



CITY OF PROVIDENCE, RHODE ISLAND

**Department: Public Property**

**RFP Title: ELEVATOR MAINTENANCE, REPAIR & ASSET MANAGEMENT SERVICES – FIVE-YEAR CONTRACT WITH TWO ONE-YEAR RENEWAL OPTIONS**

**Opening Date: 18 May 2026**

**Addendum #: 4**

**Issuing Date: 29 Apr 2026**

This addendum is hereby issued and shall form an official part of the solicitation documents. The purposes of this addendum are as follows:

1. To extend the submission deadline for this solicitation to **May 18, 2026, at 2:00 PM.**
2. To provide a copy of the attendance sheet from the walkthrough held on April 23, 2026.
3. To provide responses to questions submitted by prospective bidders.
4. To issue the required **Pricing Sheet Form**, which must be submitted with all bid responses.

All bidders are advised to review this information carefully and incorporate any applicable updates into their submissions.

All other terms and conditions of the solicitation remain unchanged.

**PVD26-20 ELEVATOR MAINTENANCE, REPAIR & ASSET MANAGEMENT SERVICES – FIVE-YEAR CONTRACT WITH TWO ONE-YEAR RENEWAL OPTIONS – MT 52480**

Walkthrough: 4/23/2026

Name	Company	Email
Kendall Soares	TK Elevator	Kendall.Soares@TKElevator.com
Brad Bausman	Otis	Bradley.Bausman@otis.com
Jon Mathew	AES	jonm@atlanticelevatorsouth.com
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**Elevator Maintenance, Repair & Asset Management Services**  
**MT #52480**  
**Addendum #4**

**Q&As**

**1. Page 18**

RFI Question: Insurance Requirements- Additional Insureds

KONE can provide OCPL policy with the required policy limits with the City of Providence listed as the Certificate Holder.

Will the City of Providence accept OCPL in lieu of Additionally Insured?

We are able to accommodate insurance requirements with Additionally Insured but our policy does dictate that we ask if OCPL policy of the same limits and with the same named certificate holders is acceptable in lieu of AI first.

**Answer: The City requires that it be named as an Additional Insured on the Contractor's General Liability policy, as specified in the solicitation.**

**An OCPL policy may be provided as supplemental coverage, but it shall not be accepted in lieu of the Additional Insured requirement.**

**2. Page 19 of 23, very last section, Termination: Notes termination for convenience.**

City of Providence Standard Terms and Conditions

RFI: Will the city accept termination language adjustment to include cure period?

**Answer: The termination provisions set forth in the solicitation, including termination for convenience, shall remain as written and are not subject to modification.**

**However, for termination for cause, the City will provide notice of non-performance and a reasonable opportunity to cure, as determined by the City, prior to exercising termination rights.**

**3. RFI #3: Will the City consider the following verbiage inclusion in the final contract regarding tariffs - please confirm.**

If not kindly advise as we will need internal approvals to have this not included prior to bid submission.

“Notwithstanding anything to the contrary in this Agreement, KONE shall be entitled to an adjustment in the Price, including but not limited to any increased costs of

materials, resulting from any change in law (by legislation, executive order, treaty, or other similar means), or any increase in duties or tariffs on imported materials, raw materials, and/or finished goods, whether imposed by domestic or foreign governments.”

Answer: “Notwithstanding the firm fixed pricing requirements of this solicitation, the City may consider a price adjustment only in the event of a material change in law, including the imposition of new tariffs or duties enacted after bid submission, where such change results in a direct and verifiable increase in the cost of the materials or equipment required for contract performance. Any such request must be submitted in writing with full supporting documentation, demonstrating that the impact was not reasonably foreseeable and that commercially reasonable mitigation efforts were undertaken, and shall be limited strictly to the documented incremental cost impact with no additional overhead, profit, or markups. Any adjustment shall be subject to review, negotiation, and written approval by the City, in its sole discretion, and shall not apply to general market fluctuations, inflation, labor rates, service fees, or markups. This provision is separate from and shall not be combined with any CPI-based or other contractual price adjustments. If any tariffs or duties are reduced, eliminated, refunded, or otherwise determined to be inapplicable, the Contractor shall promptly notify the City and provide supporting documentation, and the City shall be entitled to an equitable price reduction and/or reimbursement or credit for any amounts previously paid that are attributable to such tariffs or duties, to the extent such costs are recovered or no longer incurred by the Contractor.”

