



OFFICE OF WILL COUNTY EXECUTIVE
LAWRENCE M. WALSH

Will County Office Building – 302 N Chicago Street – Joliet, Illinois 60432

Kevin Lynn
Purchasing Director

(815) 740-4712
Fax (815) 740-4604
klynn@willcountyillinois.com

October 1, 2019

To Whom It May Concern:

You are invited to submit your sealed bid for the elevator and escalator maintenance contract for seven (7) existing Will County Buildings and one (1) new facility under construction. Each address is noted in the package. This contract is for a twelve (12) month period beginning December 1, 2019 through November 30, 2020, with two (2) one (1) year renewal options.

Specifications are attached hereto and are considered part of the SEALED BID package.

A 10% Bid Bond or Cashier's Check made payable to the Will County Treasurer MUST accompany your sealed bid, or it will be rejected. Money Orders or Company checks will not be accepted.

A **MANDATORY PRE-BID** Conference will be held **10:00 A.M., Tuesday, October 8, 2019** beginning at the County Office Building, 302 N. Chicago Street, Joliet, IL 60432, County Board Room with a **site visit to all the buildings** following the meeting.

Sealed bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago Street, Joliet, IL, 60432, **NOT LATER THAN 10:00 A.M., Tuesday, October 22, 2019.**

Bids will be publicly opened and read by the Will County Executive or his Representative at **10:10 AM, Tuesday, October 22, 2019** at the Will County Office Building, 302 N. Chicago Street, 2nd Floor, Joliet, IL 60432.

The County of Will reserves the right to accept or reject any or all bids received.

Should you have any questions regarding this bid, please submit them in writing to Kevin Lynn, Purchasing Director, at klynn@willcountyillinois.com.

We welcome your bid.

Sincerely,
Kevin Lynn

**ADVERTISEMENT OF BID
ELEVATOR MAINTENANCE CONTRACT
VARIOUS WILL COUNTY OFFICE BUILDINGS**

SEALED BIDS FOR THE ELEVATOR AND ESCALATOR MAINTENANCE OF VARIOUS BUILDINGS WILL BE RECEIVED AT THE PURCHASING DEPARTMENT, 2ND FLOOR OF THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF **10:00 A.M., TUESDAY, OCTOBER 22, 2019.**

A MANDATORY PRE-BID CONFERENCE WILL BE HELD ON **TUESDAY, OCTOBER 8, 2019, AT 10:00 A.M.** AT COUNTY OFFICE BUILDING 302 N. CHICAGO STREET, JOLIET, IL, COUNTY BOARD ROOM WITH A **SITE VISIT TO ALL OF THE FACILITIES** TO FOLLOW.

SEALED BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HIS REPRESENTATIVE AT **10:10 AM, TUESDAY, OCTOBER 22, 2019,** AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO STREET, COUNTY BOARD ROOM, JOLIET, IL, 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT www.willcountyillinois.com, www.demandstar.com, AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4605 OR EMAIL purchasing@willcountyillinois.com.

THE TENDERING OF A BID SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS. THE COUNTY OF WILL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS OR PROPOSALS RECEIVED.

BY ORDER OF THE WILL COUNTY EXECUTIVE, LAWRENCE M. WALSH.

**INSTRUCTIONS TO BIDDERS
ELEVATOR MAINTENANCE CONTRACTS
VARIOUS WILL COUNTY BUILDINGS**

You are invited to submit your sealed bid for the Elevator and Escalator Maintenance Contract Will County Various Buildings. The contract is a twelve (12) month period beginning December 1, 2019 through November 30, 2020, with two (2) one (1) year renewal options at the costs provided per building on Bid Form for each 12-month period. The County of Will may provide notice at any time prior to each renewal period. Notices of renewal must be signed by both parties.

