# CAPITAL IMPROVEMENT BOARD OF MANAGERS OF MARION COUNTY 100 SOUTH CAPITOL AVENUE INDIANAPOLIS, INDIANA 46225

# REQUEST FOR PROPOSALS

PREVENTIVE MAINTENANCE AND REQUIRED REPAIRS FOR ELEVATORS AND ESCALATORS AT INDIANA CONVENTION CENTER

October 12, 2023

# PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS

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# PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS

#### **SECTION 00100 - REQUEST FOR PROPOSALS**

Notice is hereby given that the CAPITAL IMPROVEMENT BOARD OF MANAGERS OF MARION COUNTY (hereinafter also referred to as "CIB"), will receive sealed Proposals for the performance of preventive maintenance and required repairs for the elevators and escalators located in the Indiana Convention Center.

The Request for Proposals ("RFP") and all documents related thereto ("RFP Documents") can be viewed at and downloaded from the CIB's website – <a href="http://www.capitalimprovementboard.org/main/projects">http://www.capitalimprovementboard.org/main/projects</a>. The RFP and RFP Documents will be available for download by 3:00 p.m. (local Indianapolis time) on October 12, 2023. If problems are encountered in either accessing or downloading the RFP and/or the RFP Documents, contact Tom Boyle, CIB's Director of Operations, at tom.boyle@icclos.com.

A mandatory pre-proposal and walk through meeting ("Pre-Proposal Meeting") will be held on October 30, 2023, commencing at 10:00 a.m. (local Indianapolis time). The Pre-Proposal Meeting will be held at the Indiana Convention Center, 100 South Capitol Avenue, Indianapolis, IN 46225. Those interested in submitting a Proposal shall proceed to the Administrative Offices located within the Indiana Convention Center at the date and time stated above. Attendance at the Pre-Proposal Meeting is mandatory for all Offerors and an Offeror's failure to attend will be grounds for its Proposal being deemed non-responsive.

The RFP process, including the preparation, execution and submittal of Proposals, shall be conducted in accordance with the procedures and requirements of the RFP Documents and consistent with Indiana's Request for Proposal statutes for public purchasing – Indiana Code (I.C.) 5-22-9. The procedure and deadline for submitting questions regarding the RFP and/or the RFP Documents, or to seek clarifications or interpretations thereof, is set forth in the RFP Documents.

Proposals must be submitted on or before 10:00 a.m. (local Indianapolis time) on November 21, 2023, by delivery to the CIB's Administrative Office, located at the Indiana Convention Center, 100 South Capitol Avenue, Indianapolis, Indiana 46225. Proposals shall be submitted in a sealed envelope marked to the attention of Tom Boyle, Director of Operations, and the outside of the envelope must include in the lower-left hand corner, in bold letters, the notation "SEALED PROPOSAL – PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS". Proposals received after 10:00 a.m. (local Indianapolis time) on November 21, 2023 will be returned unopened.

In accordance with I.C. 5-22-9-4, all Proposals received shall be opened so as to avoid disclosure of contents to competing Offerors during the process of clarification, evaluation and solicitation of best and final offers, if any. After the Proposals are opened, the CIB may initiate and conduct discussions with one or more of the Offerors who submitted a Proposal, as further described in the RFP Documents. During the course of discussion between the CIB and Offerors whose Proposal are determined to be reasonably susceptible of being selected for award, the CIB may seek to obtain best and final offers.

The CIB reserves the right to reject any and all Proposals. The CIB also reserves the right to waive any irregularities or informalities discovered in the Proposals or that may otherwise arise during the course of the RFP process.

If the CIB awards a contract, it will be to the Offeror whose Proposal is determined to be the most advantageous to the CIB, taking into consideration price and other evaluation factors set forth in the RFP Documents. The successful Offeror will enter into a Contract directly with the CIB.

CAPITAL IMPROVEMENT BOARD OF MANAGERS OF MARION COUNTY

# SECTION 00200 – PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS

#### 1. **DEFINITION OF TERMS:**

#### A. $\underline{CIB}$ :

The Capital Improvement Board of Managers of Marion County Indiana Convention Center 100 South Capitol Avenue Indianapolis, IN 46225

# B. CIB's Representative:

Tom Boyle, Director of Operations

# C. <u>CIB's Consultant</u>:

Stuard & Associates, Inc.

# D. ICC:

Indiana Convention Center in Indianapolis, Indiana

#### E. Procurement:

Providing preventative maintenance and required repairs for the elevators and escalators located in the ICC over the term of the Contract, consistent with the terms and conditions of the Technical Requirements and the other RFP Documents.

# F. Offeror:

Any responsive and responsible individual, firm, partnership or corporation submitting a Proposal to the CIB for the Procurement in accordance with the RFP and RFP Documents.

#### **G.** RFP Documents:

In addition to the RFP, the RFP Documents include the RFP Process/Instructions To Offerors, the Events Schedule, the Proposal Form, the Required Provisions to be Included in Maintenance/Repair Contract, the Technical Requirements, any Addenda issued with respect to the RFP and all exhibits and attachments to the RFP Documents. Offeror shall be responsible to review and become familiar with all of the RFP Documents.

# H. Addendum or Addenda:

Written document(s) issued by the CIB after the RFP has been issued and before the Proposal deadline, which provide responses to questions, interpretations, clarifications, supplemental instructions and/or modifications or additions to the RFP and/or RFP Documents. These are to be read in conjunction with and as a supplement to the RFP and RFP Documents, but in the event of a conflict between an Addendum and the previously issued RFP or RFP Documents, the Addendum will take precedence and modify the RFP and/or RFP Documents as to any such conflict.

# I. Proposal:

The written submittal delivered to the CIB by which an Offeror proposes to undertake and perform the Procurement, all in accordance with the procedures and requirements set forth in the RFP and the RFP Documents.

#### J. Vendor:

The Offeror whose Proposal, after review and consideration based on the Evaluation Criteria set forth in the RFP Documents, is determined to be the most advantageous to the CIB and to whom the CIB awards the Service Contract for the Procurement.

# K. <u>Service Contract</u> (sometimes referred to herein as "Contract"):

The written Service Contract covering the Procurement that the CIB and Vendor shall execute, after award, consistent with and subject to the terms, conditions and requirements set forth in the RFP and the RFP Documents.

#### L. Technical Requirements:

The scope of the preventive maintenance and required repairs of the ICC elevators and escalators to be provided under the Procurement, as defined in Section 00600 and other terms and conditions of the RFP Documents.

#### M. Initial Year's Base Price:

The specific amount stated by the Offeror in its Proposal to be paid by the CIB for the first year of the Procurement, if the Offeror is awarded the Contract, in full consideration for undertaking and performing the base requirements of the Procurement for the initial year of the Term, as defined and described in the RFP and RFP Documents.

# 2. OVERVIEW

The RFP and Procurement shall be subject to the procedures outlined in the RFP Documents and in accordance with Indiana's Request for Proposals statutes for Public Purchasing, I.C. 5-22-9. Any Offeror failing to submit information in accordance with the procedures set forth herein may be considered non-responsive and subject to disqualification.

# 3. <u>FAMILIARITY WITH LAWS</u>

An Offeror is also required to be familiar with all federal, state and local laws, ordinances, codes, rules, regulations and standards that in any manner apply to the RFP Process and/or the Procurement, including the performance to be provided by the Vendor should CIB award a Contract. Lack of familiarity on the part of an Offeror to such applicable requirements will in no way relieve it from responsibility.

# 4. **QUESTIONS AND ADDENDA**

To the extent an Offeror has questions regarding the RFP Process or the RFP Documents, including any required interpretation or clarification thereof, those shall be emailed to the CIB's Representative on or before the deadline for submitting questions as set forth in Section 10 below. An Offeror or potential Offeror shall not otherwise contact, request information from, submit questions to or communicate with any other representatives of the CIB or CIB's Consultant (including their employees, officers, board members, agents, consultants and legal counsel) regarding the RFP or any matters related thereto, except to the extent specifically authorized in the RFP Documents. Permitted contact with representatives of the CIB or CIB's Consultant will include: at the Pre-Proposal Meeting; in response to inquiries from the CIB or CIB's Consultant; or during discussion initiated by the CIB after Proposals have been submitted, including

CIB's possible request for best and final offers. A violation of this provision by an Offeror will be grounds to disqualify that Offeror from further consideration as to the Procurement.

The CIB shall not be responsible for any verbal response or interpretations regarding the RFP or the RFP Documents. All responses, interpretations, clarifications and supplemental instructions will be in the form of written Addenda issued by the CIB. Only a response, interpretation, clarification, correction or supplemental instruction supplied by the CIB in a written Addendum shall be binding. Prospective Offerors are advised that no person or entity, other than the CIB, is authorized to issue Addenda which clarify, explain, interpret or supplement the RFP or RFP Documents.

All Addenda so issued shall become a part of the RFP Documents. Each Offeror shall list in its Proposal all Addenda received. If no Addenda have been issued prior to submittal of Proposals, the Offeror shall insert "NONE" in the appropriate section of the Proposal.

#### 5. SUBSTITUTIONS

By submitting a Proposal, an Offeror agrees to undertake and fully perform the Procurement in accordance with all requirements, terms and conditions of the RFP Documents, including but not limited to all of the Technical Requirements, unless under the procedures set forth in this Section 5: (i) an Offeror proposes that another procedure, schedule, approach, product, equipment, material or system be considered as a substitution; and (ii) such request is approved by the CIB in the form of a written Addendum issued in advance of the deadline for submittal of Proposals.

The procedure, schedule, approach, products, equipment, materials and systems listed and described in the Technical Requirements establish a standard of required maintenance, repairs, performance, equipment, materials, systems, function and/or quality for the Procurement. Any substitution proposed by an Offeror must provide required information to allow the CIB and CIB's Consultant to consider whether the maintenance, repairs, performance, product, equipment, material and/or system proposed as a substitution meets or exceeds all standards as specifically listed in the Technical Requirements.

No request for substitution will be considered, unless the written request has been delivered by an Offeror to the CIB's Representative on or before the deadline for requesting substitutions as set forth in Section 10 below. Such request shall include a complete description of the proposed substitution, including drawings, performance and test data, operational and maintenance information and all other information necessary for the CIB and CIB's Consultant to undertake and complete their evaluation and review. To the extent that a substitution, if approved, would require changes to any other portions of the Procurement, the request for substitution shall identify and describe, in detail, all such changes or modifications that would be required. If such changes or modifications are material, it may be grounds to deny the substitution.

By submitting a request for substitution, the Offeror represents that: (i) it has thoroughly investigated the proposed substitution and has determined that it meets or exceeds, in all respects, the standards set forth in the Technical Requirements; (ii) it will provide the same warranty for any substituted product, if approved, as for the specified product; (iii) it will coordinate all required changes, if any, for the Procurement which shall be timely and properly completed in accordance with all requirements of the RFP Documents; and (iv) it waives all claims for additional costs or time, beyond those included in its Proposal, that may be incurred as a result of implementing the substitution, if approved. The burden to prove the merits of the proposed substitution is upon the Offeror who makes the request. The CIB, after conferring with CIB's Consultant, shall retain sole discretion whether to approve or deny a proposed substitution and such decision by the CIB shall be final.

If the CIB approves a proposed substitution, after conferring with CIB's Consultant, such approval will be confirmed by a written Addendum (issued in accordance with Section 4 above) that will be provided to all prospective Offerors. Offerors shall not be entitled to rely upon approvals of substitutions, unless and until approval of the substitution is confirmed in a written Addendum.

No substitutions will be allowed after award of the Contract, unless specifically reviewed and approved by the CIB, in advance and in writing, after conferring with CIB's Consultant and to the extent permitted by and in accordance with the RFP Documents and/or the Contract.

#### 6. EVALUATION PROCESS

After Proposals are received, CIB and CIB's Consultant shall review and consider each Proposal. CIB or CIB's Consultant may contact one or more Offerors if there are questions regarding the Proposals or as needed to clarify information contained within a Proposal. If CIB determines that a Proposal was not submitted in accordance with the procedures and requirements of the RFP Documents, that Proposal may be rejected as non-responsive, although CIB also reserves the right to waive irregularities or informalities discovered within a Proposal or that may otherwise arise in the RFP process. To the extent responsible Offerors submit Proposals which the CIB determines to be reasonably susceptible of being selected for award of the Service Contract, those Proposals will be considered by the CIB and CIB's Consultant in light of the Evaluation Criteria set forth in Section 30 below. These Offerors may be requested to participate in discussions with the CIB and CIB's Consultant, including CIB's solicitation of best and final offers to the extent deemed necessary and appropriate by the CIB.

An Offeror's receipt of the RFP and RFP Documents, its submittal of a Proposal or the fact that the CIB or CIB's Consultant may engage in discussions with an Offeror, confers no right upon such Offeror, nor imposes any duty or obligation on the CIB. The CIB reserves its right to: (i) award a Service Contract to the Offeror whose Proposal is deemed to be the most advantageous to the CIB, after consultation with the CIB's Consultant and considering Proposals in light of the evaluation criteria set forth in the RFP Documents; or (ii) reject all Proposals received.

#### 7. COSTS OF PREPARATION

All costs incurred by an Offeror in preparing, submitting and discussing its Proposal shall be borne by the Offeror, as well as any costs to demonstrate any product or equipment, the cost to forward and return delivery of any products or equipment and any other cost incurred by the Offeror as part of participating in the RFP process.

# 8. OWNERSHIP AND DISCLOSURE OF PROPOSALS

All documents submitted by an Offeror in response to this RFP shall become the property of CIB and will not be returned to the Offeror.

Each Offeror shall familiarize itself with the provisions of the Indiana Public Records Act, I.C. 5-14-3 (the "Public Records Act"). All Proposals, including the materials and information submitted by Offerors in connection with the RFP, are subject to the Public Records Act. Specifically, Offerors are advised that the Proposals, except for any portion of a Proposal that falls under a specific disclosure exemption of the Public Records Act, may be produced by the CIB following the conclusion of the RFP process, if and to the extent a request under the Public Records Act is made for such information.

If an Offeror believes that information which it makes available to CIB as part of its Proposal constitutes a trade secret or is otherwise exempt from disclosure under the Public Records Act, such Offeror shall specifically and conspicuously identify and designate all such information by placing "CONFIDENTIAL" in the header or footer of each such page affected. The Offeror shall be solely responsible for all determinations made by it under applicable laws and for clearly and prominently marking each and every page or sheet of materials with "CONFIDENTIAL" as it determines to be appropriate. Each Offeror is advised to contact its own legal counsel concerning the effect of applicable laws to its own circumstances. Any designation of information as CONFIDENTIAL shall be accompanied by a concise written statement from the Offeror setting forth the reasons supporting the claim, including citation to the specific section(s) of the Public Records Act that Offeror believes authorizes the exemption from disclosure. Blanket designations that do not identify the specific information deemed confidential and/or designations that do

not cite the legal authority supporting such claim, shall not be acceptable and may be cause for CIB to treat the entire Proposal as public information.

Should a third party request, pursuant to Indiana's Public Records Act (I.C. 5-14-3) or otherwise, production of information which the Offeror has designated as **CONFIDENTIAL**, the CIB shall so notify the Offeror. The Offeror shall, promptly upon receipt of such notice, take such action as the Offeror deems necessary and appropriate in an effort to establish the confidential or propriety nature of such information and to avoid the disclosure of the same. Offeror shall inform the CIB of its intentions no later than ten (10) business days after receiving the aforementioned notice. It is understood that CIB will produce documents in accordance with applicable law, unless the Offeror is successful in obtaining a ruling or otherwise establishing to the CIB's satisfaction that certain information is **CONFIDENTIAL** and should not be produced, as it falls within one of the statutory exceptions to disclosure. An Offeror further agrees to indemnify and hold the CIB harmless from all claims, damages, losses and expenses, including reasonable attorney's fees, incurred by the CIB in response to efforts to compel disclosure of such information. Nothing contained in this provision shall modify or amend requirements and obligations imposed on CIB by the Public Records Act or other applicable law. The provisions of the Public Records Act or other applicable laws shall control in the event of a conflict between the procedures described herein and the applicable law.

Submission of a Proposal constitutes an Offeror's agreement to all provisions of this Section. Subject only to the Offeror's ability to successfully contest the production of **CONFIDENTIAL** information as set forth above, the Offeror consents to the disclosure of its Proposal (or portions thereof) and waives any claim against the CIB for production of documents which include all or parts of the Offeror's Proposal.

If a Service Contract is awarded for the Procurement, CIB shall also have the right to duplicate, use or disclose such information as determined to be in the best interest of the CIB, except to the extent such use or disclosure is expressly limited in the RFP Documents and/or the Service Contract.

