



3/19/2024

To: All Potential Respondents
From: Construction Procurement
Subject: RFQ929401-01 Elmcrest Elevator Controls

Request for Quote

The State of Iowa is conducting a Request for Quote for a contractor to connect fire recall to one (1) hydraulic elevator located on the campus of The Woodward Resource Center, Woodward, IA. The Consultant retained has acquired wiring diagrams sufficient to aid in adding Phase I Recall operation to the elevator located in Elmcrest. See Exhibit B for additional detail.

There will be a pre-bid meeting and walkthrough at the site on **April 4, 2024 at 9:00 AM**. This conference is not mandatory; however, minutes will be taken, and bidders will be responsible for all aspects of the documents and the work.

All work must be done on-site at Woodward Resource Center and all personnel must pass a background check. Information required for the background check includes full name, birthdate, state driver's license # or State id#, and social security number.

The elevator work shall be completed no later than June 28, 2024.

The Project is located at Woodward Resource Center, 1251 334th St. Woodward, Iowa 50276.

Please upload your quote using the Exhibit A pricing form to this solicitation utilizing the Iowa [IMPACS Procurement System](https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa) (https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa) prior to April 11, 2024 at 2:00 pm (CT).

All questions regarding this solicitation must be received by email by 10:00 am (CT) ON April 8, 2024.

Contract Terms and Conditions

This procurement will result in a Consensus 802 Agreement. By submitting a quote, respondent agrees to the contract terms and conditions available at:

<https://das.iowa.gov/sites/default/files/procurement/pdf/ConsensusDoc802.pdf>

Performance Bond

No Performance and Payment Bond will be required.

See sample Certificate of Insurance attached as Exhibit D for required limits, additional insured requirements and waiver of subrogation.

Exhibit A Pricing Form
Elmcrest Elevator Controls
Woodward Resource Center
Request for Quote RFQ929401-01

Due Thursday, April 11, 2024 at 2:00 pm (CT)

Please submit this completed form with your Quote to:

Iowa IMPACS Procurement System (<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=DASlowa>).

This form is to be completed in ink or typewritten.

Only pricing on this form or an exact copy of this form will be accepted.

Pricing Form shall be signed by an officer of the firm with authority to bind Respondent to Contract.

Respondent acknowledges receipt of the following Addenda (if issued) which are part of the RFQ documents:

Addendum No. _____ Date _____

Addendum No. _____ Date _____

Freight Terms: FOB Destination, Freight Pre-Paid

The State reserves the right to reject any or all quotes without penalty and to waive minor deficiencies and informalities if, in the judgement of the State, it's best interests will be served.

Respondents must submit pricing for all scope of work items indicated per the attached Exhibit B. The State reserves the right to evaluate pricing. The State intends to make one Award for this project.

Lump Sum Quote for Elevator Work

Elevator Work (Labor and Material(s)) Total \$ _____

Please note all pricing is to be delivered price. That is why we are stating FOB Destination, Freight Pre-Paid.

Signature _____

Name (Print) _____

Title _____

Company _____

Address _____

City, St., Zip _____

Phone # _____ **Fax #** _____

E-mail _____

Exhibit B Scope of Work

Elmcrest Elevator Controls
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During the upgrade of the building fire detection system, it is desired to connect the existing control system to take advantage of Phase One fire recall that is present in the elevator functions.

Elmcrest Elevator ID# 3276

Elevator Type	In-Ground Hydraulic
Operation	Selective Collective
Landings Served	B, 1 & 2
Control Type	1980 ESI
Fire Service Type	ANSI A17.1 1978

The Elmcrest elevator was designed with Fire call operations under ANSI A17.1 1978 requirements. There is a phase One switch located at the main landing that when activated, recalls the elevator.

