repair shop capable of rewinding field coils, brake coils, and armatures for use in elevators similar to those included in these specifications. The bidder shall provide with bid submittal the name and address of a separate business or company which he/she shall subcontract with for this service. Bidders' selection and use of a subcontractor shall be approved by the County of Rockland, Director, Facilities Management prior to award and performance of work.

1.3 AMENDMENTS TO BID

- Any verbal information obtained from or statements made by the Representative of the County of Rockland or his designee at the time of examination of the documents or site shall not be construed as, in any way, amending Contract documents. Only such corrections or addenda as are issued by the Director of Purchasing in writing to all Contractors shall become a part of the Contract.
- Any addendum issued during the time of bidding shall be included in the BID and become a part of the Contract Agreement.

1.4 GENERAL CONDITIONS

- Successful bidder shall be subject to facility use rules and shall sign in and out, at the designated location as specified by the Director, Facilities Management whenever entering or leaving the premises. A job ticket stating name of mechanic, repair hours, repairs performed, and parts used, shall be completed for each individual elevator after each service call. Monthly, quarterly, semi-annually and annually Preventive Maintenance shall be separate individual work request tickets for each elevator.
- All workers shall wear uniforms and identification labels of the Contractor's business.
- All terms and conditions of the Request for Bid referenced above and your resultant contract with the County of Rockland shall apply to this project description except as supplemented by or amended herein.

1.5 LAWS, PERMITS, AND LICENSES

- Contractor shall comply with all applicable Federal, State and Municipal Laws and as required, to perform all work as specified.
- Contractor shall possess all qualifications and obtain any required licenses and permits to perform the work specified. Proof of these items shall be provided to the Director of Purchasing with BID.

1.6 EXCLUSIONS

- This contract is to be all-inclusive as specified. No exclusions shall be permitted to the scope of work specified after the contract is awarded. Any bidder who is in doubt as to the interpretation of any part of these specifications shall contact the Director of Purchasing for an interpretation thereof. This shall be submitted in writing to the Director of Purchasing at least 4 days prior to BID opening. Any interpretation or change to the proposed BID documents resulting from the above shall be made by addendum only and which will be issued to all bidders by the Director of Purchasing.

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1.7 INTENT

- This specification is intended to cover all Preventative Maintenance and Repairs (parts and labor) complete in every respect as specified herein for Section 1 and Section 2. The cost of all labor required for the performance of these specifications shall be included in the MONTHLY BID price.
- Details of service not explicitly stated in these specifications but necessarily required thereto are deemed to be understood by the bidder and included herein.
- All materials and equipment furnished shall be new, in excellent conditions, and in their original manufactures packaging. All parts shall be manufactured by the OEM or by reputable firms whose product is of a quality equal to or better than the original equipment manufacturers specifications.
- The cost of all materials required for preventative maintenance under this agreement shall be furnished by the contractor at no additional charge or change to the contract base bid price.
- The cost of all parts required for repair under this agreement shall be furnished by the contractor at cost plus percentage mark-up not to exceed 20%. Bidder shall indicate percentage on the proposal pages
- For parts over \$100, a copy of the contractor's original bill must accompany the invoice.
- These repairs shall be approved by the Director, Facilities Management, or his authorized designated representative prior to repairs.
- Owner reserves the right to reject any part which they may deem unsuitable for use.
- The Owner shall make no allowances or concessions to a bidder for any alleged misunderstanding of quantity, quality, character, location, or other conditions of the work specified herein.
- The successful Bidder shall be required to complete the entire work, or any part thereof as the case may be, to the satisfaction of the Director, Facilities Management, or his authorized designee in strict accordance with these specifications.
- All services and materials provided under these specifications shall be in compliance with the most current edition of the American National Standard Safety Code for Elevators, dumbwaiters, escalators and moving walks ANSI A17.1.
- Whenever reference is made to ANSI, it shall be understood to mean the most current American National Standards Institute.

1.8 SITE VISIT

- Site visits will be scheduled for all sites by contacting Mr. Patrick Horan Assistant Director, Facilities Management at (845) 364-3846. Only one site visit will be scheduled for each location.

SITE VISIT LOCATIONS

- Dr. Robert L Yeager Health Center - Pomona
- County Office Complex – New City
- Fire Training Center – Pomona

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- Rockland Community College - Suffern

INQUIRIES:

All inquiries concerning this solicitation will be addressed to the designated contacts:
 PAUL J. BRENNAN, CPPO, DIRECTOR OF PURCHASING, Telefax 845-364-3809.

1.9 GENERAL REQUIREMENTS

- All terms and conditions of the Request for Bid referenced above and your resultant contract with the County of Rockland shall apply to this project description except as supplemented by or amended herein.
- The County will not be liable for any expense incurred by the Contractor as a consequence of any traffic infraction or parking violations attributable to employees of the Contractor.
- This is a full-service contract. For the purposes of this contract full service shall mean provide a constant, high quality service to properly protect all elevator equipment from deterioration and to provide constant peak performance of all elevators, resulting in a minimum of down time for any portion of the system.
- It shall also mean that the Contractor's bid price includes, but is not necessarily limited to: all labor, all material and supplies, all emergency work and special requests; all administrative, reporting or other requirements, all overhead costs and profit. It shall also include all travel costs, parking fees, and any other ancillary fees and costs including permits, licenses, insurance, etc. Details of service not explicitly stated in these specifications, but necessarily attendant is deemed understood by the Contractor and included herein.
- The Owner (Rockland County) interpretation of specifications shall be final and binding upon the Contractor.

