

February 2, 2012

Pre-bid ecomaine elevator repair

Meeting held @10:00 am

Attendees:

Kevin Trytek – ecomaine  
Toby Strout - Stantec  
Jose Donnell - Stantec  
Louis Asali - Stantec  
Marl Lawrence - ThyssenKrupp  
Travis McDuffie – Pine State Elevator  
Jamie Meacham - KONE  
Todd Pettersen - OTIS

The meeting consisted of two parts – a review of the RFP documents and a walk through of the facility. A summary of pertinent points is as follows:

Additional access to the facility is available as required by the bidders. Contact Kevin Trytek directly, or Stantec alternately

The RFP due date has been extended to 10:00 am on Friday, February 17<sup>th</sup>. A public bid opening will be held at that time. Electronic bids received by the due date and time are acceptable, and attending the bid opening is voluntary.

**ecomaine** plans to award on February 24<sup>th</sup>, subject to proposal clarifications allowing a proper evaluation.

The request for base scope work to be completed by March 23, 2012 has been withdrawn. **ecomaine** now requests that base and any authorized optional work be completed by June 30, 2012, or as mutually agreed between the successful bidder and ecomaine. Anticipated start date would be approximately April 16<sup>th</sup>, 2012.

Safety is of paramount importance. All Contractors will be required to adhere to **ecomaine** policies and procedures.

The Proposal Data Items were reviewed in detail, with emphasis on bidder compliance to ensure a fair and transparent proposal analysis.

Bidder's questions will be answered and transmitted to all bidders

**ecomaine** and Stantec are committed to a fair, open, and transparent bidding process. Award will be made on a “best value” basis to ensure that **ecomaine** obtains the required

services at the least risk and lowest overall cost. All unsuccessful bidders are entitled to a debriefing after the award.

The specification was reviewed and the following clarifications were made:

Paragraph 1.1.3.2.1 was clarified. **ecomaine** expects the motor to be replaced as part of the base scope

The controller enclosure will be climate controlled, not the machinery room. A full HVAC upgrade to the machinery room will not be required.

The machinery room is not weather tight – the controller shall be housed in a NEMA 4 enclosure, provided by the contractor.

The base scope proposal shall include replacement of door openers, and the bidder shall identify what components are included with that replacement.

The interior finish of the elevator shall be laminate with a basic drop ceiling for the base scope. The bidders are encouraged to submit priced optional upgraded interior finishes for consideration by **ecomaine**.

The overhead crane is a 5T capacity and may be operated by the Contractor. The bottom of the hook is 73” above the grating at the machinery room level, and has removable railings for unloading.

The elevator is currently on an emergency generator circuit, and any replaced components will need to be compatible.