

TO: HARBOR DEPARTMENT PURCHASING OFFICE
500 Pier "A" Street
Berth 161
Wilmington, CA 90744

BID NO. F-913 Page 1
Show this number on envelope

Contract No. 39756

1. COMPLETE CONTRACT

This entire Bid Request shall become the contract upon its execution by the Executive Director on behalf of the Harbor Department of the City of Los Angeles. The complete contract shall consist of the entire Bid (including Specifications), this page, terms and conditions, any addendums, and when required, CONTRACTOR'S BOND. Contractor will be provided with a copy of the executed contract.

2. GOODS AND SERVICES TO BE PROVIDED BY THE CONTRACTOR

The Contractor agrees, upon acceptance of this offer by the City, to furnish the goods and services herein specified according to the terms and conditions as set forth herein.

3. AMOUNT TO BE PAID

The City agrees to pay the contractor for the goods or services in the manner described in the paragraph entitled "PAYMENTS" on the reverse side of this form. Unless otherwise indicated by the Bidder, remittance by the City for goods or services will be made to the address below.

4. CHOICE OF ALTERNATIVE PROVISIONS, OPTIONS, NOTIFICATION

When alternative provisions are requested, or options are offered, the contractor will be notified as to which provision, or option, is being accepted when notification is sent that the Contractor is the successful bidder.

5. DECLARATION OF NON-COLLUSION

The undersigned certifies (or declares) under penalty of perjury that this bid is genuine and not sham or collusive, or made in the interest or on behalf of any person, firm, or corporation not herein named; that the bidder has not directly or indirectly induced or solicited any other bidder to put up a sham bid, or any other person, firm or corporation to refrain from bidding, and that the bidder has not in any manner sought by collusion to secure any advantage over other bidders.

6. LEGAL JUSTIFICATION

This agreement shall be deemed entered into in Los Angeles, California, and shall be governed and construed in accordance with the laws of the State of California.

EXECUTED AT: Los Angeles, California ON THE 29th DAY OF June, 2015
City, State Date Month Year

BIDDER MUST COMPLETE AND SIGN BELOW:

Firm Name A-Z Tech Elevator Company

Phone (818) 233-4171 Fax (818) 546-2658

Address 2900 Vail Avenue Commerce CA 90040
Street City State Zip

Signature *A. Sajjan* ABE SALEHPOUR CEO
Signature Printed Name Printed Title

Signature *A. Sajjan* ABE SALEHPOUR Secretary
Signature Printed Name Printed Title

(AFFIX CORPORATE SEAL HERE)

- a) **Two signatures:** One by Chairman of Board of Directors, President, or a Vice-President **AND** one by Secretary, Assistant Secretary, Chief Financial Officer or an Assistant Treasurer.
- b) **One signature:** By corporate designated individual together with properly attested resolution of Board of Directors authorizing person to sign.

NOTARIZATION: Bids executed outside the State of California must be sworn to and notarized below.

<p>County of _____</p> <p>State of _____ S.S.</p> <p>Subscribed and sworn this date _____, 201<u>5</u></p> <p>Notary Seal _____ Signature _____</p>	<p>In witness whereof the Board of Harbor Commissioners of the City of Los Angeles has caused this contract to be executed by the Executive Director of the Harbor Department of said City and said Contractor has executed this contract the day and year written below.</p> <p>By _____ Executive Director Harbor Department</p> <p>_____ Date _____</p>	<p>Approved as to form and legality</p> <p><u>7/20</u>, 201<u>5</u></p> <p>City Attorney</p> <p>BY <u><i>[Signature]</i></u> Deputy</p>
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FORMAL REQUEST FOR BID

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-913
(SHOW THIS NUMBER ON ENVELOPE)

BID DUE BEFORE 2:00 PM ON: JUNE 18, 2015

Mandatory Pre-Bid Conference and Job Walk

There will be a **MANDATORY** Pre-Bid Conference and Job Walk for all Bidders. VENDORS NOT IN ATTENDANCE WILL NOT BE ALLOWED TO BID ON THIS PROJECT.

Date: Thursday, June 11, 2015
Time: 10:00 a.m.
Location: Port of Los Angeles
Contracts and Purchasing Division, 1st Fl. Conf. Rm.
500 Pier A St., Wilmington, CA 90744

The purpose of the Pre-Bid Conference is to answer any questions about the requirements contained within the bid and to provide any additional information, which may prove helpful to the prospective bidder, as well as overcome any barriers to participation.

Should bidder have any questions about the requirements contained within the bid, please e-mail them no later than **Monday, June 8, 2015** to Buyer, Jane Ugalde, at jugalde@portla.org.

SCOPE OF WORK: Vendor agrees to furnish all labor, materials, equipment, incidentals and delivery necessary to complete elevator modernizations.

Working Hours: 6:00 am – 4:00 pm Monday through Friday (excluding City holidays)
Contract Duration: within 250 calendar days of issuance of Purchase Order(PO)

BIDDER'S INSTRUCTIONS

REQUEST FOR QUOTATION BIDDER RESPONSIVENESS. In order to be responsive, bidders shall complete and return all Quotation documents requested by the Port, including addenda, specifications, drawings and all forms.

It shall be the bidder's responsibility to provide one (1) original and one (1) copy of the completed Quotation documents. The original and all copies shall include all quotation documents requested by the Port, including addenda, specifications, drawings and all forms.

The Purchasing Agent may deem a bidder non-responsive if the bidder fails to provide all Quotation documents requested by the Port at the Quotation closing date and time.

ADDENDUMS. From time to time, the Harbor Department may deem it necessary to issue an addendum(s) to modify or cancel a Bid Request. Such addendum(s) will be available on the Port of Los Angeles internet website – www.portoflosangeles.org and the Los Angeles Business Assistance Virtual Network website – www.labavn.org. It is the responsibility of the bidder to be aware of and respond to any such addendum(s) before the deadline of the applicable bid request. Failure to do so may deem the bid non-responsive.

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BID SUBMITTAL TIMELINESS

Bidders solely are responsible for the timeliness of their submittals. As such, bidders are cautioned to budget adequate time to ensure that their bids are delivered at the location designated at or before the deadline set forth above. Bidders are cautioned that matters including, but not limited to, traffic congestion, security measures and/or events in or around the Harbor Department, may lengthen the amount of time necessary to deliver the bid, whether the bid is submitted in person or by mail.

AWARD. The Harbor Department reserves the right to reject any or all Bids, award Bid as a whole, split award or delete line items, as it may deem necessary, unless otherwise stated herein.

SUPPLIER CONTACT INFORMATION:

Contact Person: John HoEVERS

Title: General Manager

Telephone No.: (818) 233-4171

Fax No.: (818) 546-2658

E-Mail Address: jhoEVERS@aztechelevator.com

24 Hour Contact No.: (818) 233-4171

CONTRACTUAL TERMS SECTION

ADDITIONAL QUANTITIES. The Harbor Department desires the option to purchase additional quantities of above item(s) at the same prices, terms and conditions, providing that the total of any of the additional quantities does not exceed the total for that item, and providing that the Harbor Department exercise the option before: 12/31/2015.

NEW AND UNUSED. The equipment furnished shall be new and unused, current model.

WARRANTY. Terms of warranty on equipment offered. Free PARTS & SERVICE (LABOR) for defective parts and workmanship for the following time period after equipment has been accepted(**minimum 12 months**): 12 months.

CONTRACTOR'S LICENSE. In accordance with Section 7028.15 of the Business and Professions Code, bidder must provide the following information:

Contractor's License No.: 978449

Class: C11 Expiration Date: 11/30/2016

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PRE-AWARD CONFERENCE. Prior to award of contract the successful bidder may be required to attend a pre-award conference to be scheduled at a later date. The intent of this meeting will be to discuss contract regulations, specifications, invoicing, delivery times, etc., in order to insure successful administration of the contract.

SCHEDULE: The Bidder awarded the contract shall prepare and submit to the Construction and Maintenance Division five (5) copies of the bidder's Construction Baseline Schedule (the "Schedule") within fourteen (14) calendar days after issuance of the Purchase Order. The Schedule shall show the dates on which each part or division of the work is expected to be started and completed, and shall show all submittals which constrain any work activity, allowing seven (7) calendar days for the Project Manager's review of each submittal unless a longer period of time is specified elsewhere in these contract documents. The bidder shall also submit a separate listing of all submittals required under the contract, showing when each submittal will be submitted. The work activities making up the schedule shall be of sufficient detail to assure that adequate planning has been done for the proper execution of the work and such that, in the sole judgment of the Construction and Maintenance Division it provides an appropriate basis for monitoring and evaluating the progress of the work. Submittal and approval of the schedule in accordance with the requirements of this section is a condition precedent to the receipt of any payments from the City of Los Angeles under this contract.