1.10 INSPECTION AND TERMINATION OF CONTRACT - the quality of service shall be subject to inspection by the County of Rockland at any time. Should it be found that quality of services being performed is not satisfactory, and that the requirements of the specifications are not being met, the County of Rockland acting on behalf of the user agency or on its own behalf, may terminate the contract resulting from this Bid, and employ another contractor to fulfill the requirements of the contract. The existing Contractor shall be liable to the County of Rockland for costs incurred on account thereof.

1.11 SAFETY INSPECTION TESTS

- All safety tests shall be performed in compliance with the American National Standard Safety Code for elevators, dumbwaiters, lifts, escalators and moving walks ANSI A17.1-latest edition. All tests shall be witnessed by the Director, Facilities Management or his authorized representative.
- Contractor shall perform annual no load safety and related tests for all equipment (elevators, dumbwaiters, etc.) listed in strict accordance with ANSI A17.1-latest edition. Annual tests shall then be performed every 12 months from the initial annual tests, for every such annual period that the contract is in effect.
- All cars shall have safety testing performed. This testing shall include, but not necessarily be limited to, testing and tagging of the elevator overload relays, relief valve testing, checking car creep to determine hydraulic system tightness, testing of car and counterweight buffers, testing of brake

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governor and brakes, testing high and low car limits, and testing door locks. Testing shall be for annual no load, and five (5) year full load.

- Contractor shall quote a separate price/car for 5-year full load safety tests, should such tests be necessary while the contract is in effect.
- Contractor shall be required to make any repairs indicated or resulting from the above annual and five-year safety tests, this shall include All elevator system components. The Contractor shall not be held liable or responsible for damages to the building's structure itself unless such damage is due to the negligence of the Contractor. For purposes of clarification, the elevator system includes the elevator shaft, and at the point where the elevator components are affixed to the building structure. This shall include locations where rails are fastened to the building structure.
- Contractor shall provide the Director, Facilities Management with a written report indicating results of all tests and shall tag all equipment with a non-deteriorating material tag as required by ANSI A17.1 Code.
- After tests have been performed, all safety devices shall be checked and adjusted as required to meet manufacturer's recommendations. Cars shall not be placed in service until all tests, and adjustments are completed.

1.12 DRAWINGS AND WIRING DIAGRAMS

- Owner makes no claim of completeness, correctness or accuracy for any drawings provided for the contractors use under this contract. It shall be the responsibility of the Contractor to verify correctness or obtain as-built drawings, if needed, on his own.

1.13 NYS DEPARTMENT OF LABOR PREVAILING WAGE RATES

- Prevailing Wage Rate as part of the requirements of Article 8 and Article 9 of the New York State Labor Law, requires public work Contractors and subcontractors to pay laborers, workers or mechanics employed in the performance of a public work contract not less than the prevailing rate of wage and to provide supplements (fringe benefits) in accordance with prevailing practices in the locality where the work is performed. Work being bid is subject to the prevailing wage rate provisions of New York State Labor Law Article 8. See "Prevailing Wage Rates - Public Works and Building Services Contracts". Any Federal or State determination of a violation of any public works law or regulation, or labor law or regulation, or any OSHA violation deemed "serious or willful" may be grounds for a determination of vendor non-responsibility and rejection of bid.
 - Prevailing Wage Rate for Elevator Constructor
 - Prevailing Wage Rate for Modernization & Service/Repair

1.14 SERVICE REQUIREMENTS

- *Emergency Callback Service* - The Contractor shall provide 24-hour-a-day, 7 days-a-week, emergency callback service, at no added cost to the County, under which a journeyman elevator mechanic shall report to the site of the emergency when requested by the Director, Facilities Management or his designee, in accordance with the following schedule:
 1. Within one (1) hour after receipt of request for any elevator requiring repair, the service company shall return call to confirm receipt of service call and assign repair service according to need as follows:

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- a) Respond within two (2) hours of an emergency call need.
 - b) Respond immediately within one (1) hour of any elevator that is non-operable with trapped persons in car.
 - c) Respond the next day starting at 8:00 am for normal repair services.
2. Please note, the only situation that User Agencies would be responsible for paying the premium portion of overtime wages is if passengers are trapped, during other than normal working hours.
 3. All of the elevators are classified as “essential” to the facilities operation.

1.15 MAINTENANCE SERVICE RECORDS

- Contractor shall submit completed work copies of the weekly, monthly, quarterly, semi-annually, and annual Preventative Maintenance reports to the Office of the Director, Facilities Management, as scheduled. Reports shall include a concise listing of mechanic’s name, work date and work performed for that report period.

1.16 TERM

- TWO YEARS WITH TWO ONE-YEAR RENEWAL OPTIONS

1.17 CONTRACT PRICE ADJUSTMENTS UPON RENEWAL

- The bid rates shall remain firm through the first contract period with no wage adjustments allowed. If the County exercises any of the option years of the award, Contractors may submit a request for adjustment on the yearly anniversary date of the contract. Any request for price adjustment(s) shall be submitted thirty (30) days in advance in writing to the Director of Purchasing. Any and all price adjustments will be limited to the percentage increase in the CPI Index – All Urban Consumers for the preceding 12 months. The County reserves the right to reject any request for price increase deemed excessive.
- CPI-Index - Consumer Price Index for All Urban Consumers as published by the Bureau of Labor Statistics of the United States Department of Labor or a successor or substitute index, appropriately adjusted.
- There shall be no increase allowed in the percent mark-up on parts.

