

SCOPE OF WORK

FOR TRI-RAIL ELEVATOR DOOR LOCK MONITORING (DLM) UPGRADE SERVICES

A. GENERAL GUIDANCE:

1. Title of Project: Tri-Rail Door Lock Monitoring Upgrade consistent with Florida Statute 399.031 requiring all elevators in the State of Florida to comply with ASME A17.3-2015 3.10.12 – System to Monitor and Prevent Automatic Operation of the Elevator with Faulty Door Contact Circuits on or before December 31, 2023.
2. Scope of Work: The contractor shall furnish all qualified/certified personnel, labor, materials, tools, equipment, supervision, and oversight required to install aftermarket Door Lock Monitoring (DLM) equipment on twenty-four (24) hydraulic elevators located in the Tri-County (Palm Beach, Broward, Miami-Dade) region in South Florida and owned by the South Florida Regional Transportation Authority (SFRTA) and operated by its Prime Contractor, Herzog Transit Services, Inc. (HTSI) and managed by its subcontractor Stiles Corporation dba Stiles Property Management (SPM).
3. Requirements: The intention of this solicitation to obtain elevator DLM upgrade installation at the listed locations by means of a firm fixed-price contract. The Contractor shall furnish all permits, labor, transportation, equipment, materials, tools, supplies, supervision, and management required to install **CE Electronics DLMS1-D Elevator Door Monitoring** (<https://www.cseelectronics.com/dlms1-d>).
4. Period of Performance: Estimated September 01, 2023 – December 31, 2023

B. SPECIFIC REQUIREMENTS

1. Licensing and Supervision: The Contractor shall be licensed by the State of Florida to provide the installation and testing services specified in this contract. All work shall be performed by elevator mechanics specifically qualified and trained to work on elevator equipment. Evidence of all required licenses, as well as documentation of the qualifications of personnel, shall be provided to the Project Manager prior to award of the contract.
2. Management: The Contractor shall manage the total work effort associated with the project to assure fully adequate and timely completion of these services. Included in this function are a full range of management duties including, but not limited to permitting, scheduling, report preparation, establishing and maintaining records, and quality control. The Contractor shall provide an adequate staff of personnel with the necessary management expertise to assure the performance of the work in accordance with sound and efficient management practice.
3. Work Control: The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, and to track work in progress. The Contractor shall plan and schedule work to assure material, labor, and equipment are available to complete project requirements.
4. Scheduling: Contractor shall provide written schedule of work a minimum of twenty one (21) days prior to project commencement. Contractor shall schedule work to achieve the minimal asset

downtime. Contractor shall check in and check out with Tri-Rail Operations when starting and ending work each day. Failure to check in and out will result in financial penalties. The Contractor shall schedule and arrange work to cause the least interference with the normal operations of Tri-Rail trains. Regular (RT) work hours are from 6:00am to 6:00pm Monday through Friday (excluding the following Federal Holidays: New Years' Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. Overtime (Saturday, Sunday, holidays, or outside regular working hours) must be utilized by the contractor at all stations whenever there is no alternate means (sidewalk crossing, platform grade crossing) for Americans with Disabilities Act (ADA) passenger to cross between train platforms.

5. Records: At project completion elevator, elevator controller and DLM equipment wiring diagrams shall be complete, intact and legible in a binder in each elevator machine room. All permit approval forms must be submitted to Project Manager in PDF format within seven (7) days of passing inspection.

6. Staffing: The Contractor shall continuously maintain an adequate staff with suitable management expertise to assure work is scheduled and completed in accordance with these specifications. The Contractor shall maintain an adequate workforce to complete work in accordance with the time and quality standards specified.

7. Service work Quality Standards: The Contractor shall meet the following service work quality standards:

(a) Safe job site during progress of work.

(b) Clean job site upon completion of work daily.

8. Work Excluded:

(a.) Improvements: No improvement to existing equipment outside the scope of this RFP is required under this contract.

(b.) Cleaning and Refinishing: Work covering routine cleaning and refinishing of the interior of cars and the exterior of hoist way doors and frames is not included in this contract. However, cleaning of equipment spaces and daily cleanup of job sites in conjunction with the project is included in this contract.

9. Gray Market Prevention: Gray market items are Original Equipment Manufacturers (OEM) goods sold through unauthorized channels in direct competition with authorized distributors. This procurement is for new OEM equipment. No remanufactured or gray market items are acceptable.

C. CHANGES TO CONTRACT:

The Contractor shall communicate with the Project Manager on all matters pertaining to contract administration. The Project Manager is designated to represent the Prime Contractor in furnishing technical guidance and advice regarding the work being performed under this contract. Only the Project Manager is authorized to make commitments or issue changes affecting price, quantity or performance of this contract. Costs incurred by the Contractor through the actions of parties other than the Project Manager shall be borne by the Contractor.