The schedule shall show the sequence, duration, and interdependence of activities required for the complete performance of all work. The schedule shall begin with the date of issuance of the Purchase Order and conclude with the contract completion date based on the completion time (250 calendar days, inclusive of both elevators) allowed in the contract.

POST-AWARD MEETINGS. After notification of award, the successful bidder will be required to attend periodic meetings with the Construction & Maintenance Division. The intent of the meeting is to discuss any pre-construction requirements, status updates, or other project related issues.

PERMITS. The successful bidder shall be responsible for obtaining and paying for all permits required to perform the work as described in this RFB and any attached specifications.

LIQUIDATED DAMAGES FOR LATE DELIVERY.

Delivery delays beyond the Contract/Purchase Order delivery date will result in added expense to the City. The City of Los Angeles-Harbor Department shall be paid damages for such delay. Inasmuch as the amount of damage is extremely difficult to ascertain, the supplier agrees to compensate the City in the amount of \$500.00 per calendar day beyond the delivery date specified. This amount shall be fixed as liquidated damages that the City will suffer by reason of such delay, and not as a penalty. The City shall have the right to deduct and retain the amount of such liquidated damages from any monies due the supplier.

The supplier shall be entitled to a reasonable extension of time for unavoidable delay in delivery due to causes not reasonably foreseeable by the parties at the time of the Contract/Purchase Order execution, and that are entirely beyond the control and without the fault or negligence of the supplier, including, but not limited to, acts of God or the public enemy, war or other national emergency making delivery temporarily impossible or illegal, acts or omissions of other suppliers, strikes and labor disputes not brought on by any act or omission of the supplier, fire, flood, epidemics, quarantines, or freight embargoes

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MATERIAL, EQUIPMENT, SERVICE

DEVIATION FROM SPECIFICATIONS. Specifications contained herein are to describe the construction, design, size, and quality of the desired product and are not intended to be restrictive to any particular product. If bidder proposes to furnish another product equal in quality and purpose, such bids will be considered as long as they materially comply with the specifications. Each deviation from the specifications must be stated in a letter, attached to bidder's submittal. Failure to do so may void bid.

SPECIFICATION CHANGES. If provisions of the Specifications preclude bidder from submitting bid, he may request in writing that the specifications be modified. Such request must be received by the Purchasing Officer at least five (5) working days before bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.

ILLUSTRATIVE AND TECHNICAL DATA. When quoting other than the specified brand or when no brand is indicated, Bidder must submit with bid, complete illustrative and technical data on materials or equipment proposed to be furnished. Failure to furnish such data may void bid.

CONSTRUCTION MATERIALS. Electrical, plumbing, H.V.A.C. and/or other construction materials, fixtures, devices, appliances, and equipment shall be UL/FM approved when applicable, and comply with the requirements of the City of Los Angeles Building Code (s).

TWIC CARD. Contractor must ensure that any of its employees performing work under this contract in and around Port property procure and maintain a Transportation Worker Identification Credential (TWIC) card. The card is to be purchased and maintained at contractor's expense. TWIC enrollment details can be found at <http://www.tsa.twic> or by phone at (866) DHS-TWIC or (866) 347-8942.

INSURANCE CLAUSE / LIMITS

INDEMNIFICATION AND INSURANCE:

Indemnification

Except for the sole negligence or willful misconduct of the City, or any of its Boards, Officers, Agents, Employees, Assigns and Successors in Interest, Vendor undertakes and agrees to defend, indemnify and hold harmless the City and any of its Boards, Officers, Agents, Employees, Assigns, and Successors in Interest from and against all suits and causes of action, claims, losses, demands and expenses, including, but not limited to, attorney's fees (both in house and outside counsel) and cost of litigation (including all actual litigation costs incurred by the City, including but not limited to, costs of experts and consultants), damages or liability of any nature whatsoever, for death or injury to any person, including Vendor's employees and agents, or damage or destruction of any property of either party hereto or of third parties, arising in any manner by reason of the negligent acts, errors, omissions or willful misconduct incident to the performance of this Purchase Order by Vendor or its subcontractors of any tier. Rights and remedies available to the City under this provision are cumulative of those provided for elsewhere in this Purchase Order and those allowed under the laws of the United States, the State of California, and the City.

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Acceptable Evidence and Approval of Insurance

Electronic submission is the required method of submitting Vendor's insurance documents. Track4LA[®] is the City's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used primarily by insurance brokers and agents as they submit client insurance certificates directly to the City.

It uses the standard insurance industry form known as the ACORD 25 Certificate of Liability Insurance in electronic format. The advantages of Track4LA[®] include standardized, universally accepted forms, paperless approval transactions (24 hours, 7 days per week), and security checks and balances. Vendor's insurance broker or agent shall obtain access to Track4LA[®] at <http://track4la.lacity.org/> and follow the instructions to register and submit the appropriate proof of insurance on Vendor's behalf.

PRIMARY COVERAGE

The coverages submitted must be primary with respect to any insurance or self insurance of the City of Los Angeles Harbor Department. The City of Los Angeles Harbor Department's program shall be excess of this insurance and non-contributing.

ADDITIONAL INSURED

The City of Los Angeles Harbor Department, its officers, agents, and employees must be included as additional insureds in applicable liability policies to cover the City of Los Angeles Harbor Department's vicarious liability for the acts or omissions of the named insured. Such coverage is not expected to respond to the active negligence of the City of Los Angeles Harbor Department.

NOTICE OF CANCELLATION

By terms of the contract, the contracting company agrees to maintain all required insurance in full force for the duration of the contractor's business with the City of Los Angeles Harbor Department. Each contractually required insurance policy shall provide that it will not be canceled or reduced in coverage until after the Board of Harbor Commissioners, Attention: Risk Manager and the City Attorney of the City of Los Angeles Harbor Department have been given thirty (30) days' prior notice (or 10 days notice of non payment of premium) by registered mail addressed to 425 S. Palos Verdes Street, San Pedro, California 90731.

RENEWAL

When an existing policy is timely renewed, you are encouraged to submit your renewal policy as soon as it is available to Track4LA[®]. All renewals must continue to meet the policy conditions listed above. As a courtesy, Risk Management sends notifications of expiring or expired insurance. However, it is the responsibility of the contracting company to ensure evidence of insurance remains effective for the duration of the contract.

For further clarification on Insurance procedures, coverage information and documentation please go to <http://www.portoflosangeles.org/business/risk.asp>.

Vendor will be required to furnish, at its own expense and within TEN (10) days of notification of pending award, proof of insurance, in accordance with the types and in the minimum limits shown below:

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NOTE

FAILURE TO SUBMIT PROOF OF INSURANCE WITHIN (10) DAYS UPON RECEIPT OF NOTICE OF INTENT TO AWARD WILL DEEM THE BIDDER NON- RESPONSIVE AND THE PROSPECTIVE AWARD MAY BE CANCELLED.

General Liability Insurance

Vendor shall procure and maintain in effect throughout the term of this Agreement, without requiring additional compensation from the City, commercial general liability insurance covering personal and advertising injury, bodily injury, and property damage providing contractual liability, independent contractors, products and completed operations, premises/operations, including explosion, collapse, and underground hazard coverage written by an insurance company authorized to do business in the State of California rated VII, A- or better in Best's Insurance Guide (or an alternate guide acceptable to City if Best's is not available) within Vendor's normal limits of liability but not less than **one million dollars (\$1,000,000.00)** combined single limit for injury or claim. Said limits shall provide first dollar coverage except that Executive Director may permit a self-insured retention or self-insurance in those cases where, in his or her judgment, such retention or self-insurance is justified by the net worth of Vendor. The retention or self-insurance provided shall provide that any other insurance maintained by Department shall be excess of Vendor's insurance and shall not contribute to it. In all cases, regardless of any deductible or retention, said insurance shall contain a defense of suits provision and a severability of interest clause. Additionally, each policy shall include an additional insured endorsement (CG 2010 or equivalent) naming the City of Los Angeles Harbor Department, its officers, agents and employees as Primary additional insureds, a 10-days notice of cancellation for nonpayment of premium, and a 30-days notice of cancellation for any other reasons. Your insurance broker or agent shall submit for approval on your behalf said insurance to the City's online insurance compliance system Track4LA™ at <http://track4la.lacity.org/>.