# 9. <u>DISCUSSION PROCESS</u>

The CIB may request an opportunity for its representatives and/or representatives of CIB's Consultant to participate in discussions with Offerors in order to clarify information, consider other matters relevant to the Procurement and, to the extent Proposals are determined to be reasonably susceptible of being selected for award, to obtain best and final offers. Any such discussions will relate to the requirements of the RFP Documents, the Offeror's Proposal, any information submitted by the Offeror relevant to the Procurement, the Evaluation Criteria and terms of the Service Contract.

# 10. <u>TIME/SCHEDULE</u>

Time is of the essence as to both the RFP Process and the Service Contract. Milestone Dates applicable to the schedule for the RFP Process and the Service Contract (if the CIB makes an award), are listed below. Such Milestone Dates may be modified and amended from time to time by the CIB, as set forth in a written Addendum provided to all prospective Offerors.

•	Publish Notice of RFP	October 12 and October 19, 2023
•	Mandatory Pre-Proposal Meeting	October 30, 2023 at 10:00 a.m.
•	Deadline for Submittal of Questions to CIB regarding the RFP Documents and/or Requests for Substitution	November 10, 2023 at 3:00 p.m.
•	Deadline for CIB to provide responses to Questions and/or Requests for Substitutions	November 16, 2023 at 3:00 p.m.
•	Deadline for submittal of Proposals to CIB	November 21, 2023 at 10:00 a.m.

 Date of Interviews (if CIB elects to conduct Interviews)

November 28, 2023

Award of Contract

December 8, 2023

• Service Agreement to take Effect

January 1, 2024

#### 11. EVENTS SCHEDULE

Current copies of the Events Schedule for ICC, as applicable to the Procurement, is included in the RFP Documents (Section 00300). The Events Schedule identifies events which are currently scheduled to occur in or about ICC during the anticipated duration of the Procurement and which may impact the Vendor's performance of the Procurement. Offerors shall review the Events Schedule in developing their Proposals and the information contained in the Events Schedule will be considered during the review and approval of the Vendor's performance schedule, consistent with the scheduling requirements and procedures set forth in the RFP Documents and Contract Documents for the Procurement. The Events Schedule is subject to change as additional events are booked in ICC or if the CIB and promoters agree to any scheduling changes for existing events. The Events Schedule, by its nature, also cannot foretell all conditions that may affect the scheduling of events which are booked in ICC and the corresponding availability of portions of ICC for the performance of the Procurement. Should a change in the Events Schedule result in a change to the Vendor's schedule, the Vendor is required, under the terms of the Contract Documents, to waive all claims against the CIB and all other parties for any and all damages which may arise from such schedule change or any required stoppage and resumption of the performance of the Procurement.

# 12. PREPARATION AND SUBMISSION OF PROPOSALS

Each Offeror shall submit its Proposal, on or before the date and time designated in the RFP Documents, using the Proposal Form included in the RFP Documents (Section 00400), with all blanks to be appropriately filled in. Each Offeror shall also provide with its Proposal all other documents and information as set forth in Section 29 below.

The Proposal (including all other documents and information) shall be submitted in a sealed envelope addressed to the attention of the CIB's Representative (as designated in the RFP Documents), and shall be delivered to the Administrative Offices of the CIB, located in the Indiana Convention Center, 100 South Capitol Avenue, Indianapolis, Indiana 46225. The transmittal envelope shall be sealed and clearly marked in the lower left hand corner with the following notation:

#### Sealed Proposal - Preventive Maintenance & Required Repairs - ICC Elevators and Escalators

Proposals which are delivered by mail or express delivery shall be enclosed in a second envelope to avoid accidental opening of the sealed Proposal.

Each Offeror shall be responsible to see that its Proposal is submitted to and received by the CIB no later than the indicated date and time for submittal of Proposals as set forth in the RFP and in Section 10 above. Failure to timely submit a Proposal shall be grounds for rejection by the CIB, in which case the rejected Proposal shall be returned to the Offeror unopened. Proposals will be opened in accordance with I.C. 5-22-9-4, to avoid disclosure to competing Offerors during the process of clarification, evaluation and negotiation, if any.

#### 13. WITHDRAWAL OF PROPOSALS

Proposals that have been submitted early may be withdrawn by written request delivered by the Offeror to the CIB's Representative, so long as such request is made prior to the deadline for the submittal and opening of Proposals. A Proposal that has been timely withdrawn may be resubmitted, but only if the

revised Proposal is delivered to the CIB in advance of the submittal deadline. A Proposal may not be withdrawn, modified or cancelled after the deadline for submittal of Proposals and shall remain valid, for the CIB's consideration and potential award of a Service Contract, for sixty (60) days after Proposal deadline.

#### 14. <u>MULTIPLE PROPOSALS</u>

More than one Proposal from an individual, firm, partnership, corporation or association under the same name or different names will not be considered. Should CIB have reasonable grounds to believe that an Offeror has an interest in more than one Proposal, the CIB may reject all Proposals in which such Offeror is believed to be interested.

# 15. REVIEW AND REQUEST FOR INFORMATION

The CIB may make such investigation as it deems necessary to determine if the Offeror is responsible and if the Proposal has been submitted in accordance with and includes all information required by the RFP and the RFP Documents. The Offeror shall furnish to the CIB all such information and data for this purpose as the CIB may request.

If requested, the Offeror shall furnish to the CIB a letter from its insurance company (or companies) confirming that the insurance coverages and limits required by the RFP Documents can be provided, should the Service Contract be awarded to the Offeror.

An Offeror that is a foreign corporation must be registered with the Indiana Secretary of State to do business in Indiana and shall provide evidence that such registration is in place (and is in good standing) if requested by the CIB.

#### 16. <u>COLLUSION/FALSE ENTRIES/OMISSIONS</u>

If the CIB has reasonable grounds to believe that collusion exists among two or more Offerors, the Proposals submitted by those Offerors shall be rejected and the CIB shall have authority to either terminate the current RFP and to recommence the Procurement process at a later date, or the CIB may proceed with the current RFP after rejecting the Proposals of all Offerors believed to be involved in collusion. The CIB shall also have discretion to preclude those involved in such collusion from participating in future RFPs that are issued or contracts that are awarded by the CIB, whether related to the current Procurement or a different procurement.

Should an Offeror include false information in its Proposal, that will be deemed a material irregularity and will be grounds, at the CIB's discretion, for rejection of such Proposal.

Failure of an Offeror to completely fill out the Proposal Form constitutes an irregularity and will be grounds, at the CIB's discretion, for rejection of such Proposal.

# 17. REJECTION OF PROPOSALS

The CIB reserves the right to reject any and all Proposals and to waive any irregularities and informalities in the RFP Process.

#### 18. EXECUTION OF SERVICE CONTRACT

To the extent a Service Contract is awarded it will be to the Offeror whose Proposal, after considering the Evaluation Criteria set forth in Section 30 below, is determined to be the most advantageous to the CIB. The Offeror to whom the CIB awards the Contract shall execute and return the Contract to the CIB, along with other documents and information required by the RFP Documents or the Contract (Certificates of Insurance, etc.), within five (5) days of the CIB notifying the Offeror of the award.

Failure to return the Contract correctly executed and/or to provide all other required information within five (5) days, without written extension by the CIB, shall be grounds, at the CIB's discretion, for withdrawal of the award to the Offeror.

#### 19. <u>SALES TAX</u>

This Procurement is exempt from Indiana sales tax, pursuant to IC 6-2.5-5-16. A copy of the CIB's General Sales Tax Exemption Certificate will be made available upon request.

# 20. XBE PARTICIPATION

- A. It is the goal of CIB to promote the utilization of minority owned business enterprises ("MBEs"), women owned business enterprises ("WBEs"), veteran owned business enterprises ("VBEs") and disabled owned business enterprises ("DOBEs") during and as part of the Procurement. MBEs, WBEs, VBEs and DOBEs shall collectively be referred to as XBEs and CIB has adopted the following XBE participation goals:
  - 15% participation by MBEs;
  - 8% participation by WBEs;
  - 3% participation by VBEs; and
  - 1% participation by DOBEs.
- **B.** Offerors should describe in their Proposals the extent to which they promote the utilization of XBE entities as part of their business operations, including the extent of XBE participation that they would provide as part of the Procurement if they are awarded the Service Contract.

# 21. <u>DOMESTIC STEEL PRODUCTS</u>

Consistent with I.C. 5-16-8, steel products to be used by Vendor during the Procurement shall be made in the United States, unless one of the exceptions to that requirement as set forth in I.C. 5-16-8 specifically applies.

# 22. E-VERIFY PROGRAM

Vendor shall enroll in and verify the work eligibility status of all newly hired employees of the Vendor through the E-Verify program as described in I.C. 22-5-1.7. Vendor will not be required to verify the work eligibility status of all newly hired employees through the E-Verify program if the E-Verify program no longer exists. Prior to commencing the Work, Vendor shall sign and provide an affidavit, affirming that the Vendor does not knowingly employ unauthorized aliens. During the term of the Procurement, Vendor may not knowingly (a) employ an unauthorized alien or (b) retain an employee that the Vendor subsequently learns is an unauthorized alien. Vendor shall also, consistent with I.C. 5-16-13-11, submit to the CIB the E-Verify case verification number for each individual who is required to be verified under I.C. 22-5-1.7, prior to such individual commencing work at the ICC.

#### 23. CERTIFICATION AS TO NO INVESTMENT IN IRAN

Vendor shall certify, in accordance with I.C. 5-22-16.5-13, that it is not engaged in any investment activities with Iran.

# 24. <u>EMPLOYEE TRAINING PROGRAM</u>

Vendor shall agree and represent to the CIB, consistent with IC 5-16-13-12, that:

• Where the Vendor employs ten (10) or more employees, Vendor shall provide access to a training program applicable to the tasks to be performed in the normal course of the employee's employment. The Vendor may satisfy this requirement through any of the following:

- 1. An apprenticeship program.
- 2. A program offered by Ivy Tech Community College of Indiana.
- 3. A program offered by Vincennes University.
- 4. A program established by or for the Vendor.
- 5. A program offered by an entity sponsored by the U.S. Department of Labor, Bureau of Apprenticeship and Training.
- 6. A program that results in the award of an industry recognized portable certification.
- 7. A program approved by the U.S. Department of Transportation, Federal Highway Administration.
- 8. A program approved by the Indiana Department of Transportation.
- Where the Vendor employs fifty (50) or more journeymen, the Vendor shall participate in an apprenticeship or training program that meets the standards established by or has been approved by any of the following:
  - 1. United States Department of Labor, Bureau of Apprenticeship and Training.
  - 2. The Indiana Department of Labor.
  - 3. United States Department of Transportation, Federal Highway Administration.

To the extent the labor force employed by Vendor performs services or work on-site at the ICC, such personnel shall participate in apprenticeship and/or training programs approved by and registered with the United States Department of Labor's Office of Apprenticeship, or its successor organization.

# 25. <u>VENDOR QUALIFICATIONS</u>

Vendor shall agree and represent to CIB that Vendor is qualified under IC 4-13.6-4.

#### 26. PAYROLL RECORDS

Vendor shall prepare certified payroll reports on a weekly basis utilizing the federal form WH-347. The certified payroll records shall identify the job title, work classification, rate of pay and craft of each employee performing services or work on the Procurement. As an alternate to using federal form WH-347, Vendor may use its own payroll reporting system so long as it conforms to federal form WH-347, contains all the same information and is accompanied by federal form WH-348, Statement of Compliance. The payroll records described herein shall be provided to the CIB upon request.

Vendor shall agree and represent to the CIB, consistent with IC 5-16-13-13, that the Vendor shall do the following with respect to their respective payroll and related records:

- 1. Preserve them for a period of three (3) years following completion of the Procurement; and
- 2. Make them open to inspection to the Indiana Department of Workforce Development.

Consistent with IC 5-16-13-14, CIB may request the Indiana Department of Workforce Development to investigate the Vendor if the CIB suspects that the Vendor misclassified one or more workers.

# 27. <u>EMPLOYMENT LAWS</u>

Vendor shall agree and represent to the CIB, consistent with I.C. 5-16-13-11, that the Vendor will comply with the following employee related programs, restrictions and laws during the Procurement:

- 1. Vendor will not pay cash to any employee for any work performed on the Procurement.
- 2. Vendor is, and will continue during the Procurement to be, in compliance with the following:
  - (a) The Federal Fair Labor Standards Act of 1938, as amended, (29 U.S.C. 201-209) and I.C. 22-2-2-1 through 22-2-2-8;
  - (b) I.C. 22-3-5-1 and I.C. 22-3-7-34; and

(c) I.C. 22-4-1 through I.C. 22-4-39.5.

# 28. <u>EMPLOYEE DRUG TESTING PROGRAM</u>

Offeror is required to submit with its Proposal a copy of the Offeror's employee drug testing program that complies with IC 4-13-18, specifically IC 4-13-18-5 and 4-13-18-6. CIB may not award a Contract to a Offeror whose Proposal does not include a written plan for an employee drug testing program that complies with IC 4-13-18. To the extent the CIB awards a Contract, that Contract shall:

- 1. Require the selected Vendor to implement the employee drug testing program submitted with its Proposal.
- 2. Allow for cancellation of the Contract by the CIB if the selected Vendor:
  - (a) Fails to implement its employee drug testing program during the term of the Contract;
  - (b) Fails to provide information regarding implementation of the employee drug testing program at the request of the CIB; or
  - (c) Provides to the CIB false information regarding the employee drug testing program.

# 29. REQUIRED SUBMITTALS IN RESPONSE TO RFP

Each Offeror shall submit two (2) hard copies of its written Proposal and one electronic copy (i.e. thumb drive, CD-ROM, or other compatible memory device) that includes the full written Proposal. The Proposal must be organized and presented in a clear, comprehensive, concise and logical manner, so that the CIB can quickly locate and review all pertinent information and submittals. Proposals shall include all of the following:

#### **Proposal Form and Price**

- 1.1 Each Offeror must fully complete and submit a written and signed Proposal, utilizing the Proposal Form included in the RFP Documents (Section 00300).
- 1.2 All blanks in the Proposal Form shall be filled in, including but not limited to the proposed price, hourly rates and other designated information, all as required by and consisted with the RFP and the RFP Documents.
- 1.3 Offerors shall acknowledge receipt of all Addenda as issued by the CIB with respect to the RFP, by identifying the number and date of all Addenda in the space provided on the Proposal Form (if no Addenda have been issued, the Offeror shall insert "NONE" in the appropriate section of the Proposal Form).
- 1.4 By submitting a Proposal, the Offeror acknowledges that it has taken steps necessary to ascertain all requirements set forth in the RFP and RFP Documents and that it is committing, in accordance with those requirements, to fully undertake and perform the Procurement for the price(s) set forth in the Proposal should the CIB accept the Proposal and award a Service Contract based thereon.

# **Statement of Qualifications and Pre-Qualification Requirements**

Each Offeror shall submit with its Proposal (either as an attachment to the Proposal Form or as a separate document) a Statement of Qualifications. The Statement of Qualifications shall be no more than five (5) pages long and shall outline the Offeror's background, qualifications and experience to properly undertake and timely complete the Procurement in accordance with the RFP Documents, including confirmation that the Offeror meets the following Pre-Qualification Requirements:

• Fully staffed office in Indianapolis, Indiana, that has been established and operational for at least five (5) years; and

• Offeror has entered into at least two (2) service agreements, covering twelve (12) or more units (elevators and escalators) in high volume settings, in the last five (5) years.

Failure by an Offeror to demonstrate that it meets all of the Pre-Qualification Requirements set forth above, shall be grounds to reject that Offeror's Proposal.

#### **Financial Statements**

Each Offeror shall provide an audited or reviewed copy of the Offeror's most recent financial statement for consideration by the CIB.

#### **Procurement Plan**

Each Offeror shall submit with its Proposal (either as an attachment to the Proposal Form or as a separate document) a comprehensive Procurement Plan which fully describes how the Offeror, if awarded the Contract, will manage and implement the Procurement. This Procurement Plan shall include the following:

# 1. <u>Organization and Personnel</u>

An organizational chart identifying key personnel and a description of the responsibilities that each will assume if the Offeror is awarded the Service Contract.

#### 2. Schedule

A comprehensive schedule listing and describing the inspection, preventive maintenance and other routine tasks to be performed, including their frequency and duration, consistent with the requirements of the RFP Documents and as necessary to provide industry standard trouble shooting and preventive maintenance and repairs. Identify persons and entities who will be involved in performing tasks and activities and how Offeror will coordinate the performance of these tasks and activities with the ICC Events Schedules.

# 3. Warranty

Provide a detailed description of the warranty to be provided for all new materials, equipment and supplies which are installed during the term of the Contract, as required by and consistent with the Contract Documents.

#### **Employee Drug Testing Program**

Each Offeror must submit with its Proposal a copy of its employee drug testing program that complies with I.C. 4-13-18-5 and 4-13-18-6.

