ADDENDUM 1
RFP 18M12, Elevator Maintenance and Testing

DUE DATE: June 18, at 2:00 P.M.

As a result of the pre-bid meeting held May 21, 2018, please be advised of the following additional information and clarifications:

1) If any potential bidder would like to make some site visits on Friday, June 8, 2018, please contact Randy Connatser directly (Randall.Connatser@fcps.org, phone 301-644-5171) by Tuesday, June 5. Please provide a list of the specific facilities you are interested in visiting and then he will compile the list and set a meeting time and location, notifying you accordingly.

2) Are there any outstanding safety orders on any of the equipment?
   - FCPS is aware of only one—a wheelchair lift unit at Carroll Manor ES that has recently been repaired and arrangements are being made to schedule the re-inspection by the DLLR.

3) What is the dollar amount of repairs for fiscal year 2016 and 2017, which were performed outside of the contract?
   - Approximately $4,475 (2015/16) and $6,820 (2016/17) and estimated $8,000 (2017/2018).
   - Information regarding previous year’s expenditures is available by linking to the Frederick County Public Schools website: www.fcps.org/bidlist, navigating to ‘Awarded Solicitations’ and search for 14M13 or Elevator Maintenance and Testing.

4) Will all safety test certificates be current at time of contract inception? If not, who is responsible for completing the testing? The incumbent contractor? The new contractor? And will any necessary repairs be billable if it is the new contractor?
   - All Elevator and Wheelchair Lift DLLR Certificates of Inspection are current, except as noted in number 2 above, and FCPS is currently not aware of any outstanding issues.

5) Do all units have current DLLR CERTIFICATES?
   - All Certificates are current at the present time, excepted as noted in #2 above.

6) Are there wiring diagrams/schematics for all the equipment? If not who is responsible for obtaining them?
   - FCPS is not able to guarantee the availability of such documents. The contractor would be responsible for obtaining such documents if/as needed.

7) Are there emergency power generators for any of the equipment? If so are they hooked directly to the elevators or to the buildings, who services them, and how often are they tested?
   - FCPS is requiring the awarded contractor to identify such needs and to coordinate any required testing with FCPS and then the DLLR.
8) Are any of the elevators keyed off (requires a key to call the elevator) at the hall call station? If so how many and which ones?
   • Yes, all or most elevator units are set up to require a key or key card for use, and most wheelchair lifts also require a key for use.

9) What is the maximum amount of time it takes to obtain an escort to perform service work and maintenance?
   • The awarded contractor will be required to schedule all service and repair work with the buildings’ assigned Area Maintenance Supervisor or Foreman so that escorts can be provided at the scheduled dates and times. A roster of Area Maintenance Supervisors and Foremen is enclosed.

10) What are the dates of the most recent annual safety tests and 5 year load tests?
    • Refer to ‘Revised Elevator Inventory List’.

11) How many units require a 5 year full load test?
    • Currently three, with additional units to be added in the future, as annotated in the Bid Documents.

12) Are any of the hydraulic elevators “roped hydros” with safeties requiring the 5 year load test?
    • FCPS is requiring the awarded contractor to identify such needs and to coordinate any required testing with FCPS and then the DLLR.

13) Does the owner of the equipment own proprietary tools and equipment required to maintain and service the equipment?
    • The Otis Gen II controllers at 650 Carroll Way require a proprietary code reader to read fault codes and modify parameters. Otis Elevator will not sell the service tool required to contractors. They will only sell the tool to the owner of the equipment.

14) Should FCPS not own the service tool, will they be purchasing them?
    • Refer to the Bid Documents, page 25, Section II, Scope, 1.a. FCPS contracts out the maintenance and repair of its elevator units, and requires the awarded contractor to provide all supervision, labor, materials, equipment and tools necessary to complete the work.

15) There are 2 additional elevators at Butterfly Ridge, and Sugarloaf which have Otis Gen II’s slated to be installed, does the county’s installation agreement require that any proprietary tools and equipment required to service and maintain the elevators remain property of the owner after the warranty period expires?
    • No

16) What is the warranty period for the elevators to be added in the future?
    • Two-year manufacturer’s warranty, which begins upon Substantial Completion of the Contract. The awarded contractor of this solicitation will be notified in advance of when units are to be added to this contract.

17) What are the provisions for obsolete parts which are no longer manufactured, and a retrofit or upgrade of equipment is required? Is the contractor required to cover this cost, or will the county?
    • Refer to the Bid Documents, page 25, Section II, Scope, 1.b.
18) Do any of the elevator pits without sump pumps experience water intrusion?
   - FCPS is currently not aware of any issues.

