UNIVERSITY OF SOUTH FLORIDA
4202 EAST FOWLER AVENUE
TAMPA, FLORIDA
33620

STUDENT SERVICES BUILDING (SVC)

TRACTION ELEVATOR MODERNIZATION
REQUEST FOR PROPOSAL XX-XX-XX

By:

VERTICAL ASSESSMENT ASSOCIATES
8830 Freedom Road
Tallahassee, FL  32305

Phone 850-210-0401 -- Fax 850-210-0085

August 2011
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15700 | Split System Air Conditioning |

### DIVISION 16 - ELECTRICAL

16723 | Fire Alarm System Extension |
Bid Proposal Form for Elevator Modernization

BID SUBMITTAL CUT-OFF DATE - XXXXX XX, XXXX @ 4:00 pm

WHERE BIDS WILL BE RECEIVED: Vertical Assessment Associates
8830 Freedom Road
Tallahassee, Florida 32305

BASE BID – To provide all work as covered in this RFP and the Specifications prepared by Vertical Assessment Associates dated August 2011 in accordance with the General and Special Contract Terms and Conditions therein. Base bid must be accompanied by seven (7) copies of the company standard cab finishes sheet for plastic laminate.

Base Quoted Price in numeral format . . . . . . . . . . . . . . . . . . $____________________

Base Quoted Price in written format __________________________________________

All Material, Labor, Florida Sales Tax (if applicable) and required Permits included

Printed Name

Title

Authorized Signature

Date
Bid Proposal Form for Elevator Modernization Page 2

FOR ADDITIONAL WORK OUTSIDE THE WORK SPECIFIED:

Labor Rate per Mechanic Hour . . . . . . . . . . . . . . . . . . . . . . . $____________________
Labor Rate per Helper Hour . . . . . . . . . . . . . . . . . . . . . . . . . $____________________
Labor Rate per Team Hour . . . . . . . . . . . . . . . . . . . . . . . . .  $____________________

This proposal is valid for a period of: _______________months

Bidding Firm’s Name and Address __________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________
_____________________________________________________________________

__________________________________________    ________________________
Authorized Signature    Date

__________________________________________    ________________________
Print Name    Title

2 of 2
I. PURPOSE:

The purpose of this Request for Proposal is to secure proposals for the modernization of three traction elevators at University of South Florida in Tampa, Florida.

II. SCOPE OF WORK

Three, six landing traction elevators installed by Otis Elevator Company under the USAS A17.1a 1967 Safety Code for Elevators and Escalators require modernization. The arrangement of the elevators is: State Serial# 5171 (Elevator #1) is in a duplex operation with State Serial# 5172 (Elevator #2) and State Serial# 5173 is a simplex car serving as the Service Elevator. New traction machines, governors, ropes, controllers, fixtures, car door equipment, wiring, and other work is detailed in the RFP Specifications. Elevator #1 is to be completed prior to removing elevator #2 from service. All work must be in accordance with the conditions, specifications, and terms listed herein.

III. FORM OF PROPOSAL

Proposal shall include the following information. If the proposal fails to provide any of the following information, the Owner may, at its sole option, reject the proposal as unresponsive or evaluate the proposal without the missing information.

A. Proposal Documents

   1. RFP Bid Proposal Form and all applicable Addenda.
   2. Letter from company president, or designated representative, stating the individual to call in case clarification/questions on the proposal submitted. Letter must include name, address, phone number, and fax number to reach this individual.

B. Submittals

   1. List of equipment proposed, including manufacturer’s name, model numbers, and brochures or discriptions.
   2. Letter confirming complete training program, to include classroom training, is in place and that all recommended mechanics and installers have completed the entire program.
   3. A Surety Company’s affidavit showing that the bidder is qualified for a 100% performance bond.
   5. A proposed work schedule showing all major phases of work and estimated completion date.
   6. A proposed draw schedule showing approximate draw dates with percentage of completion.

C. Company qualifications

   1. List of all employees being submitted for approval with information on their experience and work history.
   2. Copies of current Certificates of Competency Cards for each recommended individual.
   3. List of supervisory and management personnel assigned to the contract with phone numbers.
D. Proposers’ References/Certificates and Licenses

1. List of all customers and/or agencies for which the company has performed similar work within the last three years. This list must contain the numbers and brand names of the equipment and include the name, and contact number for an individual that administered the contract for each agency/customer listed.
2. Copies of any and all required federal, state, or local licenses required to do business in the State of Florida. All licenses must be current.

IV. INSTRUCTIONS TO PROPOSERS

A. Proposals must be addressed and delivered the address listed on the Request for Proposal Acknowledgement Form on or before the time and date set for closing. No verbal proposals will be considered. Proposals received after the time for closing will not be opened.

B. The Owner reserves the right to request proposers submitting proposals which meet the selection criteria and which are deemed to be the most advantageous to the Owner to give an oral presentation to the Owner’s Representatives.

C. Proposals will be submitted in the format outlined in this RFP. Proposals in any other form will not be considered and will be rejected. An individual authorized to extend a formal proposal must sign all proposals. Proposals that are not signed may be rejected.

D. The successful proposer hereinafter referred to as the Contractor, will be expected to begin obtaining materials immediately upon award. The terms and conditions of agreements will be in accordance with State of Florida laws and rules. If a proposer cannot accept these terms and conditions, the Owner reserves the right to reject the proposal from that proposer and accept the proposal from the next highest rated proposer.

E. The owners position, by these documents, is clearly stated. No amendment, qualification, addition or deletion for any section is permitted or acknowledged unless provided in writing to the proposer before the opening date. All proposers, by providing pricing, hereby acknowledge and agree to this provision.

V. PRE-PROPOSAL CONFERENCE

A. A pre-proposal conference and site visit is scheduled on XXXXX XX, XXXX at 2:00 pm EST, and is mandatory to provide a proposal for this project.

B. The purpose of this conference will be to clarify the contents of this Request for Proposal in order to prevent misunderstanding of the Owner’s position. Any doubt as to the requirements of this Request for Proposal, or any apparent omission or discrepancy should be presented to the Owner’s representatives at this conference. The conference will consist of a session wherein each page of the Request for Proposal will be discussed if there are any issues on that page. The Owner representative will then determine the appropriate action. If necessary the representative will issue an addendum to the Request for Proposal. Oral statements or instructions shall not constitute an amendment to this Request for Proposal.

C. The second phase of the conference will involve a guided tour of the elevators and lifts to be covered under this proposal.

D. As per the attached Schedule of Events, after the pre-proposal conference, proposers will have an opportunity to submit written questions concerning the Request for Proposal, the conference and the guided tour. The Owner reserves the right not to accept changes or recommendations by potential proposers for inclusion in the Request for Proposal if they are not deemed to be in the best interest of the Owner. Written answers to all written questions will be distributed to all proposers. No clarifications, amendments, attachments, etc. will be accepted or considered after this time. Submission of clarifications, amendments, attachments, etc. with the proposal pricing will label the proposer as unresponsive and be grounds for rejection of the entire proposal.
VI. EVALUATION CRITERIA

Proposals will be evaluated on the following criteria:

A. Price
B. Estimated delivery and installation schedule
C. Proposed equipment to be installed
D. Demonstrated expertise of the proposer in the modernization of elevator systems
   1. Past experiences of the proposer and personnel in elevator modernization.
   2. Responses from past customers to questions about their experiences
   3. Qualification of others in the organization who may provide special expertise
E. General quality and completeness of response
   1. Completeness of the proposal
   2. Responsiveness to terms and conditions

VII. AWARD

Any award made shall be to the responsible proposer whose proposal is determined to be the most advantageous to the Owner, taking into consideration the evaluation criteria set forth in this solicitation. Prices, although a consideration, will not be the sole determining factor. The Owner retains the right to reject all bids and delay or cancel the project as outline herein.

VIII. CONTRACT TERMS, CANCELLATION, TERMINATION

A. The Date of Commencement of the Work shall be the date of Award to the successful bidder.

B. Contractor shall fully execute the Work described in the Contract Documents and the attached specifications, except to the extent specifically indicated in the Contract Documents to be the responsibility of others.

C. In the event that the Contractor breaches any of the terms and provisions of this contract or this Request for Proposal, the Owner reserves the right to accurately and specifically describe the unsatisfactory performance or condition in a written notice by Fedex, UPS or certified mail to the Contractor. The Owner will expect that the performance or condition will be corrected within a thirty (30) day period from the date the notice was received by the contractor. If the described performance or condition is not corrected satisfactorily within this time period, a thirty (30) day notice of cancellation of the contract may be given to the Contractor, by registered or certified mail. Upon providing such written notice, the Owner may procure the services described herein from other sources, and may hold the Contractor liable for any and all excess costs or for any and all losses occasioned thereby.

D. In the event that the Owner breaches any of the term and provisions of this contract or this Request for Proposal, the Contractor reserves the right to accurately and specifically describe the unsatisfactory performance or condition in a written notice by Fedex, UPS or certified mail to the Owner. The Contractor will expect that the performance or condition will be corrected within a thirty (30) day period from the date the notice was received by the Owner. If the described performance or condition is not corrected satisfactorily within this time period, a thirty (30) day notice of cancellation of the contract may be given to the Owner, by registered or certified mail.

E. The failure of either the Contractor or the Owner to insist upon strict performance of any of the terms or conditions of this contract shall not be construed as a waiver or release for the future of any such term or condition, and the same shall be and shall remain in full force and effect.

F. If any term or provision of the contract shall be found to be illegal or unenforceable, then, not withstanding such provision, the remainder of the contract shall remain in full force and effect and such term or provision shall be deemed to be stricken.
G. If either of the parties is prevented from performing under the contract because of fire, explosion, water, civil disorders, labor disputes, vandalism, Acts of God, energy related closings, other casualties or other disturbances beyond the control of either of the parties, the disruptions shall not be considered a default of the terms of the contract.

H. The contract shall be deemed to have been executed and entered into within the State of Florida and contract disputes arising hereunder shall be governed in accordance with the laws of the State of Florida.

I. The Owner or its agent reserves the right to make or have such inspections and test as and when deemed advisable to ascertain that the requirement of this proposal are fulfilled. Should it be found that the standards herein specified are not being satisfactorily maintained, the owner may immediately demand, in writing, that the Contractor place the elevators in condition to meet these requirements. It is the duty of the Contractor to notify the Owner in writing when the enumerated deficiencies have been corrected. In the event the Contractor fails to perform corrective work requested within ten (10) days after the date the written request was delivered to the Contractor or the Contractor’s agent, the Owner may take one or all of the following actions: terminate the contract or invoke the terms of the performance bond and/or secure the services of others to perform the work at the Contractor’s expense.

J. Should the work of the Contractor be stopped through the acts or negligence on the part of the Owner, or should the Owner fail to pay the Contractor as required under Florida law, the Contractor upon ten (10) days written notice to the Owner may stop or terminate the contract. An equitable adjustment to the contract payments will then be made.

IX. SPECIAL TERMS AND CONDITIONS

A. Formal Offer

A proposer's written submission in response to this Request for Proposal shall be considered the proposer's formal offer. The content of the Request for Proposal and the proposer’s submission in response to the Request shall be considered the entire agreement between the successful Proposer and the Owner. It is understood and agreed that nothing herein is intended, nor should be construed, as constituting the proposer as agent or representative of the Owner for any purpose or in any manner whatsoever. The proposer is, and shall remain, an independent Contractor operating in accordance with the terms and conditions of the license granted as a result of this Request for Proposal.

B. Interpretations

Proposers shall examine the Request for Proposal to determine if the Owner’s requirements are clearly stated. If there are any requirements that are too vague or restrict competition, the proposer may request, in writing, that the specifications be changed. A proposer who requests changes in the Specifications must identify and describe the proposer's difficulty in meeting the Owner's specifications, must provide detailed justification for the change, and must provide a recommended change to the Specification. Requests for changes must be received by the close of the business day, not later than the entry noted in the "Calendar of Events" of this Request for Proposal as the last day to receive written inquiries regarding the proposal. A proposer's failure to request changes by the permissible date shall be considered acceptance of the Owner's Specifications and a waiver of the proposer's right to protest the Request for Proposal on the basis of specifications. The Owner shall issue an addendum reflecting any changes to the Request for Proposal. This addendum shall be sent to all proposers so that each is given the opportunity of submitting proposals to the same specification. Said specifications shall be considered the Owner's minimum mandated requirements.

C. Verbal Communications

Proposers may not consider any verbal instructions as an official expression on the Owner’s behalf. Only written communications, signed by the Elevator Consultant or a duly authorized representative of the Owner shall be considered valid.
D. Mandatory Requirements

Any proposal that fails to meet mandatory specifications stated in this RFP may be rejected. Any proposal that does not comply with the functional, cost or contractual requirements of the RFP may be rejected.

E. Minor Irregularities

The Owner reserves the right to waive minor irregularities in a proposal, providing such action is in the best interest of the Owner. Minor irregularities are defined as those that have no adverse effect on the Owner's interest, will not affect the amount of the proposal and will not give any proposer an advantage or benefit not enjoyed by another proposer.