# **Proposed Form of Service Contract**

Each Offeror shall include with its Proposal the form of Service Contract which it recommends be utilized, if CIB awards the Procurement to that Offeror. However, each proposed form of Contract shall include certain provisions required by the CIB, as listed in Section 00500 of the RFP Documents. As part of the review and evaluation of the Proposals received and in reaching its' determination on whether to award a Contract and, if so, which Offeror has submitted the Proposal that is most advantageous to the CIB, the CIB shall consider the following:

 Whether a proposed form of Contract submitted by an Offeror does not include all of the required provisions listed in Section 00500, or whether one or more of such required provisions have been revised; and • The extent to which the other terms and conditions contained in each proposed Contract are deemed fair and equitable, or are found to be to the disadvantage of the CIB.

CIB reserves the right to discuss the terms and conditions of proposed Contracts with the Offerors' whose Proposals are determined to be reasonably susceptible of being selected for award, including possible revisions to the proposed form of Contracts as part of best and final offers.

#### 30. EVALUATION CRITERIA

The following criteria will be used to evaluate all Proposals that have been timely submitted and are determined to be reasonably susceptible of being selected for award.

- 1. <u>Prices</u>: Amount stated in the Proposal form for the First Year Base Price and the Hourly Rates as also quoted in the Proposal form.
- 2. <u>Qualifications, Experience and Expertise</u>: The Offeror's qualifications, experience and expertise to undertake and perform the services and work to be provided under the Procurement, including whether the Offeror meets the Pre-Qualification Requirements as set forth in Section 29 above. This shall include consideration of the experience and technical expertise of key personnel who will have responsibility for performing, managing and/or supervising the various aspects of the Procurement.
- 3. <u>Procurement Plan and Schedule</u>: The extent to which the Offeror's Proposal and Procurement Plan demonstrates an understanding of the necessary requirements of the Technical Requirements and how the Procurement will be implemented and managed, including the Offeror's proposed schedule and its coordination with the ICC Events Schedule.
- 4. <u>Compliance With RFP Documents:</u> The extent to which the Proposal conforms to the requirements of the RFP Documents and the potential impact of Offeror's proposed changes and/or exceptions, if any, to the specifications and requirements set forth in the RFP Documents.
- 5. <u>Local Support</u>: The extent to which Offeror demonstrates that local support, using manufactured trained/certified personnel, shall be provided throughout the duration of the Procurement.
- 6. <u>Insurance</u>: The coverage and limitations of all insurance policies held by the Offeror that will apply to this Procurement, if Offeror is awarded the Contract.
- 7. Financial Stability: The CIB's assessment of the financial stability of the Offeror.
- 8. <u>Value</u>: The value for money as determined by CIB's evaluation team.
- 9. <u>Form of Proposed Service Contract</u>: Consideration of the proposed form of Service Contract submitted with the Proposal and the extent to which the terms and conditions set forth therein are deemed fair and reasonable. This will included consideration of whether all the required provisions as listed in Section 00500 of the RFP Documents have been included in the proposed Contract and, if not, the extent to which required provisions have been omitted or revised.

All of the Evaluation Criteria listed above shall be considered by CIB collectively in reaching a determination and CIB considers each of the Evaluation Criteria to be of comparable importance. Pricing will be considered in this evaluation but will not, in and of itself, be determinative of the selection process.

# 31. <u>SELECTION</u>

The CIB will evaluate the Proposals in consultation with CIB's Consultant, consistent with the RFP Documents and in accordance the Evaluation Criteria set forth in Section 30 above and, if a Contract is awarded, that award shall be made to the Offeror whose Proposal is determined to be the most advantageous to the CIB. The selected Offeror shall enter into the Contract directly with the CIB.

#### **SECTION 00300 – EVENTS SCHEDULES**

#### PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS

- A. A current copy of the Events Schedules for the ICC applicable to the Procurement is attached hereto for reference purposes.
- B. The Events Schedules identify events which are currently scheduled to occur in, on or about the ICC and which may impact how the Procurement is undertaken and performed, should CIB award a Service Contract.
- C. The selected Vendor, in developing its schedule for the Procurement, will need to consider the Events Schedules and the information contained therein, consistent with the scheduling requirements and procedures set forth in the RFP Documents and the Contract Documents. CIB's review and approval of the Vendor's schedule, as also set forth in the RFP Documents and the Contract Documents, will also take into consider the Events Schedules.
- D. The Events Schedules, by their nature, cannot foretell all conditions that may affect the scheduling and operation of Events and the corresponding availability of portions of the ICC for performance of the Procurement. The Events Schedules are also subject to revision and additions as new Events are booked in the ICC, or as schedule changes are made to existing Events. CIB will provide updated and then current Events Schedules on request. Should CIB award a Service Contract and should a change in the Events Schedules require a change to the Vendor's schedule, the Vendor shall make the required change to its schedule without claim against CIB or others for alleged damages resulting therefrom, including without claim for stoppage and resumption of the Procurement, if necessary.

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Meeting Rm 239 United Rentals - Ann	JAMfest Cheer Su			WWETT Water & Wastew	
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Thursday, February 1, 2024 - Thursday, February 29, 2024

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Friday, March 1, 2024 - Sunday, March 31, 2024

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Monday, April 1, 2024 - Tuesday, April 30, 2024

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	T 2024 2024 Indiar	Walmart - Digital (	FDIC International	American Coatings	
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Wednesday, May 1, 2024 - Friday, May 31, 2024

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Meeting Rm 128 OneAmerica 500 Fest 500 Festival, Inc.	National Confectioners Association	Tyler Technologies		
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Meeting Rm 131 American C	National Confectione	Tyler Technologies C	Indiana Global Ec	School Tr
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Saturday, June 1, 2024 - Sunday, June 30, 2024

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Monday, July 1, 2024 - Wednesday, July 31, 2024

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Capitol Avenue	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best
1st Flr Serpent	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
2nd Flr Serpent	Church of God Intern		Zeta Phi Beta Sorori	Gen Con The
·	Church of God		Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Speedway Lby 1		National Eucharistic  National Eucharistic Congress, Inc.		
Speedway Lby 2				
MryInd Mtr Lby				
Crossroads 1st	Church of God Intern	National Eucharistic		Gen Con The Best
Crossroads 2nd	Church of God	National Eucharistic Congress, Inc.		Gen Con The Best
CR East Lobby		National Eucharistic		Gen Con LLC Gen Con The Best F
——		National Eucharistic Congress, Inc.		Gen Con LLC
CR West Lobby		National Eucharistic  National Eucharistic Congress, Inc.		Gen Con The Best F
Georgia Cube		National Eucharistic		Gen Con The Best Fou
Infomat Booth		National Eucharistic Congress, Inc.		Gen Con LLC
	Church of God Intern		Zeta Phi Beta Sorori	Gen Con The
2nd Floor EFYR	Church of God		Zeta Phi Beta Sorority, Inc.	Gen Con LLC
2nd Floor NFYR	Church of God Intern		Zeta Phi Beta Sorori	Gen Con The
	Church of God		Zeta Phi Beta Sorority, Inc.	Gen Con LLC
2nd Floor WFYR	Church of God Intern Church of God		Zeta Phi Beta Sorori Zeta Phi Beta Sorority, Inc.	Gen Con The Gen Con LLC
allrooms	Charch of God		Zeta Phi Beta Soronty, Inc.	Gen Con LLC

500 Ballroom	Church of God Intern	Church of God Intern		Natio Zeta Zeta Phi Beta Sorori	Gen Con T Ge
	Church of God Church of God Intern	Church of God Church of God Intern	9	Natior Zeta P Zeta Phi Beta Sorority, Inc. Natic Zeta Zeta Phi Beta Sorori	Gen Con LLC Ger Gen Con Th Ge
500 Reception	Church of God	Church of God		Nation: Zeta Pr Zeta Phi Beta Sorority, Inc.	Gen Con LLC Gen
Sag BR 1	Church of God Intern	Church of God Intern	Churc National Eucharis National Eucharistic	Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr Ge
Jay DK 1	Church of God	Church of God	Church National Eucharistic Control National Eucharistic Congress N	Nation: Zeta Ph Zeta Phi Beta Sorority, Inc.	Gen Con LLC Gen
Sag BR 2	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr Ge
	Church of God Intern	Church of God Intern		Nation: Zeta Pt Zeta Phi Beta Sorority, Inc.  Natic Zeta Zeta Phi Beta Sorori	Gen Con LLC Ger Gen Con Tr Ge
Sag BR 3	Church of God	Church of God	Church National Eucharistic Convariant Eucharistic Congress	Nation: Zeta Pi Zeta Phi Beta Sorority, Inc.	Gen Con LLC Gen
Sag BR 4	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr Ge
Jay DK 4	Church of God	Church of God	Church National Eucharistic Control Eucharistic Congress N	Nation: Zeta Pł Zeta Phi Beta Sorority, Inc.	Gen Con LLC Ger
Sag BR 5	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr G
	Church of God	Church of God	Church National Eucharistic Congress National Eucharistic Congress National Eucharistic Congress National Eucharistic	Nation: Zeta Pł Zeta Phi Beta Sorority, Inc.	Gen Con LLC Ge
Sag BR 6	Church of God Intern Church of God	Church of God Intern Church of God	Churc National Eucharistic Conditional Eucharistic Church National Eucharistic Conditional Eucharistic Conditional Eucharistic Conditional Eucharistic Conditional Eucharistic Conditional Eucharistic Conditional Eucharistic	Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr G
0 007	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr Ge
Sag BR 7	Church of God	Church of God	Church National Eucharistic Conational Eucharistic Congression	Nation: Zeta Pi Zeta Phi Beta Sorority, Inc.	Gen Con LLC Ger
Wabash BR 1	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr G
Wabasii bit i	Church of God	Church of God	Church National Eucharistic Control Eucharistic Congress N	Nation: Zeta Pł Zeta Phi Beta Sorority, Inc.	Gen Con LLC Ge
Wabash BR 2	Church of God Intern	Church of God Intern		Natic Zeta Zeta Phi Beta Sorori	Gen Con Tr G
	Church of God Intern	Church of God Intern	Church National Eucharistic Congress  Churc National Eucharis National Eucharistic	Nation: Zeta Ph Zeta Phi Beta Sorority, Inc.	Gen Con LLC Ge Gen Con Th G
Wabash BR 3	Church of God Intern	Church of God Intern Church of God	Church National Eucharistic Congress National Eucharistic Church National Eucharistic Congress N	Natic Zeta Zeta Phi Beta Sorori	Gen Con LLC Ge
Meeting Rooms	Charti of God	Charter of God	Church National Editional	Zeta Fi Zeta Fili Beta 301011ty, Ilic.	Gen con EEC   Ge
	Church	of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 101	Church o	f God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 102	Church	of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church o		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 103	i i i i <b>i</b>	of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church o	of God Intern	National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con LLC Gen Con The
Meeting Rm 104	Church o		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mosting Dm 10E		of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 105	Church o	f God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 106	Church	of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church o		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 107		of God Intern	India National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church o	f God i of God Intern	Indiana National Eucharistic Congress, Inc. India National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con LLC Gen Con The
Meeting Rm 108	Church o		IndianaNational Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mastine Des 100		of God Intern	India National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 109	Church o		Indiana National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 110	Church	of God Intern	India National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church o		Indiana National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 111		of God Intern	India National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best Fou
	Church o	f God of God Intern	Indian National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con LLC Gen Con The Best Fou
Meeting Rm 112	Church o		National Eucharistic Congress, Inc.	Zeta Phi Beta Soloii Zeta Phi Beta Sorority, Inc.	Gen Con The Best Fou
Mosting Dr. 110		n of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best
Meeting Rm 113	Church		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 114		n of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best
Meeting Kill 114	Church	of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC

Meeting Rm 115	Church of God Intern Church of God		National Eucharistic National Eucharistic Congress, Inc.	Zeta Phi Beta Sorori Zeta Phi Beta Sorority, Inc.	Gen Con The Best
Mosting Dm 116	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best Fo
Meeting Rm 116	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 117	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Best Fo
Triesting run 117	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 120		India	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The I
	<del>                                     </del>	Indiana India	National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con LLC Gen Con The
Meeting Rm 121		Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Soroity, Inc.	Gen Con LLC
Mosting Dm 122		India	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 122		Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 123		India	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	<del>                                     </del>	Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 124		India	National Eucharistic National Eucharistic Congress, Inc.	Zeta Phi Beta Sorori Zeta Phi Beta Sorority, Inc.	Gen Con The
		Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 125		Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 126		India	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
ivieeting kiii 120		Indiana	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 127		Indiana De	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
			National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 128		Indiana De	National Eucharistic National Eucharistic Congress, Inc.	Zeta Phi Beta Sorori	Gen Con The
	Church of God Intern	Indiana Demod	National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 130	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 131	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
iviceting kin 131	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 132	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church of God Intern		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 133	Church of God Intern Church of God		National Eucharistic  National Eucharistic Congress, Inc.	Zeta Phi Beta Sorori Zeta Phi Beta Sorority, Inc.	Gen Con The
Marallan Day 124	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 134	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 135	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Wiceting Kill 199	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 136	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church of God Intern		National Eucharistic Congress, Inc. National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con LLC Gen Con The
Meeting Rm 137	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Masting Dr. 120	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 138	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 139	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Weeting Kill 197	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 140	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
<u> </u>	Church of God Intern		National Eucharistic Congress, Inc. National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con LLC Gen Con The
Meeting Rm 141	Church of God		National Eucharistic  National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mooting Dm 142	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
Meeting Rm 142	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 143	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The
	Church of God		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 144	Church of God Intern		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The

IVICELING KITI 144	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 145	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Indian Indian	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 201	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Wiceting Kill 201	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 202	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
<u> </u>	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 203	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
	Church of God Intern	National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con The Be
Meeting Rm 204	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mosting Dra 205	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Meeting Rm 205	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 206	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Weeting Kill 200	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 207	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
esg	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 208	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
	Church of God Intern	National Eucharistic Congress, Inc. National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con LLC Gen Con The Bo
Meeting Rm 209	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Marilian Day 210	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The E
Meeting Rm 210	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 211	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The I
Meeting Kill 211	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 212	Church of God Intern	National Eucharistic	Zeta Phi Beta Sorori	Gen Con The E
	Church of God	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 231		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
		National Eucharistic Congress, Inc. National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con LLC Gen Con The Be
Meeting Rm 232		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mastine Des 222		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Meeting Rm 233		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 234		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Weeting Kill 234		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 235		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 236		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
		National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con LLC Gen Con The Bo
Meeting Rm 237		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Mastine Des 220		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Meeting Rm 238		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 239		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Bo
iviceting Kin 239		National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 240		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
	<del>                                     </del>	National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con LLC
Meeting Rm 241		National Eucharistic	Zeta Phi Beta Sorori	Gen Con The Be
Indian	<del>                                     </del>	National Eucharistic Congress, Inc. National Eucharistic	Zeta Phi Beta Sorority, Inc. Zeta Phi Beta Sorori	Gen Con LLC Gen Con The Be
Meeting Rm 242		National Eucharistic  National Eucharistic Congress, Inc.	Zeta Phi Beta Sorority, Inc.	Gen Con The Be
Meeting Rm 243	Church of God Intern	National Eucharistic Congress, Inc.  National Eucharistic	Zeta Phi Beta Sorority, Inc.  Zeta Phi Beta Sorori	Gen Con The Be
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Meeting Rm 244		Church o	of God Intern		Nati	onal Euc	naristic			Zeta Ph	i Beta Soror	i			on The Bes
	$\longrightarrow$	Church of C					stic Congre	ss, Inc.			eta Sorority, Ir			Gen Con	
Meeting Rm 245 2024			of God Intern			onal Euc					i Beta Soror				on The Bes
Indian		Church of C	God				stic Congre				eta Sorority, Ir			Gen Con	
CREast							charistic				ni Beta Sor			n The Bes	t Fou
				<del>                                     </del>			charistic	gress, Inc.			Beta Sorority ni Beta Soro		Gen Con I	n The Bes	t Fou
CRWest				1 1				, gress, Inc.			Beta Sorority		Gen Con I		l Fou
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Show Offices						1							1 1	_	
					Nat	ional Fu	charistic			Zeta Pi	ni Beta Sor	ori	G	en Con Th	e Best Fo
Hall A Show Off								gress, Inc.			Beta Sorority			n Con LLC	0 2001 1 0
Hall D Chay Off				Indiana							ni Beta Sor			en Con Th	e Best Fo
Hall B Show Off				Indiana D	em (Natio	nal Eucha	ristic Con	gress, Inc.		Zeta Phi	Beta Sorority	, Inc.	Ge	n Con LLC	
Hall C Show Off	Church of Go	od Intern			Nat	ional Eu	charistic	:		Zeta Pl	ni Beta Sor	ori	G	en Con Th	e Best Fo
Tiali e show on	Church of God				Natio	nal Eucha	ristic Con	gress, Inc.		Zeta Phi	Beta Sorority	, Inc.	Ge	n Con LLC	
Hall D Show Off	Church of G	od Intern			Nat	ional Eu	charistic	:		Zeta Pl	ni Beta Sor	ori		en Con Th	e Best Fo
rian B onew on	Church of God							gress, Inc.			Beta Sorority			n Con LLC	
CSO - 2	Church of Go	d Intern				onal Euc					i Beta Soror			en Con The	Best Fou
	Church of God	-1 1 4					stic Congre	ss, Inc.			eta Sorority, Ir			n Con LLC	Doot Form
CSO - 3	Church of God	a intern				onal Euc					i Beta Soror			en Con The	Best Fou
	Church of God  Church of God	od Intern					stic Congre charistic				eta Sorority, Ir ni Beta Soro			n Con LLC en Con Th	o Rost Fo
CSO - 4	Church of God	od IIIIcili						ress, Inc.			Beta Sorority			n Con LLC	c best i o
CCO F	Church of Go	od Intern					charistic				ni Beta Sor			en Con Th	e Best Fo
CSO - 5	Church of God				Natio	nal Eucha	ristic Con	gress, Inc.		Zeta Phi	Beta Sorority	Inc.	Ge	n Con LLC	
Hall F Show Off	Church of Go	od Intern			Nat	ional Eu	charistic	;	Z	Zeta Phi Bet	a Sorori		Gen Co	n The Bes	t Fou
Hall F 3HOW OII	Church of God				Natio	nal Eucha	ristic Con	gress, Inc.	Z	eta Phi Beta So	prority, Inc.		Gen Con I	LLC	
Hall H Show Off 2024	Church of Go	od Intern			Nat	ional Eu	charistic	:		Zeta Pl	ni Beta Sor	ori	Gen Co	n The Bes	t Fou
<u>I ndian</u>	Church of God				Natio	nal Eucha	ristic Con	gress, Inc.		Zeta Phi	Beta Sorority	, Inc.	Gen Con I		
Hall I Show Off 2024	Church of Go	od Intern					charistic				ni Beta Sor			n The Bes	t Fou
<u>I ndian</u>	Church of God							gress, Inc.			Beta Sorority		Gen Con I		
Hall J Show Off 2024	Church of Go	od Intern					charistic				ni Beta Sor			n The Bes	t Fou
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CSO 2-3	Church of God	ou miem						; gress, Inc.			Beta Sorority			en Con Th n Con LLC	e best Fo