1.18 CONTRACTOR’S RESPONSIBILITY

- Prior to bidding, Contractor shall carefully examine all equipment and specifications and shall make all necessary investigations required to inform himself thoroughly and fully as to the work required under these specifications.
- No consideration or allowance shall be granted for failure to visit site prior to bidding, or for any misunderstanding of materials to be furnished, and scope of work to be done.
- The Contractor shall be responsible for giving immediate notice to the Director, Facilities Management or his authorized designee of any condition which he discovers that may present a hazard to either the equipment or passengers.

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- The Contractor's price shall not include renewals or repairs necessitated by proven negligence or misuse of the equipment by persons other than himself, his representatives, or by reason of any other proven cause beyond the control of the Contractor, except for normal wear and tear.

1.19 MAINTENANCE RESPONSIBILITY

- The Contractor shall keep the elevator maintained to operate at the original contract speed, keeping the original performance time, including acceleration and retardation as designed and installed by the original manufacturer. The door operation shall be adjusted as required by the Contractor to maintain optimum door opening and closing times.
- A maintenance inspection of all elevators may be performed by an independent company at the discretion of the Director, Facilities Management. This inspection cost shall be paid by the County. The contractor shall be present and assist with the independent inspection at no extra cost. At the conclusion of this inspection, the Director, Facilities Management shall provide the Contractor written notice of any deficiencies found. The Contractor shall be responsible for correcting the deficiencies within seven (7) business days after receipt of such notice, provided such deficiencies are the Contractor's responsibility under the scope of this specification.

1.20 SPARE PARTS

- In addition to the minor spare parts herein before specified, the Contractor shall have available at all times, for immediate installation, sufficient supply of the following emergency spare parts for the repair of each elevator system concerned. The inventory shall include, but not necessarily be limited to, the following:
 - Lamps, Hall, Car, minimum 12 each type.
 - Door operator motors and gear reduction units, for both slide and vertical bi-parting doors.
 - Transformers and rectifiers for each type and size used.
 - Relays and switches, minimum one of each type.
 - Controller and selector switch contacts and coils for each size and type used.
 - Leveling switches, magnets and inductors.
 - Door interlocks.
 - Car door safety edge complete, each type (one).
 - Car door photo electric safety device (one).
 - Car door electric door detectors complete to include preamplifiers and power pack.
 - Hanger rollers for both car and hall doors (one set).
 - Limit switches and terminal stopping switches.
 - Roller guides for car.
 - Electronic tubes for each type and size used.
 - Flexible guide shoe gibs.
 - Torque wrenches and other small tools.

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- Key switches (two of each style).
- Piston seals and packing.
- Solid state electronic components, including major controller / circuit boards / boards for each type.
- The Contractor shall provide a spare parts metal storage cabinet, one each, for the Dr. Robert L. Yeager Health Center site, Fire Training Center site, and New City sites.

1.21 WORKING HOURS & CHARGES

- All regular service calls and preventive maintenance work to be performed under these specifications shall be performed during normal working hours 8:00 a.m. to 4:00 p.m.- Monday through Friday. Contractor shall respond to emergency service calls as requested for all other times.
- The Contractor shall respond to all regular and emergency service call requests within four hours of Owner's call for service 24 hours/7 days a week. Regular service call requests shall be performed as part of this contract at no additional charge during normal work hours.
- Should service occur during other than normal working hours necessitating the payment by contractor of premium or overtime wages, the contractor shall be responsible for the basic hourly rate paid, but the owner shall, upon receipt of properly documented bills, pay only the premium portion of hourly billing rate. Prior to award county shall be advised what the premium portion of the hourly rate shall be. No additional compensation or overtime adjustments to the hourly rates shall be paid by the Owner.

1.22 TRAVEL TIME

- Owner shall not pay any charges for travel time for any services performed.
- Owner shall not be responsible for any wage charges, when service is due to the Contractor's negligence or improper repair work previously performed.
- During the term of the contract, the Director, Facilities Management, or his authorized representative may authorize the contractor to work overtime in order to expedite repairs. This authorization shall be granted only in those instances where the Owner has made a determination that such action is in the overall best interest of the County of Rockland.
- No elevator shall be left out of service for major or minor repairs at the end of a working day without contacting the Director, Facilities Management or his authorized designee to notify them of this situation. At this time, the Director, Facilities Management or his authorized designee shall determine if the Contractor shall complete the repair at this time.

1.23 USE OF PREMISES

- On or about the premises and adjacent areas, the Contractor shall ensure that all apparatus, storage of materials, and activities of workmen be confined to the limits indicated by law, ordinances, permits and the direction of the authorized County of Rockland representative, and shall not encumber or permit the premises or adjacent areas to be encumbered with such materials or apparatus.
- The work site shall be kept in an orderly and safe fashion so as not to interfere with the progress of the work or the work of any other Contractor.

