



**Bid Recap  
For  
Elevator Replacement, Maintenance, and Repair Services**

**Lead Public Agency:** Livingston County  
**Solicitation:** RFP-LC-23-09

**RFP Issued & Publicly Posted:** 5/8/2023  
**Public Posting:** Livingston County Fiscal  
Services Website and BidNet  
**Proposals Received:** 3

**RFP Proposals Due Date:** 6/5/2023

Livingston County received three (3) proposals in response to the Request for Proposal (RFP) referenced above. Below is a recap of the bid evaluation.

The responses received from Great Lakes Elevator, Minnesota Elevator Inc., and Otis Elevator Company were within the timeframe outlined in the RFP.

The evaluation consisted of a review of the responses to the Request for Proposal Scope of Work. A review of the minimum requirements revealed that the vendors met the minimum mandatory requirements (Section 1.2) and confirmed their understanding of the Scope of Work (Sections 1.3 and 1.4). The vendors were determined to be responsive and responsible after a review of the answers to the Scope of Work sections and the information provided on the requisite forms.

The Evaluation Review Committee (ERC) consisted of three members. The ERC evaluated the proposals submitted by each vendor using the following scoring criteria:

- Proposal Responses (up to 50 points)
- Company Profile (up to 10 points)
- References (up to 10 points)
- Pricing Proposal (up to 30 points)

Based on this scoring criteria, the points awarded to each vendor were averaged and the results were as follows:

	Vendors		
	Great Lakes Elevator	Minnesota Elevator Inc.	Otis Elevator Co.
Proposal Responses	33.00	31.33	44.00
Company Profile	4.33	8.00	8.67
References	5.67	5.00	9.67
Pricing	18.67	13.00	24.67
Total	61.67	57.33	87.01



Based on the entire evaluation process, Otis Elevator Company provided a proposal that offered the best overall value to the county. It is recommended that a five-year contract be awarded to Otis Elevator Company for Elevator Replacement, Maintenance, and Repair Services. Otis Elevator Company will also be awarded a CoPro+ cooperative contract not to exceed five years.