Thursday, August 1, 2024 - Saturday, August 31, 2024

AUG	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	10M	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	10M	TUE	WED	THU	FRI	SAT
2024	01	02	03	04	05	06	07	08	09	10	11	12	13	14		16	17		19	20	21		23	24	25	26	27	28	29	30	31
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Exhibit Halls			_	_																1						•					
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Exhibit Hall B	Gen Co		e Best	t Fou	Gen ( Gen Co				h & Bl utreach		CG To																		2 Con	3 Cont	identi
Exhibit Hall C	Gen C	Con Th	e Best	t Fou	Gen (			L33 U	utreaci											Driv	Driv									Do it	
Exhibit Hall D	Gen Co		ie Best	t Fou	Gen Co Gen (			Avoi	า Repl	est	Avoi	l า Repl	Fest		Horr	Hori	L rorHou	und W	<u> </u> 	Legac	Legac		2024	1 2024	4 StarC					Do it B Do it	
	Gen Cor		e Best	t Four	Gen Co Gen (			The A	von Coi		The A	von Co			Horro	Horro	rHound	Week					StarCi		ity Game					Do it B Do it	
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Exhibit Hall G			ie Best	t Fou	Gen (						†			<u> </u>			t				Amer					2024	-			Do it	
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Hall A Lobby	Gen C		ie Best	t Fou					4 Cox		T			/ater I											Veeke						
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deeting Rm 130  Gen Con The Best Fou	DCI Drum/Bugle Corps	Indiana Water Envir	American Trucking As	Rally 2024
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deeting Rm 132 Gen Con The Best Fou	Drum Corps International, I		American Trucking Associations, Inc.	Rally Innovation, LLC
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leeting Rm 134 Gen Con The Best Fou	Drum Corps International, II		American Trucking Associations, Inc.	Rally Innovation, LLC
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Sunday, September 1, 2024 - Monday, September 30, 2024

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Tuesday, October 1, 2024 - Thursday, October 31, 2024

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EOO Decention		Level Level				Econ	Econ				National FFA Organization		1	Midwest	
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Meeting Rm 103	Emerald - H				viceTitaı ceTitan	n - Panth					onal FFA Convent al FFA Organization				
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Meeting Rm 105	Emerald - H				viceTitaı ceTitan	n - Panth					onal FFA Convent al FFA Organization				
Mosting Dm 104	Emerald x, LLC					n - Panth					onal FFA Convent				$\top$
Meeting Rm 106	Emerald X, LLC			Servi	ceTitan						al FFA Organization				_
Meeting Rm 107	Emerald - H		IMPO Confei Indianapolis Me								onal FFA Convent				
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Meeting Rm 108	Manufa Emerald X, LLC		Indianapolis Me								al FFA Organization				_
Meeting Rm 109	MAPF Emerald - H		IMPO Confei Indianapolis Me								onal FFA Convent				
Mooting Dm 110	Manufa Emerald X, LLC MAPF Emerald - H		Indianapolis Me IMPO Confei		+				Na		al FFA Organization FFA Convent		1		+
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Meeting Rm 111	Emerald - H					n - Panth					onal FFA Convent				
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Meeting Rm 115	Emerald - HCD Confer Emerald X, LLC		ServiceTitan -	Panth		National F	FA Convent		
Meeting Rm 116	Emerald - HCD Confer		ServiceTitan - F	Panth		National FF			
Meeting Kill 110	Emerald X, LLC		ServiceTitan			National FFA O	rganization		
Meeting Rm 117	Emerald - HCD Confer		ServiceTitan - F	Panth		National FF			
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Meeting Rm 120 North And	mer MAPF Emerald - HCD Confer		ServiceTitan - F ServiceTitan	antn			National FFA Convent National FFA Organization		
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Meeting Rm 121 North And			ServiceTitan	ditti			National FFA Organization		
Meeting Rm 122 North A			ServiceTitan - F	anth			National FFA Convent		
North Ame	rical <mark>Manufa</mark> Emerald X, LLC		ServiceTitan				National FFA Organization		
Meeting Rm 123 North A			ServiceTitan - F	Panth			National FFA Convent		
North Ame			ServiceTitan				National FFA Organization		
Meeting Rm 124 North A			ServiceTitan - F	anth			National FFA Convent		
North Ame	rical <mark>Manufa</mark> Emerald X, LLC mer MAPP Bencil Emerald - HCD Confe	ar l	ServiceTitan ServiceTitan - F	Panth		National FF	National FFA Organization  A Convent		
Meeting Rm 125 North And			ServiceTitan 1	ditti		National FFA O			
Meeting Rm 126 North A		er	ServiceTitan - F	Panth		National FF			
North Ame	rical Manufacturers Emerald X, LLC		ServiceTitan			National FFA O	rganization		
Meeting Rm 127 North A	mer MAPP Bencl Emerald - HCD Confe	er	ServiceTitan - F	Panth		National FF	A Convent		
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Meenna km 178	mer MAPP Bencl Emerald - HCD Confe	er	ServiceTitan - F	Panth		National FF			
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	Media -Graphi Level UF		Inc	arie rridiarie		National FF			gn2Part Show
Meening Rill 131	edia Group, Inc. (Formerly I Eli Lilly and	Company	India	ana Indiana		National FFA O	rganization	Edward	ds and Schmidt LLC
Meeting Rm 132 Cahaba	Media - Graphi Level UF	DEI Con	Ind	dia India		National FF	A Convent	Desig	gn2Part Show
Canaba Me	edia Group, Inc. (Formerly I Eli Lilly and		India	ana Indiana		National FFA O			ds and Schmidt LLC
Meeuna Rm 133	Media - Graphi Level UF		Ind	lia India		National FF			est Multifam
Canaba Me	edia Group, Inc. (Formerly I Eli Lilly and Media -Graphi Level UF	Company DEI Con	India	ana Indiana dia India		National FFA O National FF			a Apartment As est Multifam
Meeling Rm 134	edia Group, Inc. (Formerly I Eli Lilly and		Indi	na Indians		National FFA O			a Apartment As
	Media -Graphi Level UF		Inc	dia India		National FF	· · · · · · · · · · · · · · · · · · ·		est Multifam
Meenna km 135	edia Group, Inc. (Formerly I Eli Lilly and		India	ana Indiana		National FFA O			a Apartment As
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Cahaba Me	edia Group, Inc. (Formerly National <mark>Eli Lilly and</mark> Media -Graphi Level UF	Company DEI Con	India	ana Indiana dia India		National FFA O National FF	J		a Apartment As est Multifam
Meeting Rm 138	edia Group, Inc. (Formerly National Eli Lilly and		Indi			National FFA O			a Apartment As
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Meeting Rm 145 IndieTech		India India	National FFA Convent	Midwest Multifam
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Meeting Rm 201	Emerald - HCD Confer Emerald X, LLC	2 Chic 2 ServiceTitan - Panth PullSpa ServiceTitan	National FFA Con National FFA Convent	
	Emerald x, LLC  Emerald - HCD Confer	2 Chic 2 Service Titan - Panth	National FFA Organiza National FFA Organization  National FFA Con National FFA Convent	
Meeting Rm 202	Emerald X, LLC	PullSpa ServiceTitan	National FFA Organiza National FFA Organization	
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iviceting kin 203	Emerald X, LLC	PullSpa ServiceTitan	National FFA Organiza National FFA Organization	
Meeting Rm 204	Emerald - HCD Confer	Servi 2 ServiceTitan - Panth	National FFA Con National FFA Convent	
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Meeting Rm 205	Emerald X. LLC	ServiceTitan	National FFA Con National FFA Convent	
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Meeting Rm 206	Emerald X, LLC	ServiceTitan	National FFA Organiza National FFA Organization	
Meeting Rm 207	Emerald - HCD Confer	ServiceTital 2 ServiceTitan - Panth	National FFA Con National FFA Convent	
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Meeting Rm 208	Emerald - HCD Confer  Emerald X, LLC	IFD Promotion Proces	National FFA Con National FFA Convent	
NA B. 000	Emerald - HCD Confer	IFD Promotion Proces		
Meeting Rm 209	Emerald X, LLC	Indianapolis Fire Departme	ent National FFA Organiza National FFA Organization	
Meeting Rm 210	Emerald - HCD Confer	ServiceTit 2 ServiceTitan - Par	National FFA Convent	
viceting Kill 210	Emerald X, LLC	ServiceTitan	National FFA Organization	
Meeting Rm 211	Emerald - HCD Confer	ServiceTit 2 ServiceTitan - Par		
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Meeting Rm 212	Emerald X, LLC	ServiceTitan	National FFA Convent	
Meeting Rm 231	Level UP DEI Con	IFD Promotion Proces		
iviceting Kill 231	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 232	Level UP DEI Con	IFD Promotion Proces		
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Meeting Rm 233	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Mosting Dec 224	Level UP DEI Con	IFD Promotion Proces		
Meeting Rm 234	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 235	Level UP DEI Con	IFD Promotion Proces	National FFA Convent	
	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 236	Level UP DEI Con Eli Lilly and Company	IFD Promotion Proces	National FFA Convent  National FFA Organization	
NA B 007	Level UP DEI Con	IFD Promotion Proces		
Meeting Rm 237	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 238	Level UP DEI Con	IFD Promotion Proces	National FFA Convent	
Wiceting Kill 230	Eli Lilly and Company	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 239	Level UP DEI Con	IFD Promotion Proces		
<u> </u>	Eli Lilly and Company Emerald - HCD Confer	Indianapolis Fire Departme	National FFA Organization  National FFA Convent	<del>         </del>
Meeting Rm 240	Emerald 2. LLC	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 241	Emerald - HCD Confer	IFD Promotion Proces		
IVICE LING IXIII 241	Emerald X, LLC	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 242	Emerald - HCD Confer	IFD Promotion Proces		
<u> </u>	Emerald X, LLC	Indianapolis Fire Departme	National FFA Organization	
Meeting Rm 243	Emerald - HCD Confer	IFD Promotion Proces	National FFA Convent	

Meeting Rm 244	Emerald - HCD Confer Emerald X, LLC		romotion Proces polis Fire Department	National FFA Convent National FFA Organization	
Meeting Rm 245	Emerald - HCD Confer		romotion Proces	National FFA Convent	
	Emerald X, LLC	Indiana	polis Fire Department	National FFA Organization  National FFA Convent	<del>-                                     </del>
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Hall D Show Off	Emerald - HCD Confer			National FFA Convent	
naii D 3110W O11	Emerald X, LLC			National FFA Organization	
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	Emerald X, LLC Emerald - HCD Confer			National FFA Organization National FFA Convent	-
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	Media Group, Inc. (Formerly Nati	Indian	a COMP	National FFA Organization National FFA Convent	
CSO 2-3	Emerald X, LLC			National FFA Organization	

#### **Booking Calendar**

Friday, November 1, 2024 - Saturday, November 30, 2024

NOV	FRI	SAT	SUN	MON	ITUE	WED	) THU	FRI	SAT	SUN	MON	ITUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT
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#### **Booking Calendar**

Sunday, December 1, 2024 - Tuesday, December 31, 2024

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#### SECTION 00400 - PROPOSAL FORM

#### PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS

TO:	Capital Improvement Board of Managers of Marion County ("CIB")
	c/o Indiana Convention Center
	100 South Capitol Avenue
	Indianapolis, Indiana 46225
	Attention: Tom Boyle, Director of Operations
Offeror's Full A	ddress:
Offeror is an	Individual, Partnership, Corporation, Joint Venture or
(Other, please st	ate) organized and existing under the Laws of .
To be considered	ed responsive, a foreign corporation must be registered with the Indiana Secretary of State to do
business in India	ana and that registration must be in good standing.
RFP Documents and the Procurer fully perform the consistent with t Proposal) and w Offeror understa informalities in t	response to the Request for Proposal (RFP) for the above referenced Procurement, has examined the and is familiar with the requirements of and all terms and conditions applicable to the RFP Process ment. Offeror does hereby propose, in consideration for the price(s) set forth below, to undertake and a Procurement in accordance with all information and requirements set forth in the RFP Documents, he representations made by Offeror in this Proposal Form (and in all materials transmitted with this ithin the time period set forth in the RFP Documents.  ands that the CIB reserves the right to reject any or all Proposals, to waive any irregularities or the RFP Process and to hold discussions with Offerors in accordance with the RFP Documents.
	edges receipt of the following Addenda (if no Addenda were issued, state "None") and represents that modifications to, or deletions from, the RFP or the RFP Documents called for in these Addenda have
	the price(s) proposed below.
Addendum	Date
Addendum	Date
Addendum	Date
Addendum	Date Date
FIRST YEAR I	BASE PRICE PROPOSAL
Procurement, as	s, if awarded the Service Contract, to undertake and fully perform all of the base requirements of the set forth and described in the RFP Documents, during the initial year of the Contract for the stipulated dollars (\$).
HOURLY RAT	<u>'ES</u>

Offeror also attaches to this Proposal its quotes for each of the hourly rate categories as required by the Technical Requirements, which hourly rates, if Offeror is awarded the Service Contract, shall be utilized if and to the extent billings, in addition to the annual base price, are permitted in accordance with and subject to the terms and conditions of the RFP Documents and Contract Documents.

#### **ATTACHMENTS**

Offeror shall include with this Proposal Form all additional information and/or documents required to be submitted as part of the Proposal, as listed and described in Section 29 of RFP Process/Instructions to Offerors, including the following:

- Statement of Qualifications;
- Audited or Reviewed Financial Statement;
- Procurement Plan; and
- Employee Drug Testing Program.

Offeror certifies that all information contained in, attached to or submitted with this Proposal is true and accurate. Offeror also confirms that CIB and CIB's Consultant may review and rely upon such information in their consideration of this Proposal and in CIB's award of the Service Contract, if this Proposal (after discussion and taking into account best and final offers, if any) is determined to be the most advantageous to the CIB considering price and the other evaluation criteria set forth in the RFP Documents.

#### ADDITIONAL DECLARATIONS

Offeror certifies compliance with existing laws of the City of Indianapolis, the State of Indiana and the United States regarding prohibition of discrimination in employment practices on the basis of race, religion, color, sex, sexual orientation, gender identity, disability, national origin, disabled veteran status and Vietnam-era veteran status. Offeror further certifies that it (a) has formulated its own Affirmative Action Plan for the recruitment, training and employment of minorities and women, including goals and timetables; and (b) strongly encourages the use of small businesses, minority-owned businesses, women-owned businesses and veteran-owned businesses in its operation.

