

Memorandum



Date: April 25, 2019

To: Honorable Chairwoman Audrey M. Edmonson
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Subject: Response to Resolution relating to Service and Maintenance of County Elevators, Escalators, and Moving Walkways – Directive No. 182357

On November 8, 2018 the Board of County Commissioners adopted Resolution No. R-1189-18, which directed the County Mayor or County Mayor's designee to prepare a report: (1) identifying the elevator, escalator and moving walkway contracts and summarizing the provisions in such contracts that can be used to assist the County in addressing out-of-service issues; (2) identifying and summarizing the number of elevator, escalator or moving walkway units that have been out of service during calendar year 2018; (3) summarizing the most common causes of units being out-of-service; and (4) setting forth an action plan with strategies going forward to improve elevator, escalator and moving walkways operations in County facilities and minimize out-of-service units.

Listing of all Elevator, Escalator, Moving Walkway Contracts and Provisions

The County owns 1,268 elevator/escalator/moving walkway units countywide, which are maintained across 6 different contracts and one prequalification pool. Attachment 1 provides a summary of all elevator, escalator, and moving walkway contracts for maintenance and service. There are multiple provisions that these contracts provide that allow the County to address out-of-service issues including:

- Emergency repair services twenty-four (24) hours per day, seven (7) days per week with a one (1) hour response time during business hours and a two (2) hour response time outside of business hours to address immediate repair needs.
- Mandatory preventive maintenance at specified intervals for all County-owned equipment to maintain all units in good working order.
- Requirements for on-hand spare parts inventory to facilitate completion of repairs.
- Penalties and liquidated damages for failure to perform in accordance with the contract - including late response time for repairs, units remaining out of service for longer than 48 hours, failure to perform required tests or maintenance activities, etc.

Contract managers across departments apply these provisions when invoices are received based on the individual circumstances of out-of-service units in their respective facilities. Departments consult with the Internal Services Department's Office of Elevator Safety for elevator and contract expertise as needed, and with the Strategic Procurement Division for vendor non-performance actions.

Summary of Common Causes for Elevators, Escalators, and Moving Walkways Out of Service

Attachment 2 summarizes the number of elevator, escalator or moving walkway units that have been out of service during calendar year 2018 by department and hours. Attachment 3 provides the detail of each unit by department, location, cause, estimated hours, and contract. This information was collected by the Internal Services Department from the 15 different County departments who manage elevator contracts within their respective facilities.

Of the 1,268 units across all County facilities, 335 (or 26%) were out of service at least once during the 2018 calendar year. The most common causes of elevators being out of service are described below.

Control Failure 21%

The controller is the brain of the elevator system. Like any software system, it can freeze occasionally or experience other glitches that a technician can repair by rebooting the controller to bring the unit back online.

Motor/Drive Failure 19%

The motor/drive is the hardware component of the controller. This component will fail due to lack of proper maintenance and/or advanced age of the unit.

Door Equipment 17%

These failures can be related to lack of proper maintenance, but are also commonly attributed to user error, i.e. when a person places their hands between the doors or they are aggressive with the use of carts/gurneys, etc. to stop the door from closing.

Water Damage .005%

The condition of aged County facilities can lead to elevator failures when roof leaks, water intrusion, or burst pipes impact the equipment within an elevator shaft. It is suspected that the percentage of failure attributed to water damage is actually higher than this, but the cause is not often reported by the elevator contractor or tracked by the department.

Vandalism .005%

A small number of incidents are reported as intentional vandalism each year.

Overall, the largest response from departments as to the cause of an elevator being out of service is Unknown – 42%. The tracking of this information varies greatly by facility, and many departments do not have a method in place to monitor or report this information. In many cases, estimates were used to approximate the number of hours that a unit was out of service and the associated cause based on the experience of County staff and reports available from some elevator contractors.

Aviation, for example, provided an estimate of the overall number of hours (15,043) their equipment was down in 2018 based on the experience and recollection of Aviation employees, which yielded an average of 211 hours for each of the 73 Aviation units that were most commonly down for repairs in 2018. Aviation has a total of more than 620 conveyance units in their inventory. Even though there is no accurate record of the actual causes, Door Equipment issues are often experienced due to the 24/7 nature of MIA's operation, and the luggage that is often used to stop the normal operation of elevator doors. Motor/drive and control failures are also an issue for Aviation based on the severe amount of wear and tear that their units undergo as a result of their continuous operation.

When an elevator is down at MIA, an employee, passenger or tenant reports it to a central call center which subsequently contacts the elevator contractor directly. Although these conveyance unit calls are logged, due to the large overall number of calls (21,000 per month on average) received by the control center and the established priority of placing units back in service to maintain continuity of airport operations, limited records are available regarding when units are placed back in service or the actual cause of units being down.

To date, there has been no centralized management of elevator contracts across the County, which has led to inconsistencies and a lack of accountability. The Internal Services Department employs

10 elevator inspectors in the regulation of more than 11,400 public and privately owned units countywide, and 3 elevator contract inspectors for the 1,268 units within County facilities. Aviation and Transportation and Public Works each employ 3 elevator contract specialists.

Strategies and Action Plan Going Forward

Going forward, I have directed Internal Services to begin the staffing and operational analyses necessary to centralize this function. Both Internal Services and Aviation have begun hiring additional elevator contract specialists in order to verify and better track the work that elevator contractors are providing to the County. Hiring in this industry is a particular challenge, given the specialization of this work, the national union hiring rates which are higher than County salaries, and local collective bargaining agreements which restrict the salary rate at which elevator inspectors can be hired. County staff has begun to address these challenges together with Human Resources in order to recruit and attract qualified talent.

The additional staff hired by Internal Services will begin to audit the units serviced by elevator contractors to ensure that work being paid for is completed as required by the contract and that preventive maintenance services are thorough and consistent with industry standards. The implementation of an Electronic Maintenance Control Program will help facilitate the automatic notification of work completed by each contractor on over 400 units owned by Aviation, Internal Services, Public Housing, Transportation and Public Works, and Seaport.

In the meantime, improvements are ongoing in the way contracts are currently managed. Across the 15 County departments who manage their own facilities, there are at least 148 facility and project managers who oversee these contracts across hundreds of facilities. The Internal Services Department has begun to address inconsistencies in contract management with the development of an *Elevator Procedures and Maintenance Guide*. The Guide is included as Attachment 4 and includes a number of new forms that were created to provide a clear and consistent approach across all departments:

- Requiring contractors to sign in and out in the presence of the facility managers;
- Requiring facility managers to track the time elapsed from the initial repair call to the contractor's arrival and the time until the repair is resolved;
- Creating a standard form to better document vendor deficiencies related to repeated violation of contract terms;
- Providing an updated invoice dispute form for the assessment of liquidated damages when services are not rendered in compliance with the contract;
- Providing a summary of the key terms and requirements across all contracts that facility managers can use as a reference;
- Establishes a Project Manager role in each department to help escalate and resolve issues as they arise.

Mandatory training of the new *Elevator Procedures and Maintenance Guide* has been implemented for all 15 departments who manage their own facilities. Since training began on January 16, 2019, the Internal Services Department has trained over 100 facility and project managers.

In October 2018, I established an Elevator Working Group to look at the way we are doing business with the elevator industry today and how it can be improved. Participants include the County Attorney's Office, Internal Services, the Office of Management and Budget, Audit and Management Services, and some of the largest departments who manage elevator contracts such as Aviation,

Public Housing, Seaport, and Transportation and Public Works. Later this year, I will review any recommendations from the Working Group before bringing them to the Board.

From a budgetary perspective, the County needs to review and prioritize the capital needs of elevators across all County facilities. The private sector tends to budget for elevator improvements on an annual basis, so that the need to overhaul and replace the units is extended. The Internal Services Department has begun working with other departments to inspect units and help assess the priority level for modernization or replacement in the coming years.

Feasibility of Using County Employees for Elevator Maintenance

Specifically, Resolution 1189-18 directed that, in analyzing potential strategies going forward the report shall examine the feasibility of using county employees to provide maintenance services for elevator, escalator and moving walkway units as opposed to relying on maintenance and service contracts with outside companies.

This topic was discussed at length in the Elevator Working Group. Many of the same issues that prevented the County from moving toward in-house maintenance in the past still remain today; namely, the large variety of types, manufacturers, vintages and designs of elevators and escalators across a myriad of facilities. Given the complexity of some elevator repairs and the ability to access parts, the County would still need to depend on contractors for repairs that could not be completed in-house.

Issues of liability are also of primary concern. Where the risk of life safety issues is now placed entirely on the elevator contractor, the County would be liable for any mistakes or failures that affect the safety of any constituent who uses an elevator/escalator/moving walkway in any County facility.

A subset of the Elevator Working Group is currently reviewing alternatives for maintenance business models, such as staff augmentation services. Market research is being conducted for services in this area that allow the County to have more control over quality and maintenance while not creating additional exposure to risk. A number of public jurisdictions currently conduct elevator maintenance services in-house, such as the Washington Metropolitan Area Transit Authority, New York City Transit, Southeastern Pennsylvania Transportation Authority, University of Arizona, and Illinois State University. Discussions are underway with these entities to help ascertain the feasibility of conducting maintenance services in-house.

Additional information will continue to be provided to the Board in the coming months. This report will be placed on the next available Board agenda pursuant to Ordinance No. 14-65. Should you require additional information, please contact Tara C. Smith, Director of the Internal Services Department, at 305-375-5893, or me directly.

Attachments

c: Abigail Price-Williams, County Attorney
Geri Bonzon-Keenan, First Assistant County Attorney
Office of the Mayor Senior Staff
Tara C. Smith, Director, Internal Services Department
Linda Cave, Director, Clerk of the Board Division
Eugene Love, Agenda Coordinator

**Miami-Dade County
Internal Services Department
Summary of Elevator, Escalators, Moving Walkway Contracts**

1) Contract No: SS1243-3/24-2 - ThyssenKrupp Elevator Corp.

Total Contract Amount: \$6,274,000.00

Awarded by BCC: February 17, 2004

Current Term: 05/01/2014 – 04/30/2019

Remaining OTR: One, 5-year term

User Departments:

Aviation	Police
Corrections	Public Housing
Fire Rescue	Seaport
Internal Services	Solid Waste
Medical Examiner	Transportation and Public Works
Parks and Recreation	Water and Sewer

2) Contract No: SS4416-15/25-2 - Otis Elevator Co.

Contract Amount: \$12,263,000

Awarded by BCC: July 7, 2005

Current Term: 10/01/2018 – 09/30/2020

Remaining OTR: One, 5-year term.

User Departments:

Aviation	Public Housing
Cultural Affairs	Seaport
Fire Rescue	Transportation and Public Works
Internal Services	Water and Sewer
Library	

3) Contract No. SS1245-3/27-2 - Schindler Elevator Corp.

Contract Amount: \$38,745,745.92

Awarded by BCC: September 18, 2007

Current Term: 10/01/2017 – 09/30/2022

Remaining OTR: One, 5-year term

User Departments:

Aviation	Parks and Recreation
Corrections	Seaport
Cultural Affairs	Transportation and Public Works
Internal Services	Water and Sewer

4) Contract No. 9103-5/19-4 - Schindler Elevator Corp. and Otis Elevator Co.