Auto Liability Insurance

Vendor shall procure and maintain at its expense and keep in force at all times during the term of this Purchase Order, automobile liability insurance written by an insurance company authorized to do business in the State of California rated VII, A- or better in Best's Insurance Guide (or an alternate guide acceptable to City if Best's is not available) within Consultant's normal limits of liability but not less than **five hundred thousand dollars (\$500,000.00)** covering damages, injuries or death resulting from each accident or claim arising out of any one claim or accident. Said insurance shall protect against claims arising from actions or operations of the insured, or by its employees. Coverage shall contain a defense of suits provision and a severability of interest clause. Additionally, each policy shall include an additional insured endorsement (CG 2010 or equivalent) naming the City of Los Angeles Harbor Department, its officers, agents and employees as Primary additional insureds, a 10-days notice of cancellation for nonpayment of premium, and a 30-days notice of cancellation for any other reasons. Vendor's insurance broker or agent shall submit for approval on Vendor's behalf said insurance to the City's online insurance compliance system Track4LA® at <http://track4la.lacity.org/>.

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Workers' Compensation and Employer's Liability

Vendor shall certify that it is aware of the provisions of Section 3700 of the California Labor code which requires every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and that Vendor shall comply with such provisions before commencing the performance of the tasks under this Purchase Order. Coverage for claims under U.S. Longshore and Harbor Workers' Compensation Act, if required under applicable law, shall be included. Vendor shall submit Workers' Compensation policies whether underwritten by the state insurance fund or private carrier, which provide that the public or private carrier waives its right of subrogation against the City in any circumstance in which it is alleged that actions or omissions of the City contributed to the accident. Such Worker's Compensation and occupational disease requirements shall include coverage for all employees of Vendor, and for all employees of any subcontractor or other vendor retained by Vendor. Vendor's insurance broker or agent shall submit for approval on Vendor's behalf said insurance to the City's online insurance compliance system Track4LA® at <http://track4la.lacity.org/>.

INITIAL HERE ACKNOWLEDGING INSURANCE REQUIREMENTS:

AS (initial)

Upon approval of insurance, contractor will receive written authorization to proceed.

NO WORK MAY BE PERFORMED WITHOUT SUCH WRITTEN AUTHORIZATION TO PROCEED

SAFETY AND HEALTH REQUIREMENTS. All equipment, materials, procedures and services furnished and/or used by the Contractor shall comply with applicable current requirements of OSHA and CAL-OSHA. Contractor agrees to indemnify and hold harmless Los Angeles City, The Harbor Department, and agents, officers and employees thereof, for all damages assessed against them as a result of Contractor's failure to comply with said safety and health requirements.

STORM WATER POLLUTION PREVENTION PLAN, SWPPP. All work performed under any resulting contract within the Port of Los Angeles, as applicable, must be in accordance with the California Storm Water Best Management Practices (BMP) Handbooks. These practices prohibit the placement of any waste material resulting from the contractor's performance of work into the storm drain system as required by the City of Los Angeles Storm Water Pollution Prevention Plan (SWPPP) for Public Agency Activities.

A copy of the BMP Handbooks for 1) Construction 2) Industrial/Commercial and 3) Municipal Activities are available for review in the office of the Director of Environmental Management, 5th floor, 425 S. Palos Verdes Street, San Pedro, California 90731.

SITE MAINTENANCE & CLEAN-UP. Vendor shall keep the premises and worksite clean and free from rubbish and debris. Upon completion of the contract and before acceptance of the work by the City, the Vendor shall at once remove as necessary all plants, tools, equipment and materials, and shall thoroughly clean the worksite leaving it with a neat clean appearance.

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INSPECTION RESPONSIBILITY. Bidder submittal constitutes acknowledgment of inspection of the work site to bidder's satisfaction, including, but not limited to site conditions and specification requirements.

CARE & CUSTODY. The contractor accepts full responsibility for the security against loss or damage to the equipment involved while in his\her possession or the possession of any of his\her agents. Contractor shall reimburse the Harbor Department for any loss or damage to Harbor Department equipment in his\her possession or the possession of any of his\her agents.

DELIVERY

DELIVERY. Delivery of schedule is required within 14 days after vendor receives order. The Harbor Department reserves the right to make award based on delivery time quoted.

DELIVERY POINT. Prices to include all delivery and unloading charges, F.O.B. the Harbor Department, Cruise Terminal Berth 93, San Pedro, CA 90731.

NOTIFICATION. The vendor shall notify Polchai Sarkdavisarak or Kenneth Reeser of the Los Angeles Harbor Department Construction and Maintenance Division at (310) 732-0303 or (310) 732-3252, respectively, not less than three (3) days in advance that the equipment is ready for delivery.

FINANCIAL SECTION

BILLING DISCOUNT TERMS. Billing Discount terms offering 20 days or more will be considered in making evaluation for award.

SALES TAXES. Do not include Sales Taxes in your Bid. Sales Taxes will be added at time of order.

SALES TAX PERMIT. Vendor's California State Board of Equalization Permit No. required to collect California State Sales Tax. Permit Number: 1053236

FEDERAL EXCISE TAX. The City of Los Angeles Harbor Department is exempt from payment of Federal Excise Taxes, and will furnish vendor with a Tax Exemption Certificate. **PRICING NOT TO INCLUDE ANY FEDERAL EXCISE TAX.**

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VENDOR PAYMENT. Please note. Vendor name and address must be submitted exactly as it will appear on the invoice. If invoice remit to (remittance) name and address are different from the bid name and address, please indicate:

REMIT TO: NAME: A-Z Tech Elevator Company

ADDRESS: PO Box 39714

Los Angeles, CA 90039

Invoices submitted for payment where the invoice name and address does not match the name as it appears on the purchase order or as indicated in the space above, will not be processed and will be returned to the vendor.

BUSINESS TAX REGISTRATION CERTIFICATE (BTRC). In accordance with the City of Los Angeles Municipal Code, a Business Tax Registration Certificate may be required of persons engaged in business activity within the City. The Office of Finance, Tax and Permit Division, (213) 473-5901, has sole authority in determining a firm's tax requirements and in issuing Business Tax Registration Certificates or Business Tax Exemption Numbers. Accordingly, firm's current Business Tax Registration Certificate or Business Tax Exemption Number must be clearly shown on all invoices submitted for payment. Bidder, in submitting this bid, acknowledges and accepts the above requirements and recognizes that no invoice will be processed for payment without inclusion of the Business Tax Registration Certificate or Business Tax Exemption Number.

TAXPAYER IDENTIFICATION NUMBER. Contractor declares that it has an authorized Taxpayer Identification Number (TIN), which must be indicated on all invoices. No payments will be made under this agreement without a valid TIN number.

GENERAL RULES AND REGULATIONS

ENVIRONMENTAL MANAGEMENT SYSTEM

The Los Angeles Harbor Department (Port) is committed to managing resources and conducting Port development and operations in both an environmentally and fiscally responsible manner. The Port will strive to improve the quality of life and minimize the impacts of its development and operations on the environment and surrounding communities through the continuous improvement of its environmental performance and the implementation of pollution prevention measures, in a feasible and cost effective manner that is consistent with the Port's overall mission and goals, as well as with those of its customers and the community. To ensure this policy is successfully implemented the Port will develop an environmental management program that will:

1. Ensure this environmental policy is communicated to Port staff, its customers, and the community;
2. Ensure compliance with all applicable environmental laws and regulations;
3. Ensure environmental considerations are included in planning, property, financial, developmental, and operational decisions, including feasible and cost effective options for exceeding applicable requirements;

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4. Define and establish environmental objectives, targets, and best management practices and monitor performance;
5. Ensure the Port maintains a Customer Outreach Program to address common environmental issues; and
6. Fulfill the responsibilities of each generation as trustee of the environment for succeeding generations through environmental awareness and communication with employees, customers, regulatory agencies, and neighboring communities.

The Port is committed to the spirit and intent of this policy and the laws, rules and regulations, which give it foundation.

MINORITY, WOMEN, AND OTHER BUSINESS ENTERPRISE (MBE/WBE/OBE). It is the policy of the Los Angeles Harbor Department to provide minority (MBE), women (WBE) and all other (OBE) business enterprises an equal opportunity to participate in the performance of all Harbor Department contracts. Such opportunities have resulted in combined M/WBE participation of over 20%. Bidders are encouraged to continue assisting the Department in implementing this policy by taking all reasonable steps to ensure that all available business enterprises have an equal opportunity to compete for and participate in Department contracts. All bidders are encouraged to reach out to M/W/OBEs when opportunities are available.