A. PRE-BID CONFERENCE:

A **Mandatory Pre-bid Conference** for all interested Bidders will be held on **Tuesday, October 8, 2019, at 10:00 A.M.**, at County Office Building, 302 N. Chicago Street, Joliet, IL, County Board Room. At this time, there will be a site visit of buildings in order to examine the elevators and satisfy yourself fully as to all the existing conditions under which you will be obliged to work. We will walk through the other six (6) buildings. No allowance will be made subsequently, in this condition, on behalf of any Bidder for any error or negligence on bidder's part. If you do not attend this meeting or arrive late, you will not be permitted to bid. **No exceptions will be made.**

B. SEALED BIDS:

Sealed bids will be received in the Purchasing Department, 2nd floor of the Will County Office Building located at 302 N. Chicago Street, Joliet, IL, 60432, **not later than 10:00 A.M., Tuesday, October 22, 2019.** **BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.**

Sealed bids will be publicly opened and read aloud by the Will County Executive or his representative at **10:10 AM, Tuesday, October 22, 2019** at the Will County Office Building, 302 N. Chicago Street, 2nd Floor, Joliet, IL, 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in ink. The **complete set of contract documents must be submitted** with the proposal, in triplicate with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED. BIDS WHICH FAIL TO SUBMIT THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT CLEARLY MARKED WILL BE REJECTED, WILL BE NON-CONFORMING, AND WILL NOT BE ACCEPTED.**

Bids shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the bidder's name, address, and the notation:

SEALED BID: WC ELEVATOR MAINTENANCE CONTRACT
BIDS DUE: TUESDAY, OCTOBER 22, 2019 - 10:00 A.M.

Bids shall be addressed to the Will County Purchasing Department, Will County Office Building, 302 N. Chicago Street, Joliet, IL, 60432.

C. SIGNATURE OF BIDS:

The **signature on bid documents must** be that of an authorized representative of bidder. An officer of or agent of the offering bidder who is empowered to bind the bidder in a contract shall sign the proposal and any clarifications to that proposal.

Each bidder, by making his bid, represents that he has read and understands the bidding documents. **Any bid not containing said signed documents shall be non-conforming and will be rejected.**

D. BID SECURITY:

A **10% Bid Bond or Cashier's Check** made payable to the Will County Treasurer shall accompany each bid, attached to the front cover, as a guarantee that if the bid is accepted, a Contract will be entered into. **Money Orders or Company checks will not be accepted.** The bid bond should be based on the first year's service only for all seven (7) buildings. The unsuccessful bidders' checks will be returned after the County Board has awarded the bid. The bid bond or cashier's check of the successful bidder will be returned after being replaced with their performance bond.

E. PERFORMANCE BOND:

A Performance Bond for the amount of the Contract, based on the first Contract period will be required from the successful bidder and shall be valid throughout the life of the Contract. The Performance Bond will be returned at the completion of the Contract. If it is difficult to acquire a Performance Bond by the time of the Contract is to commence, the County of Will will accept a letter notarized by the Insurance Carrier showing that such Bond is being processed. For each option year, the successful bidder shall obtain a performance bond for the term of the option and the performance bond shall be based on the option period.

F. PRIME CONTRACTOR CERTIFICATION:

Included in this bid package is a prime Contractor certification form. This form must be filled out and returned with your sealed bid package or the bid package **will not be accepted and shall be non-conforming and shall be rejected.**

G. BIDDING PROCEDURES:

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL AND TWO COPIES OF THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT, CLEARLY MARKED,** in accordance with the Instructions to bidders. **Any bid packages not containing ONE ORIGINAL AND TWO COPIES OF THE ENTIRE COMPLETED BID PACKAGE AND CONTRACT, CLEARLY MARKED shall be non-conforming and shall be rejected.** The entire bid package are the terms of the agreement.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the Instructions to bidders, no bidder shall modify, withdraw or cancel his bid or any part thereof for ninety days (90) days after the time designated for the receipt of bids in the Advertisement for bids. This duration is in place in case selected contractor fails to perform in the first month of December 2019.
4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having attending the pre-bid conference. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids. **If the signed receipt of Addenda form is not included in the bid package and contract (EVEN IF NO ADDENDA ITEMS), the bid package and contract shall be non-conforming and shall be rejected.**
5. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than five (5) days prior to bid due date, notify the County of Will, who will, if necessary, send written

addendum to all bidders. The County of Will will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director in writing at Klynn@willcountyillinois.com. After sealed bids are received, the bidder will make no allowance for oversight.

H. TAX EXEMPTION:

The County of Will is exempt from Federal, State and Municipal Taxes.

I. WORDS AND FIGURES:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

J. CONTRACT DURATION:

The Contract is to commence December 1, 2019 and extend through November 30, 2020, with two (2) one (1) year renewal options.

K. REJECTION OF BIDS:

The bidder acknowledges the right of the County of Will to reject any and all bids received.

