

**JEFFERSON COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA REQUEST

TO: Board of Commissioners

FROM: Shawn Frederick

DATE: May 19, 2025

RE: Courthouse Elevator Modernization Call for Bids

STATEMENT OF ISSUE:

The Jefferson County Courthouse Elevator is close to the end of its expected mechanical life. Replacement parts for the existing control system are difficult to find and the elevator requires upgrades to comply with current seismic code. This project will address seismic code compliance, improve the reliability of fire and life safety systems, reduce energy consumption, and prevent unexpected down time waiting for hard-to-find parts.

ANALYSIS:

Due to the age of operating controls and limited availability of parts, it makes sense to modernize the elevator before a mechanical failure causes unexpected system downtime or disruption to Courthouse business. This will not only maintain the reliability of the elevator but improve it by adding in a new controller to provide better in car communication, along with backup power in case of an external power loss emergency.

FISCAL IMPACT:

We have estimated four hundred fifty thousand dollars (\$450,000) for the complete modernization.

RECOMMENDATION:

Please approve and sign the attached Call for Bids which will allow Central Services to begin advertising (May 21st). Bid opening is scheduled for June 16, 2025

REVIEWED BY:

 5/14/25
Mark McCauley, County Administrator Date

Elevator Modernization

Jefferson County Courthouse

1820 Jefferson St. Port Townsend WA, 98368

Jefferson County Central Services

Project Bid No. 30120545

Bid Notice: Notice is hereby given that the Board of County Commissioners of Jefferson County, State of Washington, will receive sealed bids until 2:00 PM on June 16th at the Office of the County Commissioners, basement level of the Jefferson County Courthouse, 1820 Jefferson Street, P.O. Box 1220, Port Townsend, Washington, 98368, For additional details and Complete Bid documentation please visit Jeffersoncount.wa.us/Bids

Bid Number: 2020545
Bid Title: Jefferson County Courthouse Elevator Modernization Project
Category: Facilities Bid Opportunities
Status: Open
Bid Recipient: Jefferson County Board of County Commissioners
Description: CALL FOR BIDS

Modernization of the elevator system inclusive of mechanical and electrical components being replaced, refurbished or retained to increase reliability, improve fire and life safety features, decrease waiting time, reduce energy consumption, reduce yearly operational cost and troubleshooting.

County Project No. 30120545

Bid Notice: Notice is hereby given that the Board of County Commissioners of Jefferson County, State of Washington, **will receive sealed bids until 2:00 PM on June 16th, 2025** the Office of the County Commissioners, basement level of the Jefferson County Courthouse, 1820 Jefferson Street, P.O. Box 1220, Port Townsend, Washington, 98368, for modernization of the Jefferson County Courthouse Elevator, County Project No. 30120545. Sealed bids will be opened and read publicly shortly after 2 p.m., in the Jefferson County Commissioners Chambers, basement level of the Jefferson County Courthouse. Interested persons can attend the bid opening.

Scope of Work: This Contract provides modernizing the Jefferson County Courthouse elevator. It's an existing elevator that was modernized years ago and is a Geared (Traction), 200fpm, 4000 lb. capacity, 4 Stops (4 front/0 Rear) elevator with swift controls. This bid is inclusive of contractor to managing and coordination of all subcontractors, inclusive of but not limited to suppliers, Engineering, Electrical, HVAC, Smoke Sensors or Fire System Alarm, Rigging and/or Other to provide a turn key product for Jefferson County. Jefferson County will not be responsible for any of the contractor's subcontractor management or direction. Contractor to submit for approval and payment periodic key task completions upon contract award, including mobilization. Key tasks must be submitted for review and approval by Jefferson County prior to equipment fabrication for the upgrade. Additional work/tasks are included but not limited to **Exhibit "A"**. There is no Engineer's Estimate.

On Site Visit: There is a mandatory on-site visit **required** to bid on this project. The dates available are May 29th, at 9:00 AM or 2:00 PM and , May 30th at 9:00 AM or 2:00 PM. Please contact Matthew Court at 360-531-1591 to sign up for a date and time. All questions are to be sent to mcourt@co.jefferson.wa.us All questions to be submitted for response on or before June 11, 2025.

Schedule: The durations and lead time is to be submitted by the contractor with the bid. Timeline to be listed in calendar weeks, i.e. 1-week lead time, 2 weeks to complete, etc. **Contractors Schedule to be included in the bid proposal. Work must be completed prior to June 1st 2026**. There will be a \$100 fee per day compensation to Jefferson County for late completion.

Warranty: Contractor warrants any equipment it installs against defects in material and workmanship for a period of one (1) year from the date of the Final Acceptance from Jefferson County. **Warranty language to be included in the bid proposal.**

Preventative Maintenance Program: **Contractor to include option for preventative maintenance service in the bid proposal.** Option to be provided during normal working hours. To include rates of pay for labor and recommendations for service and monthly, quarterly or yearly cost associated as recommended.

Exclusions: Contractor to identify work, access and/or equipment that Jefferson County would provide, inclusive of but not limited to Hoistways and Equipment Rooms, Electrical and Life Safety, Working Hours, Logistics, IT Cloud based platform, etc. **Contractor to identify work that would NOT be included in the elevator modernization upgrade for the Jefferson County Courthouse in bid proposal.**

Bid Documents: Bids must be submitted in accordance the requests in this document. The bid document submitted by the contractor shall be inclusive of the following; cover letter, scope of work; schedule/timeline; warranty; preventative maintenance plan; work not included; working hours; Cost for Temporary use, Inspection and Turnover; IT Platform you will use for elevator; past 5 years project list; mobilization costs; and 9.4% tax with total cost. All bid information will be available on the Jefferson County Website <https://www.co.jefferson.wa.us/Bids.aspx>

Each bid shall be accompanied by a surety bond, postal money order, cash, cashier's check or certified check payable to the Treasurer of Jefferson County in the sum of five (5%) percent of the bid amount, to be forfeited to Jefferson County by the successful bidder if he/she fails to enter into a contract and file an acceptable Project Surety bond in the amount of 100% of the contract price within ten (10) calendar days of the award. The Board of County Commissioners reserves the right to reject any and all bids and to accept the bid deemed most advantageous to Jefferson County and to waive all informalities in the bidding.