EQUAL BENEFITS POLICY. The Board of Harbor Commissioner of the City of Los Angeles adopted Resolution No. 6328 on January 12, 2005, agreeing to adopt the provisions of Los Angeles City Ordinance 172,908, as amended, relating to Equal Benefits (Section 10.8.2 et seq. of the Los Angeles Administrative Code) as a policy of the Harbor Department. Bidder shall comply with the policy whenever applicable. Violation of the policy shall entitle the City to terminate any agreement with Bidder and pursue any or all other legal remedies that may be available.

LOCAL BUSINESS PREFERENCE PROGRAM. The Harbor Department is committed to maximizing opportunities for local and regional businesses, as well as encouraging local and regional businesses to locate and operate within the Southern California region. It is the policy of the Harbor Department to support an increase in local and regional jobs. The Harbor Department's Local Business Preference Program (LBPP) aims to benefit the Southern California region by increasing jobs and expenditures within the local and regional private sector.

Bidders who qualify as a Local Business Enterprise (LBE) will receive an 8% bid preference on any bid for goods and/or services valued in excess of \$150,000. The maximum preference shall not exceed \$1 million. The preference will be applied by deducting 8% of the bid price submitted by the Bidder. Bidders who do not qualify as a LBE may receive a maximum 5% bid preference for identifying and utilizing LBE subcontractors, where applicable. Bidders may receive a 1% bid preference, up to a maximum of 5%, for every 10% of or portion thereof, of work that is subcontracted to a LBE. LBE subcontractor preferences will be determined by the percentage of the total amount of compensation proposed under the Contract.

The Harbor Department defines a LBE as:

- (a) A business headquartered within Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties. Headquartered shall mean that the business physically conducts and manages all of its operations from a location in the above-named counties; or

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(b) A business that has at least 50 full-time employees, or 25 full-time employees for specialty marine contracting firms, working in Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties.

In order for Harbor Department staff to determine the appropriate LBE preference, Bidder shall complete, sign, notarize and submit the attached Affidavit and Bidder Description Form. The Affidavit and Bidder Description Form will signify the LBE status of the Bidder and subcontractors.

In the event of Bidder's noncompliance during the performance of the Contract, Bidder shall be considered in material breach of contract. In addition to any other remedy available to City under this Contract or by operation of law, the City may withhold invoice payments to Bidder until noncompliance is corrected, and assess the costs of City's audit of books and records of Bidder and its subcontractors. In the event the Bidder falsifies or misrepresents information contained in any form or other willful noncompliance as determined by City, City may disqualify the Bidder from participation in City contracts for a period of up to five (5) years.

CONTRACT SOLICITATIONS CHARTER SECTION 470(c)(12)

Persons who submit a response to this solicitation (bidders) are subject to Charter section 470(c)(12) and related ordinances. As a result, bidders may not make campaign contributions to and or engage in fundraising for certain elected City officials or candidates for elected City office from the time they submit the response until either the contract is approved or, for successful bidders, 12 months after the contract is signed. The bidder's principals and subcontractors performing \$100,000 or more in work on the contract, as well as the principals of those subcontractors, are also subject to the same limitations on campaign contributions and fundraising.

Bidders must submit City Ethics Commission (CEC) Form 55 to the awarding authority at the same time the bid is submitted (see attachment). The form requires bidders to identify their principals, their subcontractors performing \$100,000 or more in work on the contract, and the principals of those subcontractors. Bidders must also notify their principals and subcontractors in writing of the restrictions and include the notice in contracts with subcontractors. Responses submitted without a completed CEC Form 55 shall be deemed nonresponsive. Bidders who fail to comply with City law may be subject to penalties, termination of contract, and debarment. Additional information regarding these restrictions and requirements may be obtained from the City Ethics Commission at (213) 978-1960 or ethics.lacity.org.

COMPLIANCE WITH LAWS. Vendor shall comply with all applicable Ordinances, laws, Rules and Regulations of the City and of any County, State or Federal Government, or subdivision thereof.

DEFAULT BY SUPPLIER. In case of default by Vendor, the City reserves the right to procure the articles or services from other sources and to hold the vendor responsible for any excess costs occasioned to the City thereby.

SPECIAL NOTE. If you are not bidding, please state reason for not bidding and return bid to the Purchasing Office:

FORMAL REQUEST FOR BID

CITY OF LOS ANGELES
HARBOR DEPARTMENT

BID NO. F-913

(SHOW THIS NUMBER ON ENVELOPE)

BID DUE BEFORE 2:00 PM ON: JUNE 18, 2015

GENERAL CONDITIONS READ CAREFULLY

1. **FORM OF BID AND SIGNATURE.** The Bid must be made on this form only, and is limited to the Terms and Conditions contained herein, unless expressly agreed otherwise in writing by the City. No telephonic or facsimile bid is acceptable, unless otherwise indicated. Bid should be enclosed in a sealed envelope, showing the Bid No. in the lower left corner, and addressed to the Port of Los Angeles Contracts and Purchasing Division, 500 Pier "A" Street, Wilmington, CA 90744. Bids must be signed with the firm's corporate name or DBA and by a responsible officer or authorized employee. In case of error in extension of prices, unit price will govern. All prices must be firm unless the specification provides for adjustment.
2. **TAXES:** Do not include any Sales or Federal Excise Tax in prices unless the specifications specifically require that they be included. Sales tax will be added by the City at time of award. The City will furnish Federal Excise Tax Exemption Certificate to Supplier. Any other taxes must be included in bid prices.
3. **SPECIFICATION CHANGES.** Bidder may request in writing that specifications be modified if its provisions restrict bidder from bidding. Such request must be received by the Director of Purchasing at least five (5) working days before bid opening date. All bidders will be notified by Addendum of any approved changes in the specifications.
4. **BRAND NAMES AND SPECIFICATIONS.** The detailed specifications and/or brand name references are descriptive and indicate quality, design, and construction of items required. Offers will be considered to supply articles substantially the same as those described therein but with minor variations. Bidder must describe variations in their Bid.
5. **AWARD OF CONTRACT.** Bid shall be subject to acceptance by the City for a period of three (3) months unless a lesser period is prescribed in the quotation by the bidder. The City may make combined award of all items complete to one bidder or may award separate items to various bidders. Bidders may submit alternate prices, a lump sum or a discount conditional on receiving an award for two or more items. The right is reserved to reject any, or all, bids and to waive informality in bids.
6. **PURCHASE AGREEMENT.** A copy of the Bid, Specifications and General Conditions will remain on file in the Purchasing Office. All material or services supplied by the Contractor shall conform to the applicable requirements of the City Charter, City Ordinances, and all applicable State and Federal Laws, as well as conforming to the Specifications, Terms and Conditions contained herein.
7. **PRICE GUARANTEE.** If during the term of any agreement awarded pursuant to this Bid, the supplier sells the same materials or services under similar quantity and delivery conditions, at prices below those stated herein, such lower prices are to immediately be extended to the City.
8. **DEFAULT BY SUPPLIER.** In case of default by supplier, the City reserves the right to procure the articles or services from other sources and to hold the supplier responsible for any excess costs incurred by the City.
9. **PAYMENTS.** Payment terms are NET 30 days unless bidder quotes otherwise. Cash discounts allowing less than 20 days or 20th Proxima will not be considered by the City when evaluating Bids. All Cash Discounts are computed from the date of delivery in full or completion and acceptance of the work or material, or from date of receipt of invoice, whichever is latest. Partial payments may be made by the City on delivery and acceptance of goods and on receipt of vendor's invoice. Invoices must be submitted as specified on the Purchase Order or Notice to Proceed.
10. **ASSIGNMENT.** The supplier shall not assign or transfer by operation of law any obligation without the prior written consent of the Director of Purchasing.
11. **NONDISCRIMINATION.** During the performance of this contract, the contractor shall not discriminate in employment practices against any employee or applicant for employment because of the employee's race, religion, national origin, ancestry, sex, sexual orientation, age, disability, marital status, domestic partner status or medical condition, in accordance with L.A. Admin. Code Sections 10.8 to 10.13, whose provisions are incorporated herein. All subcontracts awarded under any such contract shall contain a like nondiscrimination provision.
12. **SAFETY APPROVAL.** Articles supplied under this contract will not be accepted unless they comply with current safety regulations of the City Department of Building and Safety, U.L., the Safety Orders of the California Division of Occupation Safety and Health (CalOSHA) and OSHA requirements.
13. **PREVAILING WAGES.** Where labor is required for public work as a part of this contract, pursuant to the provisions of the Labor Code of the State of California, contractor shall pay no less than the general prevailing wages for the area as determined by the Director of the Department of Industrial Relations, State of California. Copy of wage schedule is obtainable from the Office of the Board of Public Works, City Hall, Los Angeles.
14. **CONTRACTOR'S LIABILITY.** The contractor agrees to, at all times, relieve, protect, save harmless, and fully indemnify the City of Los Angeles, its officers, agents and employees from any and all liability whatsoever that may arise or be claimed by reason of any acts of said contractor, contractor's employees and agents, in connection with the work to be performed under the contract.
15. **PATENT RIGHTS.** The person, firm, or corporation, upon whom this order is drawn, does, in case the materials or supplies to be furnished are covered wholly or in part by U.S. Letters Patent, by the acceptance of this order agrees to indemnify and hold the City of Los Angeles harmless from any and all injuries or damage which the City may sustain by reason of the sale to or use by it of such materials or supplies and arising out of the alleged or actual infringement of said letters patent.
16. **LEGAL JUSTIFICATION.** This agreement shall be deemed entered into in Los Angeles, California, and shall be governed and construed in accordance with the laws of the State of California.
17. **TERMINATION FOR NON-APPROPRIATION.** The Harbor Department of the City of Los Angeles' (City's) obligation to pay any amount hereunder, for any City fiscal year after the current fiscal year is contingent upon City's appropriation of funds for that purpose. The City's fiscal year ends on June 30th of each calendar year. Accordingly, anything to the contrary notwithstanding, the City may terminate this contract and future monetary obligations hereunder as of the end of any fiscal year.
18. **CANCELLATION.** The contract may be terminated in whole or in part by the Harbor Department of the City of Los Angeles (City) for its convenience, without penalty, provided that the Bidder is given not less than 30 days written notice (delivered by certified mail, return receipt requested) of the intent to terminate. The City will pay for that portion of the orders fulfilled or work performed. The City has the right to cancel the contract for cause at any time.