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- The Contractor shall be responsible for repairing and replacing anything damaged by his operations, within fifteen (15) days after notification by the authorized County of Rockland representative that damage has occurred.
- It shall be the responsibility of the Contractor to report, to the authorized County of Rockland representative, any damages found prior to any work at this site.

1.24 CLEANING UP

- The Contractor shall at all times keep the premises and adjacent areas free from accumulations of waste material or rubbish. At the completion of the work, he/she shall remove, from and about the premises, including adjacent areas, all rubbish, tools and surplus materials used for work and shall have the area "Broom Clean" and ready for use. In case of a dispute, County of Rockland may remove rubbish and clean up, then may charge the Contractor either by deduction of amounts unpaid to the Contractor, or by other means as determined to be fair and equitable by the authorized County of Rockland representative.

1.25 COST BID PAGES ARE SEPARATE ATTACHMENTS

- The Contractor is to provide a fixed price for full-service maintenance work on the elevators to include all per diem expenses, testing, adjustments, repairs, lubrication, etc.
- In addition, the Contractor shall provide the County a "time / hourly rate" cost for any repairs not covered by the Statement of Work. Since this is a full-service contract as specified herein, such repairs would be limited to vandalism, fire, acts of God, negligence by the County, or other unusual circumstances.
- The time and materials portion of the bid shall be computed as follows: for the **time / hourly rate charge** multiplied by the estimated number of hours (provided by user agency); and, for the **materials charge** at Contractor's cost **plus percent mark-up** for parts and materials. An estimated usage figure has already been included in the cost bid pages for evaluation purposes only. **These are estimated figures only and the Contractor will be paid only for the actual time and/or materials that are utilized, whether more or less than the estimated amounts.**

1.26 AWARD

- A contract will be awarded to the lowest responsive and responsible bidder for all three (3) sections as indicated in line 5-1 of the Bid Cost Pages for all of the work specified herein and with all of the provisions required to render it formal. The County or the Director of Purchasing reserves the right to waive any informality or to reject any or all proposals and may advertise for new proposals, if the best interest of the county will be served. The County or the Director of Purchasing may require any or all bidders to present evidence of experience, ability and financial standing as well as a statement as to the equipment which the bidder will have available for the executing of this contract. The county reserves the right to award this contract either on an item-by-item basis or as a total award of all items in combination.
- The Director of Purchasing reserves the right to reject a materially or mathematically unbalanced bid or to make "NO AWARD" on individual listings or sub-items if individual bid prices are deemed to be unbalanced or excessive or if an error in the solicitation becomes evident. In such case, ranking

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and evaluation of bids may be made on remaining items. Award may be made on the remaining items. The acceptance or rejection of an unbalanced bid shall be at the sole discretion of the County.

- The County of Rockland reserves the right to remove any elevator from this preventive maintenance contract with 30 days written notice.

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SECTION 1 – HYDRAULIC ELEVATORS - VARIOUS LOCATIONS

A. SCOPE

- a. This specification is intended to cover all preventive maintenance and repairs as specified herein for hydraulic elevators owned by the County of Rockland and Rockland Community College at various locations as follows:

ITEM #	ELEVATOR	LOCATION
1	4 Landing Hydraulic Mfg.: General Elevator	Building C Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
2	3 Landing Hydraulic Mfg.: General Elevator	Building C Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
3	2 Landing Hydraulic Mfg.: Dover Elevator	Building F Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
4	2 Landing Hydraulic Mfg.: Dover Elevator	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
5	2 Landing Hydraulic Mfg.: Dover Elevator	Rockland County Correction Facility New City, NY 10956
6	3 Landing Hydraulic Mfg.: Dover Elevator	Rockland County Correction Facility New City, NY 10956
7	4 Landing Hydraulic Mfg.: Schindler-Haughton	Rockland County Court House (located in the original portion of the Courthouse-facing Main Street) New City, NY 10956
8	5 Landing Hydraulic Mfg.: Otis Elevator	Rockland County Court House New City, NY 10956
9	3 Landing Hydraulic Mfg.: Otis Elevator	Rockland County Court House New City, NY 10956
10	4 Landing Hydraulic Mfg.: Otis Elevator	Rockland County Court House New City, NY 10956

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ITEM #	ELEVATOR	LOCATION
11	3 Landing Hydraulic Mfg. Otis Elevator	Rockland County Court House New City, NY 10956
12	3 Landing Hydraulic Mfg. Otis Elevator	Rockland County Sheriff's Headquarters New City, NY 10956
13	2 Landing Hydraulic Mfg. Otis Elevator	Rockland County Fire Training Center Administration Building Pomona, NY 10970
14	4 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Culinary Arts School Nyack, NY 10960
15	3 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Cultural Arts Suffern, NY 10901
16	4 Landing Hydraulic Mfg. Dover Elevator	Rockland Community College Library Freight Suffern, NY 10901
17	4 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Library Passenger Suffern, NY 10901
18	4 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Brucker Hall Suffern, NY 10901
19	4 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Academic II Suffern, NY 10901
20	4 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Academic I Suffern, NY 10901
21	3 Landing Hydraulic Mfg. MCE Elevator	Rockland Community College Field House Suffern, NY 10901
22	2 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Student Union Suffern, NY 10901
23	3 Landing Hydraulic Mfg. Thyssen Krupp	Rockland Community College Technology Suffern, NY 10901