The Offeror certifies that it has thoroughly reviewed the RFP Documents (including all Addenda, if any) and has had the opportunity to pose questions and obtain interpretations or clarifications concerning the RFP Documents.

It is the CIB's policy to purchase materials and supplies manufactured in the United States. If any supply or material being proposed by Offeror is not manufactured in the United States, please identify the item below, including the country or countries where such supply or material has been or would be manufactured and confirm, consistent with I.C. 5-22-15-24.2, that such item has not or would not be made using forced labor. [DISCUSS]



It is acknowledged that CIB will review the items listed above, if any, and will determine, in accordance with I.C. 5-22-15-21, whether the CIB's policy for procurement of materials and supplies manufactured in the United States will be waived.

Offeror certifies that any steel products used in the manufacture of any equipment or material proposed by Offeror shall be manufactured in the United States, unless one of the exceptions set forth in I.C. 5-22-15-25(d) applies.

Offeror understands and agrees that this Proposal shall remain open and shall not be withdrawn or modified for a period of sixty (60) days following the date for submittal of Proposals as set forth in the RFP Documents. If notified by the CIB of the acceptance of this Proposal and the CIB's intent to award a Service Contract within that sixty (60) day period, the undersigned Offeror shall within five (5) days of receiving that notice: (i) promptly execute and return the Service Contract to the CIB; (ii) provide evidence of the insurance coverages and limits as required by the RFP Documents; and (iii) provide any other documents or information required by the RFP Documents.

Offeror also understands and agrees that the CIB reserves the right to reject all Proposals received and elect not to proceed with the Procurement (or to postpone the Procurement to a later date) if the CIB determines that to be in its best interest.

#### NON-COLLUSION AFFIDAVIT

The undersigned Offeror or its agent, being duly sworn on oath, says that he or she has not, nor has any other member, representative or agent of the firm, company, corporation or partnership represented by him or her, entered into a combination, collusion or agreement with any other person relative to the price to be proposed by anyone with respect to the current Request for Proposals, nor to prevent any person from submitting a Proposal, nor to induce anyone to refrain from submitting a Proposal; and that this Proposal is made without reference to any other Proposal and without agreement, understanding or combination with any person in reference to such Proposal.

The undersigned further says that no person or persons, firms or corporations has, have or will receive, directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such Procurement.

### **OATH AND AFFIRMATION**

I affirm, under p knowledge and b		e foregoing facts and	information are true and correc	t to the best of my
Dated this	day of	, 20		
(Name of Organ	ization)			
(Full Address)				
BY: Printed Name: Title: Telephone:				
<u>ACKNOWLED</u>		Signature and Seal R	equired in the Space Below	
		SS:		
Subscribed and s	sworn to before me this	day of	, 20	
My commission	expires:	(Signed)		_
Residing in		County, S	state of	

## SECTION 00500 – REQUIRED PROVISIONS TO BE INCLUDED IN SERVICE CONTRACT

The following are required provisions that are to be included in the proposed Service Contract submitted by each Offeror, as described in Section 29 of the RFP Process/Instructions to Offerors. To the extent an Offeror is unwilling to include one of more of the following provisions in its proposed Contract, or if an Offeror makes any revisions to one of more of the following provisions, that Offeror shall also submit with its proposed Contract a separate written document which specifically identifies the required provision(s) that have been omitted or have been revised, along with an explanation therefore.

<u>Defined Terms</u>: All capitalized terms in this Contract shall be as defined in the RFP Documents, unless otherwise expressly defined herein.

Contract Documents: The RFP Documents are incorporated into and made a part of this Contract by reference. This Contract and the RFP Documents are to be read in conjunction with and as supplements to one another and shall hereafter collectively be referred to as the "Contract Documents." However, in the event of any direct conflict between a specific term or condition of this Contract and an RFP Document, this Contract shall prevail and control as to that specific term or condition. The Contract Documents include the current Events Schedules for the ICC applicable to the Procurement, which are attached to this Contract as Exhibit A. As set forth in the RFP Documents, the Events Schedules are subject to change. The Vendor shall schedule, undertake and complete the Procurement so as not to prevent, disrupt or unreasonably interfere with the Events to be held in the ICC, as set forth in the Events Schedules attached hereto as Exhibit A or as hereafter revised and updated, all without claim for increased cost as against the CIB or others.

Term of the Contract: The initial term of the Contract shall commence on January 1, 2024 and shall continue for three (3) years, to and including December 31, 2026. The Contract shall automatically extend for two (2) additional periods of one year each (first extension to and including December 31, 2027 and second extension to and including December 31, 2028), unless either party gives written notice to the other, at least ninety (90) days before the start of the applicable extension period, that such party elects not to proceed with the extension. In the event the parties proceed with the first extension and/or the second extension, all terms and conditions of the Contract shall remain unchanged and shall apply to and govern the rights and obligations of the respective parties during the extension period(s).

#### **Vendor's Obligations:**

Vendor shall promptly commence and diligently proceed with the Procurement as necessary to timely provide preventive maintenance and repair of the elevators and escalators at the ICC as required by and consistent with the requirements of the Contract Documents. All time periods stated in or as otherwise required by the Contract Documents are of the essence of this Contract. The Vendor shall schedule and perform its services and work so as not to prevent, disrupt or unreasonably interfere with events held in the ICC (as described in the current Events Schedules attached to this Contract as Exhibit A, which may be subject to additions and revisions as set forth herein), including, if and to the extent necessary, performing its services and work on a second or third shift, on an overtime basis and/or supplementing its crew size, all without claim for increase to the Contract Sum. Vendor shall prepare and deliver to the CIB a detailed schedule of how Vendor intends to undertake and complete the work and services required by the Contract Documents. Such schedule shall be consistent with the scheduling requirements set forth in the Contract Documents and shall be subject to the review and written approval of the CIB. The CIB's review and approval shall be limited to consideration of the Vendor's proposed schedule in light of the Events Schedules and the operation and maintenance requirements for the ICC, in an effort to prevent conflicts and any unreasonable disruption to scheduled events and the operation and maintenance of the ICC. The CIB's review and approval shall not extend to the means, methods, techniques, sequences and procedures by which Vendor intends to undertake and perform the Procurement, for which the Vendor shall retain sole responsibility. Once the CIB approves the proposed schedule, Vendor shall not deviate therefrom without CIB's written approval, granted in advance and in writing.

- 2) Vendor shall be responsible for the delivery and installation of all material, equipment and supplies which are required to be provided as part of the Procurement, including undertaking ancillary construction as necessary to complete the delivery and installation of such materials, equipment and supplies, all in accordance with and subject to the terms and conditions of the Contract Documents.
- 3) Vendor shall provide (to the extent of materials, equipment and supplies which it manufactures) or shall obtain from the entities who manufacture other materials, equipment and supplies, all warranties as required by the Contract Documents and as are consistent with industry standards applicable to the individual components which are part of the Procurement. All such warranties shall be delivered to the CIB. Without limiting the obligations as set forth above, Vendor warrants to CIB that the materials, equipment and supplies will be procured, furnished, delivered and installed in accordance with the Contract Documents, will be of good quality and new, will be free from faults and defects and that all aspects of the Procurement will conform to the requirements of the Contract Documents. If any portion of the materials, equipment or supplies or the Procurement do not conform to these requirements, including substitutions not properly approved and authorized, that portion will be considered defective and will be corrected by the Vendor without additional charge or cost to the CIB.
- 4) If a defect or deficiency is discovered in materials, equipment and supplies installed by Vendor within one (1) year of the date such material, equipment or supply was installed at the ICC, or such longer period to the extent of an extended warranty specifically required by the Contract Documents, Vendor shall correct such defect or deficiency promptly after being provided notice thereof, without cost to the CIB, unless the CIB has previously given the Vendor a written acceptance of the condition. The period for correction of defects or deficiencies as stated herein shall not establish a statute of limitation or otherwise limit or restrict the period in which the CIB may enforce the Vendor's other obligations under this Contract, including but not limited to the Vendor's warranties under Section 3.4.
- 5) The Vendor's obligations under Sections 3 and 4 above shall not extend to: defects or deficiencies caused by abuse of third parties for whom the Vendor is not responsible; alterations not executed by the Vendor or those for whom the Vendor is responsible; or improper or insufficient maintenance by others (unless Vendor directed the maintenance to be performed or failed to adequately train the CIB's operating and maintenance personnel as required by the Contract Documents).
- 6) Vendor shall adhere to all laws, rules, codes, statutes and other governmental or regulatory requirements applicable to the Procurement.
- Vendor shall be responsible for its employees, consultants, and its other representatives, if any, with respect to all their acts or omissions in performing the Procurement and any related services provided as part of the Procurement. The Vendor shall be responsible for initiating, maintaining and supervising all safety precautions and programs applicable to its performance under this Contract, including the safety of persons or property and their protection from damage, injury or loss and for compliance with all requirements of OSHA and/or IOSHA. Vendor shall remain the controlling employer of all persons and entities who, in whole or in part, are involved with the undertaking and performance of the Procurement while they are in or about the ICC.

#### Compensation:

- 1) CIB shall be entitled to withhold payment from the Vendor in the following circumstances and in such amount as reasonably necessary to protect the CIB against costs, damages or expenses which the CIB has incurred, or to which the CIB may be exposed, due to acts or omissions of the Vendor or those for whom the Vendor is responsible:
  - (A) Failure of Vendor to make proper or timely payment to its employees, vendors, consultants or other parties, if any, for whom it is responsible with respect to the Procurement;
  - (B) Damage to the CIB caused by the acts or omissions of the Vendor, its employees, vendors, consultants, or other parties for whom the Vendor is responsible; and/or
  - (C) Failure of the Vendor to provide its services and/or work in accordance with the terms of the Contract Documents.

If the CIB withholds payment of any amount on an Application for Payment submitted by the Vendor, the CIB shall so notify the Vendor, in writing, and payment shall be made on any portion of the Application for Payment which has been approved. Once the reason for withholding payment has been corrected or resolved, the CIB shall make payment of the amount previously withheld.

- Amounts which are due under this Contract (not including amounts withheld by the CIB per the terms of this Contract) and which are unpaid fifteen (15) days after the date for payment as set forth herein, shall bear interest from that date to and including the date on which payment is made at the lesser of the following two rates: (i) prime rate (as reported by the Wall Street Journal) plus 2% per annum; or (ii) eight percent (8%) per annum.
- Vendor warrants that title to all materials, equipment and supplies which it installs at the ICC in accordance with the Contract Documents will pass to the CIB no later than the date of payment covering such materials, equipment or supplies. Payment shall be made only on account of the materials, equipment and supplies which have been actually delivered to and installed at the ICC, unless the CIB has agreed, in advance and in writing, to make payment for items that have been procured and are suitable stored at an off-site location. Payment for items stored off-site shall be conditioned upon Vendor's compliance with procedures, satisfactory to the CIB, which establish the CIB's title to such items, provides adequate insurance for such items and protects the CIB's interest in, access to and control over such items.

Change to Scope of Procurement: CIB shall have the right to change, expand or decrease the scope of the Procurement to be provided by the Vendor pursuant to this Contract, subject to an equitable adjustment being made to the Contract Sum and/or the schedule for the Procurement to the extent directly caused by such Change. If CIB requests or identifies a potential change, Vendor shall promptly provide to the CIB its estimate of additional costs (or savings) associated with such change and the impact on the schedule for performance of the Procurement, if any. It is acknowledged and agreed that Vendor shall proceed with the change and the Contract Sum and/or schedule shall be adjusted only if authorized and directed by the CIB, in advance and in writing. Failure of the Vendor to obtain the CIB's prior written approval shall constitute a waiver of any claim by the Vendor to later request a change to the Contract Sum or a change to the schedule for performance of the Procurement.

#### **Insurance**

1) Vendor shall purchase and maintain throughout the term of this Contract (including extended periods for designated coverages as set forth below) the following minimum coverages, limits and terms of insurance as will provide coverage for claims that may arise out of or result from Vendor undertaking and performing its work and services in accordance with the Contract Documents and any other activities provided by Vendor, its employees, consultants, or other parties, if any, for whom Vendor is responsible.

#### Workers Compensation

#### Statutory Requirement

#### • Employer's Liability

Bodily Injury by Accident	\$1,000,000/each accident
Bodily Injury by Disease	\$1,000,000/policy limits
Bodily Injury by Disease	\$1,000,000/each employee

#### • Commercial General Liability

General Aggregate	\$2,000,000
Products/Completed Operations Aggregate	\$2,000,000
Personal Injury (with Employment Exclusion	
Deleted) and Advertising Injury	\$1,000,000
Each Occurrence Limit	\$1,000,000
Damages to Rented Premises	\$100,000

Coverage provided by this policy shall include contractual coverage for liability assumed by contract. Products/Completed Operations Coverage shall be maintained for three (3) years following the end of the term of this Contract and Vendor shall provide a Certificate of Insurance (at expiration or termination of this Contract and periodically during the three year period to the extent requested by CIB), showing that this coverage remains in effect. Endorsement providing additional insured status for ongoing Products/Completed Operations shall be ISO Forms CG 20 10 11 85, or a combination of ISO Forms CG 20 10 10 01 and CG 20 37 01, or substitute forms approved by the CIB, in writing, which provide equivalent coverage.

• <u>Automobile</u> (for all owned, non-owned and hired vehicles, as well as uninsured and underinsured vehicles)

Combined Single Limit

\$1,000,000

• <u>Umbrella/Excess</u> Separate Umbrella policy (written in excess of the Commercial General Liability, Employer's Liability and Auto policies on a follow form basis).

General Aggregate Each Occurrence \$5,000,000 \$5,000,000

- <u>Cyber Liability Insurance</u> In an amount of not less than \$5,000,000 per claim and in the aggregate. Such policy shall include coverage for cyber liabilities, including network security and privacy liability, related fines and penalties, as well as the cost of notifying individuals of a security or data breach, the cost of credit monitoring services and any other causally related crisis management expense for up to one (1) year. Coverage shall be maintained for a period of two (2) years following expiration or termination of this Contract. Additionally, such policy shall cover consequential or vicarious liabilities (e.g. claims brought against CIB, ISCBA, OMB, City and their respective officers, directors, board members, agents and employees due to the wrongful acts and omissions committed by Vendor) and direct losses (e.g., claims made by CIB, ISCBA, OMB, City and their respective officers, directors, board members, agents and employees against Vendor for financial loss due to Vendor's acts or failures). This policy shall have the "Insured v. Insured" exclusion amended to allow an Additional Insured to bring a claim against a Named Insured.
- 2) The Worker's Compensation, Employer's Liability, Commercial General Liability, Automobile, Umbrella/Excess and Cyber Liability policies required of the Vendor as set forth above, shall be endorsed to provide waiver of subrogation in favor of CIB, the Indiana Stadium and Convention Building Authority ("ISCBA"), the Indiana Office of Management and Budget ("OMB"), the City of Indianapolis, Indiana ("City") and their respective officers, board members, employees, agents and representatives.
- 3) The CIB, ISCBA, OMB, City and their respective officers, board members, employees, agents and representatives shall be added as additional insureds to the Vendor's Commercial General Liability, Automobile, Umbrella/Excess and Cyber Liability policies.
- 4) The coverage provided by the Vendor's insurance as set forth herein shall be primary and noncontributory (including Vendor's Umbrella/Excess policy to be exhausted vertically above Vendor's Commercial General Liability, Employer's Liability and Automobile policies), with any and all insurance maintained by the CIB, ISCBA, OMB or City to be excess of Vendor's insurance as specified and required above.
- All insurance required of the Vendor shall be procured from insurance companies authorized to do business in the State of Indiana and having an A.M. Best Rating of A- VII (or better). Vendor shall deliver to CIB a Certificate or Certificates of Insurance evidencing that the required coverages, limits and terms of insurance are in effect. If one or more of the policies providing the required coverages, limits and terms of insurance set forth above expire or renew during the term of this Contract, an updated Certificate of Insurance shall be provided by the Vendor to the CIB, at least ten (10) days before the expiration or renewal of the existing policy, confirming that the required coverages, limits and terms of insurance will remain in place under either a renewal of the existing policy or the procurement of a new policy. CIB shall also have the right at any time during the term of the Contract (and during any period in which extended coverage is required) to periodically request that an updated Certificate or Certificates of Insurance be provided to confirm that the required

coverages, limits and terms of insurance remain in effect. Vendor shall provide such updated Certificate or Certificates within ten (10) days of receiving such request. If Vendor fails to timely provide a Certificate or Certificates of Insurance as required herein, the CIB may suspend further payments due to the Vendor until the required evidence of insurance is provided. If requested by the CIB, the Vendor shall also provide certified copies of all insurance policies Vendor is required to carry pursuant to Section 5.1.