THE END

No. 285 Rev. 10/12-116

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921A

DESCRIPTION: Elevator #6 LAHD Berth 93

GENERAL: It is the intent of this specification to describe in a general form the requirements of the equipment and options desired. When specifications for a particular item(s) is not defined, the manufacturer's standards are satisfactory.

ITEM REQUESTED: The intent of this specification is to remove the controller and MG set, replace machine and motor assembly, install new wiring and traveling cables, door equipment, and fixtures. This Project is to be a complete Turn-Key including all elevator fire/life-safety systems. Bidder is responsible for all new material handling including, but not limited to, crane rental and machine room and hoist way access.

EXISTING ELEVATOR SPECIFICATIONS:

1. Otis traction freight elevator State #36931
2. 3 stops- front & rear openings

CONTROLLER:

1. Furnish and install a new I Control (Motion Control Engineering I-Box) with isolation transformer and AC regenerative drive.
2. New Controller shall be tied into existing MCE remote monitoring system.
3. iView computer to have a minimum 24" LCD screen and provide additional laptop with MCE software.
4. Provide and install MCE computer tower cabinet for iView system.

REQUIRED

TRAVELING CABLE:

Furnish and install a new MCE traveling cable with the minimum fifteen percent spare 18ga wires plus 1 co-axial, and 2 sets of shielded pairs.

REQUIRED

WIRING:

Furnish and install new wiring to service the new controls in the machine room and in the hoist way including, but not limited to, fire service equipment.

REQUIRED

HOIST AND GOVERNOR CABLES:

Replace existing governor and hoist way cables.

REQUIRED

HOIST MACHINE:

1. Furnish and install new Variable Voltage Variable Frequency (VVVF) AC motor. Replace machine/brake with new Imperial gearless with dual brakes.

REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921A

DESCRIPTION: Elevator #6 LAHD Berth 93

SHEAVE BEARINGS: Replace bearings on all sheaves.	REQUIRED
SAFETIES-FLEXIBLE GUIDE CLAMP (TYPE 'B'): Retain. Check and Clean.	REQUIRED
GOVERNORS: Furnish and install a new centrifugal type Hollister Whitney governor. Car driven with pull through jaws and provided with an electrical shutdown switch. Provide any supports required for attachment to building structure.	REQUIRED
SWITCHES: <ol style="list-style-type: none">1. Replace all hoist way switches with new to include limit switches, leveling switches, buffer switches, and pit stop switches.2. Replace the terminal hoist way switch with new "MCE-TLS" electronic switches.3. Install new seismic device, wiring, and hardware (ring & string).	REQUIRED
CAR TOP STATION: Furnish and install a new car top operating station with 110VAC, light, and bell.	REQUIRED
DOOR PACKAGES: Remove all existing car and hoist way door packages (motors, rollers, locks, etc.) and furnish and install new door operating equipment consisting of GAL equipment with "MOVFR2" operators. Replace all car and hall doors.	REQUIRED
SAFETY EDGE: Remove the existing car door safety edge device and furnish and install with a new GAL unit to plug directly into MOVFR2 operator.	REQUIRED
CAR OPERATING PANEL: Furnish and install a new "E.R.M" car operating panel. Panel to contain ADA phone, Braille tags and vandal resistant floor buttons, inspection key switch, key stop switch, emergency button, independent switch, emergency lighting, and any other features required by code. Panel shall also contain a permit holder, LED position indicator, and proper signage including required "No Smoking" as required. LED buttons shall operate on 24VDC. Finish shall be #4 brushed stainless. Each floor will have a separate lock out key switch.	REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921A

DESCRIPTION: Elevator #6 LAHD Berth 93

HALL PUSH BUTTON STATIONS:

Furnish and install new ADA 2004 code compliant "E.R.M" hall push button stations at all landings. The station shall be #4 stainless steel with a brushed finish. The new panels shall conform with all ADA requirements to include buttons located 42" off the floor, be 1/4" diameter, be raised 1/8" and have a visual indication (via LED bulb) to show each call registered. A directional arrow should be included on panel along with a position indicator. Buttons shall be vandal resistant and operate on 24VDC. Hall fixtures are to have lockout switches installed and digital position indicators built in.

REQUIRED

FIRE SERVICE:

1. Contractor shall furnish and install a fire system to comply with GROUP "4".
2. Contractor shall install all required smoke detectors and tie into the existing building's fire system (any programming, work involving the existing fire system shall obtain CITY OF LOS ANGELES approval before installation).

REQUIRED

LIGHTING, EMERGENCY LIGHTS AND ALARM BELLS:

1. Provide adequate pit, hoist way, and car top lighting with appropriate guards. Provide and install light at the top of hoist way tied to car top lighting.
2. Furnish and install battery operated emergency elevator cab lighting and alarm inside C.O.P. panel.

REQUIRED

ROLLER GUIDE ASSEMBLY:

Contractor shall remove the existing guide assemblies, furnish, and install new "Elsco" brand guide rollers.

REQUIRED

ROPES:

Remove and replace all hoist and governor ropes. Provide and install new wedge shackles on hoist ropes. Provide and install new EMCO load-weigher system.

REQUIRED

WORK SCHEDULE, WARRANTY PERIOD & MAINTENANCE:

1. Renovation must be completed within 250 calendar days of the issuance of a PO. Schedule will be provided in accordance with SCHEDULE clause in bid. A Mechanic or Helper is required onsite with a TWIC card at all times during a ship day or work will not be permitted, as per U.S. Customs' guidelines. Ship days are posted on Ports America's website, www.portsamerica.com. No cranes shall be allowed on site at the cruise terminal during ship days.

REQUIRED

DESCRIPTION: Elevator #6 LAHD Berth 93

(continued)

WORK SCHEDULE, WARRANTY PERIOD & MAINTENANCE:

2. Provide complete warranty on all equipment described herein for a period of twelve months, commencing on date of final acceptance by the Harbor Department with 24 hour callbacks and 1 hour guaranteed response time. Failure to respond in an hour is grounds to be removed from future bids with the Port of Los Angeles.
3. The warranty period shall be extended one month for each month in which the equipment-failure exceeds more than one per month. This is to be provided at no cost to the Harbor Department.

QUALIFICATION:

To meet the minimum qualifications required of this bid, and as part of the determination of responsive and responsible, the bidder must have demonstrated successful experience in providing related services as stated in the specifications herein for at least three (3) years.

The bidder shall list a minimum of three (3) clients for which related services have been provided. Otherwise, your bid will be deemed non-responsive.