B. SAFETY INSPECTION TESTS (see Section 1.11)

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C. FULL-SERVICE MAINTENANCE QUARTERLY

- a. Maintenance under this contract shall provide a constant, high quality service to properly protect all elevator equipment from deterioration and to provide constant peak performance of all elevators and dumbwaiters, resulting in a minimum of down time for any portion of the system.
- b. The Contractor shall visit each site quarterly at a specified time, to examine each elevator, perform PM service maintenance quarterly, semi-annually, annually, lubricate, clean, and when conditions warrant, repair or replace all system components including but not limited to the following applicable items and components thereof and all other mechanical or electrical equipment, including:

EQUIPMENT	COMPONENTS
Machine	Worm gear – worm shaft – thrust bearings – gear shaft bearings – slack cable device – machine limit device – drive sheave – gear oil – packing – main piston seals and packing.
Motor	Armature – commutator – field coils interpole coils - brushes – brush holders – bearings – oil.
Brake	Linings – magnet coils – linkage – bushings contact springs – plunger – dashpot – adjusting screws.
Controller	Magnet coils – All copper contacts – shunts – springs – fuses – insulators – resistors – rectifiers – phase protection time devices – solid state devices – overloading heaters, circuit boards.
Selector	Sheaves – drive chains, cables and tapes – contacts – floor bars – springs – shunts – reduction gears – selector carriage – advance motors – coils, all circuit boards.

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EQUIPMENT	COMPONENTS
Wiring	Traveling control cables – hoist-way control wiring – control chain.
Hoist-way	Hoist-way limit switches – car limit switches – speed governor – bearing boxes – governor tension sheave and shaft assembly – interlocks – door hangers – door rollers – buffers – counterweight – guide shoes – bottom door guides – car rails.
Car	Guide shoes – guide shoe linings – guide shoe rollers – leveling units – car door operator motor – belts – gears – cables – sheaves – gate switch – safety edge – photoelectric devices.
Cables	Hoist – drum counterweight – car counterweight – operating governor – car safety cables.
Signals & Systems	All pushbuttons – contacts – indicator lights – hall lanterns – key switches and locks – intercom systems – Fireman’s service system.

- c. The Contractor shall keep the guide rails free of rust and dirt where roller guides are used and properly lubricated when sliding guides are used. Renew guide shoe rollers and gibs as required to insure smooth and satisfactory operation.
- d. The Contractor shall also examine and make necessary adjustments or repair to the following accessory equipment including re-lamping of signal equipment: hall lanterns, car and corridor position indicators, car stations, electric door operators, intercom systems, interlocks, door hangers, safety edges.
- e. All replacement parts shall be new and specifically designed for the elevators on which they are to be used.
- f. The Contractor shall furnish and use lubricants as recommended by the manufacturer of the equipment or approved equal.
- g. The Contractor shall be responsible for keeping the exterior of the elevator machinery and any other parts of the equipment subject to rust, painted with heat resistant enamel, and presentable at all times. The motor windings shall be treated as needed, with proper insulating compound as

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recommended by the motor manufacturer. Cleaning and refinishing of the interior of the cars and exterior of hoist-way door frames are excluded from this contract.

- h. The Contractor shall maintain all elevator equipment in hoist-ways, pits, machine rooms, and assigned elevator Contractor's work area in a clean orderly condition, free of dirt, dust and debris. Pits and machine room spaces shall be kept dry and shall not be used for storage of liquids or solvents, unless specifically approved by the designated representative of the County of Rockland.
- i. Observe operation of elevator throughout its full range of all floors it serves to test controls, safety devices, leveling, releveling, and other devices. Inspect piston for leaking.
- j. Check door operation. Clean, lubricate and adjust brakes, checks, linkages, gears, wiring, motors, check keys, set screws, contacts, chains, cams and door closer.
- k. Check selector. Clean, adjust, and lubricate brushes, dashpots, traveling cables, chain, pawl magnets, wiring, contacts, relays, tape drive and broken tape switch.
- l. Check car. Clean, adjust and lubricate car door and gate tracks, pivots, hangers, car grill, side and top exits.
- m. Inspect interior of cab. Test or inter-communication system, normal and emergency lights, fan, emergency call system or alarm, car station. Make needed repairs.
- n. Visually inspect controller, contacts and relays. Check adjustment and replace contacts as required.
- o. Observe operation of signal and dispatching system. Inspect compensating switches, buffers, rope clamps, slack cable switch, couplings, keyways, and pulleys. Check load weighing device and dispatching time settings. Clean, adjust and lubricate as necessary.
- p. Check oil level in car and counterweight oil buffers. Check oil in hydraulic system. Add oil as required.
- q. Check brushes and commutators. Inspect commutators for finish, grooving, eccentricity and mica level. If required, clean, turn or refinish commutator to provide proper commutation. Inspect brushes for tension seating and wear, replace or adjust as required.
- r. Check and adjust:
 1. Car ventilation system
 2. Car position indicators
 3. Director stations
 4. Hall and car call buttons
 5. Hall lanterns and bells
- s. Check leveling operation. Clean and adjust leveling switches, hoist-way vanes, magnets and inductors. Repair and/or adjust for proper leveling.
- t. Check hoist-way doors. Clean, lubricate and adjust tracks, hangers, and up-thrust eccentrics, linkage gibs and interlocks.
- u. Clean, adjust and lubricate car door or gate tracks, pivots, hangers.