F. Format

Each proposal shall be prepared simply and economically, providing straightforward, concise delineation of the proposer's capabilities to satisfy the specifications of the RFP. Fancy binding, colored display and promotional materials are not desired. Emphasis in each proposal must be on completeness and clarity of contents. To expedite the evaluation of proposals, it is essential that proposers follow the format and instructions contained herein. Failure to follow the requested format may result in rejection of the proposal.

G. Contractor's Point of Contact

Each proposer shall identify in its submittal the single point of contact for all matters relating to the response.

H. Proposal Materials

The materials submitted in response to this RFP become the property of the Owner upon delivery to the Elevator Consultant.

I. Conflict Between Documents

If any terms and conditions contained within the documents related to this RFP are in conflict with any other terms and conditions contained therein, then the various documents comprising this RFP, as applicable, shall govern in the following order of precedence: Amendment/Change Order, Addenda, RFP Terms and Conditions, RFP Specifications, RFP Responsibilities, General Conditions of the RFP, Proposal.

J. Additions, Deletions and Substitutions

Should the Owner find it necessary to supplement, modify, correct, or interpret any portion of the RFP during the proposal periods, such action shall be taken by issuance of a written addendum to the documents distributed to all known prospective proposers prior to the bid date. The bid date will be extended only if absolutely necessary.

K. Interpretation

Neither interpretation of the meaning of the RFP documents, nor any correction or ambiguity, inconsistency or error will be made to any proposer orally except at the pre-proposal conference. All such communications will be in the form of written addenda as issued by the Elevator Consultant. Only written addenda issued by the Elevator Consultant shall be binding. Proposers are advised that no other source is authorized to accept or give information concerning, explain, or interpret the RFP.
L. Addenda Acknowledgement Form

Any addenda issued by the Elevator Consultant to participating proposers shall include an "Addenda Acknowledgement Form." This form shall be signed by a company representative, dated and returned to the Consultant immediately upon receipt.

M. Amendments

Any amendments, alterations or modifications to the contract resulting from this RFP must be made in the form of a change order to the original contract and have the written approval of the Elevator Consultant and must be signed or initialed and approved by the same signatories noted on the RFP.

N. Assignment

Under no circumstances shall the successful proposer assign to a third party any right or obligation of a successful proposer pursuant to this proposal without prior written consent of the Owner.

O. Jurisdictional Applicability

Applicable provisions of all Federal, State of Florida, county and municipal statutes, laws, ordinances, rules and regulations shall govern any proposal submitted hereto and any resulting contract. Lack of knowledge by any proposer shall not constitute a cognizable defense against the legal effect thereof. Disputes arising from, or in connection with, the contract shall be determined before a Florida court of competent jurisdiction or through an applicable administrative proceeding, whichever is appropriate to the circumstances under Florida law. In the event that either party is required to obtain a permit, license or authorization as a prerequisite to performing its obligation under the contract, the cost shall be borne by the party required to obtain the permit, license or authorization.

P. Governmental Restrictions

In the event any governmental restrictions may be imposed which would necessitate alteration of the terms of the contract resulting from this RFP, it shall be the responsibility of the successful proposer to immediately notify the Elevator Consultant in writing, indicating the specific regulation that requires the alteration. The Owner reserves the right to accept any such alteration, including fee adjustments occasioned thereby, or to cancel the contract at no expense to the Owner.

Q. Negotiations

In the event services are required to be performed or equipment required to be purchased that are not set out in the RFP, but are within the general scope of the requirements, the Owner and the Contractor hereby reserve the right to negotiate the terms covering the required services or equipment.

R. Contractor's Insurance

The Contractor shall not commence performance in connection with the contract until he has obtained the following types of insurance and such insurance has been approved by the purchaser, nor shall the Contractor allow any subcontractor to commence work on his subcontract until similar insurance required for the subcontractor has been so obtained and approved. All insurance policies shall be with insurers qualified and doing business in Florida, and with an A.M. Best rating of no less than AA. The purchaser shall provide proof of insurance coverage by providing policies and certificates of insurance accompanying the contract documents and shall name The University of South Florida, Tampa as an additional named insured for the term of the project. The insurer shall provide 30 days written notice to the certificate holder if a policy is to be canceled, non-renewed or modified before the expiration date thereof, and shall inform, in writing, the additional insured. Owners and Contractors Protective Liability (OCPL) policies, only if requested and allowed, shall be certified equivalent to General Liability coverage.
The Owner shall be exempt from, and in no way liable for, any sums of money that may represent a deductible in any insurance policy. The payment of such deductible shall be the sole responsibility of the contractor and/or Subcontractor providing such insurance.

S. Workers Compensation Insurance

The Contractor shall secure and maintain during the life of this agreement, Worker's Compensation Insurance for all his employees connected with the work of this project and, in any case any work is sublet, the Contractor shall require the subcontractor similarly to Provide Worker's Compensation Insurance for all the latter's employees unless such insurance shall comply fully with the Worker's Compensation Law. In case any class of employees engaged in hazardous work under this contract at the site of the project is not protected under Worker's Compensation statute, the Contractor shall provide, and cause each subcontractor to provide, adequate insurance satisfactory to the purchaser, for protection of his employees not otherwise protected.

T. Contractor's Public Liability and Property Damage Insurance

The Contractor shall secure and maintain during the life of this agreement, COMPREHENSIVE GENERAL LIABILITY INSURANCE as required to protect him from claims for damages, personal injury, including accidental death, as well as claims for property damages which may arise from operations under this agreement whether such operations be by himself or by anyone directly or indirectly employed by him and the amounts of such insurance shall be the minimum limit as follows:

1. Bodily Injury Liability $1,000,000 each accident
2. Auto Property Damage Liability $ 500,000 each accident
3. Property Damage Liability (other than automobile) $1,000,000 aggregate operations
   $1,000,000 aggregate protective
   $1,000,000 aggregate contractual

Insuring clause for both BODILY INJURY AND PERSONAL PROPERTY DAMAGE shall be amended to provide coverage on an OCCURRENCE basis.

4. Contractual Liability -- work contracts -- The Contractor's liability policy shall cover such contractors when they are affected.

5. Subcontractor's Public Liability and Property Damage Insurance
The Contractor shall require each of his subcontractors to secure and maintain during the life of this contract insurance of the type specified above and insures the activities of his subcontractor's in his policy, as specified above.

X. LIABILITY:

A. The Contractor shall not be liable for injuries or damage to persons or property except those, which directly or naturally result, in whole or part, from its own acts or omissions.

B. Injuries or damage to persons or property while on or about the elevators covered by this contract, which are adjudicated to be the responsibility of the Owner, is in no way affected by this contract. The Contractor shall not be liable for any loss, damage or delay caused by strikes, lockouts, fire, explosion, theft, floods, riot, civil commotion, war, malicious mischief, or Act of God.

C. The Contractor shall indemnify and hold the Owner harmless from any and all damages or claims for damages, which the Owner may sustain by reasons of injury or death to persons or injury to property caused during the performance of the work of the contract by the acts or omissions of the Contractor.

D. The successful proposer shall at all times guard the property of the Owner from damage or loss and shall replace or repair any loss or damage caused by his operations under this contract.
E. The Contractor agrees that he shall hold and save the Owner, its officers, its agents, servants and employees harmless of liability of any nature or kind, including cost and expenses for or on account of any patented or unpatented invention, article, or appliance manufactured or used in the performance of the work of the Contractor under this contract.

F. The employees of the elevator Contractor are required to follow safe and recommended procedures when working around the elevator equipment and elevator spaces. The elevator Contractor must have a designated safety officer and all employees working on Owner equipment must have completed safety-training programs. Evidence of these programs shall be presented to the Owner upon request. Elevator Contractor employees shall be required to follow the safety policies of their company, OSHA, the Elevator Industry Field Employee Safety Handbook and the State of Florida. Proper safety barricades must be provided to cover any temporary openings in the hoistway when working on equipment. **AT NO TIME SHALL AN UNATTENDED HOISTWAY BE LEFT OPEN.**

**XI. SCHEDULE OF EVENTS**

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<th>Date</th>
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<td>Proposal Invitations delivered</td>
<td>XXXX XX, XXXX</td>
</tr>
<tr>
<td>Pre-proposal conference – 2:00 pm EST at jobsite</td>
<td>XXXX XX, XXXX</td>
</tr>
<tr>
<td>Last day to receive written inquires</td>
<td>XXXX XX, XXXX</td>
</tr>
<tr>
<td>Responses to written inquiries faxed</td>
<td>XXXX XX, XXXX</td>
</tr>
<tr>
<td>Proposal responses opened -- 4:00pm EST at the Offices of:</td>
<td>XXXX XX, XXXX</td>
</tr>
<tr>
<td><strong>Vertical Assessment Associates</strong></td>
<td>Vertical Assessment Associates</td>
</tr>
<tr>
<td>8830 Freedom Road Tallahassee, Florida 32305</td>
<td>Vertical Assessment Associates</td>
</tr>
</tbody>
</table>

University of South Florida, at its sole discretion, may delay the scheduled due dates indicated above if it is to the advantage of University of South Florida to do so. Vertical Assessments will notify Proposers of all changes in scheduled due dates by written addendum.

**XII. CONTRACT DOCUMENT:**

The document evidencing an award as a result of this proposal will be a returned signed agreement referencing and including the unaltered terms and conditions of this proposal as the governing document. The elevator Contractor, by accepting and agreeing to the terms of these specifications, certifies that he/she recognizes the importance of quality elevator systems and the completion dates required, and that he/she has a sufficient quantity of the necessary personnel, tools, and experience to enter into this contract.

**XIII. PERFORMANCE & PAYMENT BONDS:**

A. With the bid, an affidavit verifying qualification for a 100% performance bond is to be submitted. No bid bond shall be required.

B. Within ten calendar days after the Request for Proposal award, the successful proposer shall furnish to University of South Florida, a payment and performance bond, covering faithful performance of the Contract and payment of obligations arising there under, in the amount of 100% of the contract price.

C. Upon request of any person or entity appearing to be a potential beneficiary of bonds covering payment of obligations arising under the Contract, the Contractor shall promptly furnish a copy of the bonds or shall permit a copy to be made if applicable.

**XIV. VENUE OF LEGAL PROCEEDINGS**

The bidder, by submitting a bid, hereby agrees to waive trial by jury and does further hereby consent that venue for any proceeding or lawsuit under this agreement shall be in Hillsborough County, Florida.

END OF REQUEST FOR PROPOSAL SECTION
SPECIFICATIONS

SECTION 01100 – SUMMARY

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. General provisions of the RFP and Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 PROJECT DESCRIPTION

A. This Project consists of the modernization of three traction elevators in University of South Florida, Tampa, Florida. State Serial# 5171 (Elevator #1) is in a duplex operation with State Serial# 5172 (Elevator #2) and State Serial# 5173 is a simplex car serving as the Service Elevator. Elevators in the duplex are to be modernized one at a time, keeping one car/s in service except during the necessary cross-connecting of the duplex system. Any time where two cars are to be out of service at the same time is to be scheduled with the building manager in advance. At no unscheduled time will both elevators be out of service at the same time.

B. The Work consists of, but is not limited to the following: replacement of traction machines, governors, suspension/governor ropes, controllers, fixtures, wiring, door operators, car door equipment, car operating panels, patch and repair of finishes associated with the replacement of elevator signaling devices, and sealing of penetrations in the rated enclosures that are created as a result of this work.

C. Work by others consists of but is not limited to the following: inspections and test witnessing, the addition of climate control to the machine room, smoke detectors and other automatic fire initiating devices that may be required for Phase I elevator recall at each lobby and the elevator machine room, and any electrical work associated with this work by others. Sections 15700 (Split System Air Conditioning) and 16723 (Fire Alarm) are for information only.

1.4 USE OF PREMISES

A. General: Contractor shall restrict activities to the immediate area around the hoistway entrances and the equipment rooms. Confine staging operations to designated areas within the parking area, elevator shaft and existing elevator penthouse.

B. No on site storage of materials or equipment shall be permitted at the building unless arranged with the Facilities. Demolished or removed materials and elevator components shall be promptly removed from the site on a daily basis. Arrangements can be made for the contractor to supply a storage container at contractor’s expense for the onsite storage of materials and tools, etc.

C. All contractor employees are required to “Sign-in and Sign-out” on a daily basis in a log designated for that purpose.
1.5 METHOD OF PAYMENT

A. Contractor shall submit all requests for job progress payments based on the specified draw schedule, but only for equipment stored/installed at the project and for work actually performed. Requests for payment shall be submitted to the Owners Agent for review, upon which a recommendation will be made to the owner for payment.

B. The acceptable schedule of values for this project will be as follows:

- 30% down payment to be submitted with award
- 20% upon delivery of all materials to the site
- 20% upon the completion of each car
- 10% upon satisfactory punch list completion

All draws will be paid within 30 calendar days of receipt.

C. Any and all draw payments (including down payment) will be subject to a 10% retainage. Retainage to be released after final acceptance of the project and the requirements of “Section 1770 - Closeout Procedures” have been met. Final acceptance includes but is not limited to the satisfactory operation of the completed duplex system for 30 (thirty) consecutive calendar days. Satisfactory operation for the purposes of this RFP is defined as trouble free-uninterrupted service. The elevator operational performance will be evaluated monthly by the consultant for final acceptance. The completion of this important milestone will evidence the beginning of the contract maintenance and warranty periods

END OF SECTION 01100
SECTION 01250 - CONTRACT MODIFICATION PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section specifies administrative and procedural requirements for handling and processing Contract modifications.