L. DEFAULT:

In case of default by the successful bidder, the County of Will may procure the articles or services from other sources and may deduct from any unpaid balance due the successful bidder any increase in cost to the county as a result of said default, or may collect against the bond or surety for excess costs so paid, and the prices paid by the County of Will shall be considered the prevailing market price at the time such purchase is made.

M. NON-DISCRIMINATION:

The Contractor shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to 775 ILCS 10/1.

N. EQUAL EMPLOYMENT OPPORTUNITY:

Contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750

O. PAYMENT PERIOD:

Quarterly billing to the Will County Building Maintenance Department should begin on the 30th day of the month after commencement. Payment to the Contractor by the County shall be made in equal installments pursuant to the Local Government Prompt Payment Act.

P. RISK OF LOSS:

The Contractor shall assume all risks for loss or damages to materials whether stored on the site or elsewhere, or to tools or equipment owned or rented by the Contractor, and he shall maintain such insurance as he may deem necessary to protect himself against such loss or damage.

Q. TYPES OF INSURANCE:

1. **Worker's compensation insurance.** The Contractor shall procure worker's compensation insurance as required by applicable state law for all of his employees who would be engaged in work on the project. In case any class of employees engaged in any work on the project under this Contract is not protected under the workmen's compensation statute, the Contractor shall provide adequate employer's liability insurance for the protection of such of his employees as are not otherwise protected. In addition, the Contractor will provide employer's liability (coverage B) in the amount of \$500,000.00.

2. **Contractor's comprehensive general liability and property damage insurance.** Contractor's comprehensive general and property damage insurance shall be in an amount not less than \$500,000.00 for injuries including accidental death to any one person and not less than \$500,000.00 combined single limit bodily injury and property damage.
3. **County's protective liability insurance.** The Contractor shall protect the County or its assignee, if any, from contingent responsibility arising from the work, project operation performed under this Contract by adding these parties as named insured as a rider to the general Contractor specified comprehensive general liability policy shall be: County of Will, 302 North Chicago Street, Joliet, Ill.60432.

R. PROOF OF CARRIAGE OF INSURANCE:

1. The Contractor shall furnish the County at the time of bidding, with certificates showing the type, amount, class or operations covered, effective dates and dates or expiration of policies, which policies shall specifically refer to the indemnity agreement. Such certificates shall also contain substantially the following statement: "The Insurance covered by this Certificate will not be canceled or materially altered except after 30 days written notice has been received by all named insured." **Any bid not containing said proof of insurance shall be nonconforming and shall be rejected.**
2. All policies shall substitute the word "Occurrence" for "accident" for both bodily and property damage. "Occurrence" shall be defined to mean an event or series of events or continuous or repeated exposure to conditions, which unexpectedly cause injury or damage during the policy period.
3. All insurance coverage shall be provided by Insurance Companies maintaining a financial strength and claims paying ability rating no lower than "A" minus "VIII" as rated by the 1999 or most current AM Best's Insurance Guide.

S. TAXES:

The Contractor shall pay all applicable sales, use, service use, service occupation, social security, and other taxes, levies, assessments, and duties, and shall make income tax deductions, all as required by local, State and Federal law.

T. CHOICE OF LAW AND VENUE:

The bid and this agreement shall be governed by the laws of the State of Illinois, without regard to conflict of law provisions. Venue for any cause of action related to this bid or agreement shall be the Twelfth Judicial Circuit, Will County, Illinois.

U. RIGHT OF THE COUNTY TO TERMINATE CONTRACT:

1. If any of the Provisions of the Contract are violated by the Contractor, or if the Contractor shall disregard applicable law, ordinances, rules or regulations or work requirements as spelled out in the bid specifications, or the Contractor shall be adjudged as bankrupt or make a general assignment for the benefit of creditors, or if a receiver should be appointed for the Contractor, or if at any time during the progress of the work the Contractor should allow any indebtedness to accrue for labor, material, or equipment, and should the Contractor fail to pay for labor, material, or equipment, and should the Contractor fail to pay and discharge the same within 5 days after demand made by the person or persons furnishing such labor, material or equipment, the County may serve written notice upon the Contractor and the Surety of its intention to terminate the Contract. Unless within 10 days after the serving of such notice upon the Contractor, such violation or other matter shall have been corrected or satisfactory arrangement for correction have been made, the Contractor shall, upon the expiration of said 10 days, at County's option, cease and terminate work. The Contract shall then be null and void.