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- v. On hoist-way doors, clean, lubricate and adjust tracks, hangers and eccentrics, linkage gibs and interlocks.
- w. Inspect all fastenings and ropes for wear and lubrication. Clean both governors and hoist ropes and lubricate hoist ropes if needed. Inspect all rope hitches and shackler and equalize rope tension.
- x. Inspect hoist reduction gear brake and brake drum, drive sheave and motor, and any bearing wear.
- y. In the car, test alarm bell system. Inspect, clean and adjust retiring cam device, chain, dashpots, commutators, brushes, cam pivots, fastenings. Test emergency switch (ground case, if necessary). Inspect safety parts pivots, set screws, switches, etc. Check adjustment of car and counterweight gibs, shoes or roller guides, lubricate and adjust, if necessary.
- z. In the pit, lubricate compensating sheave and inspect hitches. Inspect governor and tape tension sheave fastenings, if applicable. Inspect condition of piston. Empty and clean oil drip pans. Clean pit of debris.
 - aa. Clean all parts of safeties and lubricate moving parts to assure their proper operation. Check and adjust clearance between safety jaws and guide rails. Visually inspect all safety parts.
 - bb. Clean and examine governor rope, replacing, if needed. (Do not lubricate governor rope)

D. ITEMS OF PREVENTIVE MAINTENANCE WORK SEMI-ANNUALLY

- a. Check controllers. Clean and check alignment of switches, relays, timers, contacts, hinge pins, etc.- adjust and lubricate. Check all resistance tubes and grids. Check oil in overload relays, settings and operation of overloads. Clean and inspect fuses and holders and all controller connections.
- b. In hoist-way examine guide rails, cams and fastenings. Inspect and test limit and terminal switches. Check and adjust car shoes, gibs or roller guides. Adjust or replace as required.
- c. Clean all overhead cams, sheaves, sills, bottoms of platform, car tops, and counterweights, as required.
- d. Inspect sheaves to ensure they are tight on shafts. Sound spokes and rim with hammer for cracks.
- e. Examine all hoist ropes for wear, lubrication, length and tension. Replace, lubricate and adjust as required to meet code requirements.
- f. On tape drives, check hitches and broken tape switch.
- g. Check car stile channels for bends or cracks: also, car frame, cams, supports and car steadying plates.
- h. Lubricate guide shoe stems.
- i. Check governor and tape tension sheave fastenings.
- j. For bi-parting doors, clean chains, tracks and sheaves, lubricate as required. Check door contacts.
- k. Check fastenings and operation of door checks and interlocks. Clean and lubricate pivot points as required.

E. ITEMS OF PREVENTIVE MAINTENANCE WORK ANNUALLY

- a. Thoroughly clean car and counterweight guide rails using a nonflammable solvent to remove lint, dust and excess lubricant.
- b. Remove, clean and lubricate brake cores on brakes, clean linings, if necessary and inspect for wear. Correct excess wear and adjust.
- c. Inspect hoist motor armatures and motor clearances. Check motor and MG, set connection, and lubricate in accordance with manufacturer's instructions.
- d. Check and reset, if necessary, all brushes for neutral settings, proper quartering and spacing on commutators.

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- e. The system's dispatching, scheduling, emergency and fire service features shall be tested and adjusted in accordance with manufacturer's recommendations. The Contractor shall prove to the satisfaction of the designated representative of the County of Rockland that the system functions properly. If necessary, all work shall be performed during other than normal working hours at no additional charge and with no inconvenience to building occupants. A full report covering adjustment time intervals, dispatch times on various programs, door standing time and or opening and closing speeds shall be furnished to the designated representative of the County of Rockland upon request.

F. GENERATORS

- a. All generator preventive maintenance and repair shall be done on a T&M and as needed basis.

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SECTION 2 – TRACTION ELEVATORS - VARIOUS LOCATIONS

A. SCOPE

- a. This specification is intended to cover all preventive maintenance and repairs as specified herein for traction elevators owned by the County of Rockland at various locations as follows:

ITEM #	ELEVATOR	LOCATION
1	10 Landing Geared Mfg.: Dover Elevator E CAR 1	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
2	10 Landing Geared Mfg.: Dover Elevator E CAR 2	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
3	10 Landing Geared Mfg.: Dover Elevator E CAR 3	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
4	10 Landing Geared Mfg.: Dover Elevator E CAR 4	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
5	10 Landing Geared Mfg.: Dover Elevator E CAR 5	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
6	10 Landing Geared Mfg.: Dover Elevator E CAR 6	Building A Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
7	4 Landing Cabled Mfg.: Dover Elevator	Building L Dr. Robert L. Yeager Health Ctr. Pomona, NY 10970
8	5 Landing Cabled Mfg.: Ace Elevator	Rockland County Office Bldg. New City, NY 10956
9	5 Landing Cabled Mfg.: Ace Elevator	Rockland County Office Bldg. New City, NY 10956
10	7 Landing Cabled Mfg.: Ace Elevator	Rockland County Sain Bldg. New City, NY 10956
11	7 Landing Cabled Mfg.: Ace Elevator	Rockland County Sain Bldg. New City, NY 10956
12	5 Landing Cabled Mfg.: GEM Elevator	Rockland County Courthouse New City, NY 10956
13	5 Landing Cabled Mfg.: GEM Elevator	Rockland County Courthouse New City, NY 10956
14	Accessibility Lift Screw Dr. Mfg. National WheelOVator	Rockland County Courthouse New City, NY 10956