- a) Company Name & Address of Client;
- b) Contact Name & Phone No.;
- c) Scope of Service, Date & Project Amount

1. a) Malibu Beach Inn
22878 Pacific Coast Highway, Malibu, CA
- b) Jesse Medina, (310) 456-6444
- c) Elevator Modernization, May 2015, Aprx \$40,000.00
2. a) Laguna Beach High School
625 Park Avenue, Laguna Beach CA
- b) Jeffery Dixon,
- c) Elevator Modernization, June 2015, Aprx \$125,000.00
3. a) Willard Elementary School
1055 Freeman Ave., Long Beach, CA
- b) Amir Eskandrous, 310-516-8100
- c) Elevator Installation, March 2015, Aprx \$100,000.00
4. a) _____
- b) _____
- c) _____

REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921A

DESCRIPTION: Elevator #6 LAHD Berth 93

(continued)

QUALIFICATION:

The City reserves the right to contact these references and others to determine whether the bidder(s) has the minimum qualifications required for purposes of this bid. The City's decision in this regard will be final and binding.

CODES AND PERMITS:

Comply with the applicable provisions of the following codes and authorities.

1. Safety Code for Elevators, Dumbwaiters, A17.1 Latest Edition and Supplements.
2. Inspectors Manual, AS ME A 17.21 Latest Edition and Supplements.
3. National Electrical Code No. ASMEINFPA 70, Latest Edition and Supplements.
4. Life Safety Code, ASMEINFPA No. 101 Latest Edition and Supplements and California Code of Regulation (CCR) Title 19, Latest Edition and Supplements.
5. California Code of Regulation (CCR) Title 8 and Title 24, Latest Edition and Supplements
6. California Building Code
7. City of Los Angeles Elevator Code
8. State of California Elevator Code
9. Americans with Disabilities Act
10. Los Angeles City Building Code.

In the event of a conflict, the more stringent code requirements shall apply.

Copies of all permits will be submitted to the Harbor Department before the commencement of any work.

REQUIRED

SUBMITTED BY: John Hoevers

(818) 233-4171

Print Name

Telephone #

Signature:



June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921B

DESCRIPTION: Elevator #4 LAHD Berth 93

GENERAL: It is the intent of this specification to describe in a general form the requirements of the equipment and options desired. When specifications for a particular item(s) is not defined, the manufacturer's standards are satisfactory.

ITEM REQUESTED: Remove the controller and MG set, replace machine & motor assembly, install new wiring and traveling cables, door equipment, and fixtures. This project is to be complete turn-key including all elevator fire systems. Bidder is responsible for all material handling including, but not limited to, crane rental and machine room and hoist way access.

EXISTING ELEVATOR SPECIFICATIONS:

1. Otis traction freight elevator State #36934
2. 2 stops - front opening

CONTROLLER:

1. Furnish and install new I Control (Motion Control Engineering I - Box) with isolation transformer and AC regenerative drive.
2. New controller shall be tied into existing MCE remote monitoring system.
3. iView computer to have minimum 24" LCD screen and provide additional laptop with MCE software.
4. Provide and install MCE computer tower cabinet for iView system.

REQUIRED

TRAVELING CABLE:

Furnish and install a new MCE traveling cable with minimum fifteen percent spare 18ga wires plus 1 co-axial, and 2 sets of shielded pairs.

REQUIRED

WIRING:

Furnish and install new wiring to service the new controls in the machine room and in the hoist way not limited to but including fire service equipment.

REQUIRED

HOIST AND GOVERNOR CABLES:

Replace existing governor and hoist way cables.

REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921B

DESCRIPTION: Elevator #4 LAHD Berth 93

HOIST MACHINE:

1. Furnish and install new Variable Voltage Variable Frequency (VVVF) AC motor. Replace machine/brake with new Imperial gearless with dual brakes.

REQUIRED

SHEAVE BEARINGS:

Replace bearings on all sheaves.

REQUIRED

SAFETIES-FLEXIBLE GUIDE CLAMP (TYPE 'B'):

Retain. Check and Clean.

REQUIRED

GOVERNORS:

Furnish and install a new centrifugal type Hollister Whitney governor. Car driven with pull through jaws and provided with an electrical shutdown switch. Provide any supports required for attachment to building structure.

REQUIRED

SWITCHES:

1. Replace all hoist way switches with new to include limit switches, leveling switches, buffer switches, and pit stop switches.
2. Replace the terminal hoist way switch with new "MCE-TLS" electronic switches.
3. Install new seismic device, wiring, and hardware (ring & string).

REQUIRED

CAR TOP STATION:

Furnish and install a new car top operating station with 110VAC, light, and bell.

REQUIRED

DOOR PACKAGES:

Remove all existing car and hoist way door packages (motors, rollers, locks, etc.) and furnish and install new door operating equipment consisting of GAL equipment with "MOVFR2" operators. Replace all car and hall doors.

REQUIRED

CAR OPERATING PANEL:

Furnish and install a new "E.R.M" car operating panel. Panel to contain ADA phone, Braille tags and vandal resistant floor buttons, inspection key switch, key stop switch, emergency button, independent switch, emergency lighting, and any other features required by code. Panel shall also contain a permit holder, LED position indicator, and proper signage including "No Smoking" as required. LED buttons shall operate on 24VDC. Finish shall be #4 brushed stainless. Each floor will have a separate lock out key switch.

REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921B

DESCRIPTION: Elevator #4 LAHD Berth 93

HALL PUSH BUTTON STATIONS:

Furnish and install new ADA 2004 code compliant "E.R.M" hall push button stations at all landings. The station shall be #4 stainless steel with a brushed finish. The new panels shall conform with all ADA requirements to include buttons located 42" off the floor, be 1/4" diameter, be raised 1/8" and have a visual indication (via LED bulb) to show each call registered. A directional arrow should be included on panel along with a position indicator. Buttons shall be vandal resistant and operate on 24VDC. Hall fixtures are to have lockout switches installed and digital position indicators built in.

REQUIRED

FIRE SERVICE:

1. Contractor shall furnish and install a fire system to comply with GROUP "4".
2. Contractor shall install all required smoke detectors and tie into the existing building's fire system (any programming, work involving the existing fire system shall obtain CITY OF LOS ANGELES approval before installation).

REQUIRED

LIGHTING, EMERGENCY LIGHTS AND ALARM BELLS:

1. Provide adequate pit, hoist way, and car top lighting with appropriate guards. Provide and install light at the top of hoist way tied to car top lighting.
2. Furnish and install battery operated elevator cab lighting and alarm inside C.O.P. panel.

REQUIRED

ROLLER GUIDE ASSEMBLY:

Contractor shall remove the existing guide assemblies, furnish, and install new "Elsco" brand guide rollers.

REQUIRED

ROPES:

Remove and replace all hoist and governor ropes. Provide and install new wedge shackles on hoist ropes. Provide and install new EMCO load-weigher system.

REQUIRED

WORK SCHEDULE, WARRANTY PERIOD & MAINTENANCE:

1. Renovation must be completed within 250 calendar days of the issuance of a PO. Schedule will be provided in accordance with SCHEDULE clause in bid. A Mechanic or Helper is required onsite with a TWIC card at all times during a ship day or work will not be permitted, as per U.S. Customs' guidelines. Ship days are posted on Ports America's website, www.portsamerica.com. No cranes shall be allowed on site at the cruise terminal during ship days.

REQUIRED

DESCRIPTION: Elevator #4 LAHD Berth 93

(continued)

WORK SCHEDULE, WARRANTY PERIOD & MAINTENANCE:

2. Provide complete warranty on all equipment described here in for a period of twelve months, commencing on date of final acceptance by the Harbor Department with 24 hour callbacks and 1 hour guaranteed response time. Failure to respond in an hour is grounds to be removed from future bids with Port of Los Angeles.
3. The warranty period shall be extended one month for each month in which the equipment-failure exceeds more than one per month. This is to be provided at no cost to the Harbor Department.

QUALIFICATION:

To meet the minimum qualifications required of this bid, and as part of the determination of responsive and responsible, the bidder must have demonstrated successful experience in providing related services as stated in the specifications herein for at least three (3) years.

The bidder shall list a minimum of three (3) clients for which related services have been provided. Otherwise, your bid will be deemed non-responsive.

- a) Company Name & Address of Client;
- b) Contact Name & Phone No.;
- c) Scope of Service, Date & Project Amount

1. a) Malibu Beach Inn
22878 Pacific Coast Highway, Malibu, CA
- b) Jesse Medina, (310) 456-6444
- c) Elevator Modernization, May 2015, Aprx \$40,000.00
2. a) Laguna Beach High School
625 Park Avenue, Laguna Beach CA
- b) Jeffery Dixon,
- c) Elevator Modernization, June 2015, Aprx \$125,000.00
3. a) Willard Elementary School
1055 Freeman Ave., Long Beach, CA
- b) Amir Eskandrous, 310-516-8100
- c) Elevator Installation, March 2015, Aprx \$100,000.00

REQUIRED

June 25, 2015
VERSION: 3

HARBOR DEPARTMENT
SPECIFICATION NO. 18921B

DESCRIPTION: Elevator #4 LAHD Berth 93

(continued)

QUALIFICATION:

4. a) _____

b) _____

c) _____

The City reserves the right to contact these references and others to determine whether the bidder(s) has the minimum qualifications required for purposes of this bid. The City's decision in this regard will be final and binding.