B. Related Sections include the following:

1. Division 1 Section "Product Requirements" for administrative procedures for handling requests for substitutions made after Contract award.

1.3 MINOR CHANGES IN THE WORK

A. Elevator Consultant will issue supplemental instructions authorizing Minor Changes in the work, not involving adjustment to the Contract Sum or the Contract Time in writing.

1.4 CHANGE PROPOSAL REQUESTS

A. Owner-initiated Proposal Requests: Owners Agent will issue a detailed description of proposed changes in the Work, which may require adjustment to the contract sum or the Contract time. If necessary the description will include supplemental or revised drawings and/or specifications.

1. Within time specified in Proposal Request after receipt of Proposal Request, submit a quotation estimating cost adjustments to the Contract Sum and the Contract Time necessary to execute the change.

   a. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.

   b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.

   c. Include an updated Contractor's Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times, and activity relationship. Use available total float before requesting an extension of the Contract Time.
B. Contractor-Initiated Proposals: If latent or unforeseen conditions require modifications to the Contract, Contractor may propose changes by submitting a request for a change to the Owners Agent.

1. Include a statement outlining reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate on the effect of the proposed change on the Contract Sum and the Contract Time.
2. Include a list of quantities of products required or eliminated and unit costs, with total amount of purchases and credits to be made. If requested, furnish survey data to substantiate quantities.
3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discount.
4. Include an updated Contractors Construction Schedule that indicates the effect of the change, including, but not limited to, changes in activity duration, start and finish times and activity relationship. Use available total float before requesting an extension of Contract Time.
5. Comply with requirements in Division 1 S "Product Requirements" if the proposed change requires substitution of one product or system for product or system specified.

C. Proposal Requests shall be submitted to Owners Agent in writing.

1.5 CHANGE ORDER PROCEDURES

A. Upon Owner's approval of a Proposal Request, the Owners Agent will issue a Change Order for signatures of Owner and Contractor.

1.6 CONSTRUCTION CHANGE DIRECTIVE


1. Construction Change Directive contains a complete description of change in the work. It also designates method to be followed to determine change in the Contract Sum or the Contract Time.

B. Documentation: Maintain detailed records on a time and material basis of work required by any Construction Change Directives.

1. After completion of change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION (Not Used)

END OF SECTION 01250

RFP SPECIFICATIONS - CONTRACT MODIFICATION PROCEDURES 01250-2
SECTION 01310 - PROJECT MANAGEMENT AND COORDINATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY
A. This Section includes administrative provisions for coordinating construction operations on the Project including, but not limited to, the following:

1. General project coordination procedures.
2. Conservation.
3. Coordination Drawings.
4. Administrative and supervisory personnel.
5. Project meetings.

B. Related Sections: The following Sections contain requirements that relate to this Section:

1. Division 1 Section "Closeout Procedures" for coordinating Contract closeout.

1.3 COORDINATION
A. Coordination: Coordinate construction operations included in various Sections of the Specifications to ensure efficient and orderly installation of each part of the Work. Coordinate construction operations, included in different Sections which depend on each other for proper installation, connection, and operation.

1. Schedule construction operations in sequence required to obtain the best results where installation of one part of the Work depends on installation of other components, before or after its own installation.
2. Coordinate installation of different components with other contractors to ensure maximum accessibility for required maintenance, service, and repair.
3. Make adequate provisions to accommodate any items scheduled for later installation.

B. If necessary, prepare memoranda for distribution to each party involved, outlining special procedures required for coordination. Include such items as required notices, reports, and list of attendees at meetings.

1. Prepare similar memoranda for Owner and separate contractors if coordination of their Work is required.

C. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities and activities of other contractors to avoid conflicts and to ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:

1. Preparation of Contractor's Construction Schedule.
2. Installation and removal of temporary facilities and controls.
3. Delivery and processing of submittals.
4. Progress meetings.
5. Pre-installation conferences.
6. Project closeout activities.

D. Conservation: Coordinate construction activities to ensure that operations are carried out with consideration given to conservation of energy, water, and materials.

1. Salvage materials and equipment involved in performance of, but not actually incorporated into, the Work.

1.4 SUBMITTALS

A. Coordination with other trades: Prepare Coordination memoranda if limited space availability necessitates maximum utilization of space for efficient installation of different components or if coordination is required for installation of products and materials fabricated by separate entities.

1. Indicate relationship of work to work of other trades.
2. Indicate required installation sequences.

B. Staff Names: Within 5 days of starting construction operations, submit a list of principal staff assignments, including superintendent and other personnel in attendance at Project site. Identify individuals and their duties and responsibilities; list addresses and telephone numbers, including home and office telephone numbers. Provide names, addresses, and telephone numbers of individuals assigned as standbys in the absence of individuals assigned to Project.

1. Post copies of list in elevator machine room.

1.5 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

A. General: In addition to Project superintendent, provide other administrative and supervisory personnel as required for proper performance of the Work.

1.6 PROJECT MEETING

A. General: Schedule and conduct meetings and conferences at Project site, unless otherwise indicated.

1. Attendees: Inform participants and others involved, and individuals whose presence is required, of date and time of each meeting. Notify Owner and Owners Agent of scheduled meeting dates and times.
2. Agenda: Prepare the meeting agenda.
3. Minutes: Record significant discussions and agreements achieved. Distribute the meeting minutes to everyone concerned, including Owner and Owners Agent, within 2 days of the meeting.
B. Preconstruction Conference: Schedule a preconstruction conference before starting construction, at a time convenient to Owner and Elevator Consultant, but no later than 60 days after issuing the Notice to Proceed. Hold the conference at Project site or another convenient location. Conduct the meeting to review responsibilities and personnel assignments.

1. Attendees: Authorized representatives of Owner, and their consultants; Contractor and its superintendent; major subcontractors; manufacturers; suppliers; and other concerned parties shall attend the conference. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.

2. Agenda: Discuss items of significance that could affect progress, including the following:
   a. Tentative construction schedule.
   b. Critical work sequencing.
   c. Designation of responsible personnel.
   d. Working hours.
   e. Submittal procedures.
   f. Use of the premises.
   g. Responsibility for temporary facilities and controls.
   h. Parking availability.
   i. Office, work, and storage areas.
   j. Equipment deliveries and priorities.
   k. Security.

C. Pre-installation Conferences: Conduct a pre-installation conference at Project site before each construction activity that requires coordination with other construction.

1. Attendees: Contractor and representatives of other trades affected by the installation and its coordination or integration with other materials and installations that have preceded or will follow shall attend the meeting. Advise Owners Agent of scheduled meeting dates.

2. Agenda: Review progress of other construction activities and preparations for the particular activity under consideration, including requirements for the following:
   a. Contract requirements.
   b. Options.
   c. Related Change Orders.
   d. Purchases.
   e. Deliveries.
   f. Submittals.
   g. Possible conflicts.
   h. Compatibility problems.
   i. Time schedules.
   j. Weather limitations.
   k. Manufacturer's written recommendations.
   l. Warranty requirements.
   m. Compatibility of materials.
   n. Acceptability of substitutes.
   o. Space and access limitations.
   p. Required performance results.
3. Record significant conference discussions, agreements, and disagreements.

4. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene the conference at earliest feasible date.

D. Progress Meetings: Conduct progress meetings at two-week intervals. Coordinate dates of meetings with preparation of payment requests.

1. Attendees: In addition to representatives of Owner, each contractor, subcontractor, supplier, and other entity concerned with current progress or involved in planning, coordination, or performance of future activities shall be represented at these meetings. All participants at the conference shall be familiar with Project and authorized to conclude matters relating to the Work.

2. Agenda: Review previous progress meeting notes and note progress. Review other items of significance that could affect progress. Include topics for discussion as appropriate to status of Project.
   a. Contractor’s Construction Schedule: Review progress since the last meeting. Determine whether each activity is on time, ahead of schedule, or behind schedule, in relation to Contractor’s Construction Schedule. Determine how construction behind schedule will be expedited; secure commitments from parties involved to do so. Discuss whether schedule revisions are required to ensure that current and subsequent activities will be completed within the Contract Time.
   b. Review present and future needs of each entity present, including the following:
      1) Interface requirements.
      2) Sequence of operations.
      3) Status of submittals.
      4) Work hours.
      5) Quality and work standards.
      6) Change Orders.
      7) Documentation of information for payment requests.

3. Reporting: Distribute minutes of the meeting to each party present and to parties who should have been present. Include a brief summary, in narrative form, of progress since the previous meeting and report.
   a. Schedule Updating: Revise Contractor’s Construction Schedule after each progress meeting where revisions to the schedule have been made or recognized. Issue revised schedule concurrently with the report of each meeting.
SECTION 01320 - CONSTRUCTION PROGRESS DOCUMENTATION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes administrative and procedural requirements for documenting the progress of construction during performance of the Work, including the following:

1. Field condition reports.
2. Construction photographs.

B. Related Sections include the following:

1. Division 1 Section "Project Management and Coordination" for submitting and distributing meeting and conference minutes.
2. Division 1 Section "Quality Requirements" for submitting a schedule of tests and inspections.
3. Division 1 Section "Closeout Procedures" for submitting photographic records as Project Record Documents at Project closeout.

1.3 SUBMITTALS

A. Qualification Data: For firms and persons specified in "Quality Assurance" Article to demonstrate their capabilities and experience. Include lists of completed projects with project names and addresses, names and addresses of Elevator Consultants and owners, and other information specified.

B. Construction Photographs: Submit digital copies of each photographic view within seven days of taking photographs. Photos may be e-mailed, or copied onto floppy disks or CD's and mailed, to Elevator Consultant.

2. Identification: information shall be provided for each photograph indicating:
   a. Name of Project.
   b. Which car the equipment is for.
   c. Date photograph was taken.
   d. Description of vantage point, indicating location, direction (by compass point), and elevation or story of construction.

C. Construction Reports: Submit two copies at Progress Meetings.

D. Field Condition Reports: Submit two copies at time of discovery of differing conditions.
1.4 QUALITY ASSURANCE

A. Photographs shall be taken by the contractor when work is being performed that cannot be readily verified after completion, EG: replacing bearings, replacing door rollers.

B. Final Completion Construction Photographs (BY OTHERS): To be taken by Elevator Consultant. Color photographs to be taken after date of Substantial Completion for submission as Project Record Documents.

PART 2 - PRODUCTS

2.1 REPORTS

A. Construction Reports: Prepare a construction report recording the following information, as applicable, concerning events at Project site:

1. Dates job manned and a count of personnel at Project site.
2. Meetings and significant decisions.
3. Stoppages, delays, shortages, and losses.
4. Accidents.
5. Unusual events (refer to special reports).
6. Change Orders received and implemented.
7. Equipment or system tests and startups.
8. Partial Completions and occupancies.
9. Substantial Completions

B. Field Condition Reports: Immediately on discovery of a difference between field conditions and the Contract Documents, prepare a detailed report. Submit with a request for information. Include a detailed description of the differing conditions, together with recommendations for changing the Contract Documents.

END OF SECTION 01320
SECTION 01330 - SUBMITTAL PROCEDURES

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

A. General provisions of the RFP and Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes administrative and procedural requirements for submitting Shop Drawings, wiring diagrams, Product Data, Samples, and other miscellaneous submittals.

B. Related Sections include the following:
   1. Division 1 Section "Project Management and Coordination" for submitting Coordination Drawings.
   2. Division 1 Section "Construction Progress Documentation" for submitting schedules and reports, including Contractor's Construction Schedule and the Submittals Schedule and construction photographs.
   3. Division 1 Section "Quality Requirements" for submitting test and inspection reports.
   4. Division 1 Section "Closeout Procedures" for submitting warranties and Project Record Documents.

1.3 DEFINITIONS

A. Action Submittals: Written and graphic information that requires Elevator Consultant's responsive action.

B. Informational Submittals: Written information that does not require Elevator Consultant's approval. Submittals may be rejected for not complying with requirements.

1.4 SUBMITTAL PROCEDURES

A. Submittals shall be provided to the Elevator Consultant as required.

B. Product data, Specifications, Samples, and other information regarding equipment to be used to be submitted prior to ordering equipment.

C. Submittals Schedule: Comply with requirements in Division 1 Section "Construction Progress Documentation" for list of submittals and time requirements for scheduled performance of related construction activities.

D. Additional Copies: Unless additional copies are required for final submittal, and unless Elevator Consultant observes noncompliance with provisions of the Contract Documents, initial submittal serve as final submittal.
2.1 ACTION SUBMITTALS

A. General: Prepare and submit Action Submittals required by individual Specification Sections.

1. Number of Copies: Submit 3 copies of each submittal, unless otherwise indicated. Elevator Consultant will return two copies. Mark up and retain one returned copy as a Project Record Document.

B. Product Data: Collect information into a single submittal for each element of construction and type of product or equipment.