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b. While the wording of this specification refers principally to elevators, it is intended that all conditions of this specification apply equally, or applicable to dumbwaiters

c. Building A Elevator specifications

Elevator (E) Escalator (ES) Number	Electric (E) Hydraulic (H)	*Passenger (P) Freight (F) Service (S)	Speed in Feet Per Minute (FPM)	Number of Floors	Number of Openings	Rated Load in Pounds (lbs.)	Freight Class (A,B,C1,C2,C3)	Essential Elevator (Yes / No)
E CAR 1	E	P	450 FPM	10	10	3500	N/A	YES
E CAR 2	E	P	450 FPM	10	10	3500	↓	YES
E CAR 3	E	P	450 FPM	10	10	3500		YES
E CAR 4	E	S	450 FPM	10	10	4000		YES
E CAR 5	E	S	450 FPM	10	10	4000		YES
E CAR 6	E	S	450 FPM	10	10	4000		YES

*Freight Elevators authorized to carry passengers shall be maintained and inspected as passenger elevators.

B. SAFETY INSPECTION TESTS (see Section 1.11)

C. FULL-SERVICE MAINTENANCE MONTHLY

- a. Maintenance under this contract shall provide a constant, high quality service to properly protect all elevator equipment from deterioration and to provide constant peak performance of all elevators, resulting in a minimum of down time for any portion of the system.
- b. The Contractor shall regularly visit each site monthly to examine each elevator, perform PM service maintenance monthly, quarterly, semi-annually, annually, lubricate, clean, and when conditions warrant, repair or replace all system components including but not limited to the following applicable items and components thereof and all other mechanical or electrical equipment, including:

Machine Gear	Worm gear - worm shaft - thrust bearings - gear shaft bearings- shaft bearings - slack cable device - machine limit device -drive sheave -gear oil - packing.
Motor	Armature - commutator - field coils - interpole coils – brushes - brush holders - frame - bearings.
Brake	Linings - magnet coils - linkage - bushings contact springs - plunger - dashpot - adjusting screws.

Any alterations to this document made by the Offeror may be grounds for rejection of the proposal, cancellation of any subsequent award, or any other legal remedies available to the County of Rockland.

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Controller	Magnet coils - All copper contacts - shunts - springs - fuses -insulators - resistors - rectifiers - time devices- solid state devices - overloading heaters. All circuit boards
Selector	Sheaves - drive chains, cables and tapes - contacts, floor bars - springs - shunts - reduction gears – selector carriage advance motors - coils. All circuit boards
Wiring	Traveling control cables – hoist-way control wiring - control chain
Hoist-way	Hoist-way limit switches - car limit switches – speed governor - bearing boxes - governor tension sheave and shaft assembly - interlocks - door hangers - door rollers -buffers - counterweight - guide shoes - bottom door guides - car rails.
Car	Guide shoes - guide shoe linings - guide shoe rollers - leveling units - car door operator motor - belts - gears - cables - sheaves - gate switch - safety edge - photoelectric devices
Cables	Hoist - drum counterweight - car counter-weight - operating governor - car safety cables
Signals	All pushbuttons - contact - indicator lights – hall lanterns –key switches and locks
Systems	System controls including phase 1 and 2, Fireman’s Service and operation on emergency power. Elevator intercom system.

- c. The Contractor shall keep the guide rails free of rust and dirt where roller guides are used and properly lubricated when sliding guides are used. Renew guide shoe rollers and gibs as required to insure smooth and satisfactory operation.
- d. The Contractor shall also examine and make necessary adjustments or repair to the following accessory equipment including revamping of signal equipment: hall lanterns, car and corridor position indicators, car stations, electric door operators, intercom systems, interlocks, door hangers, safety edges.
- e. All replacement parts shall be new and specifically designed for the elevators on which they are to be used.
- f. The Contractor shall furnish and use lubricants as recommended by the manufacturer of the equipment or approved equal.

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- g. The Contractor shall be responsible for keeping the exterior of the elevator machinery and any other parts of the equipment subject to rust, painted with heat enamel and presentable at all times. The motor windings shall be treated as needed, with proper insulating compound as recommended by the motor manufacturer. Cleaning and refinishing of the interior of the cars and exterior of hoist-way doors are excluded from this contract.
- h. The Contractor shall maintain all elevator equipment in hoist-ways, pits, machine rooms, and assigned elevator Contractor's work areas in a clean orderly condition, free of dirt, dust and debris. Pits and machine room spaces shall be kept dry and shall not be used for storage of liquids or solvents, unless specifically approved by the Director, Facilities Management.
- i. Observe operation of elevator throughout its full range of all floors it serves to test electronic controls, safety devices, leveling, re-leveling and other devices.
- j. Check door operation. Clean, lubricate and adjust brakes, checks, linkages, gears, wiring, motors, check keys, set screws, contacts, chains, cams and door closer.
- k. Check selector. Clean, adjust, and lubricate brushes, dashpots, traveling cables, chain, pawl magnets, wiring, contacts, relays, tape drive and broken tape switch, control circuits.
- l. Check car. Clean, adjust and lubricate car door and gate tracks, pivots, hangers, car grill, side and top exits.
- m. Inspect interior of cab. Test inter-communication system, normal and emergency lights, fan, emergency call system or alarm, car station. Make needed repairs.
- n. Visually inspect controller, circuit boards, contacts and relays. Check adjustment and replace contacts as required.
- o. Observe operation of signal and dispatching system. Inspect compensating switches buffers, rope clamps, slack cable switch, couplings, keyways, and pulleys. Check load weighing device and dispatching time settings. Clean, adjust and lubricate as necessary.
- p. Check oil level in car and counterweight oil buffers. Add oil as required.
- q. Check brushes and commutators. Inspect commutators for finish, grooving, eccentricity and mica level. If required, clean, turn or refinish commutator to provide proper commutation. Inspect brushes for tension seating and wear, replace or adjust as required.
- r. Check and adjust:
 - i. Car ventilation system
 - ii. Car position indicators
 - iii. Director stations
 - iv. Hall and car call buttons
 - v. Hall lanterns and bells