CODES AND PERMITS:

Comply with the applicable provisions of the following codes and authorities.

1. Safety Code for Elevators, Dumbwaiters, AI7.1 Latest Edition and Supplements.
2. Inspectors Manual, AS ME A 17.21 Latest Edition and Supplements.
3. National Electrical Code no. ASMEINFPA 70, Latest Edition and Supplements.
4. Life Safety Code, ASMEINFPA No. 101 Latest Edition and Supplements and California Code of Regulation (CCR) Title 19, Latest Edition and Supplements.
5. California Code of Regulation (CCR) Title 8 and Title 24, Latest Edition and Supplements
6. California Building Code
7. City of Los Angeles Elevator Code
8. State of California Elevator Code
9. Americans with Disabilities Act
10. Los Angeles City Building Code.

In the event of a conflict, the more stringent code requirements shall apply.

Copies of all permits will be submitted to the Harbor Department before the commencement of any work.

REQUIRED

SUBMITTED BY: John Hoervers

(818) 233-4171

Print Name

Telephone #

Signature: _____




City Ethics Commission
 200 N Spring Street
 City Hall — 24th Floor
 Los Angeles, CA 90012
 Mail Stop 129
 (213) 978-1960

Prohibited Contributors (Bidders)

CEC Form 55

This form must be completed in its entirety and submitted to the awarding authority with your bid or proposal for the contract noted below. A bid or proposal that does not include a completed form will be deemed nonresponsive. Please write legibly.

Original filing Amended filing (original signed on _____; last amendment signed on _____)

Bid/Contract/BAVN Number (or other identifying information if no number):
 Bid No. F-913/Contract No. 39756

Date Bid Submitted:
 June 30, 2015

Description of Contract:
 Elevator Modernization, Elevators #6 & #4 at Berth 93

Awarding Authority (Department):
 City of Los Angeles-Harbor Department

BIDDER

Name: A-Z Tech Elevator Company

Address: 2900 Vail Avenue, Commerce, CA 90040

Email (optional): jhoevers@aztechelevator.com Phone: 818-233-4171

State Contractor ID: 978449

State ID must be disclosed for identification purposes, even if not performing work on this contract under that license. If the bidder does not have a state contractor ID, indicate "not applicable".

PRINCIPALS

Please identify the names and titles of all principals (attach additional sheets if necessary). Principals include a bidder's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the bidder of at least 20 percent and employees of the bidder who are authorized by the bid or proposal to represent the bidder before the City.

Name: Azita Salehpour Title: President

Address: 2900 Vail Avenue, Commerce, CA 90040

Name: Abe Salehpour Title: CEO

Address: 2900 Vail Avenue, Commerce, CA 90040

Name: John Hoevers Title: General Manager

Address: 2900 Vail Avenue, Commerce, CA 90040

Name: _____ Title: _____

Address: _____

_____ additional sheets are attached. Bidder is an individual and no other principals exist.



City Ethics Commission
 200 N Spring Street
 City Hall — 24th Floor
 Los Angeles, CA 90012
 Mail Stop 129
 (213) 978-1960

Prohibited Contributors (Bidders)

CEC Form 55

SUBCONTRACTORS

Please identify all subcontractors whose subcontracts are worth \$100,000 or more (attach additional sheets if necessary). If the subcontractor has a state contractor license, the ID must be disclosed for identification purposes, even if the subcontractor is not performing work on this contract under that license.

Subcontractor: NONE
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

Subcontractor: _____
 Address: _____
 State Contractor ID (for identification purposes; if none, indicate "not applicable"): _____

- _____ additional sheets are attached. Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.



City Ethics Commission
 200 N Spring Street
 City Hall — 24th Floor
 Los Angeles, CA 90012
 Mail Stop 129
 (213) 978-1960

Prohibited Contributors (Bidders)

CEC Form 55

PRINCIPALS OF SUBCONTRACTORS

Please identify the names and titles of all principals for each subcontractor identified on page 2 (attach additional sheets if necessary). Principals include a subcontractor's board chair, president, chief executive officer, chief operating officer, and individuals who serve in the functional equivalent of one or more of those positions. Principals also include individuals who hold an ownership interest in the subcontractor of at least 20 percent and employees of the subcontractor who are authorized by the bid or proposal to represent the subcontractor before the City.

Name: NONE Title: _____

Address: _____

Subcontractor: _____

Name: _____ Title: _____

Address: _____

Subcontractor: _____

Name: _____ Title: _____

Address: _____

Subcontractor: _____

Name: _____ Title: _____

Address: _____

Subcontractor: _____

Name: _____ Title: _____

Address: _____

Subcontractor: _____

Of the subcontractors identified on page 2, the following are individuals and no other principals exist (attach additional sheets if necessary):

Subcontractor: _____

Subcontractor: _____

_____ additional sheets are attached.

Bidder has no subcontractors on this bid or proposal whose subcontracts are worth \$100,000 or more.

CERTIFICATION

I certify that I understand, will comply with, and have notified my principals and subcontractors of the requirements and restrictions in Los Angeles City Charter section 470(c)(12) and any related ordinances. I understand that I must amend this form within ten business days if the information above changes. I certify under penalty of perjury under the laws of the City of Los Angeles and the state of California that the information provided above is true and complete.

Date: June 29, 2015

Signature: 

Name: John Hoeyers

Title: General Manager

Under Los Angeles City Charter § 470(c)(12), this form must be submitted to the awarding authority with your bid or proposal. A bid or proposal that does not include a completed Form 55 will be deemed nonresponsive.

AFFIDAVIT OF COMPANY STATUS

"The undersigned declares under penalty of perjury pursuant to the laws of the State of California that the following information and information contained on **the attached Bidder Description Form** is true and correct and includes all material information necessary to identify and explain the operations of

A-Z Tech Elevator Company

Name of Firm

as well as the ownership and location thereof. Further, the undersigned agrees to provide complete and accurate information regarding ownership in the named firm, any proposed changes of the ownership and to permit the audit and examination of firm ownership documents in association with this agreement."

Local Business Preference Program: Please indicate the Local Business Enterprise status of your company. Only one box must be checked:

LBE Non-LBE

- A Local Business Enterprise (LBE) is: (a) a business headquartered within Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties; or (b) a business that has at least 50 full-time employees, or 25 full-time employees for specially marine contracting firms, working in Los Angeles, Orange, Riverside, San Bernardino, or Ventura Counties. "Headquartered" shall mean that the business physically conducts and manages all of its operations from a location in the above-named counties.
- A Non-LBE is any business that does not meet the definition of a LBE.

Signature: 

Printed Name: Johannes G. Hoevers

Title: General Manager

Date Signed: 6/29/15

NOTARY:

On this _____ day of _____, 20____, before me appeared _____ to me personally known, who being duly sworn, did execute the
Name

foregoing affidavit, and did state that he/she was properly authorized by:

A-Z Tech Elevator Company

Name of Firm

to execute the affidavit and did so as his or he free act and deed.