Contract Amount: \$219,408

Awarded by BCC: April 6, 2010

Current Term: 03/01/2018 – 02/28/2019

Remaining OTR: One, 1-year term

User Department:

Public Housing and Community Development
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5) **Contract No. 1233-5/19-4 - ThyssenKrupp Elevator Corp.**Contract Amount: \$2,448,138.62Awarded by BCC: May 4, 2010Current Term: 06/01/2018 – 05/31/2019Remaining OTR: One, 1-year term**User Departments:**

Aviation	Police
Community Action and Human Services	Public Housing
Corrections	Seaport
Cultural Affairs	Vizcaya
Internal Services	Transportation and Public Works
Library	Water and Sewer
Parks and Recreation	

6) **RTQ-00687 Pre-Qualification Pool for Installation, Maintenance, and Modernization of Elevator, Escalator, Moving Walkways, And All Related Equipment**

Delaware Elevator of Florida Inc., Eastern Elevator Service Inc., Oracle Elevator Company, Premier Elevator Services Corp., Schindler Elevator Corporation, Suncoast Elevator Solutions Inc., and ThyssenKrupp Elevator Corp.

Contract Amount: \$44,448,000Awarded by BCC: April 10, 2018Current Term: 05/01/2018 – 04/30/2023Remaining OTR: Not Applicable

Note: This is a pre-qualified pool of vendors under which future spot market competitions may be issued to award contracts on an as needed basis.

Eastern Elevator Service Inc. and Oracle Elevator Company**ITQ687-1 Installation, Maintenance, and Modernization of Elevators****Awarded under Prequalification Pool after Settlement Agreement with Kone Elevators**Contract Amount: \$44,448,000Current Term: 11/02/2018 – 04/30/2023Remaining OTR: Not Applicable**User Departments:**

Aviation	Transportation and Public Works
Public Housing	Seaport
Internal Services	

UNITS OUT OF SERVICE SUMMARY

January 1, 2018 To December 31, 2018

Departments	Number of Units	Units Out of Service at Least Once	Percentage of Units Out of Service at Least Once	Estimated Hours Out of Service	Days out of Service
Animal Services	1	0	0	0	0
Aviation	621	73	12	15,403	642
Community Action and Human Services	4	1	25	8	0
Cultural Affairs	5	2	40	40	2
Corrections	18	15	83	1,519	63
Internal Services Department	182	103	57	10,974	457
Library	6	4	67	300	13
Miami-Dade Fire Rescue	9	2	22	48	2
Parks, Recreation and Open Spaces	15	4	27	2,410	100
Police	13	8	62	26	1
Public Housing and Community Development	45	3	7	176	7
Seaport	125	37	30	348	15
Solid Waste	2	1	50	8	0
Transportation and Public Works	204	77	38	37,233	1,551
Water and Sewer	18	5	28	84	4
	1,268	335	26	68,577	2,857

Elevator/Escalator/Moving Walkways Units Out of Service

*As Reported by Managing Departments
Report Period: January 1, 2018 to
December 31, 2018*

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Animal Services	8235	3599 NW 79 Ave Dorale FL 33122	N/A	0	687
Aviation	ELEV 74324	Sterile, Gate 39/40, 1-4 Level	Door equipment issues	211	687
Aviation	ELEV 76333	Sterile, Gate 55, Bus Station, 1-3 Level	Door equipment issues	211	687
Aviation	ELEV 65414	West Unit	Door equipment issues	211	SS4416
Aviation	ELEV 69399	Skyride, G, North Unit	Motor/Drive failure	211	SS1245
Aviation	MW 69280	Skyride, South, 3rd Level, South Unit	Motor/Drive failure	211	687
Aviation	MW 74439	Sterile, near Gate 49/51, 3rd Level	Motor/Drive failure	211	687
Aviation	ELEV 65307	Bldg 60	Unknown	211	687
Aviation	ESC 70579	Domestic, Gate 15 Club, 2-3 Level	Unknown	211	687
Aviation	MW 74976	Domestic, near Gate 02, 2nd Level	Unknown	211	687
Aviation	MW 71711	Domestic, near Gate 08, 2nd Level, South Unit	Unknown	211	687
Aviation	ELEV 70160	Domestic, near Gate 12, Service, 1-2 Level	Unknown	211	1233
Aviation	ESC 76077	Domestic, near Gate 17, 5-3 Level	Unknown	211	SS1245
Aviation	ELEV 70562	Domestic, near Gate 19, Service, 1-4 Level	Unknown	211	687
Aviation	ESC 5885	Domestic, near Gate 36, Offices, 2-3 Level	Unknown	211	687
Aviation	ESC 74406	Domestic, near Gate 48, 5-3 Level	Unknown	211	687
Aviation	ESC 74407	Domestic, near Gate 48, 5-3 Level	Unknown	211	687
Aviation	MW 71713	Freight	Unknown	211	687
Aviation	ELEV 66060	Lobby, Bag Claim, 1-2 Level	Unknown	211	SS1243
Aviation	ELEV 70039	Lobby, G Wrap, South Pod, 1-3 Level	Unknown	211	687
Aviation	ELEV 71574	Lobby, North, Auditorium/Bag Claim, Center Unit, 1-4 Level	Unknown	211	687
Aviation	ELEV 9222	Lobby, North, Auditorium/Bag Claim, North Unit, 1-4 Level	Unknown	211	687
Aviation	ESC 71692	Lobby, North, Bag Claim, 2-1 Level	Unknown	211	687
Aviation	ESC 71694	Lobby, North, Skyride, 2-3 Level	Unknown	211	687
Aviation	ELEV 68613	Lobby, Skyride/Bag Claim, West, 1-3 Level	Unknown	211	1233
Aviation	ELEV 68642	Park 2 North, Northwest Unit, 1-6 Level	Unknown	211	687
Aviation	ELEV 66128	Park 3 South, South Unit, G-6 Level	Unknown	211	SS4416
Aviation	ELEV 65542	Park 5 South Unit, G-6 Level	Unknown	211	SS4416
Aviation	ELEV 71224	Park 7 Center, North Unit, G-6 Level	Unknown	211	687
Aviation	ELEV 71222	Park 7 North, North Unit, G-6 Level	Unknown	211	687
Aviation	ELEV 64369	Park 8, South Unit	Unknown	211	SS1245
Aviation	MW 69281	Skyride, 3rd Level, West Unit	Unknown	211	687
Aviation	MW 69280	Skyride, North South, 3rd Level, South Unit	Unknown	211	687
Aviation	MW 69284	Skyride, North, 3rd Level, East Unit	Unknown	211	687

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Aviation	MMW 69798	Skyride, North, 3rd Level, North Unit	Unknown	211	687
Aviation	MMW 71578	Skyride, North, 3rd Level, South Unit	Unknown	211	687
Aviation	MMW 75121	Skyride, South, 3rd Level, North Unit	Unknown	211	687
Aviation	MMW 75126	Skyride, South, 3rd Level, South Unit	Unknown	211	687
Aviation	MMW 69285	Skyride, South, 3rd Level, West Unit	Unknown	211	687
Aviation	ELEV 76246	Sterile, CBP Secondary, D31FISE02, 1-3	Unknown	211	687
Aviation	MMW 69954	Sterile, F-E Connector, 3rd Level	Unknown	211	687
Aviation	ESC 69955	Sterile, F-E Connector, 3rd Level	Unknown	211	687
Aviation	MMW 69955	Sterile, F-E Connector, 3rd Level	Unknown	211	687
Aviation	ESC 71721	Sterile, Gate 01/03, 2-3 Level	Unknown	211	687
Aviation	ESC 71719	Sterile, Gate 09/11, 2-3 Level	Unknown	211	687
Aviation	ESC 69079	Sterile, Gate 17/19, 2-3 Level	Unknown	211	687
Aviation	ESC 72478	Sterile, Gate 28/29, 2-3 Level	Unknown	211	687
Aviation	ESC 5881	Sterile, Gate 36, Up 2-3 Level	Unknown	211	687
Aviation	ESC 72476	Sterile, Gate 37/39, 2-3 Level	Unknown	211	687
Aviation	ESC 74435	Sterile, Gate 45/47, 2-3 Level	Unknown	211	687
Aviation	ELEV 76245	Sterile, Interline, North Unit, 1-2 Level	Unknown	211	687
Aviation	MMW 75133	Sterile, J-H Connector - West, 3rd Level, North Unit	Unknown	211	687
Aviation	MMW 69953	Sterile, near Gate 03, 3rd Level	Unknown	211	687
Aviation	MMW 69952	Sterile, near Gate 05, 3rd Level	Unknown	211	687
Aviation	MMW 74973	Sterile, near Gate 05, 3rd Level, East Unit	Unknown	211	687
Aviation	MMW 74972	Sterile, near Gate 05, 3rd Level, West Unit	Unknown	211	687
Aviation	MMW 71717	Sterile, near Gate 06, 3rd Level, South Unit	Unknown	211	687
Aviation	MMW 71717	Sterile, near Gate 06, 3rd Level, South Unit	Unknown	211	687
Aviation	MMW 69949	Sterile, near Gate 07, 3rd Level	Unknown	211	687
Aviation	MMW 69950	Sterile, near Gate 07, 3rd Level	Unknown	211	687
Aviation	MMW 71716	Sterile, near Gate 08, 3rd Level, North Unit	Unknown	211	687
Aviation	MMW 74971	Sterile, near Gate 09, 3rd Level, East Unit	Unknown	211	687
Aviation	MMW 74970	Sterile, near Gate 09, 3rd Level, West Unit	Unknown	211	687
Aviation	ESC 72483	Sterile, near Gate 28, 3-5 Level	Unknown	211	687
Aviation	MMW 69671	Sterile, near Gate 32, 3rd Level, North Unit	Unknown	211	687
Aviation	MMW 74411	Sterile, near Gate 42/44, 3rd Level	Unknown	211	687
Aviation	ESC 75076	Sterile, near Gate 45, 5-3 Level	Unknown	211	687
Aviation	MMW 74974	Domestic, near Gate 07, 2nd Level	Vandalism	211	687
Aviation	ESC 76605	Lobby, South, Bag Claim, 2-1 Level	Vandalism	211	687
Aviation	MMW 71068	Sterile, near Gate 04, 3rd Level, East Unit	Water Damage	211	687
Aviation	MMW 71067	Sterile, near Gate 04, 3rd Level, West Unit	Water Damage	211	687

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Aviation	MW 71070	Sterile, near Gate 10, 3rd Level, East Unit	Water Damage	211	687
Aviation	MW 71069	Sterile, near Gate 10, 3rd Level, West Unit	Water Damage	211	687
Aviation	ESC 74481	Sterile, Passport to Customs - East, 3-2 Level	Water Damage	211	687
Community Action and Human Services	76378 DC# 1259	2400 South Dixie Highway	Unknown	8	SS1243
Corrections	1	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	2	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	4	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	4	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	2	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	8	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	6	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	4	SS1245
Corrections	1	Pre-Trial Detention Center	Control failure	6	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	1	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	1	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	2	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	2	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	19	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	4	SS1245
Corrections	3	Pre-Trial Detention Center	Control failure	1	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	2	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	6	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	8	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	10	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	2	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	4	Pre-Trial Detention Center	Control failure	3	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Control failure	3	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Control failure	1	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Control failure	2	SS1245
Corrections	3	Turner Guilford Knight Correctional Ctr.	Control failure	2	SS1245