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D. TERMS OF PREVENTIVE MAINTENANCE WORK - QUARTERLY:

- a. Check leveling operation. Clean and adjust leveling switches, hoist-way vanes, magnets and inductors. Repair and/or adjust for proper leveling.
- b. Check hoist-way doors. Clean, lubricate and adjust tracks, hangers, and up-thrust eccentrics, linkage gibs and interlocks.
- c. Clean, adjust and lubricate car door or gate tracks, pivots, hangers.
- d. On hoist-way doors, clean, lubricate and adjust tracks, hangers and eccentrics, linkage gibs and interlocks.
- e. Inspect all fastenings and ropes for wear and lubrication. Clean both governors and hoist ropes and lubricate hoist ropes if needed. Inspect all rope hitches and shackler and equalize rope tension.
- f. Inspect hoist reduction gear brake and brake drum, drive sheave and motor, and any bearing wear.
- g. In the car, test alarm bell system. Inspect, clean and adjust retiring cam device, chain, dashpots, commutators, brushes, cam pivots, fastenings. Test emergency switch (ground case, if necessary). Inspect safety parts pivots, set screws, switches, etc. Check adjustment of car and counterweight gibs/shoes or roller guides, lubricate and adjust, if necessary.
- h. In the pit, lubricate compensating sheave and inspect hitches. Inspect governor and tape tension sheave fastenings, if applicable. Inspect condition of piston. Empty and clean oil drip pans. Clean it of debris.
- i. Clean all parts of safeties and lubricate moving parts to assure their proper operation. Check and adjust clearance between safety jaws and guide rails. Visually inspect all safety parts.
- j. Clean and examine governor rope, replacing, if needed. (Do not lubricate governor rope).

E. TERMS OF PREVENTIVE MAINTENANCE WORK - SEMI-ANNUALLY:

- a. Check controllers. Clean and check alignment of control circuit boards, switches, relays, timers, contacts, hinge pins, etc. - adjust and lubricate. Check all resistance tubes and grids. Check oil in overload relays, settings and operation of overloads. Clean and inspect fuses and holders and all controller connections.
- b. In hoist-way examine guide rails, cams and fastenings. Inspect and test limit and terminal switches. Check and adjust car shoes, gibs or roller guides. Adjust or replace as required.
- c. Clean all overhead cams, sheaves, sills, bottoms of platform, car tops, and counterweights, as required.
- d. Inspect sheaves to ensure they are tight on shafts. Sound spokes and rim with hammer for cracks.
- e. Examine all hoist ropes for wear, lubrication, length and tension. Replace, lubricate and adjust as required to meet code requirements.
- f. On tape drives, check hitches and broken tape switch.
- g. Check car stile channels for bends or cracks: also, car frame, cams, supports and car steadying plates.
- h. Lubricate guide shoe stems.
- i. Check governor and tape tension sheave fastenings.

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- j. For bi-parting doors, clean chains, tracks and sheaves, lubricate as required. Check door contacts.
- k. Check fastenings and operation of door checks and interlocks. Clean and lubricate pivot points as required.

F. TERMS OF PREVENTIVE MAINTENANCE WORK - ANNUALLY

- a. Thoroughly clean car and counterweight guide rails using a nonflammable solvent to remove lint, dust and excess lubricant.
- b. Remove, clean and lubricate brake cores on brakes, clean linings, if necessary and inspect for wear. Correct excess wear and adjust.
- c. Inspect hoist motor armatures and rotor clearances. Check motor and MG, set connection, and lubricate in accordance with manufacturer's instructions.
- d. Check and reset, if necessary, all brushes for neutral settings, proper quartering and spacing on commutators.
- e. Group supervisory control systems where installed shall be checked out. The system's dispatching, scheduling and emergency service features shall be tested and adjusted in accordance with manufacturer's recommendations. The Contractor shall prove to the satisfaction of the Director of Facilities Management or his authorized designee that the system functions properly. All work shall be performed during other than normal working hours with no inconvenience to building occupants. A full report covering adjustment time intervals, dispatch times on various programs, door standing time and or opening and closing speeds shall be furnished to the designated representative of the County of Rockland upon request.

G GENERATORS

- a. All generator preventive maintenance and repair shall be done on a T&M and as needed basis.