19) The **Revised Form of Proposal**, enclosed, should be used in lieu of the FOP in the original bid solicitation. The “Unit $” for Emergency Callback Service (Item 6) is to have an hourly rate entered, which is to include time and travel. We do not need an estimated number of hours per emergency callback service. We are only estimating the number of individual times the contractor “may” be called in for emergency service.

20) Enclosed is a **Sample Work Order** generated by the FCPS Dude Solutions®, as referred to on page 32, Section II. 17. c. 2.) ii.), ‘Preventive Maintenance Services’.

Sincerely,

**Billie Laughland**

Billie Laughland, Purchasing Agent
billie.laughland@fcps.org

BL/kl

Attachment: Pre-bid Attendance Sheet (1 page)
    - FCPS Maintenance Area List (2 pages)
    - Revised Elevator Inventory List (2 pages)
    - Revised Form of Proposal (2 pages)
    - Sample Work Order (4 pages)

cc:   Randy Connatser, Project Manager IV, Maintenance and Operations Department
      Travis Tracey, CMMS Support and Data Quality Specialist
      Bid File
<table>
<thead>
<tr>
<th>Name (Please Print)</th>
<th>Firm Represented (Please Print)</th>
<th>Phone Number</th>
<th>Fax Number</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travis Napier</td>
<td>FCP &amp; Howard Road</td>
<td>301-644-5187</td>
<td>301-644-5175</td>
<td><a href="mailto:travis.tn@fcps.org">travis.tn@fcps.org</a></td>
</tr>
<tr>
<td>Randy Garyson</td>
<td>FCP &amp; Howard Road</td>
<td>301-644-5175</td>
<td>301-644-5171</td>
<td><a href="mailto:randy.garyson@fcps.org">randy.garyson@fcps.org</a></td>
</tr>
<tr>
<td>Lisa Borden</td>
<td>Otis Elevator</td>
<td>301-747-2683</td>
<td>240-232-6826</td>
<td><a href="mailto:leisa.borden@fcps.org">leisa.borden@fcps.org</a></td>
</tr>
<tr>
<td>Robert Block</td>
<td>Kone Elevator</td>
<td>301-747-7779</td>
<td>301-747-7779</td>
<td><a href="mailto:rblock@kone.com">rblock@kone.com</a></td>
</tr>
<tr>
<td>Kunda Dicks</td>
<td>FCP &amp; Progressive Drive</td>
<td>301-747-7774</td>
<td>301-747-7774</td>
<td><a href="mailto:kunda.dicks@fcps.org">kunda.dicks@fcps.org</a></td>
</tr>
<tr>
<td>George Stewart</td>
<td>Limburg Electric Inc.</td>
<td>301-790-4289</td>
<td>301-790-4289</td>
<td><a href="mailto:george.stewart@limburg.com">george.stewart@limburg.com</a></td>
</tr>
<tr>
<td>Billy Leggett</td>
<td>FCP &amp; Purchasing</td>
<td>410-749-1910</td>
<td>410-749-1910</td>
<td><a href="mailto:billy.leggett@fcps.org">billy.leggett@fcps.org</a></td>
</tr>
</tbody>
</table>
BUILDING MAINTENANCE
FACILITIES LISTING – REVISED 10/11/2017

Schools listed with **BOLDED** type indicate the Area Maintenance Office Location


**Catoctin High School**
14745 Sabillasville Road, Thurmont, MD 21788

Emmitsburg Elementary School
300 South Seaton Avenue, Emmitsburg, MD 21727

Lewistown Elementary School
11119 Hessong Bridge Road, Frederick, MD 21701

New Midway Elementary School
12226 Woodboro Pike, Keymar, MD 21757

Sabillasville Elementary School
16210-B Sabillasville Road, Sabillasville, MD 21780

Thurmont Elementary School
805 East Main Street, Thurmont, MD 21788

Thurmont Middle School
408 East Main Street, Thurmont, MD 21788

Thurmont Primary School
7989 Rocky Ridge Road, Thurmont, MD 21788

Wolfsville Elementary School
12520 Wolfsville Road, Myersville, MD 21773

Woodsboro Elementary School
101 Liberty Road, Woodsboro, MD 21798

**AREA 2 - Office 240-236-7546 / Steve Frush, Supv. 240-674-1396 / John Roop, Foreman 301-748-9207**

Brunswick Elementary School
400 Central Avenue, Brunswick, MD 21716

Brunswick High School
101 Cummings Drive, Brunswick, MD 21716

Brunswick Middle School
301 Cummings Drive, Brunswick, MD 21716

Middletown Elementary School
201 East Green Street, Middletown, MD 21769

**Middletown High School**
200 Schoolhouse Drive, Middletown, MD 21769

Middletown Middle School
100 Martha Mason Street, Middletown, MD 21769

Middletown Primary School
403 Franklin Street, Middletown, MD 21769

Myersville Elementary School
429 Main Street, Myersville, MD 21773

**AREA 3 - Office 240-236-4048 / Richard Gue, Supv. 240-367-6771 / Tim Eccard, Foreman 240-367-6666**

Butterfly Ridge Elementary School (Future Building - to be added to contract at later date)