#### **Dispute Resolution:**

- 1) The CIB and Vendor shall endeavor to resolve claims or disputes which may hereafter arise regarding the Procurement, this Contract or the breach thereof, by mediation. The mediator shall be selected by mutual agreement of the parties and, if an agreement cannot be reached, the mediator shall be selected and the mediation shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures then in effect. A request for mediation shall be made in writing, delivered to the other party to this Agreement and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of litigation but, in such event, mediation shall proceed in advance of litigation, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.
- 2) The Parties shall share the mediator's fee and any mediation expenses equally. The mediation shall be held in Marion County, Indiana, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.
- 3) Any claim not resolved by mediation shall be heard and decided in litigation, with both the Vendor and the CIB agreeing that the exclusive venue for any such cause of action shall be either the state or federal Courts located in Marion County, Indiana.
- 4) To the extent that one or more third parties are involved with or may have some responsibility for a pending claim or dispute, CIB and Vendor agree that such third parties may be added to the mediation or litigation (subject to applicable trial and court rules), so that complete resolution of the claim or dispute can be achieved in one consolidated proceeding.
- 5) In the event a claim is decided by a judgment in litigation, the prevailing Party shall be entitled to recover its reasonable attorney's fees, expert costs, witness fees, court costs and other litigation expenses which it incurred in prosecuting or defending the litigation. Unless the court's rules or procedures provide otherwise, the Judge who presided over litigation of the underlying claim shall consider and rule on the prevailing Party's request for expenses and fees, which hearing shall be held after judgment has been entered on the underlying claim.

#### **Termination:**

- 1) This Contract may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this Contract through no fault of the Party initiating the termination. Termination for cause under this provision shall not be allowed if the failure to perform is cured within the seven (7) day period. In the event of termination for cause, the defaulting Party shall be responsible for all costs, claims and expenses incurred by the other Party as a result of its breach of this Contract, including all reasonable attorney fees.
- CIB shall also have the right, by providing seven (7) days prior written notice to the Vendor, to terminate this Contract for the CIB's convenience and without the Vendor being at fault. In the event of termination for convenience, Vendor shall be compensated for the services and work provided prior to termination, reasonable overhead and profit on the Vendor's performance up to the effective date of termination and termination expenses as defined below. Vendor shall not be compensated for any portion of the Procurement not performed as a result of the termination or any overhead or profit related thereto. Termination expenses are limited to those costs directly incurred by the Vendor prior to the effective date of termination which expenses: (i) arise out of binding commitments made by the Vendor with respect to the Procurement which cannot be cancelled; (ii) for which the Vendor has not otherwise been compensated; and (iii) are ultimately paid by the Vendor.

**Steel Procurement:** Procurement of steel products for the Procurement shall comply with the requirements of IC 5-16-8.

#### **E-Verify**:

- a. Vendor shall enroll in and verify the work eligibility status of all newly hired employees of the Vendor through the E-Verify program as described in IC § 22-5-1.7. Vendor is not required to verify the work eligibility status of all newly hired employees through the E-Verify program if the E-Verify program no longer exists. Prior to commencing the Work, Vendor shall sign and provide to CIB an affidavit affirming that the Vendor does not knowingly employ any unauthorized aliens. During the term of the Procurement, Vendor may not knowingly (a) employ an unauthorized alien or (b) retain an employee that the Vendor subsequently learns is an unauthorized alien.
- b. Vendor agrees and represents to CIB, consistent with IC 5-16-13-11, that Vendor will submit to CIB the E-Verify case verification number for each individual who is required to be verified under IC 22-5-1.7, prior to such individual commencing work or services on-site at the ICC.

<u>Certification as to No Investment in Iran</u>: Vendor certifies, in accordance with IC 5-22-16.5, that it is not engaged in any investment activities in Iran.

**Employment Laws**: Vendor agrees and represents to CIB, that Vendor will comply with the following employee related programs, restrictions and laws during the Procurement:

- a. Vendor will not pay cash to any employee for any work performed on the Procurement.
- b. Vendor is, and will continue during the Procurement, to be in compliance with the following:
  - i. The Federal Fair Labor Standards Act of 1938, as amended (29 U.S.C. 201-209), and IC 22-2-2-1 through IC 22-2-2-8;
  - ii. IC 22-3-5-1 and IC 22-3-7-4; and
  - iii. IC 22-4-1 through IC 22-4-39.5.

#### **Employee Drug Testing:**

- a. Vendor shall implement the employee drug testing program that Vendor submitted with its Proposal for the Procurement, which must comply with IC 4-13-18, specifically IC 4-13-18-5 and IC 4-13-18-6.
- b. CIB may cancel this Contract if:
  - i. Vendor fails to implement its employee drug testing program during the term of this Contract;
  - ii. Vendor fails to provide information regarding implementation of Vendor's employee drug testing program upon the request of CIB; or
  - iii. Vendor provides false information to CIB regarding Vendor's employee drug testing program.

#### **Employee Training Program:**

- a. Vendor agrees and represents to CIB, consistent with IC 5-16-13-12, that:
  - If Vendor employs ten (10) or more employees, Vendor must provide access to a training program applicable to the tasks to be performed in the normal course of the employee's employment. Vendor may satisfy this requirement through any of the following:
    - i. An apprenticeship program.
    - ii. A program offered by Ivy Tech Community College of Indiana.
    - iii. A program offered by Vincennes University.
    - iv. A program established by or for the Vendor.
    - v. A program offered by an entity sponsored by the U.S. Department of Labor, Bureau of Apprenticeship and Training.
    - vi. A program that results in the award of an industry recognized portable certification.
    - vii. A program approved by the U.S. Department of Transportation, Federal Highway Administration.
    - viii. A program approved by the Indiana Department of Transportation.

- If Vendor employs fifty (50) or more journeymen, the Vendor shall participate in an apprenticeship or training program that meets the standards established by or has been approved by any of the following:
  - i. United States Department of Labor, Bureau of Apprenticeship and Training.
  - ii. Indiana Department of Labor.
  - iii. United States Department of Transportation, Federal Highway Administration.
- b. Vendor agrees and represents to CIB that all labor personnel employed by Vendor to perform onsite construction work shall participate in apprenticeship and/or training programs approved by and registered with the United States Department of Labor's Office of Apprenticeship, or its successor organization.

Vendor Qualifications: Vendor agrees and represents to CIB that Vendor is qualified under IC 4-13.6-4.

#### **Payroll Records:**

- Vendor agrees and represents to CIB that Vendor shall prepare certified payroll reports on a weekly basis utilizing the federal form WH-347. The certified payroll records shall identify the job title, work classification, rate of pay and craft of each employee on the project, e.g. journeyman electrician or apprenticeship electrician. As an alternate to using federal form WH-347, Vendor may use its own payroll reporting system so long as it conforms to federal form WH-347, contains all the same information and is accompanied by federal form WH-348, Statement of Compliance. The payroll records described herein shall be provided to CIB upon request. CIB may withhold payment from Vendor until all requested payroll records are submitted to CIB.
- b. Vendor agrees and represents to CIB, consistent with IC 5-16-13-13, that Vendor shall do the following with respect to their respective payroll and related records:
  - i. Preserve them for a period of three (3) years following completion of the Procurement; and
  - ii. Make them open to inspection to the Indiana Department of Workforce Development.
- c. Consistent with IC 5-16-13-14, CIB may request the Indiana Department of Workforce Development to investigate Vendor if CIB suspects that Vendor misclassified one or more workers.

#### **Miscellaneous Provisions**

- 1) With respect to its performance under this Contract, Vendor is an independent contractor and shall have neither the power nor the authority to bind or create liability for the CIB by its intentional or negligent acts.
- Vendor acknowledges and agrees that the materials, equipment, supplies, services and work required under the Procurement are provided as a public Procurement under Indiana law and that no lien shall attach to the ICC, or to any improvements now existing or to be installed therein, in favor of the Vendor, its employees, consultants or any other persons or entities for whom Vendor is responsible. Vendor shall provide notice of the no-lien status of the Procurement to its employees, consultants and others who provide any materials, equipment, supplies, services or work with respect to the Procurement. Vendor shall indemnify and hold the CIB, ISCBA, OMB and the City harmless from any damages, losses and expenses, including reasonable attorneys' fees, arising out of or relating to any lien filed against the ICC, or against any improvements thereto, by the Vendor, its employees, consultants, or others for whom the Vendor is responsible. Vendor shall also, at the request of the CIB, take all available action to have any such lien released, bonded-off or otherwise removed from the ICC and/or its improvements, within thirty (30) days of receiving notice of such lien from the CIB.
- Procurement. Vendor also acknowledges that it has been provided the current Events Schedules for the ICC and that the Events Schedules are subject to revisions and additions as agreements are reached to host new events or as revisions to currently scheduled events are agreed to by the CIB. Vendor shall undertake and complete the Procurement in a manner which will: (i) provide for the safety of individuals who are working at or visiting the ICC (including the general public and the CIB's invitees, licenses or employees); (ii) allow for the continued operation of the ICC in accordance with all applicable laws, ordinances, rules, regulations and lawful orders of public authority; (iii) avoid unreasonable disruption to the continued operation of the ICC, including scheduling performance of the Procurement in a manner approved by the CIB so as not to preclude or unreasonably interfere with the events that are now or

hereafter booked in the ICC; and (iv) avoid situations which would compromise the security and protection of the ICC.

- 4) Vendor shall have the right to include references of its involvement in the Procurement in its promotional and marketing materials, subject to the following: (i) Vendor shall not include in such materials information which the CIB has identified as confidential or propriety; and (ii) Vendor shall not include images of the exterior or interior of the ICC, unless it receives from CIB a limited license to use such images.
- 5) In undertaking and performing Procurement at the ICC, Vendor shall comply with the CIB's rules, regulations and requirements which are then in effect and are applicable to persons and/or entities that are providing work or services in the ICC, including, but not limited to, requirements as to check-in, credentialing/identification badges and other security measures applicable to the ICC, lock-out/tag-out procedures, timely and proper clean-up of work areas and coordination of all services with the operation and maintenance of the ICC by the CIB. To the extent the CIB establishes any safety rules or regulations applicable to its employees, or if the CIB's employees, representatives or agents undertake or provide any safety related services, such rules, regulations or services are rendered solely for the benefit of the CIB and not for the benefit of the Vendor. The Vendor, individually and/or through its employees, vendors, consultants, or any of their respective employees, remains solely responsible for all safety precautions, programs and requirements applicable to the Procurement and the CIB does not assume any duty or responsibility with respect thereto.
- 6) Nothing in this Contract shall create a contractual relationship with, or a cause of action in favor of, a third party against either the CIB or Vendor, other than Vendor's agreements relating to additional insured coverage, waiver of subrogation and indemnification, which also extends to the parties as expressly set forth herein.
- 7) Vendor shall, during the term of this Contract and for a period of three (3) years following completion of the Procurement, maintain all of its books and records applicable to the Procurement and/or this Contract. CIB shall have the right, at any time during this period, to review and/or audit such books and records of the Vendor. CIB may conduct such review or audit by its own employees or may retain an auditor, accountant or other consultant to perform such review or audit. Vendor agrees to fully cooperate with the CIB's review or audit, including making its books and records available during normal working hours at no cost to the CIB.
- Vendor shall have no responsibility for discovery, handling, removal or disposal of hazardous materials or toxic substances in any form at the ICC, except for hazardous materials or toxic substances, if any, which Vendor, or those for who Vendor is responsible, bring to the ICC. If Vendor encounters or is concerned that there are hazardous substances or toxic materials existing at the ICC, Vendor shall immediately notify the CIB in writing and suspend all services or work in the affected area until the CIB is able to determine whether hazardous materials or toxic substances do or do not exist.
- 9) CIB and Vendor waive claims against each other for consequential damages arising out of or relating to this Contract. This mutual waiver includes:
  - (A) Damages incurred by CIB for rental expense, for losses of use, income, profit, financing, business and reputation and for loss of management or employee productivity or of the services of such persons; and
  - (B) Damages incurred by the Vendor for principal office expenses, including the compensation of personnel stationed there, for losses of financing, business and reputation, and for loss of profit, except anticipated profit arising directly from the Procurement as properly performed and completed.

This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination in accordance with Section 7.

10) Vendor shall indemnify and hold harmless the CIB, ISCBA, OMB, City and their respective board members, officers, employees and agents ("Indemnitees") from and against all third party claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or relating to the Procurement and/or Vendor's

performance under this Contract, but only to the extent caused by the acts or omissions of the Vendor, or those for whom the Vendor is responsible, and regardless of whether or not such claim, damage, loss or expense is caused in part by one or more of the Indemnitees. The indemnification obligation set forth herein shall survive completion of the Procurement and/or termination of this Contract. In claims against one or more of the Indemnitees by and employee of the Vendor (or by an employee of those for whom the Vendor is responsible), the indemnification obligation set forth herein shall not be reduced or limited by any statutory cap or other limitation on the amount or type of damages, compensation or other benefits payable by Vendor (or by those for whom Vendor is responsible) under workers' compensation acts, disability benefit acts or other employee benefit acts.

- 11) Vendor shall not make any public disclosure, press release or presentation relating to the Procurement, without the prior written consent of the CIB.
- 12) Vendor shall not discriminate any against any employee or applicant for employment in the performance of this Contract, with respect to hire, tenure, terms, conditions or privileges of employment, because of race, religion, color, sex, sexual orientation, gender identity, disability, national origin, disabled veteran status and Vietnam-era veteran status. Any violation of this covenant may result in the institution of penalties prescribed by law and may be regarded as a material breach of this Contract.
- 13) Vendor certifies that none of the materials, equipment or supplies provided pursuant to the Procurement have been or will be manufactured or derived using forced labor.
- 14) The CIB and Vendor, respectively, bind themselves, their successors, assigns and legal representatives to the other Party to this Contract and to the successors, assigns and legal representatives of such other Party with respect to all undertakings and covenants of this Contract. Neither the CIB nor Vendor shall assign this Contract without the written consent of the other.
- 15) If any part of this Contract is later found to be contrary to, prohibited by or invalid under applicable law, that provision shall not apply and shall be omitted to the extent so contrary, prohibited or invalid, but the remainder of the Contract shall be given full force and effect insofar as possible.
- 16) This Contract constitutes the entire agreement between the Parties and incorporates all prior understandings in connection with the subject matter hereof. This Contract may not be changed, discharged or modified, except by a written instrument hereinafter signed by both Parties to this Contract.
- Any written notice to be provided pursuant to this Contract shall be delivered (by hand delivery, by a recognized delivery service that provides written confirmation of delivery or by U.S. Certified Mail, return receipt requested with notice to be effective upon receipt) to the individuals set forth below, with each Party having the right to change its representative by sending written notice to the other Party:

#### CIB

Tom Boyle, Director of Operations Capital Improvement Board of Managers of Marion County 100 South Capitol Avenue Indianapolis, IN 46225

#### With a Copy to

Kobi M. Wright, Business Operations Director and Staff Counsel Capital Improvement Board of Managers of Marion County 100 South Capitol Avenue Indianapolis, IN 46225

on signing this Contract on its behalf is fully s Contract is a valid and binding obligation of
en above.
DR
i

Vendor

**END OF SECTION 00500** 

# PREVENTIVE MAINTENANCE & REQUIRED REPAIRS – ICC ELEVATORS AND ESCALATORS SECTION 00600 – TECHNICAL REQUIREMENTS

#### MAINTENANCE RFP

Each elevator service provider shall tailor their standard FULL MAINTENANCE CONTRACTUAL AGREEMENT to incorporate the following requirements. The provider's document can be altered to reflect the required changes listed below, or the RFP, or any amended form, can be attached to the Contract that clarifies contact language.

#### **General Requirements:**

- 1. The frequency and time allotted for preventative maintenance visitations shall be stated at the end of this RFP.
- 2. All entrapment calls will be answered within 2 hours of the call, 24/7.
- Contractor personnel shall be provided free and easy access to all equipment. The Contractor's
  personnel shall abide by the Owner's procedures regarding advance notification of scheduled
  maintenance or testing, sign-in and out procedures, and required interaction with the Owner's
  representatives.
- 4. The Contractor shall supply a parts list of any non-obtainable parts within 24 hours.
- 5. A Maintenance Control Program (MCP) shall be provided in each elevator machine room or control space. A17.1-2016 8.6.1.2.1 version
- 6. The Contractor shall assign an account representative to interact with the Owner upon request.
- 7. The Contractor's supervisor shall conduct periodic field audits. This shall be done on no less than an annually. All reports shall be submitted to the Owner within five days of the audit. The Owner shall be given advance notice of the audit to discuss any concerns or questions they may have documented.
- 8. The Contractor's performance shall primarily be based on their responsiveness to requests for service and the number of callbacks and interruptions in service directly related to failed or misadjusted elevator equipment. If at any time the Owner, in his opinion, determines service expectations are not being met, he shall contact the account representative to address any/all concerns. The account representative shall address any such issues within five days.
- 9. The Owner shall not be required to provide a separate telephone line should the contactor's equipment require interaction with a remote location. The Owner will provide the necessary telephone lines for emergency communications within the Elevator.
- 10. The Contractor shall provide the Owner free of charge "online" availability to review all service records and test reports. Also, the Owner shall receive work tickets with a detailed description of services performed. The details shall include but be limited to the date, time of arrival, the device on which the work was completed, and the issue and corrective measures taken to repair or replace the device.