2. In the event of any such termination, the County shall immediately serve notice thereof upon the Surety and the Contractor, and the Surety shall have the right to take over and perform the Contract; provided, however, that if the Surety does not commence performance thereof within 10 days from the date of the mailing of such Surety of notice of termination, the County may take over work and prosecute the same to completion by other Contract or by force. Contractor shall be liable to the County for any excess cost to the County occasioned thereby, and in such event the County may take possession of and utilize in completing the work, such material, equipment and the like as may be on the project site of the work and necessary therefore.
3. Not with standing anything contained herein to the contrary, failure to comply with or perform the services required shall be cause for termination.
4. The County or its assign may terminate this agreement by giving the Contractor written notification of termination of this agreement by registered United States Mail, sufficient postage prepaid, return receipt requested, addressed to the Contractor at its address stated in the Contract, at least 14 days prior to termination, with service of such notice conclusively presumed to be received on date of dispatch. In such event, the Contractor shall only be entitled to receive a prorated payment for work actually and satisfactorily performed pursuant to the Contract through date of termination.
5. In the event that any of the Will County Offices should move to a different location, notice will be given a minimum of sixty (60) days prior to said move.

V. ILLINOIS FREEDOM OF INFORMATION ACT:

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140et seq.) and other applicable laws and rules, unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the

contractor shall provide to the County of Will at no cost and within the timeframes of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

W. ADVERTISEMENTS:

The bidder shall not place or maintain any signs, bills, posters, or other advertisements in or about the building, except by written permission of County of Will.

X. TRIAL PERIOD:

The successful bidder will be awarded the contract based on a 90-day trial period. If the successful bidder does not comply with the specifications as written, that bidder will be dismissed from all duties, and the County will select the next lowest responsible bidder.

Y. AWARDING OF BID:

The bid is expected to be awarded after the November 21, 2019 meeting of the Will County Board.

Z. SUBMITTAL SUMMARY REQUIREMENTS:

Each of the following items **must** be submitted by the bid time mentioned herein in order that the bid will be considered. **Any bid not containing items 1-6 below shall be non-conforming and shall be rejected:**

1. 10% Bid Bond or Cashier's Check
2. Certificates of Insurance
3. **Signed** Copy of Prime Contractor Certification
4. **Signed** Bid Form
5. **Signed** Receipt of Addenda Form
6. One original and two copies of entire Bid Package.

PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that _____

Name of Company

is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Name of Representative

Title

Signature

Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) **of Section 5-4 of this Code.**

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.

**SPECIFICATIONS FOR ELEVATOR AND ESCALATOR MAINTENANCE
ALL ELEVATORS AND ESCALATORS
WILL COUNTY BUILDINGS
JOLIET, IL. 60432**

Will County Court house, 14 W. Jefferson St, Joliet, IL 60432(December 2019- December 2020)

- Elevator #1, 3500# electric traction passenger with stops at B, 1, 2, 3, 4.
- Elevator #2, 3500# electric traction passenger with stops at 1, 2, 3, 4.
- Elevator #3, 3500# electric traction passenger with stops at B, 1, 2, 3, 4.
- Elevator #4, 3500# electric traction passenger with stops at B, 1, 2, 3, 4.
- Elevator #5, 2500# electric traction prisoner with stops at B, 1, 3, 4.

Will County Office Building, 302 N Chicago Street, Joliet, IL 60432

- Westinghouse Geared Freight Serves (3) three landings
- Otis Smart-Rise Hydraulic Passenger Serves (3) three landings

Public Safety Complex, 16911 W. Laraway Road, Joliet, IL 60433

- ThyssenKrupp Hydraulic Passenger Serves (2) two landings
- ThyssenKrupp Hydraulic Passenger Serves (2) two landings

Sunny Hill Nursing Home, 421 Doris Avenue, Joliet, IL 60433

- Smart-Rise Hydraulic Service Elevator Serves (3) three landings
- Smart-Rise Hydraulic Passenger Serves (2) two landings
- M.C.E. Hydraulic Passenger Serves (2) two landings

Will County Court Annex, 57 N Ottawa Street, Joliet, IL 60432

- Smart-Rise (2) Geared Serves (6) six landings
- Otis (1) Geared Freight Serves (5) five landings
- Smart-Rise (2) Geared Serves (8) eight landings

River Valley Juvenile Detention Center, 3200 W. McDonough, Joliet, IL 60435

- Smart-Rise Hydraulic Passenger/ Virginia Controls Serves (2) two landings
- Smart-Rise Hydraulic Passenger/ Virginia Controls Serves (2) two landings

