



## Bayfield County Administrator

117 E 5<sup>th</sup> Street, PO Box 878, Washburn, WI 54891

Ph: 715-373-6181 Fx: 715-373-6153

Mark Abeles-Allison, *County Administrator*

Kristine Kavajecz, *Human Resource*

Paige Terry, *Clerk*

August 5, 2021

Elevator Service, Request for Bids.

Bayfield County is soliciting bids for elevator inspection/maintenance for a five-year term, April 2022 – March 2027.

Bids should be submitted to the Bayfield County Administrator's Office. PO 878, Washburn, Wisconsin. 54891. Bids are due August 23, 2021 on the attached form. Emailed bids will be accepted at [mark.abeles-allison@bayfieldcounty.wi.gov](mailto:mark.abeles-allison@bayfieldcounty.wi.gov) and [kristine.kavajecz@bayfieldcounty.wi.gov](mailto:kristine.kavajecz@bayfieldcounty.wi.gov). Please email to both. Please mark bids as ELEVATOR BIDS.

Bayfield County is seeking proposals from all vendors qualified to service, inspect and maintain elevators in the Bayfield County Courthouse in Washburn, Wisconsin. Bids are for the following three units on the courthouse campus.

**Courthouse Main Elevator, 3 floors, Otis 2100# Passenger**  
**Courthouse Human Service Elevator, 2 floors, 2500# Thyssen Passenger**  
**Law Enforcement Elevator, 2 floors, 1500# Dover Passenger**

Proposals shall include and be based on:

- Elevator lubrication and adjustment, 6 times per year.
- Repair and Replacement of parts.
- Emergency Call Back Service
- Annual No-Load Safety Test
- The county will pay for a total of 7 visits per year. Additional visits that do not get used one year will carry over to the next term of the contract.

Please respond to the following questions:

What is included in an inspection?

What is not included in an inspection?

Can you provide a price list of replacement parts?

What is involved in the Annual Safety Test?

What is the average response time for on-call work?

---

Please include any other information pertinent to the contract including licensure/certification and three recommendations.

Proposals should be based on a beginning service date of April 1, 2022. Submit proposals to:

Please contact Craig Parks, Bayfield County Maintenance Department with site questions [Craig.parks@bayfieldcounty.wi.gov](mailto:Craig.parks@bayfieldcounty.wi.gov) / 715 373 6184

If you have bid related questions please contact Mark Abeles-Allison, [mark.abeles-allison@bayfieldcounty.wi.gov](mailto:mark.abeles-allison@bayfieldcounty.wi.gov) 715 373 6181

**BAYFIELD COUNTY, WI**  
**REQUEST FOR ELEVATOR INSPECTION / MAINTENANCE BIDS**  
**FIVE YEAR BID, 2022 – 2027**  
**BIDS DUE AUGUST 23, 2021**  
**CONTRACT PERIOD BEGINS April 1, 2022**  
**BAYFIELD COUNTY MAINTENANCE DEPARTMENT**  
**117 E Fifth Street, PO 878**  
**Washburn, WI 54891**

SEVEN (7) ELEVATOR INSPECTIONS/MAINTENANCE  
PER YEAR , years 1 and 2 \$\_\_\_\_\_ per year /

Please note adjustments, if any, after year 2

Year 3: \$\_\_\_\_\_

Year 4: \$\_\_\_\_\_

Year 5: \$\_\_\_\_\_

Includes six (6) scheduled visits, every other month, one (1) extra for special calls. Extra carries forward for term of contract if not used one year. Covers all three county elevators (Courthouse-2, Sheriff-1). *No payout for remaining inspections if outstanding at end of five-year term unless otherwise agreed.*

Please detail items covered in inspection / Maintenance:

Please detail items not-covered in inspection / Maintenance:

FIVE YEAR TOTAL = \_\_\_\_\_

Please specify price markup on parts / equipment \_\_\_\_\_%

Please specify cost for additional visits over and above those allotted \$\_\_\_\_\_ per visit.

---

---

**VENDOR INFORMATION:**

Company Name:

---

Address:

---

Phone Number:

---

Authorized Signature:

---

Printed Name and Title of Authorized Representative:

---

Date:

---

***Please Attach a List of Three (3) References, including: Name, Address, email, Telephone Number, and Name of Primary Contact Person.***