



**INDIANAPOLIS HOUSING AGENCY
INVITATION TO QUOTE (ITQ)
ELEVATOR MAINTENANCE**

INTRODUCTION

Indianapolis Housing Agency (IHA), located at 1919 N. Meridian Street, Indianapolis, Indiana, owns and/or has certain jurisdiction over twelve Marion County affordable housing communities, which are managed by IHA directly. These sites comprise 2,428 total dwelling units, including public housing units, Low Income Housing Tax Credit units, Project Based Section 8 units and market-rate units. Many of IHA's communities operate under multiple state or federally regulated programs. IHA also administers 7,232 Section 8 units leased under HUD's Housing Choice Voucher Program.

IHA is governed by a two-member Board of Commissioners and The Agency's day-to-day operations are directed by the Agency's Chief Executive Officer. The Agency is primarily funded through the United States Department of Housing and Urban Development. With approximately seventy-seven (77) employees, the Agency administers its programs with an operating budget of approximately \$64 million per year and a total budget of approximately \$68 million per year.

DESCRIPTION OF CONTRACT

The IHA is seeking qualified firms and/or a combination of qualified firms to provide systematic service, repair, replacement, call back service and preventive maintenance of a dumbwaiter and various elevators. All of which constitutes, services normally described in the elevator industry, as "full maintenance." Locations are included in the Scope of Work (SOW). Please submit quotes in accordance with the attached Scope of Work.

A contract will be required of the successful vendor and any repair work performed outside of routine maintenance shall be done in accordance with the current Davis Bacon Wage determination for the community location. The Davis Bacon Building Rate shall apply to John J. Barton Apartments, John J. Barton Annex, Lugar Towers and The Administration Building-1919 N. Meridian Street. The Davis Bacon Residential Rate shall apply to Indiana Avenue Senior Apartments and The Braxton at Lugar Tower.

Site Visits

The PHA will conduct a pre-bid walk through at all sites Thursday, September 25, 2025, starting at 11:00 EST (Eastern Standard Time)

Pre-Bid Conference and Site Walk-Thru

Location	Address	Contact	Mobile Telephone	
John Barton Annex	501 N. East St – Indianapolis IN 46204	Gene Dibbern	317 281.6172	
John Barton Tower	555 Massachusetts Ave Indianapolis In 46204	Iran Reed	317 970.2084	
Administration Office	1919 N. Meridian St Indianapolis IN 46202	Mike Robinson	317 281.0282	
Indiana Avenue	825 Indiana Avenue Indianapolis IN 46202	Mike Robinson	317 281.0282	
Lugar Tower	901 Ft. Wayne Ave Indianapolis IN 46202	Mike Robinson	317 281.0282	
The Braxton @Lugar	901 Ft. Wayne Avenue Indianapolis IN 46202	Mike Robinson	317 281-0282	
16 Park Comm Build	546 E. 17 th Street Indianapolis IN 46202	Mike Robinson	317 281.0282	

Questions

Inquiries must be received in writing no later than 4:00 pm EST (Eastern Standard Time Friday, September 26, 2025)

Response To Questions

Responses will be made available, in writing, to all offerors no later than 1:00 pm EST (Eastern Standard Time) Monday September 26, 2025, and responses will be posted on the IHA website at www.indyhousing.org Select About IHA. Reference RFP # 25919 ITQ Elevator Maintenance.

Proposal Deadline

All proposals must be received at the following address – Attention: Jacquelyne Brown, Procurement Manager Indianapolis Housing Agency 1919 N Meridian Street 2nd floor Indianapolis IN 46202
Friday, October 17, 2025, at 4:00 PM Eastern Standard Time (EST)

Proposals may also be submitted electronically by PDF and emailed to: jbrown@indyhousing.org. subject line: ITQ Elevator Maintenance RFP# 25919

SUBMITTAL REQUIREMENTS

A certificate of current insurance is required with each quote. The successful quoter must be able to supply a certificate of insurance for the following: Minimum of one million dollars each in general liability, vehicular liability and statutory requirements for worker's compensation.

The following documents shall be completed and returned with quote:

HUD-5369-B, Instruction to Offerors, Non-Construction
HUD-5369-C, Cert of Offerors, Non-Construction Contract
Certificate of Non-collusive/Non-Identity of Interest Affidavit
Certificate of Non-Organizational Conflict of Interest
Certificate of Non-Segregated Facilities
Section 3: Contractor Initial Response Form
E-Verify Compliance Affidavit
Certificate of Insurance
MBE/WBE/VBE/DOBE certification (where applicable)
Three (3) References to include the names, addresses, contact name and contact phone numbers. (references shall not be IHA employees)
Quote Tab Sheet (attached)

Failure to complete any of the aforementioned forms will result in quote being ruled non-responsive.