Central Office
191 South East Street, Frederick, MD 21701

Crestwood Middle School
7100 Foxcroft Drive, Frederick, MD 21703

Frederick High School
650 Carroll Parkway, Frederick, MD 21701

Hillcrest Elementary School
1285 Hillcrest Drive, Frederick, MD 21701

Parkway Elementary School
300 Carroll Parkway, Frederick, MD 21701

Rock Creek Center
191 Waverley Drive, Frederick, MD 21701

Waverley Elementary School
201 Waverley Drive, Frederick, MD 21701

**West Frederick Middle School**
515 West Patrick Street, Frederick, MD 21701

**AREA 4 - Office 240-236-8395 / Ronald Stull, Supv. 240-772-6210 / Rob Kabrick, Foreman 301-606-5234**

Annex
7446 Hayward Road, Frederick, MD 21702

Career Technology Center
7922 Opossumtown Pike, Frederick, MD 21702

**Gov. Thomas Johnson High School**
1501 North Market Street, Frederick, MD 21701

Heather Ridge School
1445 Taney Avenue, Frederick, MD 21701

Monocacy Elementary School
7421 Hayward Road, Frederick, MD 21702

Monocacy Middle School
8009 Opossumtown Pike, Frederick, MD 21702

North Frederick Elementary School
1010 Fairview Avenue, Frederick, MD 21701

Warehouse
33 Thomas Johnson Drive, Frederick, MD 21702

Whittier Elementary School
2400 Whittier Drive, Frederick, MD 21702

Yellow Springs Elementary School
8717 Yellow Springs Road, Frederick, MD 21702
**AREA 5 - Office 240-236-7267 / Pat Little, Supv. 240-674-1180 / Adam Miller, Foreman 240-385-2337**

- Glade Elementary School: 9525 Glade Road, Walkersville, MD 21793
- Gov. Thomas Johnson Middle School: 1799 Shifferstadt Drive, Frederick, MD 21701
- Liberty Elementary School: 111820 Liberty Road, Libertytown, MD 21762
- Linganore High School: 21013 Old Annapolis Road, Frederick, MD 21701
- Staff Development Center: 81 Frederick Street, Walkersville, MD 21793
- Walkersville High School: 55 Frederick Street, Walkersville, MD 21793

**AREA 6 - Office 240-236-6435 / Erik McKay, Supv. 301-748-7668 / Lloyd Mills, Foreman 240-578-0821**

- Ballenger Creek Elementary School: 5250 Kingsbrook Drive, Frederick, MD 21701
- Ballenger Creek Middle School: 5525 Ballenger Creek Drive, Frederick, MD 21701
- Carroll Manor Elementary School: 5624 Adamstown Road, Adamstown, MD 21710
- ESSL Building: 210 Madison Street, Frederick, MD 21701
- Lincoln A Building: 250 Madison Street, Frederick, MD 21701
- Lincoln B Building: 200 Madison Street, Frederick, MD 21701
- Orchard Grove Elementary School: 5898 Hannover Drive, Frederick, MD 21701
- Tuscarora Elementary School: 6321 Lambert Drive, Frederick, MD 21703
- **Tuscarora High School**: 5312 Ballenger Creek Pike, Frederick, MD 21703
- Valley Elementary School: 3519 Jefferson Pike, Jefferson, MD 21755

**AREA 7 - Office 240-236-7723 / Rob Johnson, Supv. 240-367-6875 / Chris Ayers, Foreman 240-440-5537**

- Centerville Elementary School: 3601 Carriage Hill Drive, Frederick, MD 21704
- Green Valley Elementary School: 11501 Fingerboard Road, Frederick, MD 21701
- Kemptown Elementary School: 3456 Kemptown Church Road, Monrovia, MD 21770
- Sugarloaf Elementary School: *(Future Building - to be added to contract at later date)*
- Urbana Elementary School: 3554 Urbana Pike, Frederick, MD 21701
- **Urbana High School**: 3471 Campus Drive, Ijamsville, MD 21754
- Urbana Middle School: 3511 Pontius Court, Ijamsville, MD 21754
- Windsor Knolls Middle School: 11150 Windsor Road, Ijamsville, MD 21754