SEAL

Notary Public: _____

Commission Expires: _____

SEE ATTACHED DOCUMENT

**CALIFORNIA ALL-PURPOSE
CERTIFICATE OF ACKNOWLEDGMENT**
(CALIFORNIA CIVIL CODE § 1189)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF Los Angeles)

On 29th June 15 before me, STASHA A. RECZEK, NOTARY PUBLIC,
(Date) (Here Insert Name and Title of the Officer)

personally appeared JOHANNES G. HOEVERS
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Stasha A. Reczek
Signature of Notary Public

(Notary Seal)



ADDITIONAL OPTIONAL INFORMATION

Description of Attached Document

Title or Type of Document: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Additional Information: _____

Bidder Description Form

BIDDER:

Contract Title: Elevator Modernization, Elevators #6 & #4 at Berth 93
Business Name: A-Z Tech Elevator Company Award Total: \$ 300,200.00
Local Business Enterprise: YES NO (Check only one)
Address: 2900 Vail Avenue
City/State/Zip: Commerce, CA 90040.
Telephone: () 818-233-4171 FAX: () 818-546-2658
Contact Person/Title: John Hoovers, General manager
Email Address: Jhoovers@aztechelevator.com

SUBCONTRACTOR:

Business Name: _____ Award Total: \$ _____
Services/goods to be provided: _____
Local Business Enterprise: YES _____ NO _____ (Check only one)
Address: _____
City/State/Zip: _____
Telephone: () _____ FAX: () _____
Contact Person/Title: _____
Email Address: _____

SUBCONTRACTOR:

Business Name: _____ Award Total: \$ _____
Services/goods to be provided: _____
Local Business Enterprise: YES _____ NO _____ (Check only one)
Address: _____
City/State/Zip: _____
Telephone: () _____ FAX: () _____
Contact Person/Title: _____
Email address: _____

SUBCONTRACTOR:

Business Name: _____ Award Total: \$ _____
Services/goods to be provided: _____
Local Business Enterprise: YES _____ NO _____ (Check only one)
Primary NAICS Code: _____ Average Three Year Gross Revenue: \$ _____
Address: _____
City/State/Zip: _____
Telephone: () _____ FAX: () _____
Contact Person/Title: _____
Email Address: _____

*Attach additional sheets if necessary



426 S. Palos Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL/TDD 310 SEA-PORT www.portoflosangeles.org

Eric Garcetti Mayor, City of Los Angeles

Board of Harbor Commissioners

Ambassador Vilma S. Martinez President

David Arlan Vice President

Patricia Castellanos

Anthony Pirozzi, Jr.

Edward R. Renwick

Eugene D. Seroka

Executive Director

June 17, 2015

BID #F-913: ADDENDUM #01

DESCRIPTION: "ELEVATOR MODERNIZATION, ELEVATORS #6 & #4 AT BERTH 93"

BID OPENING DATE: THURSDAY, JUNE 18, 2015

New Bid Opening Date: TUESDAY, JUNE 30, 2015

Response to question(s) received from potential bidder(s):

1) Question: One of my questions regarding the two upcoming bids is payment terms. I know that payment on most POs is payment upon completion.

I have not been involved in a larger project with the Port of LA in which material may exceed \$70,000 and the installation time will be over eight weeks. We will need to pay for material in net 30 days from receipt, which means we will have to pay for material prior to completion. So, is there provisions for a payment upon commencement for material and the balance upon completion?

Answer: No. The City does not do progress payments.

All other requirements, terms and conditions of the RFB shall remain the same. Questions regarding this RFB shall be directed to Jane Ugalde, Buyer, at (310) 732-3016 or by electronic mail at jugalde@portla.org.

PLEASE INCLUDE THIS ADDENDUM WITH YOUR BID.

Regards,

Jane Ugalde
Management Analyst



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Eric Garcetti *Mayor, City of Los Angeles*
Board of Harbor Commissioners
Eugene D. Seroka *Executive Director*
Ambassador Vilma S. Martinez *President*
David Arlan *Vice President*
Patricia Castellanos
Anthony Pirozzi, Jr.
Edward R. Renwick

June 22, 2015

BID #F-913: ADDENDUM #02

DESCRIPTION: "ELEVATOR MODERNIZATION, ELEVATORS #6 & #4 AT BERTH 93"

BID OPENING DATE: TUESDAY, JUNE 30, 2015

- 1) **Specification No. 18921A dated May 29, 2015, Version: 1, Pages 1-5**
Replace with: Specification No. 18921A dated June 22, 2015, Version: 2, Pages 1-5
- 2) **Specification No. 18921B dated May 29, 2015, Version: 1, Pages 1-5**
Replace with: Specification No. 18921B dated June 22, 2015, Version: 2, Pages 1-5
- 4) **Second Mandatory Job Walk (only for those bidders that were in attendance during the Mandatory Pre-Bid Conference and Job Walk on June 11, 2015); VENDORS NOT IN ATTENDANCE WILL NOT BE ALLOWED TO BID ON THIS PROJECT.**
Date: Wednesday, June 24, 2015
Time: 11:00 a.m.
**Meeting Location: Port of Los Angeles
Cruise Terminal-Security Booth/Gate**
- 5) **Deadline for Submitting Questions: 12:00 p.m., Thursday, June 25, 2015**

All other requirements, terms and conditions of the RFB shall remain the same. Questions regarding this RFB shall be directed to Jane Ugalde, Buyer, at (310) 732-3016 or by electronic mail at jugalde@portla.org.

PLEASE INCLUDE THIS ADDENDUM WITH YOUR BID.

Regards,


Jane Ugalde
Management Analyst

attachments



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Eric Garcetti Mayor, City of Los Angeles
Board of Harbor Commissioners
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Ambassador Vilma S. Martinez President
David Arlan Vice President
Patricia Castellanos
Anthony Pirozzi, Jr.
Edward R. Renwick

June 25, 2015

BID #F-913: ADDENDUM #03

DESCRIPTION: "ELEVATOR MODERNIZATION, ELEVATORS #6 & #4 AT BERTH 93"

BID OPENING DATE: TUESDAY, JUNE 30, 2015

- 1) **Specification No. 18921A dated June 22, 2015, Version: 2, Pages 1-5**
Replace with: Specification No. 18921A dated June 25, 2015, Version: 3, Pages 1-5
- 2) **Specification No. 18921B dated June 22, 2015, Version: 2, Pages 1-5**
Replace with: Specification No. 18921B dated June 25, 2015, Version: 3, Pages 1-5

All other requirements, terms and conditions of the RFB shall remain the same. Questions regarding this RFB shall be directed to Jane Ugalde, Buyer, at (310) 732-3016 or by electronic mail at jugalde@portla.org.

PLEASE INCLUDE THIS ADDENDUM WITH YOUR BID.

Regards,

Jane Ugalde
Management Analyst

attachments



425 S. Palms Verdes Street Post Office Box 151 San Pedro, CA 90733-0151 TEL/TDD 310 SEA-PORT www.portoflosangeles.org

Eric Garcetti Mayor, City of Los Angeles
Board of Harbor Commissioners Ambassador Vilma S. Martinez David Arican Patricia Castellanos Anthony Pirozzi, Jr. Edward R. Rerwick
Eugene D. Seroka Executive Director Vice President Vice President

June 25, 2015

BID #F-913: ADDENDUM #04

DESCRIPTION: "ELEVATOR MODERNIZATION, ELEVATORS #6 & #4 AT BERTH 93"

BID OPENING DATE: TUESDAY, JUNE 30, 2015

Response to question(s) received from potential bidder(s):

1. **There is no mention of a seismic switch in the specification. The existing switch may not be compatible. Are we to retain the existing switch or provide new?**

Answer: New switch, hardware, & wiring shall be provided and installed. Refer to revised specifications in Addendum #03.

2. **Who is responsible for modifications to the building which may be necessary to install the equipment?**

Answer: Port will cut hole in roof to accommodate removal/replacement of the machine and motor. All other modifications are responsibility of vendor.

3. **Is the existing card reader system going to be retained?**

Answer: Yes.

4. **How will access to the elevator be handled in the security areas? Will we need escorts or will the work area be secured?**

Answer: All vendor employees on jobsite need to have TWIC cards. Entrance is only allowed via the first landing and they must check in with security each time they enter the property, warehouse, and lobby. Vendor must provide barricades on all floors at all times. Workers must stay within barricaded areas. When entering the roof, workers must first receive approval from the Port for access.

5. **Will Port be responsible for replacement of the mainline disconnect switches in the machine room and installation of any new disconnect switches?**

Answer: Port will be responsible for installing machine room mainline disconnect switch and fuses only.

(continued)

BID #F-913: ADDENDUM #04

6. Who is the fire life safety contractor responsible for the smoke detectors?

Answer: Simplex-Grinnell

7. Will Port be removing the sprinklers in the elevator hoistway?

Answer: No.

8. Specification calls for "complete warranty" but does not describe the maintenance to be performed. Is maintenance by the elevator contractor to be provided or will Port perform the maintenance on the equipment?

Answer: Port will perform maintenance.

9. Will elevator need to be connected to an emergency power generator? Who will be responsible for connection?

Answer: No.

10. Is an elevator fire panel required? If so, where will it be located?

Answer: No. There is an existing panel in the building.

11. Can additional surveys be performed prior to bid for Crane contractor or Fire Life Safety contractor?

Answer: No.

All other requirements, terms and conditions of the RFB shall remain the same. Questions regarding this RFB shall be directed to Jane Ugalde, Buyer, at (310) 732-3016 or by electronic mail at jugalde@portla.org.

PLEASE INCLUDE THIS ADDENDUM WITH YOUR BID.

Regards,



Jane Ugalde
Management Analyst

