

**Official Publication No. 8273**

**Date: 4/6/16**

Procurement Division  
330 2<sup>nd</sup> Ave South, Room 552  
Minneapolis, MN 55401

Buyer Information:  
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AN AFFIRMATIVE ACTION EMPLOYER

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**ADDENDUM NO. 1**  
**“BIDS FOR VERTICAL TRANSPORTATION MAINTENANCE SERVICES FOR MUNICIPAL BUILDING COMMISSION”**

**Please see attached information to update and clarify the original specifications.**

**Receipt of this addendum SHOULD be acknowledged on the Bid Form.**

**Bids opened 10:00 AM, Local Time, April 13<sup>th</sup>, 2016**  
Finance and Property Services – Procurement Division  
City of Minneapolis

**EXHIBIT 1 - UNIT INFORMATION**

<b>Elevator</b>	<b>Type</b>	<b>Location</b>	<b>Floors Served</b>	<b>Stops</b>	<b>Capacity (lbs.)</b>	<b>Manufacturer</b>	<b>Machine Type</b>	<b>Last Year Modernized</b>	<b>City License</b>
1	Passenger	Rotunda-East	B, G, 1-5	7	2,500	Montgomery - Miprom 21	Gearless	1995/96	73112
2	Passenger	Rotunda-East	B, G, 1-5	7	2,500	Montgomery - Miprom 21	Gearless	1995/96	73113
3	Passenger	Rotunda-West	B, G, 1-5 & M	8	2,500	Montgomery - Miprom 21	Gearless	1995/96	73110
4	Passenger	Rotunda-West	B, G, 1-5 & M	8	2,500	Montgomery - Miprom 21	Gearless	1995/96	73111
5	Passenger	5th St. Hallway	G, 1-3 & M	5	3,000	Montgomery - Miprom 21	Gearless	1992/93	73114
6	Passenger	5th St. Hallway	G, 1-3 & M	5	3,000	Montgomery - Miprom 21	Gearless	1992/93	73115
7	Passenger	ADC-security	B, G, 4, 5 & Attic	5	3,500	Dover TIV	Gearless	1998/99	73116
8	Passenger	ADC-public	B, G, 4, 5 & Attic	5	3,500	Dover TIV	Gearless	1998/99	73118
9	Passenger	Interior Court	G, 1-5	6	3,000	MCE- VFMC 1000	Gearless	2009	73117
10	Passenger	Interior Court	G, 1-5	6	3,000	MCE- VFMC 1000	Gearless	2009	73109
11	Pass\Service	5th St. Hallway	SB, B, G, 1-6 & M	10	4,000	Dover Composite - Heller	Gearless	1988	73120
12	Passenger	Prop. & Evidence	SB (rear/front) & G	3	2,100	Montgomery - Miprom 1	Hydraulic	1985	73108
13	Passenger	Clock Tower	3, 4 & 6 - 13	10	1,000	MEI / TMP	Gearless	2013	73119
14	Dumbwaiter	Prop. & Evidence	SB, SB-2nd shelf & G	3	500	Sedgewick	Cable	1988	73107
15	Service	5th St. Hallway	SB, B, G, 1-6 & M	10	10,000	TBD	Gearless	2016	TBD

MBC VERTICAL TRANSPORTATION MAINTENANCE

REVISED INSURANCE REQUIREMENTS

- a) Workers Compensation insurance that meets the statutory obligations with Coverage B- Employers Liability limits of at least \$100,000 each accident, \$500,000 disease - policy limit and \$100,000 disease each employee.
  
- b) Commercial General Liability insurance with limits of at least \$2,000,000 general aggregate, \$2,000,000 products - completed operations \$2,000,000 personal and advertising injury, \$300,000 each occurrence fire damage and \$5,000 medical expense any one person. The policy shall be on an "occurrence" basis, shall include contractual liability coverage and the City shall be named an additional insured.
  
- c) Commercial Automobile Liability insurance covering all owned, non-owned and hired automobiles with limits of at least \$2,000,000 per accident.
  
- d) Professional Liability Insurance or Errors & Omissions insurance providing coverage for 1) the claims that arise from the errors or omissions of the Consultant or its sub-contractors and 2) the negligence or failure to render a professional service by the Consultant or its sub-contractors. The insurance policy should provide coverage in the amount of \$2,000,000 each claim and \$2,000,000 annual aggregate. The insurance policy must provide the protection stated for two years after completion of the services or work.