**AREA 8 - Office 240-236-5521 / Todd Englar, Supv. 301-748-0570 / Dave Thompson, Foreman 301-748-9053**

- Deer Crossing Elementary School: 10601 Finn Drive, New Market, MD 21774
- New Market Elementary School: 93 West Main Street, New Market, MD 21774
- New Market Middle School: 125 West Main Street, New Market, MD 21774
- Oakdale Elementary School: 5830 Oakdale School Road, Ijamsville, MD 21754
- Oakdale High School: 5850 Eaglehead Drive, Ijamsville, MD 21771
- **Oakdale Middle School**: 5810 Oakdale School Rd, Ijamsville, MD 21754
- Spring Ridge Elementary School: 9051 Ridgefield Drive, Frederick, MD 21701
- Twin Ridge Elementary School: 1106 Leafy Hollow Circle, Mt. Airy, MD 21771
<table>
<thead>
<tr>
<th>STATE REGISTRATION NUMBER</th>
<th>FACILITY</th>
<th>LOCATION</th>
<th>TYPE</th>
<th>MAKE</th>
<th>FCPM MAINTENANCE AREA</th>
<th>CERTIFICATE OF INSPECTION VALID UNTIL</th>
<th>5 YEAR FULL LOAD TEST COMPLETED</th>
<th>NOTES / COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FK1530</td>
<td>Catoctin HS</td>
<td>14745 Sabillasville Road, Thurmont, MD 21788</td>
<td>Hydraulic</td>
<td>Elevator Technologies</td>
<td>1</td>
<td>2/14/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1558</td>
<td>Thurmont MS</td>
<td>408 East Main Street, Thurmont, MD 21788</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>1</td>
<td>7/18/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1772</td>
<td>Middletown ES</td>
<td>201 East Green Street, Middletown, MD 21769</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>2</td>
<td>2/16/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1194</td>
<td>Middletown MS</td>
<td>100 Martha Mason Street, Middletown, MD 21769</td>
<td>Hydraulic</td>
<td>Otis</td>
<td>2</td>
<td>12/7/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1363</td>
<td>Brunswick HS</td>
<td>101 Cummings Drive, Brunswick, MD 21716</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>2</td>
<td>12/7/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1640</td>
<td>Crestwood MS</td>
<td>7100 Foxcroft Drive, Frederick, MD 21703</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>3</td>
<td>4/9/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1802</td>
<td>Central Office Building</td>
<td>191 East South Street, Frederick, MD 21701</td>
<td>Traction</td>
<td>Kone</td>
<td>3</td>
<td>11/17/2018</td>
<td>10/6/2015</td>
<td></td>
</tr>
<tr>
<td>FK1803</td>
<td>Central Office Building</td>
<td>191 East South Street, Frederick, MD 21701</td>
<td>Traction</td>
<td>Kone</td>
<td>3</td>
<td>11/17/2018</td>
<td>10/6/2015</td>
<td></td>
</tr>
<tr>
<td>FK1209</td>
<td>West Frederick MS</td>
<td>515 West Patrick Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Elevator Technologies</td>
<td>3</td>
<td>11/17/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1783</td>
<td>West Frederick MS</td>
<td>515 West Patrick Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Eastern Elevator</td>
<td>3</td>
<td>11/17/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1339</td>
<td>Heather Ridge School</td>
<td>1445 Taney Ave., Frederick, MD 21702</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>4</td>
<td>9/12/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1891</td>
<td>North Frederick ES</td>
<td>1010 Fairview Ave, Frederick, MD 21701</td>
<td>Traction</td>
<td>Kone</td>
<td>4</td>
<td>5/9/2019</td>
<td>Due 2021</td>
<td></td>
</tr>
<tr>
<td>FK1238</td>
<td>Whittier ES</td>
<td>2400 Whittier Drive, Frederick, MD 21702</td>
<td>Hydraulic</td>
<td>Elevator Technologies</td>
<td>4</td>
<td>1/16/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1586</td>
<td>Gov. Thomas Johnson HS</td>
<td>1501 North Market Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>4</td>
<td>12/11/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1519</td>
<td>Gov. Thomas Johnson HS</td>
<td>1501 North Market Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>4</td>
<td>12/11/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1585</td>
<td>Gov. Thomas Johnson HS</td>
<td>1501 North Market Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>4</td>
<td>12/11/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1811</td>
<td>Walkersville ES</td>
<td>83 West Frederick Street, Walkersville, MD 21793</td>
<td>Hydraulic</td>
<td>Canton Elevator</td>
<td>5</td>
<td>3/29/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1079</td>
<td>Glade ES</td>
<td>9525 Glade Road, Walkersville, MD 21793</td>
<td>Hydraulic</td>
<td>Otis</td>
<td>5</td>
<td>8/23/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1831</td>
<td>Linganore HS</td>
<td>12013 Old Annapolis Road, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>5</td>
<td>2/13/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1461</td>
<td>Gov. Thomas Johnson MS</td>
<td>1799 Schifferstadt Boulevard, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>Elevator Technologies</td>
<td>5</td>
<td>9/11/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1851</td>
<td>Lincoln ES</td>
<td>200 Madison Street, Frederick, MD 21701</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>6</td>
<td>8/10/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1212</td>
<td>Orchard Grove ES</td>
<td>5898 Hannover Drive, Frederick, MD 21703</td>
<td>Hydraulic</td>
<td>US Elevator</td>
<td>6</td>
<td>10/25/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1638</td>
<td>Tuscarora ES</td>
<td>6321 Lambert Drive, Frederick, MD 21703</td>
<td>Hydraulic</td>
<td>Eastern Elevator</td>
<td>6</td>
<td>5/9/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1607</td>
<td>Tuscarora HS</td>
<td>5312 Ballenger Creek Pike, Frederick, MD 21703</td>
<td>Hydraulic</td>
<td>Elevator Technologies</td>
<td>6</td>
<td>5/9/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1214</td>
<td>Urbana HS</td>
<td>3471 Campus Drive, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>Montgomery Kone</td>
<td>7</td>
<td>1/3/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1689</td>
<td>Urbana MS</td>
<td>3511 Pontius Court, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>7</td>
<td>1/11/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1387</td>
<td>Windsor Knolls MS</td>
<td>11150 Windsor Road, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>Dover</td>
<td>7</td>
<td>3/12/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1332</td>
<td>New Market ES</td>
<td>93 West Main Street, New Market, MD 21774</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>8</td>
<td>4/19/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1140</td>
<td>New Market MS</td>
<td>125 West Main Street, New Market, MD 21774</td>
<td>Hydraulic</td>
<td>Westinghouse</td>
<td>8</td>
<td>1/24/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1526</td>
<td>Oakdale ES</td>
<td>5830 Oakdale School Road, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>8</td>
<td>1/19/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1737</td>
<td>Oakdale HS</td>
<td>5850 Eaglehead Drive, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>8</td>
<td>12/7/2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1525</td>
<td>Oakdale MS</td>
<td>5810 Oakdale School Road, Ijamsville, MD 21754</td>
<td>Hydraulic</td>
<td>ThyssenKrupp</td>
<td>8</td>
<td>1/18/2019</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FK1381</td>
<td>Twin Ridge ES</td>
<td>1106 Leafly Hollow Circle, Mt. Airy, MD 21771</td>
<td>Hydraulic</td>
<td>Montgomery</td>
<td>8</td>
<td>12/19/2018</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**UNITS TO BE ADDED IN FUTURE**