The above referenced forms, with the exception of the M/W/V/DOBE certification, Certificate of Insurance and references, are available at the Agency's website (www.indyhousing.org) Select About IHA – Procurement/Bids/RFPs

Contractors shall use enclosed tab sheet to indicate quote response. No other document(s) will be considered as a valid response. Contractors shall bid on all sites.

Contract shall be in effect from **October 1, 2025 – September 30, 2027**. IHA retains the option to renew the contract for multiple years all to the benefit of IHA.

MBE/WBE/VBE/DOBE POLICY

It is the policy of IHA to encourage responses from MBE/WBE/VBE/DOBE contractors and support contractors on such fields as, but not limited to, delivery and clerical services and other associated support. It is the goal of the Indianapolis Housing Agency to increase its MBE/WBE/VBE/DOBE contract base.

The contractor's compliance with the executive order and its regulations in 41 CFR Part 60-4 shall be based on its implementation of the equal opportunity clause and specific affirmative action obligations and its efforts to meet these goals.

IHA has established goal of MBE (15%), WBE (8%), VBE (3%), and DOBE (1%) participation.

A respondent proposing to register as an MBE/WBE/VBE/DOBE or to utilize an MBE/WBE/VBE/DOBE that has not been certified as such by the City of Indianapolis, Division of Minority & Women Business Development (DMWBD) shall submit a completed certification application for such MBE/WBE/VBE/DOBE. The MBE/WBE/VBE/DOBE must become certified by DMWBD to count toward attainment of the MBE/WBE/VBE/DOBE goals for the project. Bidders must obtain copies of the certification from DMWBD at Suite 1260, City-County Building, 200 E. Washington Street, Indianapolis, IN 46204. Phone number is 317-327-5262; Fax number is 317-327-4482. Partnerships are encouraged.

SECTION 3 POLICY

Prospective responders are advised that this project is a Section 3 covered project as described in 24 CFR 135, which implements Section 3 of the Housing and Urban Development Act of 1968, as amended (Section T). Without limitations of any other applicable affirmative action requirements, the successful bidder and any other subcontractors, such as, but not limited to, delivery, assembly and provision of raw materials, will also have an obligation to cause the work to be performed, to the greatest extent feasible, by business concerns located in or owned in substantial part by persons residing in the area of the project (i.e., City of Indianapolis), as those terms are defined in the documents. The employment of individuals residing in the communities or neighborhoods in which the project is located is considered as an integral part of the Section 3 requirement. Admission(s) to apprenticeship programs may also be considered as a fulfillment of the Section 3 requirement. The forms and further information on Section 3 are available on IHA's website. Failure to complete and include this form will disqualify a contractor's response.

E VERIFY COMPLIANCE

Pursuant to IC 22-5-1.7, Contractor shall enroll in and verify the work eligibility status of all newly hired employees of Contractor through the E-Verify Program ("Program"). Contractors are not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.

- Contractor and its Subcontractors shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that Contractor or its Subcontractor subsequently learns is an unauthorized alien. If the Contractor violates this section, Owner shall require the Contractor to remedy the violation not later than thirty (30) days after Owner notifies Contractor. If Contractor fails to remedy the violation within the thirty (30) day period, Owner shall terminate the contract for breach of contract. If Owner terminates the contract, Contractor shall, in addition to any other contractual remedies, be liable to Owner for actual damages. There is a rebuttable presumption that Contractor did not knowingly employ an unauthorized alien if Contractor verified the work eligibility status of the employee through the program.

- If Contractor employs or contracts with an unauthorized alien but Owner determines that terminating the contract would be detrimental to the public interest or public property, Owner may allow the contract to remain in effect until Owner procures a new contractor.
- Contractor shall, prior to performing any work, require each Subcontractor to certify that the Subcontractor does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. Contractor shall maintain on file a certification from each Subcontractor is in violation of this section, Contractor may terminate its contract with the Subcontractor for such violation. Such termination may not be considered a breach of contract by Contractor or the Subcontractor.