- 11. The Contractor shall be required to perform and complete all safety tests as required by the Code and the AHJ. This includes Annual and Five-Year Full Load testing of car safety, governor, auxiliary brake, ascending car and unintended movement devices, and buffers. Reports shall be sent to the AHJ, and a testing record will be placed in the elevator machine room or control space. All tests will be completed by thirty days prior to the certificate of operation expiration date. If the testing has yet to be completed before the certificate of the operation expiration date, the Contractor will be responsible for all late fees and subsequent penalties issued by the Authority Having Jurisdiction.
- 12. In writing, the Contractor shall notify the Owner of any additional, new tests, corrections, or other changes in the codes that would affect the equipment. This shall include a statement of whether the change is required or recommended. The Contractor must receive the Owner's authorization to perform the additional work.
- 13. The Contractor will be responsible for all required changes up to 2024, corresponding to the year the equipment was turned over. The Contractor will not be liable for the cost of bringing equipment to the standard required by new codes or ordinances. However, the Contractor is responsible for the cost of maintaining the equipment to the new Code.
- 14. All other maintenance records shall be maintained as required by A17.1-2016- 8.6.1.4. Version.
- 15. The Contractor shall provide and maintain a monthly check chart to log testing of the firefighter's service operation. Testing of firefighter's service AND in-car communications shall be done and recorded in the machine room or control space each/every time the Contractor performs preventive maintenance.
- 16. The Contractor shall be required to instruct the Owner's representative(s) on the procedures needed for the monthly firefighter service testing operation. The Owner shall test the firefighter's service operation any/all months the Contractor is not <u>scheduled</u> to perform preventative maintenance. The Owner shall maintain the log, and the Contractor shall be required to acknowledge their having performed the tests.
- 17. If, for any reason, an elevator pit is found to have trash or debris more than what would be considered "normal" for the building type, special arrangements shall be made with the Contractor who is to provide access to the pit area for the Owner's personnel to clean. Pits can only be accessed by elevator personnel. A17.1- 2007-2.2.4.4
- 18. The Contractor shall never disable or remove any safety features incorporated into the elevator system. This includes but is not limited to car door restrictor devices. If a safety device is found to be intentionally removed or made not to function by the Contractor, this Contract can be immediately terminated by the Building Owner or their representative.
- 19. When a service request is made outside regular working hours, overtime rates shall apply. The Owner shall only be responsible for the "bonus" portion of overtime hours. All mechanic and team billing rates shall be provided in the contact agreement or added to this attachment. Submit the regular hourly rate for the mechanic and team over time (1.5, 1.75, & 2X) for the mechanic and team—list bonus portions for all OT rates.

- 20. Supply a list of ALL holidays the Contractor and their Employees observe.
- 21. The Owner shall provide a complete set of wiring diagrams (office use) for the installation package. In addition, the Contractor shall provide an additional complete set of wiring diagrams to be left in each machine room or control space. Only one set of diagrams is necessary when multiple elevators are controlled in one machine room or control space. A17.1- 2007- 8.6.1.6.1
- 22. It shall not be possible to remove computer chips, display screens, or alter software that is original to the Elevator or is needed to perform all safety tests at any time. Any of the acts mentioned above will be treated as a criminal offense, and legal action will be taken against all parties involved in said action. The Owner shall be allowed to copy or archive software with the understanding that such material can/will only be used for equipment installed at that location.
- 23. The following, which may or may not be generally excluded in a manufacturer's standard maintenance contract, SHALL BE INCLUDED in this Agreement. Any car lighting or UV equipment that is ONLY accessible from the elevator car top, all fans and blowers provided as part of the original installation, all computer and microprocessor devices installed as original equipment, all software and chips, and all communication devices installed as original equipment, and all batteries for emergency lighting, in-car communications, and battery rescue.
- 24. Any price adjustment, increase or decrease, shall be done annually, which would first be used 12 months after the expiration of the warranty period. To clarify, tprice can increaseonce the warranty and the Contract's first year are completed. Escalations shall be based on material and labor increases sustained during the year. 20% of the total maintenance contract price shall be based on the "Producer Commodity Prices for Metals and Metal Products," and 80% of the maintenance contract price shall be found on the IUEC Local governing that area's labor rate, including standby rate, which shall be established at the commencement of the Contract. The Contractor shall be required to send a "notice to increase/decrease" contract amount 120 days before the scheduled increase.
- 25. The contract term shall be a 3-year Contract with 2- one-year options, commencing on the date indicated within the Agreement. The Contract is not to have an automatic renewal clause. Contracts may be terminated on the anniversary date by either party issuing a Notice to Terminate at least 180 days before the anniversary date. During this Agreement, the Owner may choose to have Stuard & Associates evaluate the overall elevator conditions and effectiveness of the Service Provider's elevator maintenance practices. The Owner shall pay for any such evaluations. The Service Provider shall correct any deficiencies found during the maintenance audit within 15 days of receiving notice, and failure to satisfactorily correct said deficiencies shall be considered as cause for immediate cancellation of the Agreement. The Owner or the Service Provider may extend this Agreement by executing a letter of intent to continue the Agreement for another Three (3) years, at which time that Agreement may expire as previously stated in this section. Other areas of the Agreement may be modified with mutual consent.
- 26. The Contractor will use trained personnel employed directly by the Contractor to deliver service that meets the property's specific needs to enhance the equipment's daily performance, extend the equipment's life, and minimize equipment failures or downtime. The Contractor's employees shall at all times professionally conduct themselves. They shall be required to wear distinctive

uniforms while in the public areas of the service site. Should it be reported or observed that the employees are not carrying themselves with the utmost professional conduct while working on the Owners property, the company is subject to review, and that individual may not be allowed back on the Owners property. This decision will be at the sole discretion of the Owner. The Contractor shall check in with Securitat at each facility before beginning work.

- 27. The Contractor must use certified replacement parts and guarantee parts and service for at least two years. The Contractor shall maintain all service records as required by ASME A17.1-2016-Rule 8.6.1.4. These service records must be made available to the Owner upon request.
- 28. If the equipment maintained under this Contract malfunctions more than once per week per unit, extending for a period of four (4) consecutive weeks, the Owner shall expect the Contractor to resolve the malfunction(s) within ten (10) days; if the deficiency cannot be resolved within the ten (10) day period and the equipment has not reached the end of its service life as determined by Owner or Owners Representative, the Owner shall have the right to terminate this Contract immediately. The Contractor shall reimburse the Owner for any costs incurred in acquiring the services of another Contractor to resolve the equipment malfunction(s).
- 29. In the event services end by either contract expiration or termination, it shall be incumbent upon the Contractor to continue services, if requested by the CIB, until new services can be completely operational. The Contractor acknowledges its responsibility to cooperate fully with the replacement Contractor and the CIB to ensure a smooth and timely transition to the replacement Contractor. Such transitional period shall not extend more than ninety (90) days beyond the Contract's expiration date or any extension thereof. The Contractor will be reimbursed for services during the transitional period at the rate in effect when the transitional period clause is invoked by the CIB.

#### Services to be Performed.

- Except for emergency service, all work shall be performed during normal working hours of regular workdays for the Elevator and Escalator trade. The time of day each Elevator and Escalator is to be shut down for routine maintenance will be scheduled with the Owner or owner's Representative to minimize disruption.
- 2. The Contractor shall provide all personnel, supervision, material, tools, and equipment necessary to provide complete repair and maintenance services, including inspection, adjustments, testing, and replacement of parts, as herein specified, for the safe and smooth operation of elevators and escalators; to reduce wear and prolong the useful life of moving parts of elevators and escalators through proper lubrication and preventive maintenance (PM) and repair services on a scheduled and as needed basis at. The Contractor shall be responsible for the repair/replacement of escalator combs and handrails. The Contractor shall provide a preventative replacement plan for the handrails on a minimum of an annual basis. The program will include schedules that will minimize the disruption of service in the day-to-day routine of the facility.
- 3. Repair" includes repairs caused by acts of vandalism and misuse. Damage caused by others will only be considered payable by the Owner if there is clear evidence, such as foreign objects, obvious vandalism, witnesses to damage, or other items that indicate the damage was caused by other than normal wear and tear.

4. Scheduled preventative maintenance shall include all services required to maintain the equipment at maximum performance and reliability. Any other work performed (e.g., repairs to inoperable equipment) will be in addition to the minimum preventative maintenance requirements and will be the Contractor's responsibility.

#### Obsolescence

- The Contractor shall notify the Owner of any components that the Contractor identifies as
  obsolete. For any obsolete components, the Contractor will provide the Owner with a separate
  quotation for the price to replace obsolete parts, and the parties shall mutually agree in writing
  to share the costs. Equipment modifications to replace obsolete components will be at the
  Owner's expense.
- 2. Components include, without limitation, any part, component, assembly, product, firmware, or software module. A component is obsolete when it is no longer available from the original equipment manufacturer, not readily available from an industry parts supplier, cannot be economically produced due to the cessation of consistent sources for materials, a loss or termination of a manufacturing process occurs, product reliability analysis shows that it is not economically feasible to continue to produce the component, escalation of component costs beyond acceptable industry expectations drive alternative equipment upgrades, the support of product safety programs or conformance to codes or standards mandates that use of a component be discontinued in its entirety, or the OEM designates the component as obsolete. No exception to the above will be made for a component designated as obsolete because it can be custom-made or acquired at any price.

#### Maintenance to be performed.

- 1. Each piece of equipment will receive at least one monthly maintenance visit for one (1) hour each. This is in addition to any other time required to perform testing, inspections, and repair, as specified within this RFP. After the award of the Contract, it is expected that the Contractor will perform this work regularly during the same period each month. This timeframe will be coordinated in advance with the Owner.
- 2. The Contractor shall submit a checklist for the maintenance of the elevators and escalators in their proposal. The checklist shall include, at a minimum, the requirement to examine, clean, lubricate, adjust, and repair or replace the components monthly. The checklist shall require specific intervals for major items of maintenance. Removing fascia covers, cleaning and lubricating door tracks, checking the operation of interlocks, lubricating pins chains, etc., shall be scheduled regularly
- 3. The interior of the units, pits, pans, machinery, and balustrade interiors shall be cleaned annually or more often if required by inspections. Fire hazards will not be permitted to exist within the equipment.
- 4. The preventive maintenance specified herein is considered the minimum for all equipment. Suppose specific equipment covered by this Contract requires additional preventative maintenance for safe, reliable operation as defined by the manufacturer or by the American National Standard Safety Code for Elevator and Escalators. In that case, the Contractor shall perform additional maintenance without additional cost to the City of Indianapolis Capitol Improvement Board or the Indiana Convention Center. Hydraulic Elevators and Escalators:

#### **Hydraulic Elevator**

#### Monthly

- 1. Observe the operation of the Elevator throughout its entire range and on all floors. It tests controls, safety devices, leveling, re-leveling, and other devices. If creeping is excessive, determine the cause and correct it.
- 2. Check door operation, clean, lubricate, and adjust brake, checks, linkages, gears, wiring, motor, check keys, set screws, contacts, chains, and cams.
- 3. Inspect the interior of the car. Test telephone or communication system, normal and emergency lights, fan emergency call system or alarm, miscellaneous hardware, control panel, etc.
- 4. Inspect the hoistway and pit. Clean and lubricate equipment as needed and service guide rail lubricators. Inspect and test the sump pump for satisfactory operation. Inspect lighting and replace the bulb if it fails.
- 5. Test mechanism. Observe the operation of the motor and pump, oil line, tank, plunger, packing, etc.
- 6. Test manual and emergency control.
- 7. Check the oil level in the car and counterweight oil buffers; add oil as required.
- 8. Check packing glands of valves and cylinders and tighten them to prevent fluid loss, if necessary.
- 9. Visually inspect the controller, contacts, and relays. Check adjustments and replace contacts if necessary.
- **10.** Ensure all keys, access cards, and manual drop keys are within each firefighter's key box.

#### Quarterly

- 1. Check the leveling position. Clean and adjust leveling switches, hoistway vanes, magnets, and inductors. Repair or replace for proper leveling.
- 2. Check hallway doors. Clean, lubricate, and adjust tracks, hangers and up thrusts, eccentrics, linkage gibs, and interlocks.

#### Semi-Annual

- Check controllers, clean with blower, check the alignment of switches, relays, timers, contacts, hinge pins, etc., adjust and lubricate. Check resistance tubes and grids. Check oil in overload relays, settings, and operation of overloads. Clean and inspect fuses and holders and all controller connections.
- 2. In the hoistway, examine guide rails, cams, and fastenings. Inspect and test limit and terminal switches. Check and adjust car shoes, gibs, and roller guides. Adjust or replace as necessary.
- 3. Clean all overhead beams, sills, the bottom of the platform, car tops, and hoistway walls.
- 4. Clean car light fixtures.

## Annually

1. Thoroughly clean car guide rails using a non-flammable or high flash point solvent to remove lint, dust, and excess lubricant.

- 2. Take a sample of hydraulic fluid and have it tested by a certified laboratory for viscosity, color, contamination foaming, or other properties as the manufacturer recommends. Drain and replace fluid if it fails to meet the manufacturer's specified properties.
- 3. Thoroughly clean the car's mechanism, pit, top, be car, etc.

#### **Escalators**

#### Monthly

- 1. See the Maintenance Representative to address any complaints, ride each escalator, and check for unusual noise or operation. Inspect comb plates at all landings (broken comb plates are considered normal wear and tear and are the responsibility of the Contractor to replace without additional cost to Ownwe. Check handrail condition, trim, and general condition.
- 2. Remove the floor plate at the lower end for access to step chains.
- 3. Use spray equipment or a paintbrush to lubricate as necessary.
- 4. Ensure that any excess lubricant is cleaned and that oily rags are disposed of properly. Any excess lubricant that appears on the stair treads will be the responsibility of the Contractor to clean.
- 5. Apply lubricant to step wheels (Use sparingly to avoid dripping.
- 6. Run the escalator and visually inspect step wheels and chains for proper tension and tracking.
- 7. Check mainline fuses for heating.
- 8. Check the setting of the broken chain switch, steps, and skirt safety switches.
- 9. Check the operation of the emergency stop switch by activating the switch.

#### Quarterly

- 1. Clean motor commutators and renew or reseat brushes.
- 2. Check the condition of the track (wear joints, wheel clearances both laterally and vertically)
- 3. Check the step chain for wear and lubrication of sidebars and pin connector holes.
- 4. Check the operation of the tension carriage, condition of the track and clearances, and lubricate rollers and pivots.
- 5. Check the condition and lubrication of the main bearings.
- 6. Check the tightness of the main sprockets on the shaft.
- 7. Check the setting and wear of tangential and step chain guides, and adjust and lubricate as necessary.
- 8. Check the handrail chain adjuster, countershaft bearings, sprockets, and lubricate as necessary.
- 9. Seal any leaks on motors, gearboxes, etc.
- 10. Clean contractors, check the alignment of switches, and operation of overloads.
- 11. Check all other contactor equipment.
- 12. Check all safeties for proper operation.

## Annually

- 1. Remove comb plates and 50% of the steps, and check stair welds.
- 2. Check the condition of step rollers and axles.
- 3. Clean truss, incline pan, and underside of steps.
- 4. Clean the armature and motor with a blower or vacuum

- 5. Check armature and rotor clearances.
- 6. Check motor connections and bearings.
- 7. Clean and check fuse holders and contactors and check all controller connections.
- 8. Check all safety devices and, tighten all connections, clean and lubricate as necessary.
- 9. Lubricate intermediate bearing, motor bearing, and worn shaft bearing.
- 10. Lubricate pinion gear bearings, ring gear, and main shaft bearings.
- 11. Lubricate governor and sheave shaft bearings and sprockets.
- 12. Check and lubricate the handrail guide wheels.
- 13. Check the surface of the handrail tension rollers.
- 14. Check any additional items required by the State of Indiana for the annual inspection.
- 15. After the State of Indiana inspection, re-install, comb p,lates, and check the entire escalator operation.
- 16. Perform the annual step index test and retain the report in on-site documentation.

#### **Escalator Cleaning Requirements**

Below are the minimum requirements for detailed cleaning of the escalators covered by this Contract. This service will be in addition to the monthly service charge based on the cleaning process below.

All cleaning solutions and mechanical devices have been specially formulated, designed, and tested to prevent damage to the escalator.