<table>
<thead>
<tr>
<th>STATE REGISTRATION NUMBER</th>
<th>FACILITY</th>
<th>LOCATION</th>
<th>TYPE</th>
<th>MAKE</th>
<th>FCPM MAINTENANCE AREA</th>
<th>CERTIFICATE OF INSPECTION VALID UNTIL</th>
<th>5 YEAR FULL LOAD TEST COMPLETED</th>
<th>NOTES / COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>FK1941</td>
<td>Frederick HS</td>
<td>650 Carroll Parkway, Frederick, MD 21701</td>
<td>Traction</td>
<td>Otis</td>
<td>3</td>
<td>8/2/2018</td>
<td>Due 2023</td>
<td>TO BE ADDED IN FUTURE</td>
</tr>
<tr>
<td>FK1942</td>
<td>Frederick HS</td>
<td>650 Carroll Parkway, Frederick, MD 21701</td>
<td>Traction</td>
<td>Otis</td>
<td>3</td>
<td>8/3/2018</td>
<td>Due 2023</td>
<td>TO BE ADDED IN FUTURE</td>
</tr>
<tr>
<td>N/A</td>
<td>Butterfly Ridge ES</td>
<td>601 Contender Way, Frederick, MD 21703</td>
<td>N/A</td>
<td>N/A</td>
<td>3</td>
<td>N/A</td>
<td>N/A</td>
<td>UNDER CONSTRUCTION - TO BE ADDED IN FUTURE</td>
</tr>
<tr>
<td>N/A</td>
<td>Sugarloaf ES</td>
<td>3400 Stone Barn Drive, Frederick, MD 21704</td>
<td>N/A</td>
<td>N/A</td>
<td>7</td>
<td>N/A</td>
<td>N/A</td>
<td>UNDER CONSTRUCTION - TO BE ADDED IN FUTURE</td>
</tr>
</tbody>
</table>