Will County Adult Detention Facility, 95 South Chicago Street Joliet, IL 60436

- Westinghouse Hydraulic Passenger Serves (2) two landings
- Westinghouse Hydraulic Passenger Serves (3) three landings
- Minnesota Hydraulic Passenger Serves (2) two landings
- Minnesota Hydraulic Passenger Serves (2) two landings
- Minnesota Hydraulic Passenger Serves (4) four landings
- Minnesota Hydraulic Passenger Serves (4) four landings

Upcoming Buildings to be added

NEW Health Department, 501 Ella Ave., Joliet, IL 60433 (Substantial Complete May 2020, 1 Year Warranty period with preventive maintenance)

- ThyssenKrupp Hydraulic Passenger Serves (2) two landings

**SPECIFICATIONS FOR ELEVATOR MAINTENANCE
ALL ELEVATORS
WILL COUNTY BUILDINGS
JOLIET, IL 60432**

To examine periodically all safety devices and governors and conduct customary annual no load test, and each fifth year (year 2024) perform a full load, full speed test of safety mechanism, overhead speed governor, car and counterweight buffers. The care balance will be checked, and the governor, car and the governor set. If required, the governor will be recalibrated and sealed for proper tripping speed.

To renew all wire ropes as often as is necessary to maintain an adequate factor of safety; to equalize the tension on all hoisting ropes, repair or replace conductor cables and hoist way and machine room elevator wiring.

To furnish lubricants compounded to rigid specifications.

All Work is to be performed during regular working hours of regular working days unless otherwise specified below.

All Elevators will be maintained monthly based on **full maintenance**. Service Calls will be a minimum of **(3)** three hours show up time.

Under this contract you will maintain the elevator equipment herein described, under the following terms and conditions:

You will use trained men directly employed and supervised by you. They will be qualified to keep our equipment properly adjusted, and they will use all reasonable care to maintain the elevator equipment in proper and safe operating condition.

You will regularly and systematically examine, adjust, lubricate as required, and if conditions warrant, repair or replace:

Machine, worm, gear, thrust bearings, drive sheave, drive sheave shaft bearings, brake pulley, brake coil, brake contact, linings, and component parts.

Motor and motor generator, motor winding, rotating element, commutator, brushes, brush holders, and bearing.

Controller, selector and dispatching equipment, all relays, solid state components, resistors, condensers, transformers, contacts, leads, dashpots, timing devices, computer devices, steel selector tape and mechanical and electrical driving equipment.

Governor, governor sheave and shaft assembly, bearings, contacts, and governor jaws.

Deflector or secondary sheave, bearing car and counterweight buffers, car and counterweight guide rails, top and bottom limit switches, governor tension sheave assembly, compensating sheave assembly, counterweight and counterweight guide shoes including rollers or gibs.

Hoist way door interlocks, hoist way door hangers, bottom door guides and auxiliary door closing devices. Automatic power operated door operator, car door hanger, car door contact, door protective device, load weighing equipment, car frame, car safety mechanism, platform, wood platform flooring, tile floor covering in the elevator car, elevator car guide shoes, gibs or rollers.

PERFORMANCE:

You agree, where applicable, to maintain the original contract speed in feet per minute, the original performance time, including acceleration and retardation as designed and installed by elevator manufacturer/supplier, and to perform the necessary adjustments as required to maintain the original door opening and closing time, within limits of applicable codes.

FULL MAINTENANCE

All elevators must be inspected and checked for any defect or malfunction monthly. In the event during this monthly inspection the Elevator Contractor should find any defect or non-working part(s) he shall be then responsible to supply parts and labor at his expense.

GROUP SUPERVISORY SYSTEM:

You agree, where applicable, to check group dispatching systems and make necessary tests to insure that all circuits and time settings are properly adjusted, and that the system performs as designed and installed by elevator manufacturer/supplier.

STEEL PARTS CABINETS AND WIRING DIAGRAMS:

You agree to furnish cabinets for the orderly storage of replacement parts in the machine room and original Westinghouse and Otis engineering wiring diagrams for the term of the contract.

JOB MATERIAL INVENTORY:

You agree to maintain a supply of contacts, oils, and generator brushes, lubricants, wiping cloths, and other minor parts in each elevator machine room for the performance of routine preventive maintenance.