ATTACHMENT A SCOPE OF WORK

PURPOSE:

The purpose for this Scope of Services is to establish a comprehensive Full Maintenance program for elevator equipment at the designated property sites listed in the ITQ. Under this agreement, the Contractor shall provide systematic service, repair, replacement of parts, call-back response, and preventative maintenance. The intent of Full Maintenance is to ensure safe, reliable, and efficient operation of all elevator equipment, consistent with industry standards and best practices, while minimizing downtime and extending the useful life of the equipment.

- Availability of service for unscheduled breakdowns or entrapments
- Monday – Sunday 24/7 emergency response
- Troubleshooting and fixing malfunctions
- Replacing worn or damaged parts
- Driving Machines (motors, gears and brakes)
- Lubrication of moving parts
- Adjustments and calibrations
- Controller parts and boards
- Door operator parts, motors and belts
- Guide shoes or roller guides
- Batteries for emergency lighting
- Door hardware and components
- Push Buttons and key switches
- Position indicators and call lights
- Cables and ropes
- Cleaning of equipment (machine room, hoistway, pit, car top)
- Regular monthly inspections

John J. Barton Apartments
555 Massachusetts Avenue
Indianapolis, IN 46204

Two (2) Overhead Geared Elevators

John J. Barton Annex
501 North East Street
Indianapolis, IN 46204

Two (2) Overhead Geared Elevators

Richard G. Lugar Towers
901 Fort Wayne Avenue
Indianapolis, IN 46202

Two (2) Overhead Geared Elevators

The Braxton at Lugar
911 – 921 Fort Wayne Avenue
Indianapolis, IN 46202

Kone MRL Passenger Elevators, capacity
2500# @ 150 FPM, 3 landings

Indiana Avenue Senior Apartments
825 Indiana Avenue
Indianapolis, IN 46202

Three (3) Hydraulic Elevators

Indianapolis Housing Agency
Administration Office
1919 N. Meridian Street
Indianapolis, IN 46202

One (1) Sedgwick Machine Works
Dumbwaiter, Floor Height Load, 3 landing,
basement traction
One (1) Hydraulic Passenger Elevator,
2500# @ 100 FPM, 2 landing, Twin Post Holeless Hydraulic

SCOPE OF WORK:

The contractor shall maintain the elevators in a first-class manner. All labor and materials shall be furnished as specified, while complying with the requirements of ANSI A17.1—2007, Part 8, General Requirements. Contractor shall also comply with all federal, state (Indiana), and local codes, regulations, and statutes. Contractor shall provide Full Maintenance service and shall ensure that the motors, motor bearings, drivers and other pertinent equipment at the communities above named are properly maintained and serviced on a routine scheduled basis.

HOURS OF SERVICES

Contractor shall observe the hours of 8:00 AM to 5:00 PM, Eastern Standard Time, Monday through Friday as regular working hours. However, these times are not intended to limit or restrict Contractor's ability to satisfactorily perform its contractual duties.

HOLIDAYS

Contractors shall include all holidays as part of their regular service:

IHA observes the following holidays:

New Years Day	Independence Day
Martin Luther King Jr. Day	Labor Day
Presidents Day	General Election
Primary Election	Thanksgiving (Thursday & Friday)
Memorial Day	Christmas

RESPONSE TIME

Due to the nature of the equipment included in this Agreement, the Contractor is required to respond to all service calls within one (1) hour of having received Agency's request for such service.

Emergency calls relating to persons trapped in an elevator shall be given the utmost priority regardless of the hour, day, or night. Contractor shall respond to all calls of this nature in one (1) hour or less. All elevator shutdowns of an emergency nature shall be corrected or resolved to the satisfaction of the Agency within twenty-four (24) hours.

CALLBACK CONDITIONS

Contractor shall include preventative, emergency, and routine service time as a part of this Agreement.

MAINTENANCE SCHEDULE:

Contractor shall establish a preventative maintenance schedule which meets the individual requirements of each elevator and elevator system contained within the Agreement. A chart record shall be maintained within each machine room and shall clearly indicate the date of service, what services were performed at that date and the time service was performed, any notes pertaining to vital information provided to the site manager and the monthly reporting of the fire service test shall be maintained on this record and charted. Records can also be kept electronically should the Contractor desire. Rule 8.6.1.4.

The Contractor shall maintain a Maintenance Control Program as required by Rule 8.6.1.2.1.

The Contractor shall maintain a legible copy of the “as built” wiring diagrams for each unit addressed in the contract.