**NOTES**

- FK1941: Frederick HS
- FK1942: Frederick HS
- N/A: Under Construction
- N/A: To Be Added in Future
<table>
<thead>
<tr>
<th>FK1374</th>
<th>Catoctin HS</th>
<th>14745 Sabillasville Road, Thurmont, MD 21788</th>
<th>Screw</th>
<th>National Wheel-O-Vator Co.</th>
<th>1</th>
<th>2/14/2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>FK1459</td>
<td>Catoctin HS</td>
<td>14745 Sabillasville Road, Thurmont, MD 21788</td>
<td>Screw</td>
<td>National Wheel-O-Vator Co.</td>
<td>1</td>
<td>2/14/2019</td>
</tr>
<tr>
<td>FK1183</td>
<td>Lewistown ES</td>
<td>11119 Hessong Bridge Road, Thurmont, MD 21788</td>
<td>Screw</td>
<td>The Cheney Co.</td>
<td>1</td>
<td>1/26/2019</td>
</tr>
<tr>
<td>FK1073</td>
<td>Middletown HS</td>
<td>200 Schoolhouse Drive, Middletown, MD 21769</td>
<td>Electric</td>
<td>Garaventa Stair-Lift</td>
<td>2</td>
<td>11/7/2018</td>
</tr>
<tr>
<td>FK1122</td>
<td>Middletown MS</td>
<td>100 Martha Mason Street, Middletown, MD 21769</td>
<td>Screw</td>
<td>National Wheel-O-Vator Co.</td>
<td>2</td>
<td>12/7/2018</td>
</tr>
<tr>
<td>FK1245</td>
<td>Waverley ES</td>
<td>201 Waverley Drive, Frederick, MD 21702</td>
<td>Screw</td>
<td>American Stair Glide</td>
<td>3</td>
<td>11/7/2018</td>
</tr>
<tr>
<td>FK1096</td>
<td>Glade ES</td>
<td>9525 Glade Road, Walkersville, MD 21793</td>
<td>Screw</td>
<td>National Wheel-O-Vator Co.</td>
<td>5</td>
<td>8/23/2018</td>
</tr>
<tr>
<td>FK1462</td>
<td>Gov. Thomas Johnson MS</td>
<td>1799 Schifferstadt Boulevard, Frederick, MD 21701</td>
<td>Screw</td>
<td>Access Industries</td>
<td>5</td>
<td>9/11/2018</td>
</tr>
<tr>
<td>FK1354</td>
<td>Walkersville HS</td>
<td>81 West Frederick Street, Walkersville, MD 21793</td>
<td>Screw</td>
<td>America Stair-Glide</td>
<td>5</td>
<td>3/29/2019</td>
</tr>
<tr>
<td>FK1375</td>
<td>Carroll Manor ES</td>
<td>5624 Adamstown Road, Adamstown, MD 21710</td>
<td>Screw</td>
<td>National Wheel-O-Vator Co.</td>
<td>6</td>
<td>Reinspection To Be Scheduled</td>
</tr>
<tr>
<td>FK1231</td>
<td>Orchard Grove ES</td>
<td>5898 Hannover Drive, Frederick, MD 21703</td>
<td>Screw</td>
<td>Access Industries</td>
<td>6</td>
<td>10/25/2018</td>
</tr>
<tr>
<td>FK1523</td>
<td>Valley ES</td>
<td>3519 Jefferson Pike, Jefferson, MD 21755</td>
<td>Screw</td>
<td>Access Industries</td>
<td>6</td>
<td>11/7/2018</td>
</tr>
<tr>
<td>FK1683</td>
<td>Urbana HS</td>
<td>3471 Campus Drive, Ijamsville, MD 21754</td>
<td>Rack &amp; Pinion</td>
<td>Access Industries</td>
<td>7</td>
<td>1/3/2019</td>
</tr>
<tr>
<td>FK1223</td>
<td>Urbana HS</td>
<td>3471 Campus Drive, Ijamsville, MD 21754</td>
<td>Screw</td>
<td>Access Industries</td>
<td>7</td>
<td>1/3/2019</td>
</tr>
</tbody>
</table>

**UNITS TO BE ADDED IN FUTURE**

| FK1924  | Frederick HS      | 650 Carroll Parkway, Frederick, MD 21701     | Electric | Garaventa Lift          | 3 | 7/18/2018 |