# Pre-Bid Meeting – Thursday, March 31, 2016

## OP 8273 – Vertical Transportation Maintenance Services for Municipal Building Commission

Minneapolis Department of Civil Rights (MDCR)  
Contract Compliance Officer: Melyssa Mdumuka  
Melyssa.mdumuka@minneapolismn.gov  
612-673-5502

(Note: direct all questions concerning bids to City of Minneapolis Purchasing Department)

As part of the pre-award review for the lowest responsive and responsible bidder, the following is required:

- **Required Documents**
  - *SUBP Participation Form* (signed, dated, accurate) – Cannot be resubmitted or revised after submittal
  - *Prevailing Wage Certification*
- **Small and Underutilized Business Program (SUBP) *Non-Applicable***
- **Labor Compliance (City Prevailing Wage)**
  - City Prevailing Wage and Federal Labor Standards apply (see Prevailing Wage Certificate in bid specifications).
  - Preliminary wage decision **(in bid documents)**.
  - MDCR investigates complaints and apparent violations.
  - MDCR will conduct onsite reviews if necessary.
  - Online certified payroll reporting must be submitted through the LCPtracker database by all contractors performing onsite labor.
  - Apprentices
    - Must provide: Apprenticeship Agreement, Pay and Benefits Scale, and Ratio language.
    - Unregistered apprentices or apprentices utilized out of ratio are misclassified workers and must be paid at the journeyman rate.
  - Additional Wage Classifications
    - Must be requested prior to construction otherwise they must be requested immediately (through the GC).
- **Construction Workforce Goals**
  - For all contracts valued at \$50,000 or more, the minimum goals are as follows:
    - **6%** of the total project labor hours to be performed by females;
    - **32%** of the total project labor hours to be performed by minorities.
  - The general contractor and subcontractors shall make a good faith effort to meet these goals.

- **Affirmative Action Plan (AAP)**
  - Required on contracts in excess of \$50,000.
  - General Contractor must have an approved AAP on file prior to contract execution.
- **Pre-Construction Booklet**
  - General Contractor will be required to complete during pre-award review process and submit once it has been determined that a good faith effort has been made (if goals have not been met).
  - Collects information related to subcontracts, employment participation, construction schedule, and required wages.
- **Civil Rights Bid Documents**
  - Notice of Civil Rights Rules and Regulations
  - SUBP Special Provisions
  - SUBP Participation Form
  - MnUCP List
  - GFE Checklist
  - Wage Certification Form
  - Preliminary Wage Decision

<b>MBC ELEVATOR MAINTENANCE RFP</b>				
<b>Name</b>	<b>Company</b>	<b>Business Phone</b>	<b>Cell Phone</b>	<b>E-Mail</b>
Dana Rice	VDA	651-395-2303	612-910-6269	<a href="mailto:Drice@vdassoc.com">Drice@vdassoc.com</a>
Royce Wiens	MBC	(612) 596-9522	(612) 328-5806	<a href="mailto:Royce.Wiens@municipalbuilding.org">Royce.Wiens@municipalbuilding.org</a>
Joe Franczak	Schumacher	(612) 333-3066	(612) 590-6001	<a href="mailto:Joe.Franczak@SchumacherElevator.com">Joe.Franczak@SchumacherElevator.com</a>
Troy Tillerias	Schumacher	(651) 724-1347	(651) 724-1347	<a href="mailto:troy.tilleras@schumacherelevator.com">troy.tilleras@schumacherelevator.com</a>
Steve Fedel	Schindler	(612) 308-4077	(612) 308-4077	<a href="mailto:steven.fedel@us.schindler.com">steven.fedel@us.schindler.com</a>
Tyler Goettl	All City Elevator	(612) 518-7019	(651) 646-5600	<a href="mailto:tgoettl@allcityelevator.com">tgoettl@allcityelevator.com</a>
Marc Adams	Suburban Elevator	(763) 244-1318	(763) 443-7741	<a href="mailto:marc@elevator411.com">marc@elevator411.com</a>
Jennifer Johnson	Kone	(612) 801-4590	(612) 801-4590	<a href="mailto:Jennifer.Johnson@KONE.com">Jennifer.Johnson@KONE.com</a>
Randy Dykhoff	MEI	(651) 605-2190	(612) 221-5600	<a href="mailto:Randy.Dykhoff@meielevatorsolutions.com">Randy.Dykhoff@meielevatorsolutions.com</a>
Rich Wysoki	Otis	(612) 281-5988	(612) 281-5988	<a href="mailto:Richard.wysocki@otis.com">Richard.wysocki@otis.com</a>
Dennis Ruprecht	Otis	(612) 328-1480	(612) 328-1480	<a href="mailto:dennis.ruprecht@otis.com">dennis.ruprecht@otis.com</a>