SCHEDULING REQUIREMENTS:

Within 30 calendar days following an award of the contract, the Contractor shall submit for IHA's approval a proposed schedule for the accomplishment of such inspection and testing for each specific elevator and/or elevator system. The Contractor shall make themselves available if/when the State might require the Contractor's presents during periodic inspections and/or safety testing. Changes to any previously approved work or maintenance schedule proposed by the Contractor shall be submitted for the IHA approval at least five (5) working days in advance.

MINIMUM TIME REQUIREMENT:

It is understood that each elevator may have significantly different preventative maintenance time requirements. The frequency of service and the amount of time to be spent shall be Contractor's scheduling responsibility. However, a MINIMUM of one (1) hour per month for each hydraulic elevator, dumbwaiter, and lift shall be allotted. A MINIMUM of two (2) hours per month for each traction elevator under ten (10) floors and a three (3) hour minimum per month for each traction elevator over ten (10) floors shall be required as a condition of the Agreement. Callbacks and repairs that may be required during the course of a month shall not be considered as part of the minimum preventative maintenance time allotment. It shall be Contractor's responsibility to spend as much additional time as necessary to maintain each elevator at peak operating efficiency and to keep all equipment, hoistways, pits, and machine room locations clean and machinery properly lubricated. Contractor's ability to fulfill the contractual obligation shall be based, in part, on the satisfactory performance of the various pieces or elevator equipment contained within the Agreement.

REPORT PROCEDURE:

The contractor shall upon completion of every on-site visitation furnish the site manager with a written acknowledgement of work (work ticket) and/or check chart, WHICH SHALL BE THE ORIGINAL, detailing all preventative maintenance examinations, inspections, call backs, repairs, tests, or any other vital information. Appropriate agency representative SHALL SIGN ALL WORK TICKETS. In addition, the **Contractor shall provide Agency with a monthly schedule detailing when inspections for all elevator at each community will take place.** The Contractor and/or elevator technician shall sign the IHA work approval form before leaving the job site. The Contractor shall make available and provide the Owner upon request a computer printout of all service, callbacks, repairs, and testing.

CHECK-IN PROCEDURE:

Contractor's personnel must sign in and out of each site manager's office. It shall be Contractor's responsibility to seek the input of the site manager's input as to the operating condition of the elevators **prior** to performing routine maintenance.

REPLACEMENT PARTS:

Contractor shall maintain on location, and within its offices, an adequate inventory of replacement parts suitable for maintaining the various types of elevator equipment contained within the Agreement. These parts shall include dispensable parts every day as well as a controller and other equipment parts, which are subject to frequent replacement.

To assure optimum recovery from control-related problems, Contractor shall always maintain in the John J. Barton Tower Apartments machine room at least one (1) complete set of replacement microprocessor boards used in the elevator control systems at both Barton and Lugar towers:

EXTENT OF COVERAGE:

A. Traction Elevators

Machines, geared or gearless, motors, generators, exciters, armatures, coils, windings, bearings, brushes, brush holders, support stand bearings, brake coils, cores, sleeves, pins, brake shoes, couplings, shafts, keyways, worm gears, drive gears, thrust bearings, journal bearings, entire roper gripper, packing, gaskets, drive sheaves, and any other parts or equipment pertinent to the operation. Gear cases shall be drained, flushed, and cleaned and replacement lubrication included when conditions warrant.

ADDITIONALLY, hoist ropes, governor ropes, deflector sheaves, governors, tension sheaves, bearings, shafts, safety mechanisms for car and/or counterweights, car and counterweight buffers, load weighing equipment, selector chains, tapes, cables and sheaves. Cables shall be equalized periodically, and proper counterweight clearance shall be maintained at all times. Shortening of cables shall be included.

B. Hydraulic Elevators

Machines, including pumps, motors, bearings, valves, internal pump and valve parts, solenoids, coils, tanks, reservoirs, tank heaters, belts, seals, mufflers, silencers, exposed oil lines and hose, fittings and gaskets.

Additionally, the entire jack unit except those items listed in the exclusion section, hydraulic fluid, shut off valves, packing, telescoping units and seals, automatic oil return systems, vibration dampeners, and any other parts or equipment pertinent to the operation.

C. Coverage Common to all Elevators

CONTROLLERS, their wiring, relays, contactors, contacts, timers, selectors, selector chains and cables, dispatch panels, transformers, resistors, solid state controls, starters, printed circuit boards, solid state drives, micro-processors, micro-processor boards, connectors, terminal strips, monitors, printers, circuit memory, programs, chips, cabinet air-conditioning units, and any other parts of equipment pertinent to the operation.