**TO BE ADDED IN FUTURE**
# RFP 18M12, ELEVATOR MAINTENANCE AND TESTING  
**REVISED FORM OF PROPOSAL 06.04.2018**

## 1. **ONE TIME LUMP SUM FEE - PREVENTATIVE MAINTENANCE PLAN PREPARATION AND DELIVERY TO THE FCPS CMMS ADMINISTRATOR WITHIN 30 DAYS OF NOTICE OF AWARD:**

## 2. **ANNUAL CONDITION ASSESSMENT PLAN PREPARATION AND DELIVERY:**

## 3. **UNIT PRICE FOR PREVENTATIVE MAINTENANCE - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR/LIFT ON A MONTHLY BASIS UNLESS RECOMMENDED FREQUENCY CHANGES:**

<table>
<thead>
<tr>
<th></th>
<th>UNIT</th>
<th>EST. QTY.</th>
<th>EST. FREQUENCY PER YEAR</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>ELEVATOR</td>
<td>$</td>
<td>30</td>
<td>11</td>
</tr>
<tr>
<td>B</td>
<td>WHEELCHAIR LIFT/DUMB WAITER</td>
<td>$</td>
<td>14</td>
<td>11</td>
</tr>
<tr>
<td>C</td>
<td>TRACTION ELEVATORS</td>
<td>$</td>
<td>3</td>
<td>11</td>
</tr>
</tbody>
</table>

**SUB-TOTAL:**

## 4. **UNIT PRICE FOR PERIODIC INSPECTIONS AND TESTS - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR/LIFT AT A FREQUENCY AS REQUIRED BY THE STATE OF MD. DEPT. OF LICENSING AND REGULATION. THIS PRICE SHALL INCLUDE THE UNIT PRICE FOR MONTHLY PREVENTATIVE MAINTENANCE:**

<table>
<thead>
<tr>
<th></th>
<th>UNIT</th>
<th>EST. QTY.</th>
<th>EST. FREQUENCY PER YEAR</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>ELEVATOR</td>
<td>$</td>
<td>30</td>
<td>1</td>
</tr>
<tr>
<td>B</td>
<td>WHEELCHAIR LIFT/DUMB WAITER</td>
<td>$</td>
<td>14</td>
<td>1</td>
</tr>
<tr>
<td>C</td>
<td>TRACTION ELEVATORS</td>
<td>$</td>
<td>3</td>
<td>1</td>
</tr>
</tbody>
</table>

**SUB-TOTAL:**

## 5. **UNIT PRICE FOR 5 YEAR FULL LOAD TESTS - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR AT A FREQUENCY AS REQUIRED BY THE STATE OF MD DEPT. OF LICENSING AND REGULATION:**

<table>
<thead>
<tr>
<th></th>
<th>UNIT</th>
<th>UOM</th>
<th>EST. FREQUENCY PER YEAR</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>ELEVATOR</td>
<td>$</td>
<td>EACH</td>
<td>1</td>
</tr>
<tr>
<td>B</td>
<td>WHEELCHAIR LIFT/DUMB WAITER</td>
<td>$</td>
<td>EACH</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>DESCRIPTION</td>
<td>UNIT</td>
<td>QUANTITY</td>
<td>UNIT_PRICE</td>
</tr>
<tr>
<td>---</td>
<td>--------------------------------------</td>
<td>------</td>
<td>----------</td>
<td>------------</td>
</tr>
<tr>
<td>C</td>
<td>TRACTION ELEVATORS</td>
<td>$</td>
<td>EACH</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td><strong>SUB-TOTAL:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td><strong>HOURLY RATE FOR EMERGENCY CALLBACK SERVICE</strong> ON A 24 HOUR PER DAY, SEVEN DAYS PER WEEK BASIS, INCLUSIVE OF TIME AND TRAVEL</td>
<td><strong>HOURLY $</strong></td>
<td>UOM</td>
<td>EST. FREQUENCY PER YEAR</td>
</tr>
<tr>
<td>A</td>
<td>ELEVATOR</td>
<td>$</td>
<td>EACH</td>
<td>6</td>
</tr>
<tr>
<td>B</td>
<td>WHEELCHAIR LIFT/DUMB WAITER</td>
<td>$</td>
<td>EACH</td>
<td>6</td>
</tr>
<tr>
<td>C</td>
<td>TRACTION ELEVATORS</td>
<td>$</td>
<td>EACH</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td><strong>SUB-TOTAL:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td><strong>HOURLY RATE PER TECHNICIAN SKILL SET FOR ADDITIONAL SERVICES</strong> ON A STANDARD HOUR AND PREMIUM HOUR BASIS (EXCLUDING EMERGENCY CALLBACK):</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>PER STANDARD HR</strong></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td><strong>PER PREMIUM HR</strong></td>
<td>$</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td><strong>% MARK UP (ABOVE ACTUAL COST) FOR MATERIALS / PARTS NEEDED FOR REPAIRS:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>ESTIMATED GRAND TOTAL FOR CONTRACT YEAR 1:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
PM Work Order: 289911

Record 55 of 2428

Click Save anytime changes are made to a work order.