A three-step cleaning process will be performed as follows:

- Perform a thorough dry and wet cleaning of the steps mechanically.
- Perform an automated deep cleaning of the steps and risers in 30-90-second cycles per step, depending on the condition of the unit.
- During the automated cleaning cycle, the operator uses tools to remove any dirt or grease in the corners or under the skirt. Brushes that were missed during the prior cleaning cycles. The operator will also visually check for and remove debris, such as gum, loose screws, pebbles, etc., that can damage the escalator.

The Respondent shall provide the cost for detailed cleaning of the treads and risers of all escalators covered under this Contract. This work must be completed during nighttime to avoid service disruptions for the traveling public. The exact times and dates will be coordinated with the chosen Contractor.

Total	Cost per	Cleaning of	all Escalators	\$
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## West Passengers 1st Floor Kitchen: C2 & C3

State Number: 33964, 33965

Installation Year: 1971/Altered to 2007 Installing Company: Westinghouse

Capacity: 4000# Speed: 100 fpm

Stops: 3

Openings: Front – 3, Rear - 3 Operation: Duplex Operation Machine Location: Remote.

Door Operation: RH/LH Two Speed Side Sliding

Door Size: W48" x H84"

Door Panel Type: Stainless Steel

Door Equipment: GAL
Door Protection: Light Ray

Guide Rails: 15# Guide Shoes: Elsco Buffers: Spring

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Smartrise Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted

Hall Position Indicator: Yes

Hall Lanterns: Yes

Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: OK

Car weight: 4000# Plunger OD: Unknown

Plunger wall Thickness: Unknown

Lighting: Down Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: Yes

Security: Yes

Phase 1 & 2 Key Switch: Yes

## Expresso Stand/West Passenger C4 & C5

State Number: 33966, 33967

Installation Year: 1972/Altered to 2007 Installing Company: Westinghouse

Capacity: 5000# Speed: 150 fpm

Stops: 2

Openings: Front – 2

Operation: Duplex Operation Machine Location: Remote. Door Operation: Center Opening

Door Size: W54" x H84"

Door Panel Type: Stainless Steel

Door Equipment: GAL
Door Protection: Light Ray

Guide Rails: 15# Guide Shoes: Elsco Buffers: Spring

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Smartrise Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted

Hall Position Indicator: Yes

Hall Lanterns: Yes

Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: OK

Car weight: 4000# Plunger OD: Unknown

Plunger wall Thickness: Unknown

Lighting: Down Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: Yes

Security: Yes

Phase 1& 2 Key Switch: Yes

# Marriott Skywalk: C6

State Number: 100414 Installation Year: 2001

Installing Company: Schindler

Capacity: 3000# Speed: 120 fpm

Stops: 2

Openings: Front – 2

Operation: Simplex Operation Machine Location: Remote. Door Operation: Center Opening

Door Size: W42" x H84"

Door Panel Type: Stainless Steel Door Equipment: Schindler Door Protection: Light Ray

Guide Rails: 15#

Guide Shoes: Schindler Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Schindler 330A Motor Type: Unknown Control Valve: EECO

Hall Button Stations: Flush Mounted Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Showing Extreme Wear

Car weight: 2400# Plunger OD: 4"

Plunger wall Thickness: .226" Lighting Aluminum Frame

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None

Security: None

Phase 1&2 Key Switch: Yes

## West End of Building: C7

State Number: 49927 Installation Year: 1998 Installing Company: Dover

Capacity: 2500# Speed: 125 fpm

Stops: 2

Openings: Front – 2

Operation: Simplex Operation Machine Location: Remote. Door Operation: Center Opening

Door Size: W42" x H84"

Door Panel Type: Stainless Steel

Door Equipment: Dover Door Protection: Light Ray Guide Rails: Dover Omega Guide Shoes: Dover Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: DMC

Motor Type: Volts 460, 25HP, 33Amps, RPMS 3450

Control Valve: Dover I-2

Hall Button Stations: Flush Mounted Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only

Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Acceptable

Car Enclosure Dimensions: W81' x D52" X 96" with 5.5" Down Lighting

Car weight: 2050# Plunger OD: 4.38"

Plunger Wall Thickness: .457" Lighting Aluminum Frame

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None

Security: None

Phase 1&2 Key Switch: Yes

#### JW Marriott: C8

State Number: 113308 Installation Year: 2009

Installing Company: Schindler

Capacity: 4000# Speed: 150 fpm

Stops: 3

Openings: Front – 2, Rear - 1
Operation: Simplex Operation
Machine Location: Remote.
Door Operation: Center Opening

Door Size: W48" x H84"

Door Panel Type: Stainless Steel
Door Equipment: Schindler
Door Protection: Light Ray
Guide Rails: Schindler Tube Type
Guide Shoes: Schindler Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Schindler 300A Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Acceptable

Car Enclosure Dimensions: W91' x D66.5" X 96" with 7" Down Lighting

Car weight: 3408# Plunger OD: 5.08"

Plunger Wall Thickness: .165"

Plunger Type: Inverted

Lighting 9 Panel Recessed Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None

Security: In Car Camera Phase 1&2 Key Switch: Yes

#### Across 139: C9

State Number: 113571 Installation Year: 2009

Installing Company: Schindler

Capacity: 4000# Speed: 150 fpm

Stops: 4

Openings: Front – 3, Rear - 1 Operation: Simplex Operation Machine Location: Remote. Door Operation: Center Opening

Door Size: W48" x H84"

Door Panel Type: Stainless Steel Door Equipment: Schindler Door Protection: Light Ray Guide Rails: Schindler Tube Type Guide Shoes: Schindler Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Schindler 330A Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Acceptable

Car Enclosure Dimensions: W91' x D66.5" X 96" with 7" Down Lighting

Car weight: 2968# Plunger OD: 5.9"

Plunger wall Thickness: .360" Lighting 9 Panel Recessed Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None Security: In Car Camera & Card Reader

Phase 1&2 Key Switch: Yes

Across Room 133: C10

State Number: 113570 Installation Year: 2009

Installing Company: Schindler

Capacity: 4000# Speed: 150 fpm

Stops: 3

Openings: Front – 3

Operation: Simplex Operation Machine Location: Remote. Door Operation: Center Opening

Door Size: W48" x H84"

Door Panel Type: Stainless Steel
Door Equipment: Schindler
Door Protection: Light Ray
Guide Rails: Schindler Tube Type
Guide Shoes: Schindler Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Schindler 330A Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted
Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Acceptable

Car Enclosure Dimensions: W91' x D66.5" X 96" with 7" Down Lighting

Car weight: 2579# Plunger OD: 5.9"

Plunger wall Thickness: .360" Lighting 9 Panel Recessed Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None Security: In Car Camera & Card Reader

Phase 1&2 Key Switch: Yes

## Capitol Lobby by K Hall: C11

State Number: 113838 Installation Year: 2009

Installing Company: Schindler

Capacity: 3000# Speed: 150 fpm

Stops: 3

Openings: Front – 3

Operation: Simplex Operation

Machine Location: Remote.

Door Operation: Center Opening

Door Size: W48" x H84"

Door Panel Type: Stainless Steel
Door Equipment: Schindler
Door Protection: Light Ray
Guide Rails: Schindler Tube Type
Guide Shoes: Schindler Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Schindler 330A Motor Type: Unknown Control Valve: Maxton

Hall Button Stations: Flush Mounted Hall Position Indicator: First Floor Only

Hall Lanterns: Top Floor Only Handicap Requirements: OK

Wiring: Yes

Car Enclosure Condition: Acceptable

Car Enclosure Dimensions: W91' x D66.5" X 96" with 7" Down Lighting

Car weight: 2579# Plunger OD: 5.9"

Plunger wall Thickness: .360" Lighting 9 Panel Recessed Lighting

Exhaust Fan: Yes

Hoistway Entrances: Stainless Steel Key Operated Hoistway Access: None Security: In Car Camera & Card Reader

Phase 1&2 Key Switch: Yes

## Maryland St: F1

State Number:

Installation Year: 2000

Installing Company: Westinghouse

Altered: 2023

Warranty: 24 months from date of completion – date supplied once alteration is complete.

Capacity: 20,000# Speed: 150 fpm

Stops: 3

Openings: Front – 3, Rear - 2
Operation: Simplex Operation
Machine Location: Adjacent
Door Operation: Bi-Parting
Door Size: W80" x H84"
Door Panel Type: Steel
Door Equipment: Courion
Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Smartrise

Motor Type: 50/40HP,230/460Volts,100.6/50.3 Amp 1765 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted Car Enclosure Condition: Acceptable

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C - Channel Manual Hoistway Access: Yes Security: In Car Key Switches Phase 1&2 Key Switch: Yes

## **Crossroads Corridor: F2**

State Number: 33970 Installation Year: 2000

Installing Company: Westinghouse

Capacity: 20,000# Speed: 75 fpm

Stops: 4

Openings: Front – 3, Rear - 1
Operation: Simplex Operation
Machine Location: Adjacent
Door Operation: Bi-Parting
Door Size: W120" x H104"
Door Panel Type: Steel
Door Equipment: Courion
Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: MCE

Motor Type: 50/40HP,230/460Volts,100.6/50.3 Amp 1765 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted Car Enclosure Condition: Acceptable

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C - Channel Manual Hoistway Access: Yes

Security: In Car Key Switches Phase 1&2 Key Switch: Yes

C Hall: F3

State Number: 100417 Installation Year: 2000

Installing Company: Schindler Capacity: 20,000#, Class C1 Loading

Speed: 75 fpm Stops: 3

Openings: Front – 2, Rear - 1 Operation: Simplex Operation Machine Location: Adjacent

Door Operation: Bi-Parting/Pass Door Type

Door Size: W110" x H120" Door Panel Type: Steel Door Equipment: Courion Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel

Hydraulic Reservoir: Submersible Type

Controller: Veritron

Motor Type: 50HP, 230/460 Volts, 116/58 Amps, 3475 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards

Car Enclosure Dimensions: W110" X D215"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C – Channel

Hoistway Entrance Dimensions: W110" X D120"

Manual Hoistway Access: Yes Security: Hall Call Key switch Phase 1&2 Key Switch: Yes

B Dock: F4

State Number: 113368 Installation Year: 2009

Installing Company: Schindler Capacity: 10,000#, Class C2 Loading

Speed: 75 fpm Stops: 2

Openings: Front

Operation: Simplex Operation Machine Location: Adjacent Door Operation: Bi-Parting Door Size: W116" x H120" Door Panel Type: Steel Door Equipment: Courion Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Vertitron

Motor Type: 2x40HP, 230/460 Volts, 100/50.3 Amps, 1765 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards Car Enclosure Dimensions: W116" X D133" X H120"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C - Channel

Hoistway Entrance Dimensions: W116" X D133"

Car weight: 9299#

Piston Diameter: 10.625" Wall Thickness: .438" Hoistway Access: Yes

Security: In Car Camera/Card Reader

Phase 1&2 Key Switch: Yes

#### B Dock: F5

State Number: 113365 Installation Year: 2009

Installing Company: Schindler Capacity: 20,000#, Class C2 Loading

Speed: 75 fpm

Stops: 3

Openings: Front – 2, Rear - 1
Operation: Simplex Operation
Machine Location: Adjacent
Door Operation: Bi-Parting
Door Size: W116" x H120"
Door Panel Type: Steel
Door Equipment: Courion
Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Vertitron

Motor Type: 2x75HP,230/460, Volts,165.2/50.3 Amp 1770 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards Car Enclosure Dimensions: W116" X D259.5" X H120"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C - Channel

Hoistway Entrance Dimensions: W116" X D133"

Car weight: 18,302# Piston Diameter: 12.625" Wall Thickness: .438" Hoistway Access: Yes

Security: In Car Camera/Card Reader

Phase 1&2 Key Switch: Yes

## East of Swing Space: F6

State Number: 133460 Installation Year: 2009

Installing Company: Schindler Capacity: 10,000#, Class C3 Loading

Speed: 75 fpm

Stops: 4

Openings: Front – 2, Rear – 2 Operation: Simplex Operation Machine Location: Adjacent Door Operation: Bi-Parting Door Size: W94" x H120" Door Panel Type: Steel Door Equipment: Courion Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Vertitron

Motor Type: 2x50HP,230/460, Volts,118.8/59.4 Amp 1765 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards Car Enclosure Dimensions: W116" X D132.5" X H120"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C – Channel

Hoistway Entrance Dimensions: W94" X D120"

Car weight: 7,288# Piston Diameter: 8.5" Wall Thickness: .493" Hoistway Access: Yes Security: In Car Camera Phase 1&2 Key Switch: Yes

## East End of Swing Space: F7

State Number: 113458 Installation Year: 2009

Installing Company: Schindler Capacity: 10,000#, Class C3 Loading

Speed: 75 fpm

Stops: 3

Openings: Front – 2, Rear – 1
Operation: Simplex Operation
Machine Location: Adjacent
Door Operation: Bi-Parting
Door Size: W94" x H120"
Door Panel Type: Steel
Door Equipment: Courion
Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Vertitron

Motor Type: 50/40HP,230/460, Volts,118.8/59.4 Amp 1765 RPM

Control Valve: Maxton UC2A Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards

Car Enclosure Dimensions: W94" X D115" X H120"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C – Channel

Hoistway Entrance Dimensions: W94" X D120"

Car weight: 7,288#
Piston Diameter: 8.5"
Wall Thickness: .493"
Hoistway Access: Yes
Security: In Car Camera
Phase 1&2 Key Switch: Yes

#### G Hall: F8

State Number: 113584 Installation Year: 2009

Installing Company: Schindler Capacity: 15,000#, Class C2 Loading

Speed: 85 fpm

Stops: 5

Openings: Front – 4, Rear – 1
Operation: Simplex Operation
Machine Location: Adjacent
Door Operation: Bi-Parting
Door Size: W104" x H108"
Door Panel Type: Steel
Door Equipment: Courion
Door Protection: Light Ray

Guide Rails: Steel

Guide Shoes: Slide Guide

**Buffers: Spring** 

Car Frame & Platforms: Steel Hydraulic Reservoir: Dry Type

Controller: Vertitron

Motor Type: 75/65HP,230/460, Volts,150/75 Amp 1770 RPM

Control Valve: Maxton UC2A

Hall Button Stations: Flush Mounted

Car Enclosure Condition: Acceptable by Freight Standards Car Enclosure Dimensions: W104" X D151" X H108"

Lighting Recessed Exhaust Fan: Yes

Hoistway Entrances: C – Channel

Hoistway Entrance Dimensions: W104" X D108"

Car weight: 11,055#
Piston Diameter: 10.625"
Wall Thickness: .438"
Hoistway Access: Yes
Security: In Card reader
Phase 1&2 Key Switch: Yes

#### E1 Maryland West Down:

State Number: 46882 Installation Year: 2004

Installing Company: Schindler

Altered: 2023

Warranty Period: Ending 9/22/24

Type: Schindler SWE Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 21 Motor RPM: 1150

## E2 Maryland West Up:

State Number: 46883

Installation Year: 2004

Installing Company: Schindler

Altered: 2023

Warranty Period: Ending 9/22/24

Type: Schindler SWE Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 21 Motor RPM: 1150

## E3 Maryland East Down:

State Number: 46884 Installation Year: 2004

Installing Company: Schindler

Altered: 2023

Warranty Period: Ending 9/22/24

Type: Schindler SWE Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 21 Motor RPM: 1150

## E4 Maryland East Up:

State Number:46885 Installation Year: 2004

Installing Company: Schindler

Altered: 2023

Warranty Period: Ending 9/22/24

Type: Schindler SWE Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 21 Motor RPM: 1150

# E5 Espresso Up:

State Number: 33962

Altered: 2015

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 14.2 Motor RPM: 1175

## **E6 Espresso Down:**

State Number: 33963

Altered: 2015

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 14.2 Motor RPM: 1175

## E7 Marriott Up:

State Number: 100416 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 90 fpm

Rise: 20' Steps: 72

Motor Voltage: 480 Motor Amps: 14.2 Motor RPM: 1160

## **E8 Marriot Down:**

State Number: 100415 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 90 fpm Rise: 20'

Steps: 72

Motor Voltage: 480 Motor Amps: 14.2 Motor RPM: 1160

#### E9 JW Marriott Down:

State Number: 113307 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 20 Motor RPM: 1160

## E10 JW Marriot Up:

State Number: 113306 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 79

Motor Voltage: 480 Motor Amps: 20 Motor RPM: 1160

## E11 I Hall Down:

State Number: 113564 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 83

Motor Voltage: 480 Motor Amps: 20 Motor RPM: 1160

## E12 I Hall Up:

State Number: 113565 Installation Year: 2004

Installing Company: Schindler

Type: Schindler 9300 Capacity: Unknown Speed: 100 fpm

Rise: 20' Steps: 83

Motor Voltage: 480

Motor Amps: 20 Motor RPM: 1160