SPARE PARTS INVENTORY:

You agree to maintain a supply of genuine spare lending and replacement parts in you warehouse inventory. This inventory will include, but is not limited to, generator rotating elements, door operator motors, brake magnets, generator and motor brushes, controller switch contacts, selector switch contacts, solid state component, selector tapes, door hangers, rollers, hoist way limited switches. Such spare lending and replacement parts will be kept in your warehouse inventory or be available from your manufacturing facility.

HYDRAULIC PUMPS

You will regularly and systematically examine, adjust, lubricate as required, and if conditions warrant, repair or replace: Pumps, pump motors, pump belts, operating valves, valves, valve motors, valve magnet coils, seals and packing. Motor windings, leveling valves, plunger packings, exposed piping, and hydraulic fluid tanks.

Test and tag the hydraulic pump units on a yearly basis.

Periodic cleaning of the pits.

SERVICE:

Regular weekday service call will be performed between 8:30 A.M. and 4:30 P.M. Monday thru Friday. **Emergency after hours service call per hour**, Weekends & Holidays begin at 4:30 PM the last business day and stop at 8:30 AM the next business day. The hourly rate for emergency after hours

calls will be a factor in determining the lowest responsible bid. We will hypothetically use a minimum of 12 hours total to base our total hourly time on.

CALLS:

All service calls will be answered and repairs made to restore the elevator(s) to a safe operating condition within 3 hours. The call will be placed by our Facilities Maintenance Director, Joel Van Essen, or Facility Managers: Mike Miglorini, Ken Rogalski, or Keith Breausche or a representative of their office in need of repair.

DOWN TIME:

It shall be agreed that all elevators shall never be shut down more than 48 hours, due to a mechanical or electrical malfunction.

CODES:

The County elevators and equipment shall be kept in full minimum compliance with all elevator codes - local, county, state, and federal. Any maintenance procedure not mentioned in these specifications are still considered as part of the American National Standard Safety Code for Elevators and shall be performed as mentioned.

Date Mailed:
Due: 10-22-19, 10:00 A.M.
Open: 10-22-19, 10:10 A.M.

PURCHASING DEPARTMENT
COUNTY OF WILL
302 N. CHICAGO ST
JOLIET, IL 60432

CONTRACT FOR
ELEVATOR MAINTENANCE
2020-33 WC

BUILDINGS

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____
 ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 CONTACT _____ E-MAIL _____
 PHONE _____ FAX _____ FEIN# _____

For additional information contact:

KEVIN LYNN, PURCHASING DIRECTOR, klynn@willcountyillinois.com

WILL COUNTY COURTHOUSE, 14 W. JEFFERSON ST. JOLIET, IL. 60432

| MONTHLY | DESCRIPTION | MONTHLY UNIT COST | EXTENDED COST |
|---|---|-------------------|---------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR ONE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST. JOLIET, IL. 60432

| QUARTERLY | DESCRIPTION | QUARTERLY UNIT COST | EXTENDED COST |
|---|---|---------------------|---------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| GRAND TOTAL | | | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR ONE _____ | | | |
| YEAR TWO _____ | | | |
| YEAR THREE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

PUBLIC SAFETY COMPLEX, 16911 W. LARAWAY ROAD, JOLIET, IL. 60433

| QUARTERLY | DESCRIPTION | QUARTERLY UNIT COST | EXTENDED COST |
|---|---|---------------------|---------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| GRAND TOTAL | | | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR ONE _____ | | | |
| YEAR TWO _____ | | | |
| YEAR THREE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

WILL COUNTY SUNNY HILL NURSING HOME, 421 DORIS AVE., JOLIET, IL 60433

| QUARTERLY | DESCRIPTION | QUARTERLY UNIT COST | EXTENDED COST |
|---|---|---------------------|---------------|
| | Quantities for hourly Service Charge is an estimate only | | |
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR, WEEKENDS & HOLIDAYS BEGIN AT 4:30 PM THE LAST BUSINESS DAY AND STOP AT 8:30 AM THE NEXT BUSINESS DAY. | \$ /HR | |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR | \$ /HR | |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR | \$ /HR | |
| GRAND TOTAL | | | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR ONE _____ | | | |
| YEAR TWO _____ | | | |
| YEAR THREE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