Change the Status dropdown to Complete when work has been completed or based upon the state of work. For example "Waiting on Parts."

Status
Complete

Status Date
5/29/2018 2:34:48 PM

Status Last Changed By

Date Last Printed
5/29/2018 2:34:11 PM

Request Info

Location
Orchard Grove Elementary

Building

Area
Select Area

Request Date
5/2/2018 1:55:50 AM

Request Description
Monthly - ELV HM 1018 - Refer to PM schedule details.

Deferral

New Due Date

Deferred By

Reason for Deferral

Contact Info

Name
Michael Madrake

First Name
Michael

Phone
301-644-4138

Survey Requester Now

Last Name
Madrake

Payer

Email
michael.madrake@fcps.org

Cellular Phone
240-367-6564

Assigned To
Target Start Date: 5/7/2018
Target Completion: 5/27/2018
Requested Completion: 5/27/2018
Actual Completion: 5/29/2018 2:34:47 PM

Estimated Costs: 0.00
Actual Costs: 0.00 (Note: Actual costs exclude tax amounts.)
Total Costs: 0.00

Estimated Hours: 0.63
Actual Hours: 1.50
138% over Hours estimate

Budget Info
Purpose: Preventive Maintenance
1018 Orchard Grove Elementary
Custom Category: Select Custom Category
Classification: /D1010 Vertical Conveying Systems
Type: D1010.10 Elevators (Hydraulic)

Craft
Elevators
Custom Category
Equipment: E01H-01 1018-Elevator, Hydraulic
Total Maintenance Costs: $4,647.42

Action Taken

PM Schedule
Pm Schedule 6765
ELV HM 1018

Job Start-up Procedures

Safety Points

Tasks & Procedures

<table>
<thead>
<tr>
<th>Complete?</th>
<th>Description</th>
<th>Procedure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>D1015 110 1900 M Elevator, hydraulic, passenger/freight</td>
<td>Perform preventative maintenance services, labor, material, and supervision in accordance with the bid specifications and code-mandated safety/mechanical inspections and tests on specified elevator equipment. Replace worn and defective Consumable parts, and adjust equipment for proper operation, following manufacturer’s recommendations and code requirements. The Contractor shall coordinate with the designated Lead Maintenance Mechanic for Services may be performed during normal business hours (6:00 a.m. to 3:00 p.m. weekdays) where disruption to school operations will not occur, to prevent unnecessary disruption to School operations.</td>
</tr>
</tbody>
</table>

1. Perform a complete operational check of the elevator. Check starting, operating, leveling and stopping parameters, including proper operation of elevator car, hoistway doors, and emergency phone operation. Adjust or repair equipment as required to maintain operation within manufacturer’s tolerances and ASME/ANSI A17.1 Code requirements.
2. Check all hall and car position indicators and signals, and car lighting (including emergency) fixtures; replace burned-out lamps.
3. Lock out all electrical and hydraulic equipment, to perform the rest of this PM.
4. Check operating components requiring periodic lubrication. Lubricate as necessary, following manufacturer’s recommendations and specifications.
5. Control panel: tighten and clean connections and motor starters.
6. Maintain machine rooms, hoistway pits, hoistway pit sump pumps, elevator car tops, including equipment in these areas, in
clean condition. Remove excessive lubricant and wipe up oil leaks.

7. Perform a complete check of the sump pump if applicable. Check electrical cords, plugs and connections. Lubricate pump(s) as required. Inspect packing and tighten as required. Check pumps for misalignment and bearings for overheating. Clean out any trash from sump bottom and activate float switches and check pumps for proper operation.

8. Remove lock out and return elevator to full service.

9. Deliver copies of test, maintenance and inspection reports, along with work orders to the Contract Administrator within five (5) days after performing required tests.

---

### Equipment

<table>
<thead>
<tr>
<th>ID</th>
<th>Description</th>
<th>Model number</th>
<th>Serial Number</th>
<th>Area</th>
<th>Area #</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>E01H-01 1018</td>
<td>Elevator, Hydraulic</td>
<td>Ascension 1000</td>
<td>547803</td>
<td>Elevator</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

### Transactions

**Technician time to complete work should be added as Labor Transactions to the work order.**

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Cost Each</th>
<th>Hours</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>05/29/2018</td>
<td></td>
<td>$0.00</td>
<td>1.5</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**Total Labor**

1.5

**Grand Total**

$0.00

---