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Corrections	4	Turner Guilford Knight Correctional Ctr.	Control failure	2	SS1245
Corrections	4	Turner Guilford Knight Correctional Ctr.	Control failure	3	SS1245
Corrections	5	Turner Guilford Knight Correctional Ctr.	Control failure	5	SS1245
Corrections	A Wing	Women's Detention Center	Control failure	6	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	119	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	5	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	28	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	4	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	49	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	5	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	2	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	5	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	2	SS1243
Corrections	A Wing	Women's Detention Center	Control failure	2	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	1	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	28	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	1	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	45	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	27	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	149	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	2	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	181	SS1243
Corrections	B Wing	Women's Detention Center	Control failure	25	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	1	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	26	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	7	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	3	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	2	SS1243
Corrections	2	Metro West Detention Center	Door equipment issues	1	SS1243
Corrections	3	Metro West Detention Center	Door equipment issues	7	SS1243
Corrections	5	Metro West Detention Center	Door equipment issues	14	SS1243
Corrections	5	Metro West Detention Center	Door equipment issues	2	SS1243
Corrections	1	Pre-Trial Detention Center	Door equipment issues	4	SS1245
Corrections	1	Pre-Trial Detention Center	Door equipment issues	5	SS1245
Corrections	1	Pre-Trial Detention Center	Door equipment issues	6	SS1245
Corrections	1	Pre-Trial Detention Center	Door equipment issues	1	SS1245
Corrections	2	Pre-Trial Detention Center	Door equipment issues	3	SS1245
Corrections	3	Pre-Trial Detention Center	Door equipment issues	3	SS1245
Corrections	3	Pre-Trial Detention Center	Door equipment issues	3	SS1245
Corrections	3	Pre-Trial Detention Center	Door equipment issues	2	SS1245
Corrections	3	Pre-Trial Detention Center	Door equipment issues	5	SS1245
Corrections	3	Pre-Trial Detention Center	Door equipment issues	3	SS1245
Corrections	4	Pre-Trial Detention Center	Door equipment issues	7	SS1245
Corrections	4	Pre-Trial Detention Center	Door equipment issues	3	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Door equipment issues	3	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Door equipment issues	4	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Door equipment issues	3	SS1245
Corrections	1	Turner Guilford Knight Correctional Ctr.	Door equipment issues	4	SS1245

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Corrections	2	Turner Guilford Knight Correctional Ctr.	Door equipment issues	4	SS1245
Corrections	3	Turner Guilford Knight Correctional Ctr.	Door equipment issues	4	SS1245
Corrections	4	Turner Guilford Knight Correctional Ctr.	Door equipment issues	145	SS1245
Corrections	4	Turner Guilford Knight Correctional Ctr.	Door equipment issues	3	SS1245
Corrections	4	Turner Guilford Knight Correctional Ctr.	Door equipment issues	2	SS1245
Corrections	A Wing	Women's Detention Center	Door equipment issues	4	SS1243
Corrections	A Wing	Women's Detention Center	Door equipment issues	25	SS1243
Corrections	A Wing	Women's Detention Center	Door equipment issues	7	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	21	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	5	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	119	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	1	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	2	SS1243
Corrections	B Wing	Women's Detention Center	Door equipment issues	24	SS1243
Corrections	3	Metro West Detention Center	Motor/Drive failure	162	SS1243
Corrections	1	Turner Guilford Knight Correctional Ctr.	Motor/Drive failure	5	SS1245
Corrections	2	Turner Guilford Knight Correctional Ctr.	Motor/Drive failure	3	SS1245
Corrections	3	Metro West Detention Center	Unknown	4	SS1243
Corrections	4	Metro West Detention Center	Unknown	2	SS1243
Corrections	5	Metro West Detention Center	Unknown	5	SS1243
Corrections	2	Turner Guilford Knight Correctional Ctr.	Unknown	2	SS1245
Cultural Affairs	Freight	South Dade Cultural Center	Unknown	20	SS4416
Cultural Affairs	Lobby	South Dade Cultural Center	Unknown	20	SS4416
Internal Services (Caleb)	77721	Parking garage elevator #1	Control failure	192	SS4416
Internal Services (Caleb)	77722	Parking garage elevator #2	Control failure	408	SS4416
Internal Services (Caleb)	66049	Elevator 1	Unknown	72	687
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Control failure	2	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Control failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Control failure	5	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Control failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #4	First Floor Lobby	Control failure	2	SS1245
Internal Services (140 W. Flagler)	Elevator #4	First Floor Lobby	Control failure	5	SS1245
Internal Services (140 W. Flagler)	Elevator #4	First Floor Lobby	Control failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Door equipment issues	4	SS1245
Internal Services (140 W. Flagler)	Elevator #4	First Floor Lobby	Door equipment issues	4	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	8	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	3	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	4	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS1245
Internal Services (140 W. Flagler)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS1245

Managed By Department						Unit Number		Unit Location		Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	4	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #3		First Floor Lobby	Motor/Drive failure	8	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	5	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	3	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	5	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	8	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	4	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	1	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	7	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	3	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	4	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	7	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (140 Wv, Flagler)	Elevator #4		First Floor Lobby	Motor/Drive failure	2	SS1245						
Internal Services (Children's Courthouse)	Elevator #10- 76897		Children's Courthouse	Control failure	6	687						
Internal Services (Children's Courthouse)	Elevator #13 - 76900		Children's Courthouse	Control failure	144	687						
Internal Services (Children's Courthouse)	Elevator #7 - 76894		Children's Courthouse	Motor/Drive failure	79	687						
Internal Services (Children's Courthouse)	Elevator #5 - 76892		Children's Courthouse	Unknown	23	687						
Internal Services (Children's Courthouse)	Escalator #1 - 76902		Children's Courthouse	Unknown	198	687						
Internal Services (Children's Courthouse)	Escalator #2 - 76903		Children's Courthouse	Unknown	5	687						
Internal Services (Children's Courthouse)	Escalator #3 - 76904		Children's Courthouse	Unknown	24	687						
Internal Services (Children's Courthouse)	Escalator #4 - 76905		Children's Courthouse	Unknown	50	687						
Internal Services (Courthouse Center)	Elevator No. 6, #70442		Courthouse Center	Unknown	216	SS4416						
Internal Services (Courthouse Center)	Dumbwaiter, #70442		Courthouse Center	Unknown	744	SS4416						
Internal Services (Courthouse Center)	Dumbwaiter, #70442		Courthouse Center	Unknown	24	SS4416						
Internal Services (Courthouse Center)	Dumbwaiter, #70442		Courthouse Center	Unknown	528	SS4416						
Internal Services (Courthouse Center)	Elevator No. 1, #70437		Courthouse Center	Unknown	264	SS4416						
Internal Services (Courthouse Center)	Elevator No. 1, #70437		Courthouse Center	Unknown	408	SS4416						
Internal Services (Courthouse Center)	Elevator No. 1, #70437		Courthouse Center	Unknown	168	SS4416						

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Internal Services (Courthouse Center)	Elevator No. 7, #70444	Courthouse Center	Unknown	24	SS4416
Internal Services (Courthouse Center)	Elevator No. 9, #70443	Courthouse Center	Unknown	24	SS4416
Internal Services (Courthouse Center)	Elevator No.5, #70441	Courthouse Center	Unknown	192	SS4416
Internal Services (Cultural Plaza)	# 2	Cultural Plaza	Control failure	2	SS1243
Internal Services (Cultural Plaza)	Plaza	Cultural Plaza	Control failure	2	SS1243
Internal Services (Cultural Plaza)	Plaza	Cultural Plaza	Control failure	4	SS1243
Internal Services (Cultural Plaza)	Plaza	Cultural Plaza	Control failure	3	SS1243
Internal Services (Cultural Plaza)	Plaza	Cultural Plaza	Control failure	49	SS1243
Internal Services (Cultural Plaza)	Plaza	Cultural Plaza	Control failure	4	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Control failure	73	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Control failure	148	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Control failure	2	SS1243
Internal Services (Cultural Plaza)	# 2	Main Library	Control failure	2	SS1243
Internal Services (Cultural Plaza)	# 2	Main Library	Control failure	3	SS1243
Internal Services (Cultural Plaza)	# 2	Main Library	Control failure	3	SS1243
Internal Services (Cultural Plaza)	Freight # 4	Main Library	Control failure	56	SS1243
Internal Services (Cultural Plaza)	Freight # 4	Main Library	Control failure	2	SS1243
Internal Services (Cultural Plaza)	Plaza	Pedestrian Overpass	Door equipment issues	3	SS1243
Internal Services (Cultural Plaza)	Plaza	Pedestrian Overpass	Door equipment issues	3	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Door equipment issues	22	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Door equipment issues	2	SS1243
Internal Services (Cultural Plaza)	# 1	Main Library	Door equipment issues	4	SS1243
Internal Services (Cultural Plaza)	Freight # 4	Main Library	Door equipment issues	3	SS1243
Internal Services (CVAC)	ES7502	2400 S DIXIE HWY MIAMI 33133	Door equipment issues	1	SS1236
Internal Services (CVAC)	ES7502	2400 S DIXIE HWY MIAMI 33133	Unknown	2	SS1237
Internal Services (CVAC)	ES7502	2400 S DIXIE HWY MIAMI 33133	Unknown	2	SS1234
Internal Services (CVAC)	ES7502	2400 S DIXIE HWY MIAMI 33133	Unknown	2	SS1235
Internal Services (DCC)	Elevator #1	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #1	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #2	First Floor Lobby	Motor/Drive failure	5	SS4416
Internal Services (DCC)	Elevator #2	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	3	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	4	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	3	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	3	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #3	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #4	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	5	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	2	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	1	SS4416
Internal Services (DCC)	Elevator #5	First Floor Lobby	Motor/Drive failure	2	SS4416

