

**CITY OF EVERETT**

**Purchasing Department**

484 Broadway, Room 14

Everett, MA 02149

November 21, 2023

**24-32 66 ELEVATOR INSPECTIONS, MAINTENANCE AND REPAIR CONTRACT**

**ADDENDUM 1**

Question 1: What part of the contract and timeline does liquidated damages apply to? It is not clear how this would be activated (is it shut downs, if so how long does the elevator have to be down?).

Answer 1: Liquidated damages will not apply to this contract.

Question 2: Are service call backs during regular time hours billable?

Answer 2: It depends, if the technician is properly trained and their vehicle is properly stocked, we shouldn’t need a call back. In theory, the job should be completed properly the first time, every time. But we understand manufactured products are not flawless. I think each callback should be discussed between the vendor and the Facilities Director for charges, as appropriate.

Question 3: How will the contract be invoiced? Since the hours requested are estimates, how would the monthly price per unit be distinguished? Would it be the total for year 1 divided by 12 months, then in year 2 the total cost divided by 12 months, etc.?

Answer 3: The awarded vendor would invoice us for materials and hours worked for the previous month.

Question 4: If a part is obsolete (no longer manufactured), will this be considered billable or included in the contract price?

Answer 4: If you can’t purchase as part, why is that billable?

Question 5: Is there a preventative maintenance frequency requirement?

Answer 5: Yes, monthly and elevators should be ready to pass inspection with the Commonwealth.

Question 6: Can you send us the previous elevator bid tabulations?

Answer 6: The current contract information is posted with the