1. If information must be specially prepared for submittal because standard printed data are not suitable for use, submit as Shop Drawings, not as Product Data.
2. Mark each copy of each submittal to show which products and options are applicable.
3. Document or include the following information, as applicable:
   a. Manufacturer's written recommendations.
   b. Manufacturer's product specifications.
   c. Standard color charts.
   d. Manufactures catalog cuts.
   e. Wiring diagrams showing factory-installed wiring.
   f. Standard product operating and maintenance manuals.
   g. Compliance with recognized trade association standards.
   h. Compliance with recognized testing agency standards.
   i. Application of testing agency labels and seals.
   j. Notation of coordination requirements.

C. Wiring Diagrams: Differentiate between manufacturer-installed and field-installed wiring.

1. Sheet Size: Except for templates, patterns, and similar full-size drawings, submit prints on sheets at least 8-1/2 by 11 inches but no larger than 30 by 40 inches.
2. Number of Copies: Submit three black-line prints of each submittal, unless prints are required for operation and maintenance manuals. Submit six prints where prints are required for operation and maintenance manuals. Elevator Consultant will retain up to three prints; remainder will be returned. Mark up and retain one returned print as a Project Record Drawing.

D. Coordination Drawings: Comply with requirements in Division 1 Section "Project Management and Coordination" if required.

2.2 INFORMATIONAL SUBMITTALS

A. General: Prepare and submit Informational Submittals required by other Specification Sections.

1. Test and Inspection Reports: Comply with requirements in Division 1 Section "Quality Requirements."

B. Contractor's Construction Schedule: Comply with requirements in Division 1 Section "Construction Progress Documentation."

C. Qualification Data: Prepare written information that demonstrates capabilities and experience of firm or persons utilized on this project. Include list of employees and contact numbers.
D. Product Certificates: Supply documentation certifying that product complies with requirements.

E. Material Certificates: Supply documentation certifying that material complies with requirements.

F. Insurance Certificates and Bonds: Supply certificate of insurance as required by RFP.

PART 3 – EXECUTION

3.2 ELEVATOR CONSULTANT’S ACTION

A. General: Elevator Consultant will not review submittals that do not bear Contractor’s approval and will return them without action.

B. Action Submittals: Elevator Consultant will review each submittal, make marks to indicate corrections or modifications required, and return it. Elevator Consultant will mark each submittal with an action taken, as follows:
   1. No Exceptions Taken
   2. Revise and Resubmit
   3. Make Corrections as Noted
   4. Rejected

C. Informational Submittals: Elevator Consultant will review each submittal and will not return it, or will reject and return it if it does not comply with requirements. Elevator Consultant will forward each submittal to appropriate party.

D. Submittals not required by the Contract Documents will not be reviewed and may be discarded.

END OF SECTION 01330
SECTION 01400 - QUALITY REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY
A. This Section includes administrative and procedural requirements for quality assurance and quality control.

B. Testing and inspecting services are required to verify compliance with requirements, tests to be performed by the Contractor. Witnessing of such tests and all inspections required will be performed by Vertical Assessment Associates. These services do not relieve Contractor of responsibility for performing tests and compliance with the Contract Document requirements.

1. Specific quality-control requirements for individual construction activities are specified in the Sections that specify those activities. Requirements in those Sections may also cover production of standard products.
2. Specified tests, inspections, and related actions do not limit Contractor's quality-control procedures that facilitate compliance with the Contract Document requirements.
3. Requirements for Contractor to provide quality-control services required by Elevator Consultant, Owner, or authorities having jurisdiction are not limited by provisions of this Section. Related Sections include the following:
   a. Division 1 Section "Cutting and Patching" for repair and restoration of construction disturbed by testing and inspecting activities.
   b. Divisions 2 through 16 Sections for specific test and inspection requirements.

1.7 QUALITY CONTROL
A. Owner Responsibilities: Where quality-control services are indicated as Owners responsibility, Owner will engage a qualified testing agency to perform these services.

1. Costs for retesting and re-inspecting construction that replaces or is necessitated by work that failed to comply with the Contract Documents will be charged to the Contractor.

B. Tests and Inspections: Owner will engage Vertical Assessment Associates to witness tests and perform inspections required by authorities having jurisdiction as the responsibility of the Owner. Contractor shall perform all acceptance testing with the Inspection Firm present.

1. Inspection Firm will notify Owner and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
2. Inspection Firm will submit a certified written report of each test, inspection, and similar quality-control service to Owner with copy to Contractor and to authorities having jurisdiction.
3. Inspection Firm will submit a final report of special tests and inspections at Substantial Completion, which includes a list of unresolved deficiencies.
4. Inspection Firm will interpret tests and inspections and report whether tested and inspected work complies with or deviates from the Contract Documents.
5. Inspection Firm will retest and reinspect corrected work.
C. Retesting/Re-inspecting: Regardless of whether original tests or inspections were Contractor's responsibility, provide quality-control services, including retesting and re-inspecting, for construction that revised or replaced Work that failed to comply with requirements established by the Contract Documents.

D. Inspection Firm Responsibilities: Cooperate with Owner and Contractor in performance of duties. Provide certified elevator inspectors to perform required inspections and witness required testing.

1. Notify Owner and Contractor promptly of irregularities or deficiencies observed in the Work during performance of its services.
2. Interpret tests and inspections and state in each report whether tested and inspected work complies with or deviates from requirements.
3. Submit a certified written report, in duplicate, of each test, inspection, and similar quality-control service through Contractor.
4. Do not perform any duties of Contractor.

E. Associated Services: Contractor to cooperate with agencies performing required tests, inspections, and similar quality-control services, and provide reasonable auxiliary services as requested. Notify agency sufficiently in advance of operations to permit assignment of personnel. Provide the following:

1. Access to the Work.
2. Incidental labor and facilities necessary to facilitate tests and inspections.

F. Coordination: Coordinate sequence of activities to accommodate required quality-assurance and quality-control services with a minimum of delay and to avoid necessity of removing and replacing construction to accommodate testing and inspecting.

1. Schedule times for tests, inspections, obtaining samples, and similar activities.

PART 3 - EXECUTION

3.1 REPAIR AND PROTECTION

A. General: On completion of testing, inspecting, sample taking, and similar services, Repair any damaged construction and restore substrates and finishes.

1. Protect equipment and public areas during testing.
2. Comply with the Contract Document requirements for Division -1 Section "Cutting and Patching."

B. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.
SECTION 01420 – REFERENCED STANDARDS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS
A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 DEFINITIONS
A. General: Basic Contract definitions are included in the Conditions of the Contract.

B. "Approved": The term "approved," when used to convey Elevator Consultant's action on Contractor's submittals, applications, and requests, is limited to Elevator Consultant's duties and responsibilities as stated in the Conditions of the Contract.

C. "Directed": Terms such as "directed," "requested," "authorized," "selected," "approved," "required," and "permitted" mean directed by Elevator Consultant, requested by Elevator Consultant and similar phrases.

D. "Indicated": The term "indicated" refers to graphic representations, notes, or schedules on Drawings or to other paragraphs or schedules in Specifications and similar requirements in the Contract Documents. Terms such as "shown," "noted," "scheduled," and "specified" are used to help the user locate the reference.

E. "Regulations": The term "regulations" includes laws, ordinances, statutes, codes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the Work.

F. "Furnish": The term "furnish" means to supply and deliver to Project site, ready for unloading, unpacking, assembly, installation, and similar operations.

G. "Install": The term "install" describes operations at Project site including unloading, temporarily storing, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.

H. "Provide": The term "provide" means to furnish and install, complete and ready for the intended use.

I. "Installer": An installer is the Contractor or another entity engaged by Contractor as an employee, Subcontractor, or Sub-subcontractor, to perform a particular construction operation, including installation, erection, application, and similar operations.

J. The term "experienced," when used with an entity, means having successfully completed a minimum of 10 previous projects similar in size and scope to this Project; being familiar with special requirements indicated; and having complied with requirements of authorities having jurisdiction.

1. Using a term such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to trades people of the corresponding generic name.
1.3 INDUSTRY STANDARDS

A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.

B. Publication Dates: Comply with standards in effect as of date of the Contract Documents, unless otherwise indicated.

C. Conflicting Requirements: If compliance with two or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer uncertainties and requirements that are different, but apparently equal, to Elevator Consultant for a decision before proceeding.

1. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of requirements. Refer uncertainties to Elevator Consultant for a decision before proceeding.

D. Copies of Standards: Each entity engaged in construction on Project must be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.

1. Where copies of standards are needed to perform a required construction activity, obtain copies directly from publication source and make them available on request.
SECTION 01600 - PRODUCT REQUIREMENTS

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes the following administrative and procedural requirements: selection of products for use in Project; product delivery, storage, and handling; manufacturers' standard warranties on products; special warranties; product substitutions; and comparable products.

B. Related Sections include the following:

1. Division 1 Section "References" for applicable industry standards for products specified.

1.3 DEFINITIONS

A. Products: Items purchased for incorporating into the Work, whether purchased for Project or taken from previously purchased stock. The term "product" includes the terms "material," "equipment," "system," and terms of similar intent.

1. Named Products: Items identified by manufacturer's product name, including make or model number or other designation, shown or listed in manufacturer's published product literature that is current as of date of the Contract Documents.

2. New Products: Items that have not previously been incorporated into another project or facility. Products salvaged or recycled from other projects are not considered new products.

3. Comparable Product: Product that is demonstrated and approved through submittal process, or where indicated as a product substitution, to have the indicated qualities related to type, function, dimension, in-service performance, physical properties, appearance, and other characteristics that equal or exceed those of specified product.

B. Substitutions: Changes in products, materials, equipment, and methods of construction from those required by the Contract Documents and proposed by Contractor.

1.4 SUBMITTALS

A. Product List: Submit a list, in tabular form, showing specified products. Include generic names of products required. Include manufacturer's name and proprietary product names for each product.

1. Coordinate product list with Contractor's Construction Schedule and the Submittals Schedule.
2. Form: Tabulate information for each product under the following column headings:
   a. Specification Section number and title.
   b. Generic name used in the Contract Documents.
   c. Name, model number, and similar designations.
   d. Manufacturer’s name.

3. Initial Submittal: Within 14 days after date of contract, submit 3 copies of initial product list. Include a written explanation for omissions of data and for variations from Contract requirements.

4. Completed List: Within 30 days after date of commencement of the Work, submit three copies of completed product list, if it is different than initial submittals. Include a written explanation for omissions of data and for variations from Contract requirements.

5. Consultant’s Action: Elevator Consultant will respond in writing to Contractor within 15 days of receipt of completed product list. Elevator Consultant’s response will include a list of unacceptable product selections and a brief explanation of reasons for this action. Elevator Consultant’s response, or lack of response, does not constitute a waiver of requirement that products comply with the Contract Documents.

B. Substitution Requests: Submit two copies of each request for consideration. Identify product or fabrication or installation method to be replaced. Include Specification Section number and title and Drawing numbers and titles.

1. Documentation: Show compliance with requirements for substitutions and the following, as applicable:
   a. Statement indicating why specified material or product cannot be provided.
   b. Coordination information, including a list of changes or modifications needed to other parts of the Work and to construction performed by Owner and separate contractors, that will be necessary to accommodate proposed substitution, including effect on the overall Contract Time.
   d. Product Data, including drawings and descriptions of products and fabrication and installation procedures.
   e. Samples, where applicable or requested.
   j. Cost information, including a proposal of change, if any, in the Contract Sum.
   k. Contractor’s certification that proposed substitution complies with requirements in the Contract Documents and is appropriate for applications indicated.
   I. Contractor’s waiver of rights to additional payment or time that may subsequently become necessary because of failure of proposed substitution to produce indicated results.

2. Elevator Consultant’s Action: If necessary, Elevator Consultant will request additional information or documentation for evaluation within one week of receipt of a request for substitution. Elevator Consultant will notify Contractor of acceptance or rejection of proposed substitution within 15 days of receipt of request, or 7 days of receipt of additional information or documentation, whichever is later.
   a. Form of Acceptance: Change Order.
   b. Use product specified if Elevator Consultant cannot make a decision on use of a proposed substitution within time allocated.
1.5 QUALITY ASSURANCE

A. Compatibility of Options: If Contractor is given option of selecting between two or more products for use on Project; product selected shall be compatible with products previously selected, even if previously selected products were also options.

1.6 PRODUCT DELIVERY, STORAGE, AND HANDLING

A. Deliver, store, and handle products using means and methods that will prevent damage, deterioration, and loss, including theft. Comply with manufacturer’s written instructions.

1. **Due to limited on-site storage,** schedule delivery to minimize long-term storage at Project site and to prevent overcrowding of construction spaces.

2. Coordinate delivery with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged, or sensitive to deterioration, theft, and other losses.

3. Deliver products to Project site in an undamaged condition in manufacturer’s original sealed container or other packaging system, complete with labels and instructions for handling, storing, unpacking, protecting, and installing.

4. Inspect products on delivery to ensure compliance with the Contract Documents and to ensure that products are undamaged and properly protected.

5. Store materials in a manner that will not endanger Project structure or occupants.

6. Store products that are subject to damage by the elements, under cover in a weather-tight enclosure, with ventilation adequate to prevent condensation.