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	1.9	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	1.9	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	2.8	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	1	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	1.4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	4.9	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	3.4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	6.9	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	2.8	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	3.4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	5.6	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	3.4	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	2	SS4416
Internal Services (Graham)	274267 ELEVATOR 3	1350 NW 12TH AVE	Door equipment issues	4.9	SS4416
Internal Services (Graham)	274265 ELEVATOR 1	1350 NW 12TH AVE	Unknown	6.9	SS4416
Internal Services (Graham)	274265 ELEVATOR 1	1350 NW 12TH AVE	Unknown	3	SS1245
Internal Services (Medical Examiner)	69422	Lab area	Control failure	3	SS1245
Internal Services (Medical Examiner)	69424	Admin Building	Unknown	192	SS1245
Internal Services (NDJC)	Escalator #1	1st Floor Lobby	Control failure	2	E9946
Internal Services (NDJC)	Elevator #1	Garage	Motor/Drive failure	2	E9946
Internal Services (NDJC)	Elevator #2	Main Lobby	Unknown	2	E9946
Internal Services (OTVN)	P1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P2	OTVN	Control failure	5	687
Internal Services (OTVN)	P2	OTVN	Control failure	1	687
Internal Services (OTVN)	P2	OTVN	Control failure	1	687
Internal Services (OTVN)	P2	OTVN	Control failure	1	687
Internal Services (OTVN)	P2	OTVN	Control failure	1	687
Internal Services (OTVN)	P3	OTVN	Control failure	1	687
Internal Services (OTVN)	P3	OTVN	Control failure	1	E9946
Internal Services (OTVN)	P3	OTVN	Control failure	1	E9946
Internal Services (OTVN)	P3	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P3	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P3	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P4	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P4	OTVN	Control failure	1	E9946
Internal Services (OTVN)	P4	OTVN	Control failure	1	687
Internal Services (OTVN)	P5	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	144	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	2	E9946
Internal Services (OTVN)	P5	OTVN	Control failure	5	687
Internal Services (OTVN)	P7	OTVN	Control failure	1	E9946
Internal Services (OTVN)	S1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	S1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	S1	OTVN	Control failure	2	E9946
Internal Services (OTVN)	S1	OTVN	Control failure	2	E9946

[illegible]

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Internal Services (REG)	Prisoner #72022	REG Justice Building	Door equipment issues	4	SS4416
Internal Services (REG)	Elevator 1 #64548	REG Justice Building	Motor/Drive failure	314	SS4416
Internal Services (REG)	Escalator 1-2 up #64553	REG Justice Building	Motor/Drive failure	109	SS4416
Internal Services (REG)	Escalator 4-3 dn #64560	REG Justice Building	Motor/Drive failure	672	SS4416
Internal Services (REG)	Escalator 5-6 up #64557	REG Justice Building	Motor/Drive failure	120	SS4416
Internal Services (REG)	Escalator 6-5 dn #64562	REG Justice Building	Motor/Drive failure	610	SS4416
Internal Services (REG)	ADA Elevator	REG Justice Building	Unknown	5	SS4416
Internal Services (SDGC)	US215698	South Dade Government Center	Control failure	12	SS1243
Internal Services (SDGC)	US215698	South Dade Government Center	Control failure	12	SS1243
Internal Services (SDGC)	US215699	South Dade Government Center	Control failure	100	SS1243
Internal Services (SDGC)	US215700	South Dade Government Center	Control failure	28	SS1243
Internal Services (SDGC)	US215700	South Dade Government Center	Control failure	28	SS1243
Internal Services (SDIC)	Elevator/US195681	South Dade Justice Center	Control failure	6	SS1243
Internal Services (SDIC)	Escalator/US220895	South Dade Justice Center	Unknown	200	SS1243
Internal Services (SPCC)	M0039475	SPCC Elevator 10	Control failure	2	SS1245
Internal Services (SPCC)	M0039476	SPCC Elevator 11	Control failure	6	SS1245
Internal Services (SPCC)	M0039477	SPCC Elevator 12	Control failure	1	SS1245
Internal Services (SPCC)	M0039479	SPCC Elevator 13	Control failure	1	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Control failure	9	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Control failure	7	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Control failure	2	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Control failure	2	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Control failure	2	SS1245
Internal Services (SPCC)	M0039473	SPCC Elevator 8	Control failure	8	SS1245
Internal Services (SPCC)	M0039473	SPCC Elevator 8	Control failure	1	SS1245
Internal Services (SPCC)	M0039474	SPCC Elevator 9	Control failure	3	SS1245
Internal Services (SPCC)	M0039466	SPCC Elevator 1	Door equipment issues	4	SS1245
Internal Services (SPCC)	M0039471	SPCC Elevator 1	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039476	SPCC Elevator 1	Door equipment issues	1	SS1245
Internal Services (SPCC)	M0039475	SPCC Elevator 10	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039479	SPCC Elevator 13	Door equipment issues	3	SS1245
Internal Services (SPCC)	M0039467	SPCC Elevator 2	Door equipment issues	7	SS1245
Internal Services (SPCC)	M0039467	SPCC Elevator 2	Door equipment issues	1	SS1245
Internal Services (SPCC)	M0039467	SPCC Elevator 2	Door equipment issues	4	SS1245
Internal Services (SPCC)	M0039468	SPCC Elevator 3	Door equipment issues	1	SS1245
Internal Services (SPCC)	M0039468	SPCC Elevator 3	Door equipment issues	1	SS1245
Internal Services (SPCC)	M0039468	SPCC Elevator 3	Door equipment issues	6	SS1245
Internal Services (SPCC)	M0039468	SPCC Elevator 3	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039469	SPCC Elevator 4	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039469	SPCC Elevator 4	Door equipment issues	3	SS1245
Internal Services (SPCC)	M0039469	SPCC Elevator 4	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039470	SPCC Elevator 5	Door equipment issues	7	SS1245
Internal Services (SPCC)	M0039470	SPCC Elevator 5	Door equipment issues	2	SS1245
Internal Services (SPCC)	M0039471	SPCC Elevator 6	Door equipment issues	1	SS1245
Internal Services (SPCC)	M0039471	SPCC Elevator 6	Door equipment issues	3	SS1245

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	2	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	2	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	8	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	7	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	1	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	7	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	3	SS1245
Internal Services (SPCC)	M0039472	SPCC Elevator 7	Motor/Drive failure	2	SS1245
Internal Services (SPCC)	M0039473	SPCC Elevator 8	Motor/Drive failure	8	SS1245
Internal Services (SPCC)	M0039473	SPCC Elevator 8	Motor/Drive failure	1	SS1245
Internal Services (SPCC)	M0039473	SPCC Elevator 8	Motor/Drive failure	3	SS1245
Internal Services (SPCC)	M0039471	SPCC Elevator 9	Motor/Drive failure	3	SS1245
Internal Services (SPCC)	M0039474	SPCC Elevator 9	Motor/Drive failure	3	SS1245
Internal Services (SPCC)	M0039474	SPCC Elevator 9	Motor/Drive failure	12	SS1245
Internal Services (SPCC)	M0039478	SPCC Service Elevator	Motor/Drive failure	2	SS1245
Internal Services (SPCC)	M0039478	SPCC Service Elevator	Motor/Drive failure	1	SS1245
Internal Services (SPCC)	M0039478	SPCC Service Elevator	Motor/Drive failure	4	SS1245
Internal Services (SPCC)	M0039478	SPCC Service Elevator	Motor/Drive failure	6	SS1245
Internal Services (SPCC)	M0039518	SPCC Retail Down Escalator	Vandalism	8	SS1245
Internal Services (SPCC)	M0039515	SPCC Retail Escalator up	Vandalism	6	SS1245
Internal Services (SPCC)	M0039515	SPCC Retail Escalator up	Vandalism	4	SS1245
Internal Services (Trade Shops)	76415	Trade Shops main lobby	N/A	0	1233
Internal Services (West Lot)	Elevator #3 - 76676	220 NW 2nd Ave	Unknown	39	SS1243
Internal Services (West Lot)	Elevator #1 - 76674	220 NW 2nd Ave	Unknown	96	SS1243
Internal Services (West Lot)	Elevator #2 - 76675	220 NW 2nd Ave	Unknown	34	SS1243
Internal Services (West Lot)	Elevator #4 - 76677	220 NW 2nd Ave	Unknown	12	SS1243
Internal Services (Hickman)	# 1	Lobby	Control failure	2	E9946
Internal Services (Hickman)	# 1	Lobby	Control failure	4	E9946
Internal Services (Hickman)	# 1	Lobby	Control failure	2	E9946
Internal Services (Hickman)	# 1	Lobby	Control failure	30	E9946
Internal Services (Hickman)	# 2	Lobby	Control failure	49	E9946
Internal Services (Hickman)	# 2	Lobby	Control failure	3	E9946
Internal Services (Hickman)	# 3	North	Control failure	3	E9946
Internal Services (Hickman)	# 3	North	Control failure	2	E9946
Internal Services (Hickman)	# 2	Lobby	Door equipment issues	3	E9946
Library	65650	South Dade Library -- Lobby	Door equipment issues	36	Sole Source
Library	65651	South Dade Library -- Lobby	Door equipment issues	36	Sole Source
Library	66297	West Dade -- Public Elevator	Door equipment issues	36	Sole Source
Library	66298	West Dade -- Staff/Rear Elevator	Door equipment issues	36	Sole Source
Library	69928	West Kendall -- Lobby Elevator	Door equipment issues	36	Sole Source
Library	78393	Miami Beach Library -- Lobby	Unknown	36	Sole Source
Library	78394	Miami Beach Library -- lobby	Unknown	36	Sole Source
Library	69929	West Kendall -- Staff/Rear Elevator	Unknown	48	Sole Source
Miami-Dade Fire Rescue	65324	9300 nw 41 st Headquarters Freight	Motor/Drive failure	24	SS1243
Miami-Dade Fire Rescue	71903	9300 nw 41 st Headquarters	Unknown	24	SS1243
Parks, Recreation and Open Spaces	Elevator/U197310	Crandon Park Marina Dock Office	Control failure	2,160	SS1233
Parks, Recreation and Open Spaces	Freightcar/U195693	Crandon Tennis Stadium	Door equipment issues	168	SS1243
Parks, Recreation and Open Spaces	Elevator Gate B/U195695	Crandon Tennis Stadium	Motor/Drive failure	72	SS1243

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Parks, Recreation and Open Spaces	#72356/DC#10037	Tropical Park- Field Bldg at S	Unknown	10	
Police	69815	MDPD HQ Building 9105 NW 25 Street	Door equipment issues	2	SS1243
Police	69816	MDPD HQ Building 9105 NW 25 Street	Door equipment issues	2	SS1243
Police	69817	MDPD HQ Building 9105 NW 25 Street	Door equipment issues	2	SS1243
Police	69818	MDPD HQ Building 9105 NW 25 Street	Door equipment issues	2	SS1243
Police	69819	MDPD HQ Building 9105 NW 25 Street	Door equipment issues	2	SS1243
Police	68383	Northwest Station 5975 Miami Lakes Driv	Door equipment issues	2	1233
Police	76769	Northside Station 799 NW 81 Street	Door equipment issues	2	SS1243
Police	66054	racoastal Station 15665 Biscayne Bouleva	Door equipment issues	2	1233
Police	69820	Midwest Station 9101 NW 25 Street	Door equipment issues	2	SS1243
Police	66011	South Station 10800 SW 211 Street	Door equipment issues	2	1233
Police	66052	Kendall Station 7707 SW 117 Avenue	Door equipment issues	2	1233
Police	69990	Hammocks Station 10000 SW 142 Avenue	Door equipment issues	2	SS1243
Police	72231	Professional Compliance Bureau 18805 NW 27 Avenue	Door equipment issues	2	SS1243
Public Housing and Community Development	69516	Three Round Towers - Tower B 2920 NW 18 AVE	Unknown	2	9103-5/19-4
Public Housing and Community Development	69516	Three Round Towers - Tower B 2920 NW 18 AVE	Unknown	3	9103-5/19-5
Public Housing and Community Development	65072	Palm Towers 950 NW 95 ST	Water Damage	168	9103-5/19-4
Public Housing and Community Development	65073	Palm Towers 950 NW 95 ST	Water Damage	2	9103-5/19-4
Public Housing and Community Development	66039	Palm Court 930 NW 95 ST	Unknown	1	1233-5/19-2
Seaport	76361	Garage D	Unknown	8	
Seaport	76361	Garage D	Unknown	1	
Seaport	76361	Garage D	Unknown	2	
Seaport	76361	Garage D	Unknown	6	
Seaport	76361	Garage D	Unknown	10	
Seaport	76361	Garage D	Unknown	1	
Seaport	76361	Garage D	Unknown	1	
Seaport	76362	Garage D	Unknown	1	
Seaport	76362	Garage D	Unknown	5	
Seaport	76362	Garage D	Unknown	2	
Seaport	76362	Garage D	Unknown	2	
Seaport	76362	Garage D	Unknown	2	
Seaport	76362	Garage D	Unknown	2	
Seaport	76361/76362	Garage D	Unknown	2	
Seaport	70540	Garage J	Unknown	2	
Seaport	70540	Garage J	Unknown	6	
Seaport	70540/70541	Garage J	Unknown	5	
Seaport	70991	Terminal B	Unknown	2	
Seaport	70991	Terminal B	Unknown	3	
Seaport	70991	Terminal B	Unknown	2	
Seaport	70991	Terminal B	Unknown	4	
Seaport	70992	Terminal B	Unknown	2	
Seaport	70992	Terminal B	Unknown	1	
Seaport	70992	Terminal B	Unknown	3	