Scope of work to be provided with this RFP:

1. Install a new FEO-K1 fire recall switch and bezel in the hall station. The bezel shall be Red with the following markings: Bypass, Off, On.
The key shall be removeable in the off and on positions only.
2. Connect the relay signals (provided by others) to the controller to enable recall by the fire detection system.
3. Install fire signage at all landings. The signage made of white plastic with red and black symbols containing three (3) flame emblems and "In Case Of Fire Emergency Use Exit Stairs"
4. The signage at the Phase One switch shall include instructions for Phase One On, Off and Bypass positions.
5. There shall be a pretest prior to scheduling the acceptance test with the State of Iowa Elevator Division.
6. Provide all necessary materials, labor and permits.

Submittals

1. Pre-Construction
 - a. Product data: Submit a cut sheet of the proposed overlay product to be utilized for the Elmcrest elevator.
 - b. Provide a drawing of the proposed signal fixture to be installed at the main landings.
1. Post-Construction
2. Operation and Maintenance Manuals: Submit bound manuals in standard three-ring, hard binders. Identify each binder with Owner's name. Submit one (1) electronic manual in .pdf format on a USB drive. Each manual shall contain the following:
 - a. Operating and maintenance instructions, lubricating schedule and instructions, parts listing, recommended parts inventory listing for motor and critical components, emergency instructions and similar information.

- b. Diagnostic device operations manual - The diagnostic device operations manual shall be complete with adjustment settings, sequence of operation, and other diagnostic technical data required for adjustments, tuning, maintenance, and operation of the elevators including performance of all required acceptance and periodic testing required by the ASME A17.1 Safety Code for Elevators and Escalators. Manual shall include access codes required for accessing microprocessor equipment for adjusting or programming.
 - c. Wiring Diagrams - Complete electrical circuit diagrams for control and operational features as installed, showing location and wiring for power, signal and control systems. The diagrams shall differentiate clearly between manufacturer-installed wiring and field installed wiring.
3. On-Site Wiring Diagrams: Provide job-specific wiring diagrams located near the elevator controller in the elevator control room. Provide one (1) hard copy sized at 11" x 17" minimum, clear-laminated wiring diagrams.
 4. Keys: Provide a total of three (3) sets of keys for each type of key fixture on the elevator equipment. Keys shall be tagged with permanent marking, identifying function and use.

Electric Wiring

1. Conductors: Copper throughout with individual wires coded and all connections on identified studs or terminal blocks. Use no splices or similar connections on any wiring except at terminal blocks, control cabinets, junction boxes or conduits. Provide 10% spare conductors in traveling cables between car and elevator controller.
2. Conduit: Painted or galvanized steel or aluminum conduit and duct shall be used. Conduit size shall be ¾-inch minimum, except that ½-inch can be used for runs containing only 2 wires. Flexible conduit exceeding 18 inches in length shall not be used. Flexible heavy duty service cord, type SO, may be used between fixed car wiring and car door switches for safety edges.

Quality Assurance

1. All products installed by the successful contractor shall be in accordance with the codes enforced by the State of Iowa. All penetrations shall be patched and fire-stopped prior to inspection and handover.

Warranty

1. Provide a One (1) year warranty of all labor and materials installed under this section.

Exhibit C Facility Work Requirements

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1. Each person (excluding delivery drivers) shall submit to and pass a background check run by the State of Iowa prior to site entry. Information needed for background checks include full name, date of birth, and social security number. There is no cost to the Contractor for background checks. Plan that each background check takes two weeks from the date of submission.
2. Contractors shall clean up and dispose of waste materials and debris generated from their work daily.
3. All persons shall wear hardhats, safety glasses, work boots, full-length pants, and shirts with a minimum of 4-inch sleeves while onsite.
4. All persons are prohibited from using products containing tobacco and/or nicotine on site.
5. Each Contractor shall designate a representative to attend one 60-minute pre-construction meeting.
6. All vehicles must be locked when unoccupied and the windows left open no more than 1-inch.

Exhibit D Sample Certification of Insurance

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Exhibit E Wiring Diagram

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