7. Comply with product manufacturer’s written instructions for temperature, humidity, ventilation, and weather-protection requirements for storage.

B. Storage: Provide a secure container at Project site for storage of materials and equipment. Coordinate location with Owner.

Part 2 – Products

2.1 PRODUCT OPTIONS

A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged, and unless otherwise indicated, that are new at time of installation.

1. Provide products complete with accessories, trim, finish, fasteners, and other items needed for a complete installation and indicated use and effect.

2. Standard Products: If available, and unless custom products or nonstandard options are specified, provide standard products of types that have been produced and used successfully in similar situations on other projects.

3. Where products are accompanied by the term "as selected," Elevator Consultant will make selection.


5. Or Equal: Where products are specified by name and accompanied by the term "or equal" or "or approved equal" or "or approved," comply with provisions in "Comparable Products" Article in this Section to obtain approval for use of an unnamed product.
B. Product Selection Procedures: Procedures for product selection include the following;

1. Product: Where Specification paragraphs or subparagraphs titled "Product" name a single product and manufacturer, provide the product named.
   a. Substitutions may be considered unless otherwise indicated.

2. Manufacturer/Source: Where Specification paragraphs or subparagraphs titled "Manufacturer" or "Source" name single manufacturers or sources, provide a product by the manufacturer or from the source named that complies with requirements.
   a. Substitutions may be considered, unless otherwise indicated.

3. Products: Where Specification paragraphs or subparagraphs titled "Products" introduce a list of names of both products and manufacturers; provide one of the products listed that complies with requirements.
   a. Substitutions may be considered, unless otherwise indicated.

4. Manufacturers: Where Specification paragraphs or subparagraphs titled "Manufacturers" introduce a list of manufacturers' names, provide a product by one of the manufacturers listed that complies with requirements.
   a. Substitutions may be considered, unless otherwise indicated.

5. Available Products: Where Specification paragraphs or subparagraphs titled "Available Products" introduce a list of names of both products and manufacturers, provide one of the products listed or another product that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.

6. Available Manufacturers: Where Specification paragraphs or subparagraphs titled "Available Manufacturers" introduce a list of manufacturers' names, provide a product by one of the manufacturers listed or another manufacturer that complies with requirements. Comply with provisions in "Comparable Products" Article to obtain approval for use of an unnamed product.

2.2 PRODUCT SUBSTITUTIONS

A. Timing: Elevator Consultant will consider requests for substitution if received within 14 days after the Notice of Award. Requests received after that time may be considered or rejected at the discretion of Elevator Consultant.

B. Conditions: Elevator Consultant will consider Contractor's request for substitution when the following conditions are satisfied. If the following conditions are not satisfied, Elevator Consultant will return requests without action, except to record noncompliance with these requirements:

1. Requested substitution offers Owner a substantial advantage in cost, time, energy conservation, or other considerations, after deducting additional responsibilities Owner must assume. Owner's additional responsibilities may include compensation to Elevator Consultant for redesign and evaluation services, increased cost of other construction by Owner, and similar considerations.
2. Requested substitution does not require extensive revisions to the Contract Documents.
3. Requested substitution is consistent with the Contract Documents and will produce indicated results.
4. Substitution request is fully documented and properly submitted.
5. Requested substitution will not adversely affect Contractor's Construction Schedule.
6. Requested substitution meets the requirements of authorities having jurisdiction.
7. Requested substitution is compatible with other portions of the Work.
8. Requested substitution has been coordinated with other portions of the Work.
9. Requested substitution provides specified warranty.

2.3 COMPARABLE PRODUCTS

A. Where products or manufacturers are specified by name, submit the following, in addition to other required submittals, to obtain approval of an unnamed product:

1. Evidence that the proposed product does not require extensive revisions to the Contract Documents, that it is consistent with the Contract Documents and will produce the indicated results, and that it is compatible with other portions of the Work.
2. Detailed comparison of significant qualities of proposed product with those named in the Specifications. Significant qualities include attributes such as performance, weight, size, durability, visual effect, and specific features and requirements indicated.
3. Evidence that proposed product provides specified warranty.
4. List of similar installations for completed projects with project names and addresses and names and addresses of Elevator Consultants and owners, if requested.
5. Samples, if requested.

PART 3 - EXECUTION (Not Used)

END OF SECTION 01600
SECTION 01731 - CUTTING AND PATCHING

PART 1 – GENERAL

1.1 RELATED DOCUMENTS
A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY
A. This Section includes procedural requirements for cutting and patching.
B. Related Sections include the following:
   2. Divisions 2 through 16 Sections for specific requirements and limitations applicable to cutting and patching individual parts of the Work.
      a. Requirements in this Section also apply to electrical installations. Refer to Division 16 Sections for other requirements and limitations applicable to cutting and patching electrical installations.

1.3 DEFINITIONS
A. Cutting: Removal of existing construction necessary to permit installation or performance of other Work, such as relocating hall fixtures to ADA dimensions above the floor.
B. Patching: Fitting and repair work required to restore surfaces to original conditions after installation of other Work.

1.4 QUALITY ASSURANCE
A. Visual Requirements: Do not cut and patch construction in a manner that results in visual evidence of cutting and patching. Do not cut and patch construction exposed on the exterior or in occupied spaces in a manner that would, in Elevator Consultant's opinion, reduce the building's aesthetic qualities. Remove and replace construction that has been cut and patched in a visually unsatisfactory manner.

PART 2 - PRODUCTS

2.1 MATERIALS
A. General: Comply with requirements specified in other Sections of these Specifications.

B. Existing Materials: Use materials identical to existing materials. For exposed surfaces, use materials that visually match existing adjacent surfaces to the fullest extent possible.
   1. If identical materials are unavailable or cannot be used, use materials that, when installed, will match the visual and functional performance of existing materials.
PART 3 - EXECUTION

3.1 EXAMINATION

A. Examine surfaces to be cut and patched and conditions under which cutting and patching are to be performed.

3.2 PREPARATION

A. Protection: Protect existing finishes during cutting and patching to prevent damage. Provide protection for existing flooring.

B. Adjoining Areas: Avoid interference with use of adjoining areas or interruption of free passage to adjoining areas.

3.3 PERFORMANCE

A. General: Employ skilled workers to perform cutting and patching. Proceed with cutting and patching at the earliest feasible time, and complete without delay.

1. Cut existing construction to provide for installation of other components or performance of other construction, and subsequently patch as required to restore surfaces to their original condition.

B. Cutting: Cut existing construction by sawing, drilling, breaking, chipping, grinding, and similar operations, including excavation, using methods least likely to damage elements retained or adjoining construction.

1. In general, cut holes and slots as small as possible, nearly to size required, and with minimum disturbance of adjacent surfaces.
2. Proceed with patching after construction operations requiring cutting are complete.

C. Patching: Patch construction by filling, repairing, refinishing, closing up, and similar operations following performance of other Work. Patch with durable seams that are as invisible as possible. Provide materials and comply with installation requirements specified in other Sections of these Specifications.

1. Exposed Finishes: Restore exposed finishes of patched areas and extend finish restoration into retained adjoining construction in a manner that will eliminate evidence of patching and refinishing.

END OF SECTION 01731
SECTION 01770 - CLOSEOUT PROCEDURES

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. General provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

A. This Section includes administrative and procedural requirements for contract closeout, including, but not limited to, the following:

1. Inspection procedures.
2. Project Record Documents.
3. Operation and maintenance manuals.
4. Warranties.
5. Release of Liens
6. Final cleaning.

B. Related Sections include the following:
1. Division 1 Section 1320 - Construction Progress Documentation for submitting Final Completion construction photographs.
2. Divisions 2 through 16 Sections for specific closeout and special cleaning requirements for products of those Sections.

1.3 SUBSTANTIAL COMPLETION

A. Preliminary Procedures: Before requesting inspection for determining date of Substantial Completion, complete the following. List items below that are incomplete in request.

1. Prepare a list of items to be completed and corrected (punch list), the value of items on the list, and reasons why the Work is not complete.
2. Submit specific warranties, workmanship bonds, maintenance service agreements, final certifications, and similar documents.
3. Obtain and submit releases permitting Owner unrestricted use of the equipment.
4. Prepare and submit Project Record Documents, operation and maintenance manuals, Final Completion construction photographs, and similar final record information. where applicable.
6. Complete startup testing of systems.
7. Submit test/adjust/balance records.
8. Complete final cleaning requirements, including touchup painting.
9. Touch up and otherwise repair and restore marred exposed finishes to eliminate visual defects.

B. Inspection: Submit a written request for inspection for Substantial Completion. On receipt of request, Elevator Consultant will either proceed with inspection or notify Contractor of unfulfilled requirements. Elevator Consultant will verify the status of Substantial Completion after inspection and will notify Contractor of items, either on Contractor's list or additional items identified by Elevator Consultant, that must be completed or corrected before substantial completion.
1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.
2. Results of completed inspection will form the basis of requirements for Final Completion.

1.4 FINAL COMPLETION

A. Preliminary Procedures: Before requesting final inspection for determining date of Final Completion, complete the following:

1. Submit a final Application for Payment.
2. Submit certified copy of Elevator Consultant’s Substantial Completion inspection list of items to be completed or corrected (punch list), endorsed and dated by Elevator Consultant. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance.

B. Inspection: Submit a written request for final inspection for acceptance. On receipt of request, Elevator Consultant will either proceed with inspection or notify Contractor of unfulfilled requirements. Elevator Consultant will prepare a final Certificate for Payment after inspection or will notify Contractor of construction that must be completed or corrected before certificate will be issued.

1. Re-inspection: Request re-inspection when the Work identified in previous inspections as incomplete is completed or corrected.

1.5 LIST OF INCOMPLETE ITEMS (PUNCH LIST)

A. Preparation: Submit three copies of list. Include name and identification of each space and area affected by construction operations for incomplete items and items needing correction including, if necessary, areas disturbed by Contractor that are outside the limits of construction.

1.6 PROJECT RECORD DOCUMENTS

A. General: Do not use Project Record Documents for construction purposes. Protect Project Record Documents from deterioration and loss. Provide access to Project Record Documents for Elevator Consultant’s reference during normal working hours.

B. Record Drawings: Maintain and submit one set of blue-line or black-line white prints of wiring diagrams, pull sheets, and any Shop Drawings used. Mark Record Prints to show the actual installation where installation varies from that shown originally. Require individual or entity who obtained record data, whether individual or entity is Installer, subcontractor, or similar entity, to prepare the marked-up Record Prints.

1. Give particular attention to information on concealed elements that cannot be readily identified and recorded later.
2. Accurately record information legibly.
3. Record data as soon as possible after obtaining it. Record and check the markup before enclosing concealed installations.
4. Mark important additional information that was either shown schematically or omitted from original Drawings.
5. Note Construction Change Directive numbers, Change Order numbers, alternate numbers, and similar identification where applicable.
6. Identify and date each Record Drawing; include the designation "PROJECT RECORDS DRAWING" in a prominent location. Organize into manageable sets; bind each set with durable paper cover sheets. Include identification on cover sheets.

C. Record Specifications: Submit one copy of Project's Specifications, including addenda and contract modifications. Mark copy to indicate the actual product installation where installation varies from that indicated in Specifications, addenda, and contract modifications.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Mark copy with the proprietary name and model number of products, materials, and equipment furnished, including substitutions and product options selected.
3. Note related Change Orders, Record Drawings, where applicable.

D. Record Product Data: Submit one copy of each Product Data submittal. Mark one set to indicate the actual product installation where installation varies substantially from that indicated in Product Data.

1. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
2. Include significant changes in the product delivered to Project site and changes in manufacturer's written instructions for installation.
3. Note related Change Orders, Record Drawings, and Record Specifications, where applicable.

E. Miscellaneous Record Submittals: Assemble miscellaneous records required by other Specification Sections for miscellaneous record keeping and submittal in connection with actual performance of the Work. Bind or file miscellaneous records and identify each, ready for continued use and reference.

1.7 OPERATION AND MAINTENANCE MANUALS

A. Assemble a complete set of operation and maintenance data indicating the operation and maintenance of each system, subsystem, and piece of equipment not part of a system. Include operation and maintenance data required in individual Specification Sections and as follows:

1. Maintenance Data:
   a. Manufacturer's information, including list of spare parts.
   B. Maintenance and service schedules for preventive and routine maintenance.
   c. Orders of maintenance service agreements.
   d. Copies of warranties and bonds.

B. Organize operation and maintenance manuals into suitable sets of manageable size. Bind and index data in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, in thickness necessary to accommodate contents, with pocket inside the covers to receive folded oversized sheets. Identify each binder on front and spine with the printed title "OPERATION AND MAINTENANCE MANUAL," Project name, and subject matter of contents.

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1.8 WARRANTIES

A. Submittal Time: Submit written warranties prior to date of Final Completion.

B. Partial Occupancy: Submit properly executed warranties within 15 days of completion of designated portions of the Work that are completed and occupied or used by Owner during construction period by separate agreement with Contractor.

C. Organize warranty documents into an orderly sequence based on the table of contents of the Project Manual.

1. Bind warranties and bonds in heavy-duty, 3-ring, vinyl-covered, loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
2. Provide heavy paper dividers with plastic-covered tabs for each separate warranty. Mark tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product.
3. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project name, and name of Contractor.