Managed By Department					Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Seaport	70993	Terminal B	Unknown	2					
Seaport	70993	Terminal B	Unknown	2					
Seaport	70993	Terminal B	Unknown	1					
Seaport	70993	Terminal B	Unknown	2					
Seaport	70993	Terminal B	Unknown	2					
Seaport	70993	Terminal B	Unknown	1					
Seaport	70638	Terminal C	Unknown	2					
Seaport	70644	Terminal C	Unknown	1					
Seaport	70794	Terminal C	Unknown	2					
Seaport	70796	Terminal C	Unknown	1					
Seaport	70796	Terminal C	Unknown	1					
Seaport	70796	Terminal C	Unknown	1					
Seaport	70796	Terminal C	Unknown	4					
Seaport	70796	Terminal C	Unknown	5					
Seaport	70796	Terminal C	Unknown	1					
Seaport	70796	Terminal C	Unknown	1					
Seaport	70637	Terminal C Boarding Hall	Unknown	1					
Seaport	70637	Terminal C Boarding Hall	Unknown	6					
Seaport	70644	Terminal C Boarding Hall	Unknown	10					
Seaport	70645	Terminal C Boarding Hall	Unknown	3					
Seaport	74899	Terminal D	Unknown	4					
Seaport	74900	Terminal D	Unknown	3					
Seaport	74900	Terminal D	Unknown	4					
Seaport	74900	Terminal D	Unknown	3					
Seaport	74900	Terminal D	Unknown	2					
Seaport	74900	Terminal D	Unknown	3					
Seaport	74901	Terminal D	Unknown	2					
Seaport	74901	Terminal D	Unknown	2					
Seaport	74901	Terminal D	Unknown	2					
Seaport	74901	Terminal D	Unknown	2					
Seaport	74901	Terminal D	Unknown	2					
Seaport	74902	Terminal D	Unknown	1					
Seaport	74902	Terminal D	Unknown	1					
Seaport	74902	Terminal D	Unknown	1					
Seaport	74902	Terminal D	Unknown	2					
Seaport	74902	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	2					
Seaport	74903	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	2					
Seaport	74903	Terminal D	Unknown	1					
Seaport	74903	Terminal D	Unknown	2					
Seaport	74932	Terminal D	Unknown	1					
Seaport	74932	Terminal D	Unknown	1					
Seaport	74932	Terminal D	Unknown	1					
Seaport	74932	Terminal D	Unknown	2					

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Seaport	74932	Terminal D	Unknown	2	
Seaport	74932	Terminal D	Unknown	1	
Seaport	74932	Terminal D	Unknown	1	
Seaport	74934	Terminal D	Unknown	1	
Seaport	74934	Terminal D	Unknown	1	
Seaport	74934	Terminal D	Unknown	1	
Seaport	74934	Terminal D	Unknown	2	
Seaport	74934	Terminal D	Unknown	2	
Seaport	74934	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	2	
Seaport	74938	Terminal D	Unknown	2	
Seaport	74938	Terminal D	Unknown	3	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	3	
Seaport	74938	Terminal D	Unknown	2	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	0	
Seaport	74938	Terminal D	Unknown	3	
Seaport	74938	Terminal D	Unknown	4	
Seaport	74938	Terminal D	Unknown	4	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74938	Terminal D	Unknown	2	
Seaport	74938	Terminal D	Unknown	1	
Seaport	74889	Terminal D	Unknown	1	
Seaport	74890	Terminal E	Unknown	5	
Seaport	74891	Terminal E	Unknown	2	
Seaport	74892	Terminal E	Unknown	2	
Seaport	74893	Terminal E	Unknown	6	
Seaport	74893	Terminal E	Unknown	1	
Seaport	74893	Terminal E	Unknown	2	
Seaport	74894	Terminal E	Unknown	1	
Seaport	74894	Terminal E	Unknown	1	
Seaport	74895	Terminal E	Unknown	2	
Seaport	74895	Terminal E	Unknown	2	
Seaport	74895	Terminal E	Unknown	1	
Seaport	74895	Terminal E	Unknown	1	
Seaport	74895	Terminal E	Unknown	4	
Seaport	74895	Terminal E	Unknown	1	
Seaport	74895	Terminal E	Unknown	2	
Seaport	74896	Terminal E	Unknown	0	

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Seaport	74897	Terminal E	Unknown	2	
Seaport	74889	Terminal E	Unknown	1	
Seaport	78106	Terminal F	Unknown	2	
Seaport	78106	Terminal F	Unknown	1	
Seaport	78106	Terminal F	Unknown	3	
Seaport	78106	Terminal F	Unknown	2	
Seaport	78106	Terminal F	Unknown	1	
Seaport	78106	Terminal F	Unknown	3	
Seaport	78106	Terminal F	Unknown	3	
Seaport	78106	Terminal F	Unknown	2	
Seaport	78107	Terminal F	Unknown	2	
Seaport	78108	Terminal F	Unknown	72	
Seaport	78109	Terminal F	Unknown	18	
Solid Waste	71157	8000 SW 107 Ave	Door equipment issues	8	
Transportation and Public Works	Elevator	Adrienne Arsit Center	Unknown	166	
Transportation and Public Works	Escalator	Adrienne Arsit Center	Unknown	499	
Transportation and Public Works	Elevator	Allapattah	Unknown	182	
Transportation and Public Works	Escalator	Allapattah	Unknown	422	
Transportation and Public Works	Elevator	Bayfront Park	Unknown	109	
Transportation and Public Works	Elevator	Brickell	Unknown	596	
Transportation and Public Works	Escalator	Brickell	Unknown	792	
Transportation and Public Works	Elevator	Brickell (Mover)	Unknown	60	
Transportation and Public Works	Escalator	Brickell (Mover)	Unknown	103	
Transportation and Public Works	Elevator	Brownsville	Unknown	260	
Transportation and Public Works	Escalator	Brownsville	Unknown	308	
Transportation and Public Works	Elevator	Civic Center	Unknown	493	
Transportation and Public Works	Escalator	Civic Center	Unknown	777	
Transportation and Public Works	Elevator	Coconut Grove	Unknown	123	
Transportation and Public Works	Escalator	Coconut Grove	Unknown	131	
Transportation and Public Works	Elevator	College Bayside	Unknown	97	
Transportation and Public Works	Escalator	College Bayside	Unknown	85	
Transportation and Public Works	Elevator	College North	Unknown	1,522	
Transportation and Public Works	Escalator	College North	Unknown	130	
Transportation and Public Works	Elevator	Culmer	Unknown	177	
Transportation and Public Works	Escalator	Culmer	Unknown	85	
Transportation and Public Works	Elevator	Dadeland North	Unknown	640	
Transportation and Public Works	Escalator	Dadeland North	Unknown	428	
Transportation and Public Works	Elevator	Dadeland South	Unknown	114	
Transportation and Public Works	Escalator	Dadeland South	Unknown	723	
Transportation and Public Works	Elevator	Douglas Road	Unknown	471	
Transportation and Public Works	Escalator	Douglas Road	Unknown	260	
Transportation and Public Works	Elevator	Earlington Heights	Unknown	682	
Transportation and Public Works	Escalator	Earlington Heights	Unknown	226	
Transportation and Public Works	Elevator	Eleventh Street	Unknown	65	
Transportation and Public Works	Escalator	Eleventh Street	Unknown	113	
Transportation and Public Works	Elevator	Fifth Street	Unknown	3,621	
Transportation and Public Works	Escalator	Financial District	Unknown	79	
Transportation and Public Works	Escalator	Financial District	Unknown	695	
Transportation and Public Works	Elevator	First Street	Unknown	141	

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Transportation and Public Works	Escalator	First Street	Unknown	3,026	
Transportation and Public Works	Elevator	Freedom Tower	Unknown	77	
Transportation and Public Works	Escalator	Freedom Tower	Unknown	96	
Transportation and Public Works	Elevator	Government Center	Unknown	760	
Transportation and Public Works	Escalator	Government Center	Unknown	1,639	
Transportation and Public Works	Elevator	Hialeah	Unknown	819	
Transportation and Public Works	Escalator	Hialeah	Unknown	155	
Transportation and Public Works	Elevator	Knight Center	Unknown	86	
Transportation and Public Works	Escalator	Knight Center	Unknown	1,944	
Transportation and Public Works	Elevator	Martin Luther King	Unknown	577	
Transportation and Public Works	Escalator	Martin Luther King	Unknown	505	
Transportation and Public Works	Elevator	Miami Ave	Unknown	76	
Transportation and Public Works	Elevator	Miami Int'l Airport	Unknown	1,533	
Transportation and Public Works	Escalator	Miami Int'l Airport	Unknown	1,319	
Transportation and Public Works	Elevator	Museum Park	Unknown	83	
Transportation and Public Works	Escalator	Museum Park	Unknown	145	
Transportation and Public Works	Elevator	Northside	Unknown	419	
Transportation and Public Works	Escalator	Northside	Unknown	332	
Transportation and Public Works	Elevator	Okeechobee	Unknown	613	
Transportation and Public Works	Escalator	Okeechobee	Unknown	984	
Transportation and Public Works	Elevator	Overtown	Unknown	134	
Transportation and Public Works	Escalator	Overtown	Unknown	133	
Transportation and Public Works	Elevator	Park West	Unknown	192	
Transportation and Public Works	Escalator	Park West	Unknown	153	
Transportation and Public Works	Elevator	Riverwalk	Unknown	472	
Transportation and Public Works	Elevator	Santa Clara	Unknown	309	
Transportation and Public Works	Escalator	Santa Clara	Unknown	349	
Transportation and Public Works	Elevator	School Board	Unknown	364	
Transportation and Public Works	Escalator	School Board	Unknown	263	
Transportation and Public Works	Elevator	South Miami	Unknown	428	
Transportation and Public Works	Escalator	South Miami	Unknown	119	
Transportation and Public Works	Elevator	State Plaza	Unknown	69	
Transportation and Public Works	Elevator	Tenth Street	Unknown	259	
Transportation and Public Works	Escalator	Tenth Street	Unknown	109	
Transportation and Public Works	Elevator	Third Street	Unknown	74	
Transportation and Public Works	Elevator	Tri-Rail	Unknown	197	
Transportation and Public Works	Escalator	Tri-Rail	Unknown	2,184	
Transportation and Public Works	Elevator	University	Unknown	263	
Transportation and Public Works	Escalator	University	Unknown	99	
Transportation and Public Works	Elevator	Vizcaya	Unknown	197	
Transportation and Public Works	Escalator	Vizcaya	Unknown	121	
Water and Sewer	Escalator	Wilkie D. Ferguson	Unknown	190	
Water and Sewer	Elevator 1	Douglas Office	Control failure	2	SS1243
Water and Sewer	Elevator 2	Douglas Office Building	Control failure	1	SS1243
Water and Sewer	Elevator 1	Douglas office	Control failure	3	SS1243
Water and Sewer	Elevator 1, 2, 3 building	Douglas Office	Control failure	1	SS1243
Water and Sewer	Elevator 3	Douglas Office	Control failure	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, 1st Floor	Control failure	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, 1st Floor	Control failure	2	SS1243

