



Date: February 21, 2025
To: All Potential Bidders
Subject: Addendum No. 1 | Pre-Bid Meeting Q&A Clarification
Bid: 25-012 VERTICAL TRANSPORTATION MAINTENANCE FOR ELEVATORS

1. When does the awarded contract start?

ANSWER: March 27, 2025. A calendar of bid events is attached.

2. What events/locations require standby maintenance with technicians present?

ANSWER: Attached is a list of currently scheduled events requiring standby services and a list of past standby workorders.

3. Please clarify the bond requirements for this bid

ANSWER: Both a bid bond* and performance bond are required for this bid.

- **Bid Bonds** – required when submitting bids totaling \$50,000 or more. Bid bonds total no less than 10% of the bid submission total.
 - *If the bid submission is under this threshold, a bid bond is not required.
 - Bid Bonds are returned once the bid is awarded.
- **Performance Bonds** – due only by the awarded vendor prior to the commencement of services.

★ **In both cases a surety is the preferred bonding method.**

↓ Event Calendar, Standby Report, and Projected Events on following pages ↓

Calendar of Events

Troy University Bid# 25-012 Elevator Maintenance

February 14, 2025	Issue Bid Solicitation
February 20, 2025 1 PM CST	Mandatory Pre-Bid Meeting Troy University Physical Plant 1 Melton Carter Dr. Troy, AL 36082
March 6, 2025 1 PM CST	Proposals are due by 1 PM (CST) to be opened and reviewed in the conference room at: Troy University Physical Plant 1 Melton Carter Dr. Troy, AL 36082
March 6, 2025	Bid submission review begins
March 19, 2025	Award selection decision due
March 20, 2025	Award notice issued
March 27, 2025	Contract commencement

****ALL DATES ARE SUBJECT TO CHANGE****

Elevator - Standby

Work Order #	Title	Work requested	Originator	Source Location	Source User	Assigned	Completed
WO005862	Summer Commencement - Standby	Friday 07/26/2024 - Trojan Arena - Commencement - Maintenance please Elevator Contractor On Stand By In Arena	PhysicalPlant Troy	Trojan Arena	Elevator	07/26/2024 08:00:00 AM	07/26/2024 01:00:00 PM
WO010345	Standby Game ONE	One Elevator Technician On Standby For Each Home Football Game - This is for GAME ONE 8/31/2024. Troy Vs. Nevada	Robert Woodmansee	NEZ/ Hawkins Tower	Robert Woodmansee	08/31/2024 03:00:00 PM	08/31/2024 11:00:00 PM
WO010368	Standby Game TWO	One Elevator Technician On Standby For Each Home Football Game - This is for GAME TWO - 09/21/2024 Florida A&M	Robert Woodmansee	NEZ/ Hawkins Tower	Robert Woodmansee	09/21/2024 03:00:00 PM	09/21/2024 11:00:00 PM
WO016769	Standby Game THREE	One Elevator Technician On Standby For Each Home Football Game - This is for GAME THREE 09/28/2024 ULM 2 Technicians	Robert Woodmansee	NEZ/ Hawkins Tower	Elevator	09/28/2024 03:30:00 PM	09/28/2024 11:00:00 PM
WO016770	Standby Game FOUR	One Elevator Technician On Standby For Each Home Football Game - This is for GAME FOUR 10/03/2024 Texas State 2 Technicians	Robert Woodmansee	NEZ/ Hawkins Tower	Elevator	10/03/2024 03:00:00 PM	10/03/2024 10:00:00 PM
WO013341	Standby Game FIVE	One Elevator Technician On Standby For Each Home Football Game FIVE - Troy Vs Costal 11/02/2024	Robert Woodmansee	NEZ/ Hawkins Tower	Robert Woodmansee	11/02/2024 12:00:00 PM	11/04/2024 07:30:00 PM
WO013344	Standby Game SIX	One Elevator Technician On Standby For Each Home Football Game - This is for GAME SIX 11/30/2024 Southern Miss	Robert Woodmansee	NEZ/ Hawkins Tower	Robert Woodmansee	11/30/2024 11:00:00 AM	11/30/2024 05:00:00 PM
WO003432	standby For Commencement 5/10/2024	Stand By For Graduation	Melanie Roblee	Trojan Arena	Robert Woodmansee	5/10/2024 8:00:00 AM	5/10/2024 8:00:00 PM

2025 Future Event Schedule

Day	Date	Event	Location
Friday	16-May-2025	Commencement Troy Campus (Spring 2025)	TBD
Sunday	18-May-2025	Commencement Dothan Campus (Spring 2025)	TBD
Wednesday	21-May-2025	Commencement Montgomery Campus (Spring 2025)	TBD
Saturday	30-Aug-2025	Football: TU vs. Nicholls State	Veterans Memorial Stadium
Sunday	13-Sep-2025	Football: TU vs. Memphis	Veterans Memorial Stadium