D. Provide additional copies of each warranty to include in operation and maintenance manuals.

1.9 RELEASE OF LIEN

A. Submit a release of lien after receipt of final payment.

B. A Release of lien is required for any subcontractors utilized by the contractor on this project.

C. Retainage (10% of each draw) will be held until all terms of Section 01100 1.5 are met.

PART 2 - PRODUCTS

2.1 MATERIALS

A. Cleaning Agents: Use cleaning materials and agents recommended by manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 - EXECUTION

3.2 FINAL CLEANING

A. General: Provide final cleaning. Conduct cleaning and waste-removal operations to comply with local laws and ordinances and Federal and local environmental and antipollution regulations.
B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to condition expected in an average commercial building cleaning and maintenance program. Comply with manufacturer's written instructions.

1. Complete the following cleaning operations before requesting inspection;
   
a. Clean Project site, yard, and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and other foreign substances.
   b. Remove tools, construction equipment, machinery, and surplus material from Project site.
   c. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Restore reflective surfaces to their original condition.
   d. Sweep concrete floors broom clean in unoccupied spaces.
   e. Touch up and otherwise repair and restore any marred, exposed finishes and surfaces damaged by the Contractor in performance of this work. Replace finishes and surfaces that cannot be satisfactorily repaired or restored.
      1) Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
   f. Wipe surfaces of mechanical and electrical equipment, elevator equipment, and similar equipment. Remove excess lubrication, paint droppings, and other foreign substances.
   g. Leave Project clean and ready for owner's use.

C. Comply with safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from Project site and dispose of lawfully.

END OF SECTION 01770
SECTION 14210 - ELECTRIC TRACTION ELEVATORS

PART 1 GENERAL

1.1 SCOPE OF WORK

The traction elevator portion of this project covers the furnishing and installing of labor and materials to modernize three existing traction elevators located at the University of South Florida. State serial # 5171 (Elevator #1) is in a duplex operation with State Serial# 5172 (Elevator #2) and State Serial# 5173 is a simplex car serving as the Service Elevator.

A. Work to be coordinated so that each elevator remains out-of-service for building occupants for the minimum possible time. Both elevators should not be out of service at the same time unless some specific evolution requires it. Only then with the knowledge and expressed consent of the project manager is it permitted.

B. Remove and dispose of all existing equipment listed to be replaced for each elevator.

C. Removal includes but not limited to, controllers, hoist machines, governors, governor ropes, governor tail sheave, hoist ropes, wiring, travel cables, hall call stations & hall indicators, car door equipment, door operators, and hatch switches.

D. Provide equipment as specified herein, including: Controllers, Hoist machines w/ A/C motor, governors, hoist and governor ropes & shackles, auxiliary brakes, guide roller assemblies, hall stations, limit switches, car operating panels, car/hall position indicators, inspection stations, car door operating equipment, wiring, conduit, leveling system, travel cables, and other components required to produce complete, fully compliant elevator system, suitable for the intended use.

E. Cab controls, audible signals, all directional indicators, lights, Braille signage, and communication equipment shall be installed in accordance with the Americans with Disabilities Act Accessibility Guideline.

F. The required permits shall be obtained from the State of Florida, Bureau of Elevator Safety. Contractor is responsible for coordinating with Vertical Assessment Associates for the alteration inspections when work is complete prior to releasing equipment for Owners use. Elevator Contractor is responsible for permit applications, fees and inspection costs.

G. The contractor shall supply and install a complete elevator system, fully functional and operational and suitable in every way for the service required.

H. Perform demolition in such a manner as to eliminate hazards to persons or property, provide safeguards including six foot high, lockable, un-perforated barricades, warning signs and other items needed to protect personnel throughout this contract.

1.2 RELATED WORK

A. The Building Owner shall be responsible for engaging the services of a licensed Fire Alarm Company to install the required fire alarm initiating devices in the lobbies, machine room and/or hoistway as mandated by code. The elevator contractor is responsible for coordinating with the Fire Alarm Contractor for any work they are required to perform in elevator spaces.
B. The Building Owner/ representative shall be responsible for engaging the services of a licensed Electrical Contractor for any necessary upgrades to or relocation of electrical disconnecting means or electrical service wiring. A means will be provided to enable each machine room to keep elevator equipment within the temperature and humidity range established by the manufacturer to ensure safe operation of the equipment. The hoist way ventilation shall be rerouted to outside air. The elevator contractor is responsible for coordinating with the electrical contractor for any work they are required to perform in elevator spaces.

1.3 QUALITY ASSURANCE

A. Manufacturer qualifications

1. Electric elevator shall be pre-engineered system provided by a company that is currently and regularly engaged in manufacturing elevator systems.

2. The manufacturer must be a firm whose name is listed as an approved manufacturer.

3. Approval will not be given to any elevator contractor or manufacturer who has established on prior projects either government, municipal or commercial, a record of unsatisfactory elevator installations or has repeatedly failed to complete contracts awarded to him within the contract time or has no requisite record of satisfactorily performing elevator installations of similar type and magnitude. Elevator Company shall provide a minimum of four references, include contact person and telephone numbers.

4. Only new components shall be utilized on this project during the modernization. No rebuilt, reconditioned or used equipment is allowed other than existing components that are not specified for replacement. Rebuilt or repaired components may be used for repair during the 12 month maintenance period after acceptance inspection of the modernization work.

B. Installer qualifications

1. The elevator manufacturer or a certified installer approved by elevator manufacturer with no less than ten (10) years of satisfactory experience installing and servicing elevator equipment equal to the material, design and extent to that indicated for this Project and with a record of successful in-service performance.

2. All installation mechanics for this project must have a current certificate of competency card issued by the State of Florida. (A minimum of one mechanic and one helper must be on site at any time work is in progress)

3. Only service mechanics having a current certificate of competency card issued by the State of Florida shall be permitted to service this project.

C. Regulatory Requirements

1. In addition to local governing regulations, comply with applicable provisions in ASME A17.1a, "Safety Code for Elevators and Escalators", 2005 edition or the latest edition adopted by the State of Florida at the time of permit application.

5. ASME A17.5 Code for Electrical Equipment

1.4 SUBMITTALS

A. Product Data. Provide three bound copies of descriptive data, technical literature, performance charts, catalogue cuts, brochures; show capacities, performance operations and features.

B. Samples of exposed finishes of signal equipment; 3-inch- (75-mm-) square samples of sheet materials for owner’s approval.

C. Manufacturers Certificates: Signed by elevator contractor certifying that hoistway, pit, and machine room layout and dimensions, and electrical service, including emergency generator requirements (if applicable), are adequate for elevator equipment being provided.

D. Maintenance Manuals: Include three bound copies of operation and maintenance instructions, parts listing with sources indicated, recommended parts inventory listing, complete wiring diagrams and control diagrams, and emergency instructions. Include diagnostic, routine maintenance procedures and repair information available to manufacturer and installer's maintenance personnel. Submit for Owner's information at Project closeout as specified in Division 1. Supply one set of wiring diagrams for each Maintenance Manual, and one set for the machine room.

1.5 FIELD MEASUREMENTS

The contractor shall become familiar with all details of the work, verify all dimensions in the field and advise the Project Manager of any discrepancy before performing any work.

1.6 WARRANTY

A. Warranty: Submit a written warranty, signed by manufacturer agreeing to repair, restore or replace defective elevator work within specified warranty period at no cost to owner; this includes labor and parts or material.

1. Warranty Period: 12 months from date of Final Completion as determined by the date of Final Completion inspection releasing equipment to Owner’s use and the satisfaction of requirements set forth in Section 1100, 1.5.

2. Contractor will warranty all parts manufactured by others that are incorporated into this project.
1.7 MAINTENANCE SERVICES

A. Initial Maintenance Service: Beginning at Final Acceptance (as defined in this RFP) provide 12 months' full maintenance service by certified, fully trained employees of the elevator installer. Include monthly preventive maintenance, repair or replacement of worn or defective components, lubrication, cleaning, and adjusting as required for proper elevator operation at rated speed and capacity. Provide parts and supplies as used in the manufacture and installation of original equipment.

1. Perform maintenance, including emergency callback service, during normal working hours.

2. Interim maintenance is to be provided by the successful elevator contractor, from the contract date until Final Acceptance (as defined in this RFP). This service will be provided at no additional cost to the Owner.

3. Emergency callback service after normal working hours will be included and at no additional cost to the owner for such work.

   a. Response Time: 120 minutes or less from the time the call is placed until the service technician arrives at the building.

4. Certify that all parts used in connection with maintenance and callback service are new parts from the original equipment manufacturer, or rebuilt/remanufactured parts by approved repair facilities.

5. Elevator installer shall certify that it has a service office with a staff of full-time, certified employees within 50 miles of the project site.

6. Elevator Contractor shall perform all of the annual tests required by ASME A17.1, Part 8.11 prior to the end of the 12 months warranty and service period. These tests shall be performed in the presence of representatives of the Owner and/or the Owner's agent including a QEI certified elevator inspector. Any corrective action required to correct deficiencies or make adjustments will be at the expense of the Elevator Contractor.

7. Elevator contractor shall provide a minimum of (1) one examination per elevator per month, with a minimum total of (2.0) two hours per elevator per month.
PART 2 PRODUCTS

2.1 MANUFACTURERS

Available Manufacturers: Subject to compliance with the specifications, manufacturers offering electric
traction elevator components that may be incorporated into the Work include but are not limited to, the
following:

1. General Elevator Sales and Service (GESS)
2. Oracle Elevator Company
3. Otis Elevator Company, Inc.
4. Schindler Elevator Company, Inc.
5. Skyline Elevator Company
6. ThyssenKrupp Elevator Group North America
7. Motion Control Engineering (controller and floor selector equipment only)
8. Elevator Controls Corporation (controller and floor selector equipment only)
9. Hollister-Whitney – (roller guides, rope brakes & traction machines)
11. G.A.L. Manufacturing Corp. (controllers, door equipment, and floor selector equipment)
12. Janus Elevator Products, Tri-Tronics Company, (electronic door detectors only)
13. General Electric, Lincoln Electric, Imperial Electric, Magnetek (hoisting machine motors only)
14. Elevator Products Corp., Innovation industries and PTL. (signal fixtures only)
15. Rust-o-leum, Sherwin-Williams, Martin Semour (paint and coatings)

Additional manufacturers may be approved on a case by case basis only by the project manager and only
in writing.

2.2 MATERIALS AND COMPONENTS

General: Provide manufacturer’s standard elevator systems. Where components are not otherwise
indicated, provide standard components, published by manufacturer as included in standard pre-engineered
elevator components and as required for a complete system. Items listed singular shall be considered as
plural when multiple elevators are specified.

1. Constituent parts which are alike shall be the product of a single manufacturer.
2. Manufacturers of equipment assemblies which include components made by others shall
assume complete responsibility for the final assembled unit.

A. CONTROLLER  - See Section 2.3 "OPERATING SYSTEMS"

B. TRACTION MACHINE

Traction machines to be replaced. The new geared or gearless traction machines shall be properly
sized for the application and installed including any necessary crane services. Removed machine
will be disposed of by the Elevator Contractor.

C. Suspension Ropes

Ropes are to be replaced with new wire rope designed for elevator service matching the original
specifications. Attachment shall be with new wedge-type shackles meeting and installed per
A17.1.
D. RAILS – Retain Existing

Rails are to be cleaned of any lubricant residue, and file smooth any damaged guide surfaces.

E. CAR SLING – Retain Existing

F. CAB – See Section 2.5 “PASSENGER ELEVATOR ENCLOSURE”

G. FIXTURES – See Section 2.4 “SIGNAL EQUIPMENT”

H. CAR ROLLER GUIDES – Replace car roller guides with new roller guide assemblies.

I. CAR SAFETIES – Retain safeties - Safeties to be cleaned, examined and properly adjusted for correct clearances.

J. PLATFORM - Retain existing – Provide new platform (toe) guard with a 48” long vertical face, or as long as existing pit depth permits. A platform guard as long as the documented performance distance of the auxiliary brake would be acceptable (minimum 21”).

K. BUFFERS

Retain existing spring buffers. All additional pit equipment shall be cleaned and painted with high grade industrial enamel. Any corrosion on buffer channels to be removed before painting.

L. OVER-SPEED GOVERNOR

Each governor, tailsheave, and governor rope to be replaced with new governor, governor rope, and tailsheave designed for the capacity and speed of each elevator.

M. CAR TOP OPERATING STATION

Each elevator shall be equipped with a new car top operating station located on the front side of the cross-head, in a location that does not require elevator maintenance personnel to step onto the top of the elevator in order to operate the emergency stop or inspection switch. The car top station shall include the following:

1. UP/DOWN buttons, with enable button, all properly marked
2. Run/Stop toggle or push-pull type switch
3. Automatic/Inspection switch.
5. Grounded GFCI type duplex 115 volts AC power receptacle for tools, etc.