Managed By Department	Unit Number	Unit Location	Cause	Estimated Hours Out of Service	Service/Maintenance Contract
Water and Sewer	Elevator 1 Building	Douglas office, 4th Floor	Control failure	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Control failure	2	SS1243
Water and Sewer	Elevator 1 & 2	Douglas Office, Garage	Control failure	1	SS1243
Water and Sewer	Elevator 1 & 2	Douglas Office, Parking garage	Control failure	1	SS1243
Water and Sewer	Elevator 1 & 2	Douglas Office, Parking garage	Control failure	2	SS1243
Water and Sewer	Elevator 1 & 2	Douglas Office, Parking garage	Control failure	2	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Control failure	1	SS1243
Water and Sewer	Elevator 2 Garage	Douglas Office, Parking garage	Control failure	3	SS1243
Water and Sewer	Elevator 2	Douglas Office, Parking Garage	Control failure	2	SS1243
Water and Sewer	Elevator 1 Building	Douglas Office, elevator 1 Parking garage	Control failure	2	SS1243
Water and Sewer	Elevator 1 Garage	Douglas Office, Parking garage	Door equipment issues	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, parking garage	Door equipment issues	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, parking garage	Door equipment issues	2	SS1243
Water and Sewer	Elevator 2	Douglas Office, Parking garage	Door equipment issues	2	SS1243
Water and Sewer	Elevator 2 Garage	Douglas Office, Parking garage	Door equipment issues	2	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage, 6th Fl	Door equipment issues	3	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Door equipment issues	2	SS1243
Water and Sewer	Elevator 1, 2	Douglas Office, Parking garage	Motor/Drive failure	2	SS1243
Water and Sewer	Elevator 1 & 3 building	Douglas Office	Unknown	1	SS1243
Water and Sewer	Elevator 1 Garage 2&3 building	Douglas office	Unknown	2	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 3	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 3	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 3	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	4	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	4	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	5	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	2	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	2	SS1243
Water and Sewer	All elevators	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	4	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	1	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 2	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 1	Douglas Office, Building	Unknown	2	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	2	SS1243
Water and Sewer	Elevator 1	Douglas Office, Parking garage	Unknown	1	SS1243

Miami-Dade County

Procedural Guide for Elevator Maintenance and Contract Compliance



November 2018

**Internal Services Department
Office of Elevator Safety**

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Objective

The objective of this document is to provide guidance for a standard approach to elevator maintenance, repair, and contract management across all County departments. The contracts to which this document applies are listed in the Appendix.

For the purposes of this Guide, the term “Elevator” refers not only to elevators but to any other moving walkway, chair lift, escalator, or other unit covered by the subject contracts – each is otherwise known as a “conveyance” as defined in County Code.

Roles and Responsibilities

The following outlines the roles and responsibilities that different entities across the County are required to effectively maintain.

- User Departments – those County departments which have at least one elevator unit covered under a subject contract.
- Internal Services Department - Office of Elevator Safety
- Internal Services Department - Strategic Procurement Division
- Contractor – the elevator vendor to whom a contract is awarded
- Elevator Working Group – a working group of County representatives appointed by the Internal Services Department which convenes as needed to resolve common issues across multiple County departments.

USER DEPARTMENT - There are multiple roles within a User Department:

- 1) **Facility Manager** is responsible for the functionality of elevators in their respective facilities; scheduling maintenance as required by the contract and contacting the elevator Contractors when repairs are needed; approves payment of invoices based on compliance with contract terms; notifies tenants when elevators are down.
 - a) Schedules required elevator inspections with Contractor, including the Office of Elevator Safety as needed for non-routine issues or concerns;
 - b) Oversees preventive maintenance by Contractor using the standard *Preventive Maintenance Log* (Attachment 1) to document maintenance and failures;
 - c) Contacts Contractor when repair services are needed, and tracking response time based on requirements of the respective contract;
 - d) Completes the *Elevator Repair/Service Log* (Attachment 2) based on response time and effectiveness of the repair;
 - e) Maintains required *Preventive Maintenance* and *Elevator Repair/Service Logs* as needed for billing disputes and non-performance issues;
 - f) Reviews and approves invoices based on compliance with the contract and referenced logs.

- 2) **Project Manager** is responsible for overseeing all of their department's elevator contracts to ensure elevator Contractors are in compliance and performing in accordance with elevator contract terms and conditions; communicates as the **primary point of contact** for the department.
- a) Approves invoices provided by Facility Manager based on compliance with the contract, referenced logs, and takes deductions to the invoice as described later in this guide;
 - b) Provides written warnings to Contractor as needed after verifying that contractually required terms and conditions have not been met, using the standard *Vendor Deficiency Form* (Attachment 3);
 - c) Provides timely communication to the following parties as needed:
 - Elevator Contract Administrator – when ongoing technical issues are not getting resolved, contacts ISD's Office of Elevator Safety for inspection or consultation
 - Strategic Procurement Division – contacts ISD when Contractor has repeated violations of contract terms that require action and contract enforcement, using the standard *Vendor Deficiency Form* and related logs or other communications
 - Contractor – provides timely notification of vendor deficiency or disputed invoices

The Internal Services Department's Office of Elevator Safety – Contracts Section shall be the Contract Administrator

- a) Provides specifications and technical guidance for solicitations;
- b) Provides technical advice to User Departments upon request;
- c) Conducts equipment and preventive maintenance surveys for contract compliance, as needed and as requested by User Department;
- d) Reviews vendor proposals for major repairs and modernization, in collaboration with Strategic Procurement Division;
- e) Develops and updates *Contract Terms Sheet* (Attachment 4) as a checklist to assist User Departments in assessing contract compliance.

The Internal Services Department's Office of Elevator Safety - Regulatory Section is the Authority Having Jurisdiction.

- a) Provides regulatory oversight of public and private elevators countywide, overseeing more than 11,400 active units in total, excluding those under the authority of the Cities of Miami and Miami Beach.
- b) Provides guidance to User Departments on annually required inspections or regulatory issues.

The Internal Services Department's Strategic Procurement Division shall be the Contract Administrator for Enforcement

- a) Managing all aspects of the contract solicitation process, based on the scope of services approved by the ISD Office of Elevator Safety and the User

Department. Provides a contract roadmap specific to each awarded contract to all User Departments;

- b) Enforcement of contract terms and conditions based on the Project Manager's written warnings on the *Vendor Deficiency Form*;
- c) Completes a Vendor Non-Performance Form and conducts Responsibility Review meetings after receipt of at least 3 Vendor Deficiency Forms and related documentation from the User Department;
- d) Consults with County Attorney on contractual violations due to vendor non-performance;
- e) Provides assistance to Contractor and User Departments with invoicing/payment issues;
- f) Assists the Office of Elevator Safety in training and providing guidance to Facility and Project Managers in User Departments.

The **Elevator Working Group** is led by the Internal Services Department's Office of Elevator Safety and is comprised of representatives across County User Departments.

- a) Convenes as needed to resolve common issues across multiple County departments;
- b) Conducts regular Communication Meetings with Contractors and respective User Departments in order to provide an ongoing communication forum for the effective management of contracts;
- c) Identifies long-term capital planning elevator needs of User Departments;
- d) Researches alternative elevator contracting methods and best practices;
- e) Makes recommendations to the Internal Services Department Director and Office of the Mayor as requested.

The **Contractors** are those elevator vendors who have received a contract award from Miami-Dade County.

- a) Provides repair or preventive maintenance services as outlined in the awarded contract, maintaining compliance with all terms and conditions;
- b) Completes mandatory *Preventive Maintenance* and *Elevator Repair/Service Logs* when responding to a repair call from a User Department.

What to Do When an Elevator Breaks Down

This information is provided to assist User Departments in receiving the most timely and effective response from the Contractor when an elevator is malfunctioning. The timely response of elevator vendors is critical to the continuity of County operations, and is strictly outlined in all related contracts for repair services.

Facility and Project Managers within User Departments must know the requirements of all elevator contracts covering their respective facilities. The attached *Contract Terms Sheet* (Attachment 4) has been created to assist departments and training will be provided by the Internal Services Department.

- 1. User Department's Facility Manager contacts the respective Contractor immediately.**
 - a. Request a confirmation or reference number for the call;
 - The more information that is provided to the Contractor upfront when the service call is made can improve response time.
 - Specify if the call is being made due to an entrapment.
 - b. Secure the elevator and notify tenants that an elevator is out of service.
- 2. Once a confirmation or reference number of the call is provided by the Contractor, the clock for response time begins. The Facility Manager must use the *Elevator Repair/Service Log* to document the call time and outcome.**
 - a. Calls placed during normal business hours (Monday through Friday 7:00 a.m. to 5:00 p.m.) requires a response time of 1 hour.
 - b. Calls placed outside of normal business hours require a response time of 2 hours.
- 3. Contractor arrives and notifies User Department's Facility Manager.**
 - a. The User Department must require that the Contractor complete the *Elevator Preventive Maintenance Log*.
- 4. Contractor troubleshoots and repairs defect.**
 - a. Minor Repair is defined in contract as a repair that can be performed in two hours by one mechanic.
 - b. Major Repair is defined in contract as a repair that requires more than two hours by one mechanic, an adjuster or a crew of mechanics and a helper. A crew must remain onsite for a major repair no matter how many hours are involved.
- 5. In the event that the Contractor does not respond within the designated time, and after three calls within the same day, the User Department's Project Manager should contact the Office of Elevator Safety and use the confirmation or reference number provided by the Contractor.**
 - a. The Office of Elevator Safety will escalate the service call to the Contractor's Supervisor to request that a mechanic be sent immediately to

the site, and will continue to stay in touch with the Contractor until they respond.