WILL COUNTY COURT ANNEX, 57 N. OTTAWA ST. JOLIET, IL. 60432

| QUARTERLY | DESCRIPTION | QUARTERLY UNIT COST | EXTENDED COST |
|--|---|---------------------|---------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| GRAND TOTAL | | | \$ |
| <p>TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN.</p> <p>YEAR ONE _____</p> <p>YEAR TWO _____</p> <p>YEAR THREE _____</p> | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

RIVER VALLEY JUVENILE DETENTION CENTER, 3200 W. MCDONOUGH ST. JOLIET, IL. 60435

| QUARTERLY | DESCRIPTION | QUARTERLY UNIT COST | EXTENDED COST |
|--|---|---------------------|---------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| GRAND TOTAL | | | \$ |
| <p>TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN.</p> <p>YEAR ONE _____</p> <p>YEAR TWO _____</p> <p>YEAR THREE _____</p> | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

WILL COUNTY ADULT DETENTION FACILITY, 95 S. CHICAGO ST. JOLIET, IL. 60436

| QUARTERLY | DESCRIPTION Quantities for hourly Service Charge is an estimate only | QUARTERLY UNIT COST | EXTENDED COST |
|---|---|------------------------|------------------|
| 4 EA | 1 ST YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR, WEEKENDS & HOLIDAYS BEGIN AT 4:30 PM THE LAST BUSINESS DAY AND STOP AT 8:30 AM THE NEXT BUSINESS DAY. | \$ /HR | |
| OPTIONAL TWO (2) ONE (1) YEAR RENEWALS | | | |
| 4 EA | 2 ND YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR | \$ /HR | |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR | \$ /HR | |
| GRAND TOTAL | | | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR ONE _____ | | | |
| YEAR TWO _____ | | | |
| YEAR THREE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

NEW HEALTH DEPARTMENT, 501 ELLA AVE., JOLIET IL 60433
(Substantial Complete May 2020, 1 Year Warranty Period, Services to start May 2021)

| QUARTERLY | DESCRIPTION Quantities for hourly Service Charge is an estimate only | QUARTERLY UNIT COST | EXTENDED COST |
|---|---|------------------------|------------------|
| 2 EA | 2 ND YR. PARTIAL ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR, WEEKENDS & HOLIDAYS BEGIN AT 4:30 PM THE LAST BUSINESS DAY AND STOP AT 8:30 AM THE NEXT BUSINESS DAY. | \$ /HR | |
| 4 EA | 3 RD YR. ELEVATOR MAINTENANCE (TO BE BILLED QUARTERLY) | \$ | \$ |
| 12 HR | EMERGENCY AFTER HOURS SERVICE CALL PER HOUR | \$ /HR | |
| GRAND TOTAL | | | \$ |
| TOTAL CONTRACT AMOUNT WRITTEN IN WORDS. IN CASE OF DISCREPANCY, THE AMOUNT IN WORDS SHALL GOVERN. | | | |
| YEAR TWO _____ | | | |
| YEAR THREE _____ | | | |
| RESPONSE TIME AFTER SERVICE CALL IS MADE _____ | | | |

Date Mailed: PURCHASING DEPARTMENT

Due: 10-22-19, 10:00 A.M.

Open: 10-22-19, 10:10 A.M.

**COUNTY OF WILL
302 N. CHICAGO ST
JOLIET, IL. 60432**

**CONTRACT FOR
ELEVATOR MAINTENANCE
2020-33 WC**

BUILDINGS

The Bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

COMPANY NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

CONTACT _____ E-MAIL _____

PHONE _____ FAX _____ FEIN# _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

ADDENDUM RECEIPT: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

LATE BIDS CANNOT BE ACCEPTED!

| <u>SEALED BID DOCUMENT</u> | |
|--|---|
| <u>Vendor Return Address:</u> | |
| BID #: | 2020-33 |
| DUE DATE: | 10/22/19 |
| DUE: | 10:00 A.M. |
| DESCRIPTION: | Elevator and Escalator Maintenance Bid |
| DATED MATERIAL-DELIVER IMMEDIATELY | |
| WILL COUNTY PURCHASING DEPARTMENT 302 N. CHICAGO ST., 2ND FLOOR JOLIET, IL 60432 | |

**PLEASE CUT OUT AND AFFIX THIS BID LABEL
(ABOVE) TO THE OUTERMOST ENVELOPE OF YOUR
SEALED BID TO HELP ENSURE PROPER DELIVERY!**

LATE BIDS CANNOT BE ACCEPTED!