N. COUNTERWEIGHTS – Retain Existing.
Replace counterweight guides with new roller guide assemblies.

O. PIT SWITCH – Replace with code compliant model of manufactures standard offering.

P. PIT LADDER – Retain Existing

Q. ENTRANCES – See Section 2.6 “PASSENGER ELEVATOR HOISTWAY ENTRANCES”
R. AUXILARY BRAKE – Supply and install an auxiliary brake such as a rope brake by Hollister-Whitney, Bode, or other major manufacturer. Some designs of new traction machines utilize a second brake pad as an auxiliary brake. Adjust per manufacturer’s instructions.

2.3 OPERATION SYSTEMS

A. Elevator Controllers:

1. The new controllers shall be supplied, installed and adjusted by the elevator contractor.

2. The new controller shall be digital drive. Proprietary based systems will not be acceptable. The software for programming shall be non-proprietary. All software must be stored on an EPROM; battery backup must not be required. If a tool is required to adjust, program, or maintain the system, one such tool shall be provided to, and will become the property of, the building owner. Tools that require periodic reprogramming are not acceptable. If a licensing agreement is required to be executed prior to parts availability, the controller is unacceptable. The owner or owner’s agent will make any necessary determinations on whether equipment is to be considered “proprietary”.

3. The elevator controller shall utilize a microprocessor based logic system and shall comply with ASME 17.1, Safety Code for Elevators, 2004 Edition including 2005 addenda & supplement or the latest edition adopted by the AHJ at the time of permit application. The system shall provide comprehensive means to access the computer memory for elevator diagnostic purposes, and shall have permanent indicators to indicate important elevator statuses as an integral part of the controller.

4. Dedicated permanent status indicators shall be provided on the controller to indicate when the safety string is open, when the door locks are open, when the elevator out of service timer has elapsed, and when the elevator has failed to successfully complete its intended movement. In addition, provide means of displaying the other special or error conditions that are detected by the microprocessor.

5. An out of service timer (TOS) shall be provided which will automatically take a car, and all equipment for that car, out of service if the car is delayed in the building, the car shall not respond to hall calls while in this mode of operation. The TOS is designed to prevent equipment damage and passenger delay.

6. Door protection timer shall be provided for both the open and close directions which will protect the door motor and which will help prevent the car from getting stuck at a landing. The door open protection timer shall cease attempting to open the door after a predetermined time in the event that the doors are prevented from reaching the open position. The door close protection timer shall reopen the doors for a short time in the event that the doors closing attempt fails to make up the door locks after a predetermined time.

7. A minimum of three different door standing open times shall be provided. A car call time value shall predominate when a car call is canceled. A hall call time value shall predominate whenever a hall call is canceled. In the event of a door reopen from the proximity edge, door open button, etc., a separate short door time value shall predominate.
8. A buzzer shall sound while nudging operation is occurring.

9. Fireman's Phase I emergency recall operation, alternate level phase I emergency recall operation, and phase II emergency in-car operation, and flashing light feature for machine room smoke detector shall be provided according to ASME A17.1 and NFPA-72, National Fire Alarm Code.

10. Independent service operation shall be provided such that actuation of a key switch in the car operating panel will cancel any existing car calls, and hold the doors open at the landing. The car will then respond only to car calls and will ignore hall calls. Car and hoistway doors will only close by constant pressure on car call buttons or a door close button until the car starts to move. While on independent service, arrival lanterns and gongs shall be inoperative.

11. If only hall calls set for the opposite direction of travel of the elevator exist ahead of the car, the car shall proceed to the most distant car call, reverse direction, and start collecting the calls.

12. The car shall be equipped with two-way leveling to automatically bring the car within plus or minus 1/4 inch of floor level at any landing regardless of load.

13. A test switch shall be provided. In the "test" position, this switch shall allow independent operation of the elevator without door open functioning for purposes of adjustment or testing the elevator. The elevator shall not respond to hall calls and shall not interfere with the operation of any other car.

14. A timer shall be provided to limit the amount of time a car is held at a floor due to defective hall call or car call including stuck push buttons. Call demand another floor shall cause the car to eventually ignore the defective call and continue to provide service in the building.

15. The new VVVF power control shall be a closed feedback loop design. It shall be a compact, self-contained unit that will provide smooth step-less acceleration and deceleration and provide regulation at all speeds. The controller shall provide the required electrical operation of the elevator control system, including the automatic application of the brake, which shall bring the car to rest upon failure of power. In addition, the power control shall be arranged to continuously monitor actual elevator speed signal from the tachometer and to compare it with the hoist motor armature voltage, current, and intended speed signal, to verify proper and safe operation of the elevator. (new AC motor to be provided – see “Traction Machine”, page 47)

16. The automatic leveling zone shall not extend more than 12" above or below the landing level nor shall the doors begin to open until the car is within 12" of the landing. In addition, the inner leveling zone shall extend no more than 3" above or below the landing. The car shall not move if it stops outside the inner-leveling zone unless the doors are fully closed.

17. Duplex operation shall be provided for cars #1 and #2. Duplex configuration, with a computer for each controller, shall assign cars on a real time basis using estimated time of arrival (ETA). Should one computer lose power or become inoperative in any way, the other computer shall be capable of accepting and answering all hall calls. When both computers are in operation, only one shall assume the role of dispatching the hall calls to both elevators.
B. Landing System: A new Leveling system (including selector tape if required) shall be supplied and installed by the contractor. It shall utilize a device to establish incremental car position to an accuracy of .1875" or better using a signal for the entire length of hoistway. Absolute floor number encoding with parity shall be provided at each floor in order to establish exact floor position to the computer. The system shall not require movement to a terminal landing for the purpose of finding the correct car position. The system shall utilize an automatic 2-way leveling device to control leveling of the car within 1/4" above or below landing sill. Over travel, under travel or rope stretch shall be compensated and car brought level to landing sill. Individual car controller shall be capable of learning the position of each floor in building to an accuracy of +/- .1875". If selector tape is utilized, stainless steel or Teflon coated selector tape is required.

C. Limit Switches - New mechanical terminal limit switches and final terminal limit switches shall be supplied and installed.

D. Hoistway access switches shall be installed at terminal landings when required by A17.1.

2.4 SIGNAL EQUIPMENT

A. Hall-Call Stations

1. Hall-Call operating devices shall consist of new fixtures at each landing. There shall be "UP" push-buttons at bottom landing, "DOWN" push-buttons at top landing and "UP" and "DOWN" push-buttons at all other landings. Push-buttons shall be manufacturer's standard design, with light to indicate when a call is registered. Existing hall position and directional signals may be incorporated into the new fixtures or replaced separately.

2. A Fire Recall switch shall be provided, and located at the bottom landing in the hall station. The switch nomenclature shall be RESET, OFF and ON with the key removable only in the OFF or ON positions. Phase I operating instructions shall be permanently engraved into the hall station cover. The key switch used shall be compliant with the latest edition of ASME A17.1 and shall be a barrel style key with the designation FEO-K1.

3. The hall-call station at the designated landing shall include an Emergency Power Selector Switch. This switch shall be three position and allow selection of either car manually or by placing in the "AUTOMATIC" position, car are sequentially lowered based on position at the time of power failure.

4. Each hall call station cover shall have the emergency instructions required by Florida Building Code 3002.3 permanently engraved and back-filled with enamel.

B. Car Station

The car operating panels shall be replaced with new panels incorporating the car controls. They shall be provided with the necessary .030" markings for the handicapped, with floor numbers engraved into the car panel and backfilled with enamel. Braille plates mounted from the back of the panel and flush with the panel surface would be acceptable, surface mounted plates are not acceptable. Panels shall include a series of push-buttons numbered to correspond to the floor served and various additional switches, buttons and light jewels. All push buttons shall be ¾” diameter minimum. Operating buttons shall be manufacturer's standard design. Fireman's service
controls and instructions shall be provided under a locked cover to meet new code requirements. The state serial number along with all required markings on the new car operating panels (manufacture, capacity, “No Smoking”, etc) shall be permanently engraved and back-filled with enamel. The key switch used shall be compliant with the latest edition of ASME A17.1 and shall be a barrel style key with the designation FEO-K1. Fire Operation instructions shall be within the Fire Control Panel. Car operating panel shall consist of the following operating devices:

1. "DOOR OPEN" button
2. Key-operated light switch
3. Key-operated fan switch
4. Means of two-way communication (labeled “HELP”)
5. Keyed in-car stop switch
6. Emergency alarm bell button
7. Key-operated independent service switch
8. Illuminated call buttons
9. Emergency light (may be mounted in ceiling above car station)
10. Position indicator
11. Fire Control indicator light
12. Fire Operation panel as outlined in ASME A17.1 rule 2.27.3.3.7 containing:
   a. Key-operated fire service switch, indicator light, and buzzer
   b. Call cancel button
   c. Emergency Stop switch
   d. "DOOR OPEN" button
   e. "DOOR CLOSE" button

C. Emergency Phone

1. A two-way communications system shall be provided meeting the requirements for passenger elevators. It shall be a “hands-free” system incorporated into the car station, with visible signals to indicate that the prerecorded message has been received.
2. An additional device shall be provided at the fire control station to communicate in to each car in accordance with A17.1, Rule 2.27.1.1.4.

D. Car Position Indicator

1. Indicator numerals for passenger elevators shall be minimum ½” high. As car travels through the hoistway the car position shall be indicated by illumination of a number corresponding to landing at which car is stopped or passing. A position indicator of the digital-readout or dot-matrix type shall be provided in car. Numbers corresponding to car position shall remain indicated when motor drive is shut down.

2. An audible signal shall be provided and shall sound coincident with the directional lantern illumination indicator. The audible signal shall be no less than 20 decibels with a frequency no higher than 1500 Hz. The audible signal shall sound once for UP direction and twice for DOWN direction. Directional arrows shall be 1 ½” high.

E. Hall Position Indicator

A digital read-out position indicator shall be incorporated into the hall station and provided at all landings. As the elevator travels in hoistway, elevator position shall be indicated by illumination in alpha-numeric characters corresponding to the landing where elevator is stopped or passing.
Numbers corresponding to the position of the car shall remain indicated when the drive is shut down.

F. All fixtures within the elevator cabs and in hall lobbies to be quoted for #4 stainless steel finish.

G. The elevator contractor shall provide the owner three sets of keys for each keyed switch utilized in the car operation stations.

2.5 PASSENGER ELEVATOR ENCLOSURE

A. Cab – Retain existing car finishes – Install a new suspended ceilings with new energy efficient LED lighting, new exhaust fans and flooring (flooring as selected by the Owner) shall be included. Ceiling panels design to be approved by the project manager. Permanently disable any car side exits.

B. Car Doors – Provide new car doors with a #4 stainless steel finish.

C. Car door operator – Provide and install new door operators of closed loop operation, and all related equipment including car header, track, door hangers, clutch, linkage, etc. If a programming tool is required for setup and adjustment of the door operator, one such tool capable of functioning on all units shall be delivered to, and shall become property of, the building owner. A door restrictor device conforming to A17.1, Rule 2.12.5 shall be supplied, installed, and properly adjusted.

D. Door reopening device – Provide electronic full height door protection that will reopen the door without contact.

2.6 PASSENGER ELEVATOR HOISTWAY ENTRANCES

A. Hoistway Doors – Retain existing hoistway doors. Each door shall be correctly adjusted for smooth operation and be equipped with new door gibbs and bottom auxiliary door retainers meeting the A17.1 code requirements.

B. Hoistway Frames – Reuse existing. All other entrance support struts, headers and sill supports shall have rust removed and painted throughout unless after the removal of panel additional damage is discovered that questions the integrity of the component.

C. Door hangers – Retain existing door hangers. Doors shall be checked and adjusted for proper operation, door-to-sill gap and gibb penetration into sill. New door gibbs shall be provided.

D. Interlocks – Retain existing interlocks, linkages, and pick-up roller assemblies. The door interlocks, pick-up rollers and linkages at each landing shall be properly adjusted according to manufacturer’s instructions.

2.7 ELEVATOR WIRING

A. Hoistway Wiring – New wiring will be provided in the hoistway, adequately sized and constructed for the proper operation of the equipment. Multi-conductor type wiring for light and signal circuits shall be used in the elevator hoistway. All conductors will be copper and the minimum size of conductors, excluding those which form an integral part of control devices, shall be No. 14 for lighting circuits and No. 18 for operating, control and signal circuits.
B. Traveling Cable

New traveling cables designed for elevator service shall be installed. The cables will be sufficiently flexible to readily adapt to all changes in the position of the elevator car and hang straight without twist. The open loop will show no tendency to twist upon itself. Traveling cables will have non-metallic fillers and will be suspended per NEC-70. The traveling cables will include shielded telecommunication cabling and will terminate in a terminal box located on the car. The terminal boxes will have approved terminal strips for connecting conductors and will be provided with approved strain devices required to connect the supporting strand and relieve the traveling cable conductors strain. The swing of the traveling cables will be checked when the elevator is running and any shields and pads necessary to prevent chafing will be installed. The traveling cables and the corresponding groups of conductors connecting these cables to the controller, signal, and car operating panels will each contain at least 10 percent spare conductors, but not less than two spare conductors of the same size and type. Terminal blocks will have indelible identification marking for each terminal connection.

C. Grounding

Equipment grounding shall be provided. Ground all conductors, supports, controller enclosure, and other non-current conducting metal enclosures for electrical equipment, in accordance with NEC. The ground wires shall be copper, and sized as required by NEC.