6. **For Major Repairs** - the User Department may contact the Office of Elevator Safety, if needed, to confirm if the repair time given by the Contractor is reasonable. Major repairs may require a site visit by the Office of Elevator Safety to verify the problem, and to confirm if the repair is billable.
 - a. The Office of Elevator Safety will review the proposal for repair for compliance with the contract's labor rates, external and material mark-ups. Time tickets and material invoices should be provided by the Contractor as verification to be submitted with the invoice for the repair.

Vendor Non-Performance

Before referring a vendor to the Strategic Procurement Division for a formal responsibility review, the User Department's Project Manager must adequately document the vendor's failures to meet contract terms or conditions in the following manner:

- Document each incident on the *Vendor Deficiency Form*;
- Following three written warnings on the *Vendor Deficiency Form* for the same elevator unit, or a pattern of deficiency across multiple units, the User Department will refer the issue to ISD's Strategic Procurement Division;
- The Strategic Procurement Division will complete the Vendor Non-Performance Form upon receipt of sufficient documentation from the User Department.
- The Strategic Procurement Division will notify the Contractor of the Vendor Non-Performance Form and schedule a Responsibility Review meeting with the User Department, the Office of Elevator Safety, and the Contractor to develop a performance improvement plan;
- The Strategic Procurement Division, in consultation with the County Attorney, will make the determination whether there is sufficient cause to terminate the contract.

Payment of Invoices

The timely payment of valid invoices is an important aspect of maintaining a professional business relationship with County vendors. User Departments are responsible for the timely payment of all invoices, and should know the net payment terms of each contract. All of the contracts covered under this Guide require payment within 45 days of receipt of a proper invoice.

When processing invoices for payment for preventive maintenance or repair, the User Department must verify that services were performed.

For routine invoices included in the contract for preventive maintenance activities, it is imperative that the Department verify that the maintenance was conducted. See below for new requirements to ensure maintenance was conducted.*

- The Contractor must provide a copy of the Service Ticket signed by the County on the day the maintenance was provided.
- The County must provide a copy of the completed *Elevator Preventive Maintenance Repair Log* that documents when and how the service was completed.

For invoices related to Additional Services that may not be included in the contract, the following is required:

- The Contractor must provide a copy of the Service Ticket signed by the County on the day the service was provided.
- The County must provide a copy of the completed *Elevator Repair/Service Log* that documents when and how the service was completed.

Deductions may be taken based on contract enforcement where applicable using the *Disputed Invoice Form* (Attachment 5), which must be provided to the Contractor.

- a. The User Department should consult with OES if unsure whether repairs are covered under the contract.

Facility Managers – New Requirements to Verify Preventive Maintenance

Ongoing and regular maintenance on every unit is essential to improve the accessibility of elevators for County operations and ensure the longevity of each unit. Every contract requires a specific number of Preventive Maintenance (PM) visits on every unit, depending on the type of unit and its criticality – refer to the *Contract Terms Sheet* as Attachment 4. Facility Managers are responsible for ensuring that Contractors complete required Preventive Maintenance activities accordingly.

*In an instance where the Contractor wants to perform a PM after the completion of a Repair call, it must be specifically requested by the Contractor and approved by the Facility Manager or representative.

- If approved, the original repair service ticket should be completed and a new one opened by the Contractor for the maintenance.

- If approved, the Facility Manager must complete the *Elevator Preventive Maintenance Repair Log* together with the Contractor.

The Office of Elevator Safety's Contract Section will schedule random inspections of units across the County after a known preventive maintenance activity was conducted. This will help in an effort to verify whether Contractors are adequately completed required maintenance activities.

Quarterly Elevator Communications Meetings

Ongoing communication among all stakeholders is key to ensure that elevator operations are efficient and effective. ISD's Office of Elevator Safety will coordinate regular Communication Meetings with User Departments and each of the elevator Contractors. The purpose of these meetings is to maintain an open line of communication among all stakeholders to ensure that ongoing issues are addressed on all sides.

Topics of discussion should include, but not be limited to, any Contractor non-performance issues, the status of overdue invoice payments, questions related to contract terms and conditions, clarifications about new or revised procedures, etc.

Attendees shall include, but not be limited to:

- User Departments – Project Managers and Facility Managers ISD Office of Elevator Safety
- ISD Strategic Procurement Division
- Finance – as needed

Mandatory Training for all Project Managers and Facility Managers

Following award of a new contract for elevator maintenance and/or repair, a mandatory training will be scheduled by the Internal Services Department to review the newly awarded contract terms, conditions, and responsibilities of the parties. All User Department Facility and Project Managers must be in attendance.

Subsequently, training will be scheduled on a yearly basis with User Departments, Office of Elevator Safety and ISD's Strategic Procurement Division to discuss the status of all elevator contracts.

Attachments – Required Forms:

The following forms are provided as a requirement for all User Departments to ensure a standard approach to elevator maintenance/repair and contract management:

- | | |
|--|--------------|
| 1. Elevator Preventive Maintenance Log | Attachment 1 |
| 2. Elevator Repair/Service Log | Attachment 2 |
| 3. Vendor Deficiency Form | Attachment 3 |
| 4. Contract Terms Sheet | Attachment 4 |
| 5. Disputed Invoice Form | Attachment 5 |

As of the date of this Procedures Guide, this document applies to the following active contracts for elevator maintenance and repair.

- 1) Contract No: SS1243-3/24-2 Elevator Maintenance Services**
ThyssenKrupp. This is an Original Equipment Manufacturer (OEM) Contract.

User Departments and respective project managers:

- 1.1. Aviation – Amaury Martell
- 1.2. Corrections – Emilio Palma
- 1.3. Public Housing – Francisco Trujillo
- 1.4. Internal Services – Jose Diehs
- 1.5. Medical Examiner – Adrian Torres
- 1.6. Police – Edwin Pantoja
- 1.7. Seaport – Sergio Camargo
- 2.1 Water & Sewer:
 - Eddy Machado – Douglas, Lejeune, and Distribution
 - Frank Lozano – Alexander Orr and Hialeah Water Plants
- 1.8. Parks and Recreation – David Livingstone
- 1.9. Transportation and Public Works – Harjeet Singh
- 1.10. Fire Rescue – Alberto Aleman
- 1.11. Solid Waste:
 - 3B Facility, 8000 SW 107th Avenue – Alfred Coleman
 - West Transfer Station, 2900 SW 72nd Avenue – Carlos Marrero

- 2) Contract No.: SS4416-15/25-2 Elevator Maintenance Services**
Otis Elevator Co. This is an Original Equipment Manufacturer (OEM) Contract.

User Departments and respective project managers:

- 2.2 Internal Services - Jose Diehs
- 2.3 Aviation – Amaury Martell
- 2.4 Transportation and Public Works – Harjeet Singh
- 2.5 Public Housing – Francisco Trujillo
- 2.6 Seaport – Sergio Camargo
- 2.7 Water & Sewer WASD:
 - Eddy Machado – Douglas, Lejeune, and Distribution
 - Frank Lozano – Alexander Orr and Hialeah Water Plants
- 2.8 Library – Leo Gomez
- 2.9 Fire Rescue – Alberto Aleman
- 2.10 Cultural Affairs – Sixto Tamarit

- 3) Contract No. SS1245-3/27-2 Elevator and Escalator Maintenance and Repair Services**
Schindler Elevator Corp. This is an Original Equipment Manufacturer (OEM) Contract.

User Departments and respective project managers:

- 3.1 Aviation – Amaury Martell
- 3.2 Corrections – Emilio Palma
- 3.3 Internal Services – Jose Diehs
- 3.4 Transportation and Public Works – Harjeet Singh
- 3.5 Seaport – Emilio Camargo

- 3.6 Parks and Recreation – David Livingstone
- 3.7 Water & Sewer:
 - Eddy Machado – Douglas, Lejeune, and Distribution
 - Frank Lozano – Alexander Orr and Hialeah Water Plants
- 3.8 Cultural Affairs - Sixto Tamarit

- 4) **Contract No. 9103-5/19-4 (ARRA) Elevator Modernization and Maintenance for PHCD only.** This contract was for modernization and subsequent Preventive maintenance of Public Housing units.

Cost for modernization of equipment during initial 5-year term of the contract was \$ 5,105,000. Current contract amount is \$219,408.

Current term: Option-to-Renew #4 of 5 OTRs 1-year term each. Only one remaining OTR. Replacement contract should be issued under pool RTQ-00687.

Three awarded vendors: Otis Elevator Co and Schindler Elevator (In 2016 ThyssenKrupp was terminated from this contract due to non-performance in maintenance services provided).

- 5) **Contract No. 1233-5/19-4 Elevator Maintenance Services, Modernization ThyssenKrupp Elevator.** This is not an OEM contract. Replacement contract should be issued under pool RTQ-00687.

User Departments and respective Project Managers:

- 5.1 Aviation – Amaury Martell
- 5.2 Internal Services – Jose Diehs
- 5.3 Public Housing – Francisco Trujillo
- 5.4 Police -- Edwin Pantoja
- 5.5 Water & Sewer - Eddy Machado
- 5.6 Library – Leo Gomez
- 5.7 Parks and Recreation – David Livingstone
- 5.8 Community Agency and Human Services – Corey Jones
- 5.9 Corrections – Emilio Palma
- 5.10 Seaport – Sergio Camargo
- 5.11 Vizcaya – Martha Akins
- 5.12 Transportation and Public Works – Harjeet Singh

- 6) **Contract No. E9946-0/18 Emergency Solicitation for Maintenance and Repair Services for Elevators, Escalators, Moving Walkways, and all related equipment** Eastern Elevator Service, Inc. This is not an OEM contract.

User Departments and respective Project Managers:

- 6.1 Aviation – Amaury Martell
- 6.2 Public Housing – Francisco Trujillo
- 6.3 Internal Services – Jose Diehs
- 6.4 Transportation and Public Works – Harjeet Singh
- 6.5 Seaport – Sergio Camargo



ELEVATOR PREVENTIVE MAINTENANCE LOG

LOCATION: _____ **UNIT #:** _____ **STATE SERIAL#:** _____ **VENDOR:** _____

This log is to be maintained in the Building Management office and completed each time a preventive maintenance is performed. This is NOT for recording repairs outside of contractual preventive maintenance activities.

To be completed by Elevator Vendor Technician					To be completed by Facility Mgr. or Rep
Date of Maintenance	Time In	Maintenance Task(s) Performed (Be Specific)	Name & Signature of Service Technician	Time Out	Name & Signature of Facility Mgr. or Rep

INTERNAL SERVICES DEPARTMENT
ATTACHMENT #2



ELEVATOR REPAIR/SERVICE LOG

LOCATION: _____ **UNIT #:** _____ **STATE SERIAL#:** _____ **VENDOR:** _____

This log is to be maintained in the Building Management office and completed each time a repair outside of contractual preventive maintenance is performed. This is NOT for recording preventive maintenance activities.