4. Is the intention of this agreement to include all labor for service requests outside of normal working hours (full overtime coverage)?

Answer: Yes. The intent of this contract is to provide a comprehensive full maintenance service, which includes all labor required to respond to service requests, including after-hours, weekends, and emergency calls, as part of the base contract pricing.

Bidders shall incorporate all such labor costs, including overtime, into their pricing. No additional charges shall be applied based solely on the time or the date of service.

5. In regard to repair work, do repairs fall under regular time coverage?

Answer: Yes. Repair work is part of the comprehensive full maintenance scope and shall be included in the Contractor’s pricing.

Repairs performed during normal working hours shall be covered under regular time. Where repairs are required outside of normal working hours (e.g., emergency or operational needs), such labor shall still be included in the base pricing, and no additional charges shall be applied based solely on the time or performance.

6. P. 15 Annual Asset condition scoring: I see the annual requirement for all units having a deadline of 1/31- is this deadline for year 1 1/31/27 for the new contract?

Answer: The Annual Asset Condition Assessment shall be January 31, 2027, reflecting a partial first year of performance.

Thereafter, assessments shall be due annually by January 31.

7. P. 16 Five year capital forecast: is there a date this is required by for the first year of the contract?

Answer: For the initial year of the contract, the Five-Year Capital Forecast shall be submitted within ninety (90) days of contract commencement.

Thereafter, the forecast shall be updated annually, or as otherwise requested by the City.

8. P. 19 Cooperative Purchasing: before any cooperative purchasing is actioned by another agency, would the owner of the bid be able to review elevators and price accordingly based on the type/age/condition?

Answer: Yes. Any cooperative use of this contract by other governmental or quasi-governmental entities shall be subject to the contractor's review of the specific equipment, site conditions, and scope of services prior to acceptance.

Pricing for such entities shall be:

- Based on the pricing structure established in the contract (e.g., labor rates, material markups, and unit pricing), and
- Adjusted as necessary to reflect differences in equipment type, age, condition, and location.

All cooperative use shall require mutual agreement between the contractor and the participating entity and shall remain consistent with the terms and limitations of the contract.

9. P. 14- notes firefighter service testing to be included. Is this for all locations? Are any locations to be done on overtime versus regular time?

Answer: Firefighter service testing shall be performed at all applicable locations and for all units where such testing is required by code, consistent with the scope of work.

Unless otherwise directed by the City, testing shall be conducted during normal working hours. If operational constraints require testing to be performed outside of regular hours, such work shall be coordinated in advance with the City.

- 10. P. 14** regarding travel being included: for overtime service calls, is travel on overtime to be included or billed additionally on the service visit?

Answer: Travel time shall be included in the Contractor's pricing, including for overtime or after-hours service calls, and shall not be billed separately.

Bidders shall incorporate all travel costs into their labor rates and overall pricing structure.

- 11. P. 14** Emergency Response SLA: for overtime service calls and entrapments, is the expectation that these calls are included in the cost of the contract or to be billed additionally based on time and date of a call by the location? Would it apply evenly to every location the same?

Answer: Emergency response services, including entrapments and after-hours service calls, are required as part of the Contractor's obligations under the Contract and shall be included in the base contract pricing, consistent with the comprehensive full maintenance scope.

No additional charges shall be applied based solely on the time or date of the service call. These requirements shall apply uniformly across all covered locations, unless otherwise directed by the City.

## Pricing Structure

### Section 1 – Base Contract Price (Primary Award Basis)

Year	Total Annual Price (\$)
Year 1	\$
Year 2	\$
Year 3	\$
Year 4	\$
Year 5	\$

### Section 2 – Unit Pricing

Equipment Type	Monthly Price per Unit (\$)
Geared	
Lift	
Hydraulic	
Roped Hydraulic	
Gearless Belted	
Other	

### Section 3 – Markups

Materials \_\_\_\_\_%

### Section 4 – Labor Rates

Labor Category	Hourly Rate (\$) – Regular Time	Hourly Rate (\$) – Overtime
Mechanic		
Helper		
Other		