2.8 PASSENGER ELEVATOR, SPEED CAPACITY AND LOAD

A. Regulatory Requirements

Design and fabrication shall be in accordance with ASME A17.1. Each car shall have the capacity to lift a live load, exclusive of the car and cable at a speed as specified in the following schedule. The approximate travel, terminal floors, number of stops and openings, and the car sizes shall be as shown in the schedule. The elevators shall serve the floors with stops and openings in accordance with the requirements indicated. Counterweights shall be adjusted to balance the load to the appropriate percentage as required by new drive system and altered cab weights.

B. Elevator Schedule:

<table>
<thead>
<tr>
<th>Quantity and Type</th>
<th>3 - Passenger Traction Elevators</th>
</tr>
</thead>
<tbody>
<tr>
<td>Capacity</td>
<td>#1-2000lb</td>
</tr>
<tr>
<td></td>
<td>#2-2000lb</td>
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<tr>
<td></td>
<td>#3- 2000lb</td>
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<tr>
<td>Speed</td>
<td>200 fpm</td>
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<td></td>
<td>200 fpm</td>
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<tr>
<td>Travel</td>
<td>63 feet</td>
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<tr>
<td></td>
<td>63 feet</td>
</tr>
<tr>
<td>Overhead</td>
<td>14’3” approx.</td>
</tr>
<tr>
<td></td>
<td>14’3” approx.</td>
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<tr>
<td>Landings</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>6</td>
</tr>
<tr>
<td>Openings</td>
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</tr>
<tr>
<td></td>
<td>6 in line</td>
</tr>
<tr>
<td>Entrance Size</td>
<td>#1- 36” wide</td>
</tr>
<tr>
<td></td>
<td>#2- 36” wide</td>
</tr>
<tr>
<td></td>
<td>#3- 36” wide</td>
</tr>
<tr>
<td>Hall Entrances Type</td>
<td>Center Parting</td>
</tr>
<tr>
<td></td>
<td>Center Parting</td>
</tr>
<tr>
<td></td>
<td>Side Opening</td>
</tr>
<tr>
<td>Power Supply</td>
<td>----480 VAC 3 Phase 60 Hertz – 60 amp fused (verify)----</td>
</tr>
<tr>
<td>Signals</td>
<td>--------------------------Illuminated Car and Hall Call buttons-----------------</td>
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<tr>
<td></td>
<td>--------------------------Car Position Indicators-----------------</td>
</tr>
<tr>
<td></td>
<td>--------------------------Car/Hall Travel Lanterns-----------------</td>
</tr>
<tr>
<td></td>
<td>--------------------------Hall Position Indicators-----------------</td>
</tr>
<tr>
<td></td>
<td>--------------------------Hoistway access switches-----------------</td>
</tr>
<tr>
<td>Operation</td>
<td>--------------------------Duplex-----------------</td>
</tr>
<tr>
<td></td>
<td>---------Simplex------</td>
</tr>
</tbody>
</table>

RFP SPECIFICATIONS - ELECTRIC TRACTION ELEVATOR 14210 – 12
The contractor shall maintain Passenger Elevator equipment operating performance as follows. These performance criteria can be achieved by much of the equipment provided by the elevator industry. These criteria are guidelines and are to be improved where possible. When these performance guidelines cannot be met, the Contractor is to provide written explanation to the Project Manager.

1. Floor-to-Floor Times -- start to stop one floor run:
   a. Speeds 200 f.p.m.; 7.0 seconds max.

   Variations of up to 1 second in either direction will be allowed to maintain passenger-riding comfort. Floor to floor times are based on typical floor heights of 12' 0". Maximum time the elevator requires to start moving, once the elevator interlock circuit has been established shall not exceed 0.2 second.

2. Door Operating Times (Maximum) (Minimum)
   a. Door Open:
      1. Single Speed, Side Opening
         36" wide 3.0 seconds 2.0 seconds
      2. Single-speed, Center Opening
         36" wide 2.6 seconds 1.5 seconds
   
   b. Door Close
      1. Single Speed, Side Opening
         36" wide 3.8 seconds 3.3 seconds
      2. Single Speed, Center Opening
         36" wide 2.6 seconds 1.8 seconds
   
   c. Long door and short door "hold open" times, shall be set initially at 6.0 and 3.0 seconds respectively.

   d. Door opening times to be measured 1" from fully closed to 1" from fully open for center parting openings and 2 inches from fully closed until the doors are 2 inches from fully open for side openings. Door closing times to be measured 1" from fully open to 1" from fully closed for center parting openings and 2 inches from fully open until the doors are 2 inches from fully closed for side openings.

3. The door closing force shall be set for a maximum of 20 foot-pounds.

B. Designated Landing

For the purposes of firefighter's service and emergency operations, as required by Section 2.27, ASME A17.1, the designated landing or level shall be the 1st floor, and alternate landing or level shall be the second level, unless dictated otherwise by local fire authorities. (field verification required).
PART 3 - EXECUTION

3.1 EXAMINATION

Examine elevator areas, with installer present, for compliance with requirements for installation tolerances and other conditions affecting performance. Examine hoistways, hoistway openings, pits and machine rooms as constructed; verify critical dimensions; and examine supporting structure and other conditions under which elevator work is to be installed. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 WORKMANSHIP

A. General: The installation of materials and equipment shall be performed in a neat, workmanlike and timely manner by an adequate number of craftsmen knowledgeable of the requirements of the Contract Documents. They shall be skilled in the methods and craftsmanship needed to produce a quality level of workmanship. Personnel who install materials and equipment shall be qualified by training and experience to perform their assigned tasks.

B. Acceptable Workmanship: Acceptable workmanship is characterized by first-quality appearance and function, conforming to applicable standards of building system construction, and exhibiting a high degree of quality and proficiency which is judged by the Project Manager as equivalent as or better than ordinarily produced by qualified industry tradesmen.

C. Performance: Personnel shall not be used in the performance of the installation of material and equipment that, in the opinion of the Project Manager, are deemed to be careless or unqualified to perform the assigned tasks. Material and equipment installations not in compliance with the Contract Documents, or installed with substandard workmanship and not acceptable to the Project Manager, shall be removed and reinstalled by qualified craftsmen, at no change in the contract price.

3.3 PAINTING

1. All painted and unpainted metal components installed will, upon completion of installation and prior to final inspection, be thoroughly cleaned of grease, oil and other debris and be given a coat of quality oil based paint. The governors, safeties and related equipment shall not be painted in such a way to interfere with their operation.

2. All new equipment shall be factory painted with manufacturer's standard finish and color. Any damage to this finish shall be touched up with matching paint or finish.

3. Machine room floor to be cleaned and then painted with floor and deck enamel.

4. Pit equipment shall be cleaned and painted with oil based paint. Pit floor to be painted with floor and deck enamel.

5. All painting to be done prior to inspection.
3.4 TESTING

Testing shall be in accordance with requirements of ASME A17.1 and ASME A17.2 and as specified herein. Contractor shall conduct a complete test of the system. The Project Manager and/or Owner Rep. shall be present at all testing. Contractor is to give Project Manager and owner/owner's rep 7 day notice of any test.

A. Testing Period

Each elevator shall be tested with the specified rated-load in car continuously for a period of 35 percent of the duty time. During the test run the car shall be stopped at all floors in both directions of travel for a standing period of 10 seconds per floor. A manual test of the final limits (UP and DOWN over-travel) shall also be performed. Equipment shall be checked for excess heat build-up in machines, motors, and drives.

Both cars will be tested with full-load on the emergency generator (if provided) to verify switching, recovery, proper operation and absorption of re-generated load. During this test, the selector switches will be verified.

B. Speed Load Testing

The actual speed of elevator car in both direction of travel shall be determined with the rated-load and with no-load in the elevator car. Actual measured speed of car with the rated-load in the UP direction shall be within 5 percent of rated speed. The maximum difference in actual measured speeds obtained under the various conditions outlined shall not exceed 5 percent of the total difference between the UP and DOWN speeds.

C. Car Leveling Testing

Elevator cars leveling devices shall be tested for accuracy of landing at all floors with no-load in car, with symmetrical load in car and with the rated-load in car in both directions of travel.

3.5 SUMMARY

The work consists of modernizing two traction passenger elevators. This includes all work as may be required to comply fully with ASME A17.1 and all other applicable codes for fully functional elevator systems. The work includes the removal of existing, and the installation of new, electrical and mechanical systems specified herein including material and labor.

END OF SECTION 14210 - ELECTRIC TRACTION ELEVATOR
SECTION 15700 – BY OTHERS

SPLIT SYSTEM AIR CONDITIONING

PART 1 - GENERAL

1.01 DESCRIPTION

A. The elevator machine room(s) shall be provided with an independent air-conditioning system to protect against the overheating of the electrical equipment. The system shall be capable of maintaining temperatures within the range established for the elevator equipment by the manufacturer.

B. If this work is not already completed, this work to be performed by licensed electricians and/or air conditioning contractors.

1.02 SYSTEM OPERATION

A. The air conditioning means shall be independent of the other building climate control systems and the thermostatic device controlling this system shall be located within the elevator machine room.

B. The air conditioning system shall be calculated to dissipate the heat load created by the elevator equipment located in the machine room during summer months at peak demand.

C. Upon activation of the air conditioning system the machine room temperature and humidity shall not exceed 85 degrees Fahrenheit at 75% non-condensing humidity.

D. A suitable system power supply circuit shall be provided within the machine room as requested.

PART 2- PRODUCTS

2.01 Equipment

A. The air conditioning system installation, switch/breaker, conduit, and wiring shall meet the requirements of NFPA-70, National Electrical Code and The Florida Building Code Chapter 3006.2.

PART 3 - INSTALLATION

3.01 COORDINATION

A. It will be the Contractor's responsibility to coordinate components being furnished under this contract with the existing systems. A field visit to the job site is mandatory. Failure of the Contractor to thoroughly investigate existing conditions shall not warrant additional expense to the Owner.

END OF SECTION 15700
SECTION 16723 – BY OTHERS

FIRE ALARM SYSTEM EXTENSION

PART 1 – GENERAL

The owner will contract with a certified fire alarm installation firm will add or make alterations to any existing fire system, or install a system, to recall the elevators in the event of a fire. The system shall conform to the following:

1.01 DESCRIPTION

A. Automatic Fire Alarm Initiating Devices

1. Smoke detectors are required in the elevator machine room, the top of the hoistway if there are fire sprinklers at the top of the hoistway.

2. Smoke detectors are required in enclosed lobbies or heat detectors in open-air lobbies for elevator recall in accordance with NFPA 72.

1.02 SYSTEM OPERATION

A. Fire Alarm system supervisory faults, such as shorts, opens, and grounds in conductors, operating power failure, or faults within supervised devices, shall cause an audible and visual trouble indication at the control panel. It shall be possible to silence the audible trouble signal once the trouble is correct. If the control panel is not mounted in a common or occupied area, a remote audible and visual trouble indication shall be located in a common or occupied area.

B. Manual: Upon activation of the fire alarm system by any smoke detector in the elevator machine room or hoistway, the following shall take place;

1. Initiate Phase I Recall of the elevators to the alternate landing
2. Flash the visual “Fireman’s Hat” indicators in the appropriate elevator cars.

C. Upon activation of the fire alarm system by an automatic fire initiating device (smoke detector or heat detector) in the elevator lobbies directly in front of the elevator entrance at the lowest level, the following shall take place;

1. Initiate Phase I Recall of the elevators to the second landing – Designated recall floor

D. Upon activation of the fire alarm system by an automatic fire initiating device in the elevator lobbies directly in front of the elevator entrances at the second and higher levels, the following shall take place;

1. Initiate Phase I Recall of the elevators to the lowest landing – Primary recall floor
1.03 WIRING

A. All fire alarm system wiring within the elevator spaces shall be installed in conduit. All work and components required for the existing system to accept the additional components shall be included or not specifically specified or shown for a complete and operable system. Fire alarm system wiring shall be in accordance with NFPA 70-2005 and NFPA 70-2005.

B. Device and wiring shall be compatible with and UL listed for use on any existing system.

PART 2- PRODUCTS

2.01 AUTOMATIC FIRE ALARM INITIATING DEVICES

A. General: The detectors shall meet the requirements of NFPA-72, National Fire Alarm Code.

2.02 WIRING

A. All conductors installed shall be of quantity and color code required to match the existing fire alarm system.

PART 3 - INSTALLATION

3.01 COORDINATION

A. It will be the Fire Alarm Contractor’s responsibility to coordinate components being furnished under this contract with the existing system. Failure of the contractor to thoroughly investigate existing conditions shall not warrant additional expense to the Owner.

3.02 CERTIFICATION

A. Provide fire alarm certification by the fire alarm system contractor in accordance with NFPA 72 and label in compliance with Chapter 4A-48 F.A.C.

3.04 ELEVATOR RECALL AND DETECTION SYSTEM

A. Installation: Contractor shall provide all conduit wiring and associated devices and detectors for Phase I recall. Three circuits with dry contacts per the elevator Contractor’s requirements will be provided to provide compliance with 2.01 above.

END OF SECTION 16723