



ELEVATOR/ESCALATOR MAINTENANCE SERVICE FOR MUSIC CITY CENTER

RFP #105-2024



BEFORE WE BEGIN

Please Sign-in

Why are we here?

Questions –
Written
Responses Prevail

AGENDA

- Welcome/Introductions
- RFP Overview & Highlights
- Important Dates
- Submission Requirement
- Q & A Session
- Tour

INTRODUCTIONS

JASMINE QUATTLEBAUM

Director of Purchasing/DBE

MELANEICE GIBBS

Purchasing/DBE Coordinator

TERRY McCONNELL

Director of Engineering

KELLI DONAHOE

Senior Vice President & COO

RFP OVERVIEW AND HIGHLIGHTS

- Any contract resulting from this RFP will be for a five (5) year term.
- The scope of work will consist of providing all labor, materials, equipment, tools, and services required to provide full professional escalator/elevator maintenance services.
- The Contractor will on a monthly basis and as needed systematically examine, maintain, adjust, lubricate the equipment, and when conditions warrant, repair or replace the elevators and escalators using quality parts and component

PLEASE NOTE: Proposers must comply with all of the provisions of the **Contractors Licensing Act of 1976** of the State of Tennessee, the same being set out in Tennessee Code Annotated, 62-6-101 et seq., and Section 62-6-119 as amended by 1997 Tennessee Public Act No. 153. Said Act and amendments are incorporated herein by reference. Proposers must provide evidence of a license in the appropriate classification before the bid will be considered.

RFP OVERVIEW AND HIGHLIGHTS

HYDRAULIC ELEVATOR

- Miprom Hydraulic Elevator System Components
 - On an annual basis, contractor will perform a pressure relief test and a yearly leakage test
- Control System
 - Replaced every two (2) years at contractor expense.
 - *Latest IMS should be upgraded annually and have software updates applied as they become available.*
- Selector (if applicable)
- Power Unit
- Hydraulic System Accessories.
- Car Equipment.
- Electrical
- Hoistway and Pit Equipment
- Rails and Guides
- Door Equipment
- Power Freight Door Equipment
- Signals and Accessories
- Housekeeping
 - On a monthly basis and as needed
- Lubricants

RFP OVERVIEW AND HIGHLIGHTS

ESCALATORS

- E-SERIES HR – Solid Balustrade Escalator System Components
 - On a monthly basis
- Control System
- Drive Machinery and Motor Equipment.
- Handrail Drive System
- Safety Switch System
- Guidance and Alignment Systems
- Housekeeping
 - Regular scheduled maintenance must be coordinated with the MCC contact to ensure event activity is uninterrupted.
 - Contractor must maintain a supply of quality parts. Contractor is encouraged to stock commonly used parts at MCC as space allows.

RFP OVERVIEW AND HIGHLIGHTS

Contractor Constraints

- Preventative maintenance tasks must be performed at such times and in a manner designed to avoid or minimize disrupting of normal and customary business within the facility.
- Contractor's technician will meet with the designated building personnel, upon their arrival and departure from the facility.
- Contractor to supply a check list of all services performed for each visit

RFP OVERVIEW AND HIGHLIGHTS

Contractor Personnel Requirements

- Contractor shall provide only qualified personnel, as previously stated, to perform the service requested.
- Contractor's personnel shall be free of alcohol or drug or drug addictions.
- Contractor's personnel shall be in the Contractor's uniform with the Contractor's logo affixed and clearly visible.
- Additionally, all Contractors' personnel must carry some form of photo identification, clearly displayed, or presented when requested to do so by MCC personnel.

RFP OVERVIEW AND HIGHLIGHTS

Contractor Responsibilities

- Contractor's service of the equipment listed herein, shall be consistent with American Standard Safety Code for Elevators, Dumbwaiters, Escalators, and Moving Walks standards (ANZI, A17.1).
- Contractors must respond to emergency service calls in person within one (1) hour of the emergency call being placed.
- Contractor shall provide all necessary labor and materials required to repair and maintain equipment in accordance with each manufactures' specifications.
- Contractor shall only utilize OEM repair parts to maintain the integrity of the equipment.

RFP OVERVIEW AND HIGHLIGHTS

Contractor Responsibilities (continued)

- Contract shall provide all software updates, patches, and upgrades at no additional cost to Music City Center.
- Contractor shall immediately report to the Director of Engineering or designee, as applicable, any major maintenance/safety concerns about equipment.
- Contractor shall maintain the maintenance and repair historical records for each piece of equipment under the contract

EVALUATION CRITERIA

- **Tab 2) Business Plan**

Total points available for this criterion are 35 points.

Note: Please provide a detailed plan that includes all components of this RFP. We are looking to you for tips, ideas, and resources that promote the best quality appearance that can be achieved for the Music City Center.

- **Tab 3) Qualification of Firm**

Total points available for this criterion are 30 points

Note: Please list the qualifications of your team, facilities where you provide services, and man hours per year at each facility.

- **Tab 4) Cost Criteria**

Total points available for this criterion are 25 points.

- **Tab 5) Reference Projects**

Total points available for this criterion are 10 points

IMPORTANT DATES

RFP QUESTIONS AND INQUIRIES DUE	JULY 18, 2024
MCC RESPONSE TO INQUIRIES	JULY 24, 2024
RFP SUBMISSIONS DUE	AUGUST 1, 2024 AT 3 PM (CST)

SUBMISSION REQUIREMENTS

- All submittals must be received by deadline - **NO EXCEPTIONS.**
- Hand Delivery Option: MCC Administrative Office
600 Koreans Veterans Blvd
- UPS or FedEx Option:
Music City Center House Docks (must have this on address line)
700 Koreans Veterans Blvd

SUBMISSION REQUIREMENTS

- Read V F. Response Format, Requirements and Evaluation Criteria thoroughly
- Email submissions will not be accepted
- Include one (1) original, five (5) copies, and (1) electronic copy (i.e. USB drive)
- **Bind proposals** (i.e. 3 prong folder, 3 ring binder, spiral binding, etc.)
 - Please refrain from using binder and/or paper clips
- **Organize sections (Tabs) by using dividers** in order listed in RFP
 - Please label **each** corresponding tab (i.e. “Tab 1, Tab 2,” etc. or “Business Plan, Cost Criteria, Diversity Plan”)
- Ensure to include all required Exhibits

QUESTIONS

- **REMINDER:** Questions must be submitted in writing in order to receive an official response.
- Written responses to questions will be issue by RFP amendment and posted to Music City Center website:
- <http://www.nashvillemusiccitycenter.com/about/business-opportunities>
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