The Jefferson County Public Works, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Publication Date: 5/19/2025

Jefferson County Website, Port Townsend Leader, MRSC, Seattle Journal of Commerce

Exhibit "A" Scope of Work

Controller

- Shaker Box (For Group)
 - TAC 32T Controller (Includes options listed below)
 - VDC Signal Voltage
 - Auto Light and Fan Feature
 - Car Independent Service
 - Car Traveling Lantern Circuitry
 - Door Bypass Operation
 - Electronic Door Detector Interface
 - Hoistway Access and Enable
 - THY Board
- eMax Monitoring Device Provisions
- Drive 400C (2109CD004) VVVF AC Drive / Regenerative 30R
- Seismic Operation / Counterweight Derailment
- Tenant Security Option
- Regen Disable (DB Resistors for Emergency Power)
- Emergency Power (10-D-4A)
- Machine Room Wiring Package
- Remote BCC and Separate Machine Room Wiring
- BCC Panel for Two-way Communication
- Two-way Communication Machine Room Equipment

Machine

- Traction Layout - Machine Room Only (Overhead)
- Hoist Cables, traction steel, preformed
- Seismic Bedplate
- Geared Machine 40HP AC Motor should include:
 - Encoder
 - Brake switch
 - Traction Sheave and Guard
 - Deflector Sheave and Guard (if applicable)
 - Machine Block up Assembly
 - Isolation
- Machine Isolation Seismic Add (44,54,64)
- Rope lubricators and mounting brackets
- Rope Gripper Model 626 with Standard Plate

Governor

- Governor/Safety Accessory Kit
- 12" Governor without Encoder (includes Tail Sheave)
- Governor Rope
- Rope Retainers and tail weight tie down for Seismic Conditio

Exhibit "A"

Scope of Work Continued

Car

- Retainer plates for car sling
- Retainer plates for counterweight
- Car Guide shoe mounting plates
- 8" Car roller guides (set of 4) (spring loaded)
- Car Top Railing
- Car Top Railing Extension (Depth)
- Car Top Railing Extension (Width)
- Toe Guard for 2000 code (48")
- Cable Strain Loadweigher (for 5 ropes)
- Fan: Two Speed
- 5 Pin Lock with electric contact for Car Top Exit
- Two-way Communication Camera (dome), Ethernet Extender (kit), & Battery Backup
- Cab Wiring Material

Hoistway

- Hoistway Duct
- Base Wiring Package for 2019 Code
- TAC32T Field Wiring Package
- Alarm Bell (for hoistway)
- APS (Absolute Positioning System) for TAC32T with Final Limit Switches

- 4" Cwt roller guides (set of 4)
- Counterweight Derailment detector
- Pit Stop Switch
- Pit Ladder 16" Wide

- Car Door

Door Equipment

- Hoistway Door Escutcheons
- Interlock / Pick up Assemblies for existing Dover Operators. Includes closers. (Front)
- Micro Light 3D 2019 (Front)
- LD-16 Plus Door Operator with Complete carside equipment (FRONT)
 - includes Adapter kit (Tracks & Hangars), Clutch (w/ Car Door Lock latch & contact), & Car Top Inspection station (w/ alarm signal)
- 3D Cabsafe Components Package (Front)

Exhibit "A"

Scope of Work Continued

Car Fixtures

- Smart Rescue Phone 5 Standalone
- Main Car Station Includes Options Below
- Applied panel
- Vandal Resistant Floor Buttons
- Panel Screws
- Debranded Car Station (No Logo)
- Cast Braille Plates for Car Features
- Standard Key Switch Package
 - Fan
 - Light
 - Independent
 - Stop
 - Inspection/Hoistway Enable)
- Emergency Light mounted in COP
- 2004 and later Fire Service Phase II Features
- Handicap Signal
- Two-way Communication Position Indicator
- ADA Phone System integral with COP
- Speaker Pattern for Intercom System/ADA Phone
- Locked Service Cabinet
- Default Engravings
- GFI Outlet
- Antique Bronze Finish
- Seismic Operation Jewel
- Emergency Light Test Button
- Voice Annunciator
- TAC Serial Boards (Main)
- Card Reader Provisions (Space only)
- Car Riding Lantern (Vandal Resistant)

Hall Fixtures

- Hoistway Jamb Braille (Pair of Standard) (# of Floors)
- Terminal Hall Stations (Surface Mounted) with
 - Appendix O (Polycarbonate insert flame)
 - Fusion (#4 Muntz)
- 2009 & 2010 Elevator Communications Failure add
- Terminal Hall Stations (Surface Mounted) with
 - Appendix O (Polycarbonate insert flame)
 - Fusion (#4 Muntz)
- Intermediate Hall Stations (Surface Mounted) with
 - Appendix O (Polycarbonate insert flame)
 - Fusion (#4 Muntz)

Exhibit "A"
Scope of Work Continued

Multimedia Monitoring Service

Please Provide Options to accomplish this requirement

The latest versions of both ASME A17.1 and the International Building Code now require the Purchaser to have video and text messaging capabilities added within the elevator cab for all elevators.

END