CAR DOOR OPERATOR EQUIPMENT, including motors, wiring, adjustments mechanisms electric switches, resistors, cams, optics, gears, bearings, belts, chins cables, linkage, clutch, hanger, tracks, hangers, hanger rollers, gibs, closures, safety edges, photo eyes, sensing devices door contracts, computer chips, micro switches, and any other parts of equipment pertinent to the operation.

HOISTWAY EQUIPMENT, including limits, rollers, optics, vanes, tapes, tape guides, brackets, pit switches, and all hardware.

D. Hoistway Door Equipment

Including motors, wiring, adjustment mechanisms, electric switches, resisters, cams, gears, bearings, belts, chains, linkage, hanger tracks, hanger straps, hangers, hanger rollers, restrictors, car door safe edges, light rays, reopen scans, door contracts, locks, closures, and any other equipment pertinent to the operation.

E. Car Equipment

Including push button fixtures, indicator bulbs, car position and direction indicators, fans, blowers, emergency lighting systems, batteries, auxiliary power sources other than generator power, bells, handicap signaling devices, auto dialing calling systems, car top operating stations, escape hatch switches, safety operated switches, roller guides, slide guides, gibs, shoes and liners, cleaning of car tops, emergency communication devices.

F. Hoistway Equipment

Including limit switches, leveling proximity switches, slowdown switches, zone switches, access switches, stop switches, traveling and communication cables, compensating cables or chains as well as all other parts of equipment pertinent to the operation. Keep all pits, divider beams, sill returns, door panels, counterweight frames, hoistways, and machine room areas clean.

G. Elevator Operations

Keep any/all equipment, parts, and material that relates to elevators operating properly in a safe and efficient manner at all times. Report any unsafe conditions to the owner immediately. Contract speed shall be always maintained on all elevators.

H. Testing

The Contractor, at its expense, shall perform at the appropriate time all test procedures as described in Part 8, ANSI A17.1—2007. Tests to be included are, Annual Tests be they traction or hydraulic, Five (5) Year Load Test. Any elevator utilizing Emergency Generator Power shall be tested while on Emergency Power as is required by Code. Copies of all tests performed shall be forwarded to any regulatory agency having jurisdiction and a copy to the proper Owner's representative. Fire Service shall be tested monthly and documentation of the tests shall be maintained in each machine room location. All in-car communication devices shall be tested monthly, including telephones, intercoms, and alarm bells.

EXCLUSIONS:

The following items are excluded from this elevator maintenance Contract: hoistway door panels and finish, car gate or door panels and finish, sills, frames, car enclosure, cab panels or their refinishing, car tops, interior car lighting, fixture face plates, handrails, drop ceilings, finished flooring, under ground piping, underground cylinders, replacements or repairs due to insufficient or inadequate power supply, main line fuses, auxiliary feeders, breakers and smoke sensors and/or detectors. The Contractor shall not be required to make other safety tests or install new attachments whether recommended or directed by federal, state, local agencies, or insurance companies.

GENERAL SERVICE CONDITIONS

Agency shall make available, to the greatest extent possible, any writing diagrams, maintenance manuals or other relative information, which may be available. All such materials shall remain the property of Agency and shall not be removed from the property without the permission of an appropriate Agency representative.

Agency shall provide the Contractor with reasonable full and free access to the elevator equipment for the purpose of performing preventative maintenance.

Prior to the start of any elevator testing, the contractor shall provide the Agency representative with at least one (1) weeks' notice before starting any elevator test. Agency representative & manager shall ensure notices are provided to all residents. Such notices must include the anticipated duration of the test, expressed in total hours. If an elevator must be taken out of service beyond normal working hours, the Contractor shall notify the Agency representative immediately. Site managers shall notify residents of the total number of hours or days that the elevator(s) will be out of service during normal working hours as a result of testing." Agency shall notify the Contractor in a timely manner of any interpretations in service, malfunctions, or accidents.

REPAIRS AND EXTRAS

Additional individual purchase orders and/or blanket orders may be written during the life of the Agreement for additional elevator services, standby, and repairs as may be negotiated between Agency and Contractor, with Contract wage rates prevailing. The current prevailing wage rates are an integral part of this contract, and the Contractor must abide by its terms. Agency shall be permitted to schedule any repairs or shutdowns that may cause lengthy interruptions of service, providing such repairs are not of an emergency nature or life threatening.