D. STILES' RESPONSIBILITIES

- (1) Stiles Property Management shall provide the contractor access to the Elevator Mechanical Rooms.
- (2) SFRTA will furnish electricity at the stations as may be required for the work to be performed under the contract.

E. CONTRACTOR EXPERIENCE AND/OR REQUIREMENTS

- (1) Contractor employees shall have safety training, either on-the-job or classroom type training, in the electrical safety outlined in the OSHA Standard 29 Code of Federal Regulations (CFR) 1910 Subpart S – Electrical, and the NFPA 70E – Standard for Electrical Safety in the Workplace. The Project Manager may request training certificates to validate training completion. If no training certificates are available the Contractor shall certify, in writing, that contract employees have met the requirements upon request by the Project Manager.
- (2) Contractors shall be equipped with all necessary tools, equipment, and Personal Protective equipment (PPE) to perform the work safely, effectively, and timely. Tools, equipment, and PPE shall comply with the requirements of OSHA Standard 29 CFR 1910, Subpart I, and NFPA 70E.

F. CONTRACTING ADMINISTRATION AND PERFORMANCE MONITORING:

- (1) Notwithstanding the Contractor's responsibility for total management during the performance of this contract, the administration of the contract will require maximum coordination between Stiles Property Management and the Contractor. The Project Manager will assist by monitoring contractor performance and reporting findings to the Prime Contractor and SFRTA. The Project Manager shall be designated at the time of contract award to monitor all technical aspects of the contract. Changes in any section of this contract shall be made only by the Project Manager pursuant to a properly executed modification.

G. PAYMENTS: Payment shall be made on the following schedule, upon receipt of a properly prepared invoice. All invoices must be submitted in PDF format via email to stilestrail@avidbill.com.

- Payment 1: Thirty percent (30%) at material order.
- Payment 2: Fifty percent (50%) at substantial completion. (DLM modules installed and operational at all locations.)
- Payment 3: Twenty percent (20%) at project closeout. (All passing inspection reports, wiring diagrams and relevant documentation is submitted in PDF format to SPM/SFRTA and posted in elevator machine rooms as required by state or local codes.

H. ELEVATOR LOCATIONS AND DESIGNATIONS: See next page (Page 4 of 4).

Location	Manufacturer & Controller Data	Elevator Serial or BCID	County / Permitting Entity	Weekday (RT) Weekend (OT)
Boynton Beach Station 2800 High Ridge Road, Boynton Beach, FL 33426	Mowrey / EMAC	Track 1: 73386 Track 2: 73387	Palm Beach County (State of FL)	OT
Delray Beach Station 345 South Congress Ave, Delray Beach, FL 33445	Mowrey / EMAC	Track 1: 23859 Track 2: 38284	Palm Beach County (State of FL)	OT
Boca Raton Station 680 Yamato Road, Boca Raton, FL 33431	Mowrey / EMAC	Track 1: 85762 Track 2: 85763	Palm Beach County (State of FL)	OT
Ft. Lauderdale Station (Broward Blvd) 200 SW 21 st Terrace, Fort Lauderdale, FL 33312	Mowrey / EMAC	Track 1: BCID 10-00050 Track 2: BCID 10-00100	Broward County	OT
Sheridan Station 2900 Sheridan Street, Hollywood, FL 33021	Mowrey / EMAC	Track 1: BCID 03-10592 Track 2: BCID 03-10593	Broward County	OT
Golden Glades Station 16000 SR 9, Miami, FL 33169	Mowrey / EMAC	Platform: 75299 Center Tower: 75300	Miami-Dade County	OT
Opa-Locka Station 480 Ali Baba Avenue, Opa-locka, FL 33054	Mowrey / EMAC	Track 1: 72527 Track 2: 72532	Miami-Dade County	OT
Mangonia Park Station 1415 45th Street, West Palm Beach, FL 33407	Mowrey / EMAC	Track 1: 86677 Track 2: 86678	Palm Beach County (State of FL)	RT
West Palm Beach Station 203 South Tamarind Avenue, West Palm Beach, FL 33401	Mowrey / EMAC	Track 1: 84470 Track 2: 84471	Palm Beach County (State of FL)	RT
West Palm Beach Operations 203 South Tamarind Avenue, West Palm Beach, FL 33401	Mowrey / EMAC	OPS Center: 86563	Palm Beach County (State of FL)	RT
Cypress Creek Station 5910 NW 9th Avenue, Fort Lauderdale, FL 33309	Montgomery / KONE	Track 1: 51093 Track 2: 51094	Broward County	RT
Hollywood Station 3001 Hollywood Blvd, Hollywood, FL 33021	Mowrey / EMAC	Track 1: BCID 05-00084 Track 2: BCID 05-00085	Broward County	RT
Golden Glades Station Parking Lot 16000 SR 9, Miami, FL 33169	Mowrey / EMAC	Parking Lot: 75301	Miami-Dade County	RT