Agency reserves the right to request competitive bids for repairs and services not covered by the original Agreement.

Agency representatives shall be permitted to accompany, but not interfere with, the Contractor's maintenance personnel responding to trouble calls. Agency representatives are permitted to observe and document the location where repair/maintenance is required; and the corrective action that will be performed by the Contractor.

One hundred eighty (180) days before the expiration date of the Agreement, the Agency and Contractor shall conduct a thorough inspection of all elevator equipment to determine the condition and whether the elevator is performing at peak efficiency. Any defects, repairs, adjustments or replacement parts required resulting from this inspection shall be corrected by the Contractor at no additional charge to the Agency, before the expiration of the Agreement.

TERMINATION OF PARTICULAR LOCATIONS

Agency reserves the right to terminate at will, a thirty-day (30) written notice, any elevator/s that may be removed from regular use for reasons of modernization, demolition, sale of a building, or lack of building occupancy.

STRIKES AND LOCKOUTS

In the event the Contractor should become involved in a labor dispute, strike, or lockout, it shall be required to make whatever arrangements necessary to ensure that the conditions of this Agreement are met in their entirety. Should the Contractors be unable to fulfill the Agreement requirements, the Agency reserves the right to make alternative arrangements to ensure the satisfactory performance of the elevator equipment during such time the Contractor is unable to perform the required duties. Any costs incurred by the Agency resulting from such action shall be charged to the Contractor.

END OF SCOPE OF WORK

QUOTE TAB SHEET FOLLOWS

ATTACHMENT B

QUOTE TAB SHEET

The Contractor shall list below all applicable billing rates for the **FULL TERM** of the Agreement. This list shall include the Contractor's charge for each building/location, all charges for mechanics, helpers, and terms. All hours worked shall be included in the monthly maintenance service for each location specified in Attachment A, Scope of Work. All rates shall be included in the monthly service for routine, preventative, and emergency repair. Repair work, outside the maintenance contract, shall be billed in accordance with the Davis Bacon Wage determination at the time of quote opening. Davis Bacon Residential Wage Determination (Indiana Ave Senior Apartments) and Davis Bacon Building Wage Determination (Barton Apartments, Barton Annex, Lugar Tower, The Braxton at Lugar, Laurelwood FIC and the IHA Administration Building) can be found on the "Doing Business With IHA" page of the Agency's website (www.indyhousing.org).

MONTHLY SERVICE

PROPERTY	Monthly Cost	Annual Cost	TOTAL COST
John J. Barton Apartments			
John J. Barton Annex			
Lugar Towers			
The Braxton at Lugar			
Indiana Ave Senior Apartments			
IHA Administration Building			
One (1) Sedwick Machine Works Dumbwaiter Floor Height Load 3 landing basement traction			
Total			

By submission of this quote the Contractor certifies that they have the expertise, licensing and expertise necessary to fulfill the terms of this ITQ.

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code _____

Name of Person Preparing Quote: _____

Signature _____ Date _____

Mobile Telephone No: _____

REPAIR RATES

The following rates cover repair /replacement work that falls outside the scope of the contract. Quoted rates shall be in accordance with the Davis Bacon Building Wage Determination (Barton Apartments, Barton Annex, Lugar Tower, The Braxton at Lugar, Laurelwood FIC and IHA Administration Building) and Davis Bacon Residential Wage Determination (Indiana Ave. Sr. Apts.) in force at the time of bid opening. The Contractor may pay more per hour but cannot pay less. Certified payrolls shall be required for this work. Davis Bacon Wage Determinations may be found at <https://sam.gov/wage-determinations>

The Contractor shall list below all applicable billing rates for the full term of the Agreement. All rates shall remain the same throughout the full term of the Agreement.

Category	Regular Rate	1.5 Overtime	2.0 Overtime
Technician	_____	_____	_____
Apprentice	_____	_____	_____

Non-Contract Parts Provided: Materials at Invoice Price <____%>

For any parts that are *not* included in the base contract (i.e., “non-contract parts”), the contractor will charge the customer the contractor’s supplier invoice cost for the materials plus a percentage markup <____%> is where that markup percentage is written.

By submission of this quote, the Contractor certifies that they have the experience, equipment, and manpower to fully and professionally complete the elevator scope of service

Name of Company: _____

Name of Person Preparing Quote: _____

Signature: _____

Date: _____

END