To be completed by Facility Manager or Representative			To be completed by Elevator Vendor Technician		
Date & Time Reported	Description of Elevator Problem & Confirmation Number	Name & Signature of Facility Mgr. or Rep.	Elevator Repair Solution (Service Tech - Be Specific)	Name & Signature of Service Technician	Date/Time Back In Service

INTERNAL SERVICES DEPARTMENT
ATTACHMENT #3



VENDOR DEFICIENCY FORM

DATE: _____

BUILDING NAME: _____ SITE LOCATION: _____

ELEVATOR/ ESCALATOR #: _____ STATE SERIAL #: _____ DC #: _____

CONTRACTOR: _____ CONTRACT #: _____

SERVICE REQUEST PLACED ON: _____ RESPONSE TIME TO SERVICE REQUEST _____

VENDOR PERFORMANCE DEFICIENCY		COMMENTS – Be Specific
1	Late Response to Service Call	
2	No Response to Service Call	
3	Unit out of service for more than 48 hours, unless approved by Project Manager	
4	Shut Down due to Lack of Parts or Manpower	
5	Failure to perform Category 1 and 5 tests as scheduled without 24 hour notice	
6	Failure to complete all scheduled monthly maintenance task hours in entirety (MCP or contract minimums labor hours or examination frequencies)	
7	Scheduled maintenance service delay per MCP	
8	Other	

This form should be completed by a Department's Facility Manager and submitted by the Department's Elevator Project Manager to the Contractor to document performance failures. As described in the Procedural Guide for Elevator Maintenance and Contract Compliance, this form should be provided to the Internal Services Department's Strategic Procurement Division (SPD) following three written warnings for the same elevator unit, or a pattern of deficiency across multiple units. Include all related Service Call Logs, email communications, or other relevant documentation for SPD to determine Vendor Non-Performance.

Completed by: _____
Facility Manager

Department

Submitted by: _____
Project Manager

Department

Date: _____

INTERNAL SERVICES DEPARTMENT
ATTACHMENT #4



CONTRACT TERMS SHEET

Emergency Services:

The successful bidder shall provide twenty-four (24) hour service, seven (7) days a week emergency services to the County under this contract.

During regular working hours (**Monday - Friday 8:00 AM to 5:00 PM; ITQ 687 2.12 is 7:00 AM to 5:00 PM**), emergency service response time shall be within one (1) hour after telephonic, verbal, or electronic notification by the County.

During other than regular working hours, the emergency response time shall be within two (2) hours after notification by the County.

3.9(3.8)(2.17)

CONTRACT ENFORCEMENT:

These liquidated damages may be deducted from the monthly contract amount due, up to and including the full monthly contract price of this affected equipment, for failure to perform in accordance with the contract. The deduction may be based upon the following schedule.

CONTRACT VENDOR NON-PERFORMANCE	DEDUCTIONS PER CONTRACT	
	CONTRACT NOS. 1233, 9103, SS1243, SS1245 & SS4416	ITQ - 687
Late response to service calls	10% of elevator monthly maintenance rate	\$25/hour up to \$250/day per occurrence per day
No response to service calls	*25% of elevator monthly maintenance rate	\$250/day, per occurrence
Unit out of service for more than 48 hours, unless approved by Project Manager	*100%/diem per unit of elevator monthly maintenance rate (100%/unit -1233 & 9103)	\$250/day, per occurrence
Non-performance (review **note below)	*10% of elevator monthly maintenance rate	\$1,000 per occurrence
Failure to perform Category 1 & 5 tests as scheduled without 24 hour notice	Published Office of Elevator Safety private inspection fee schedule costs	Published Office of Elevator Safety private inspection fee schedule costs
Failure to complete all scheduled monthly maintenance tasks (hours) in entirety (MCP or contract minimums for labor hours or examination frequencies)	Minimum preventative labor hours percentage of elevator monthly maintenance rate (example - one hour provided of 4 hour minimum = 25% of monthly rate)	\$100/hour for MCP designated hours to perform monthly tasks
Shut down due to lack of parts & manpower	*100%/diem per unit of elevator monthly maintenance rate	\$500 per occurrence
Scheduled maintenance service delay per MCP (review ***Damages for Delay notation below)		\$100/diem
Other non-performance items	*10% of elevator monthly maintenance rate	\$1,000 per occurrence

INTERNAL SERVICES DEPARTMENT – OFFICE OF ELEVATOR SAFETY
ATTACHMENT #4



*Inasmuch as it is the desire of the County to avoid such deductions, and to encourage the contractor's compliance with the contract, there will be a limit to the amount of times noncompliance with the contract will be tolerated. The contract administrator may double the amount of deduction after the third repeat offense thereafter within the same contract period.

**Non-performance will be inclusive of, but not limited to, similar failure of equipment more than three (3) times, for a total down time of five (5) hours for elevators, and ten (10) hours for escalators, excluding response time, during a calendar year. Failure to take corrective action on statutory inspection reports by the inspectors and sending mandatory compliance reports as stipulated in the "Elevator Inspection Report and Order Requiring Correction" shall be construed to be non-performance. Failure to provide documentation may also be deemed as non-performance.

***Damages for Delay are assessed as follows:

Time is of the essence in this Contract. The Awarded Bidder is firmly obligated to complete scheduled monthly maintenance services, in accordance with the approved Maintenance Control Program. Inasmuch as the damage and loss to the County that result from the failure of the Awarded Bidder to meet such date(s) will include items of loss or damage, which are not susceptible to accurate estimation, the damages for delay in the case of such failure on the part of the Awarded Bidder shall be liquidated in the amount of \$100.00. The amount for Liquidated Damages shall apply for each calendar day of unexcused delay in meeting each date for the monthly maintenance of equipment, for each individual item covered by the contract.

3.11(3.10)(3.6) MINIMUM PREVENTIVE MAINTENANCE SCHEDULE:

NOTE: TO ESTABLISH A GUIDELINE, THE FOLLOWING EXAMINATION FREQUENCY AND LABOR ALLOWANCE SHALL BE OBSERVED, AS MINIMUMS REQUIRED (OR MORE FREQUENTLY AS RECOMMENDED BY MANUFACTURER), EXCEPT AS OTHERWISE NOTED.

PREVENTATIVE MAINTENANCE FREQUENCY – Contracts 1233, 9103, ss1243, ss1245, ss4416				
TYPE OF EQUIPMENT	ISD/General	Jackson HS	DTPW	MIA
Hydraulic Elevators & Dumbwaiters	Monthly	Bi-weekly, Freight - Weekly	Bi-weekly	Weekly
Geared Traction Elevators	*Bi-weekly (once every two weeks)	Weekly	Weekly	Weekly
Gearless Traction Elevators	Weekly	Weekly	Weekly	Weekly
Escalators & Moving Walks	Weekly	Weekly	Weekly	Weekly

PREVENTIVE MAINTENANCE FREQUENCY – ITQ-687				
TYPE OF EQUIPMENT	General	Jackson HS	DTPW	MIA
Hydraulic Elevators & Dumbwaiters	Monthly	Bi-weekly	Bi-weekly	Monthly
Geared Traction Elevators	Bi-weekly	Weekly	Weekly	Bi-weekly
Gearless Traction Elevators	Weekly	Weekly	Weekly	Weekly
Escalators & Moving Walks	Weekly	Weekly	Weekly	Weekly

INTERNAL SERVICES DEPARTMENT – OFFICE OF ELEVATOR SAFETY
ATTACHMENT #4



MAINTENANCE & REPAIR ALLOWANCE – Contracts 1233, 9103, ss1243, ss1245, ss4416						
MINIMUM LABOR ALLOWANCE PER UNIT (TYPE)	MAINTENANCE			REPAIR		
TYPE OF EQUIPMENT	ISD/General, DTPW & MIA	ITQ-00687/ Jackson HS	ITQ-00687/ MIA	ISD/General, MIA & DTPW	ITQ-00687/ Jackson HS	ITQ-00687/ MIA
Hydraulic Elevators & Dumbwaiters	1 man-hour/month	2 man-hour/month	1 man-hour/month	¾ man-hour/month	1 man-hour/month	1 man-hour/month
Hydraulic Freight Elevators	1 man-hour/month	2 man-hour/month	1 man-hour/month	¾ man-hour/month	2 man-hour/month	1 man-hour/month
Geared Traction Elevators	2 man-hour/month	4 man-hour/month	2 man-hour/month	2 man-hour/month	4 man-hour/month	2 man-hour/month
Gearless Traction Elevators	4 man-hour/month	4 man-hour/month	2 man-hour/month	4 man-hour/month	4 man-hour/month	2 man-hour/month
Escalators & Moving Walks	3 man-hour/month (ss1243, ss4416) 4 man-hour/month (1233,1245,9103)	4 man-hour/month	4 man-hour/month	4 man-hour/month	4 man-hour/month	4 man-hour/month

3.13(3.12)(2.11) ADDITIONAL WORK NOT SPECIFIED:

The County agrees to pay the Contractor at the current established purchase price for all materials and cost of regular and over time labor as may be needed for items of work described below, except as otherwise noted. Such work shall only be performed when authorized by the Project Manager;

- A. Maintenance of: cabs, including wall panels, floor, finish of handrails; cab and hoist way door panels, frames, sills; steel guide rail replacement; heat and smoke sensors; power feeder switches, their wiring and fusing; hydraulic cylinder and piping, if located underground; removal and/or refinishing of balustrades and trim moldings of escalators.

3.15(3.11)(3.14) RECORDS MANAGEMENT:

- A. SERVICE RECEIPTS: aka Service Tickets

The contractor shall submit monthly (with their invoice) to the Project Manager, a copy of the mechanic's service receipt indicating the date, time and nature of service performed. These service receipts shall be signed by a responsible County employee at the time the work is performed. In the event the mechanic cannot get the signature of a responsible County employee to give credit for the extra time expended in an emergency call response and/or repairs, they will leave a copy of the service receipt in the machine room and/or complete log book provided by the County, and so advise the project manager as soon as possible.

INTERNAL SERVICES DEPARTMENT – OFFICE OF ELEVATOR SAFETY
ATTACHMENT #4



3.17(3.13)(3.16) PARTS (SPARE):

Note: Miami-Dade County shall not be charged for replacement parts that are no longer production items or are otherwise deemed obsolete.

- D. 1. Facilities that are classified as "Critical" must be restored to service in the shortest possible time. If a part or component fails for which the contractor does not have an on-hand (local-stock) replacement, the contractor shall immediately have a spare-lending replacement or permanent replacement shipped via the most expedient method (air-express or similar) by no later than the following working day.

3.19(3.18)(2.11) WORKING HOURS:

- A. The mechanic shall report to the Project Manager or designated representative upon arrival and departure from the County facilities.
- B. This contract includes emergency, minor adjustments, and call-back service during regular working hours and other than regular working hours, at no additional charge.
- C. If the County requests the contractor to perform overtime repairs covered in the contract, the current established regular time rate shall be absorbed by the contractor. The County will compensate for overtime hours at the current established overtime rate less the regular rate.
- D. If the County requests the performance of regular or overtime call-back service to make adjustment or repair work for which the contract does not provide, the contractor will be compensated for the time required to perform the work plus travel time at the current established regular or overtime rate.

INTERNAL SERVICES DEPARTMENT
ATTACHMENT #5



DISPUTED INVOICE FORM

CURRENT DATE: _____ INVOICE #: _____
CONTRACT #: _____ INVOICE DATE: _____
CONTRACTOR: _____ INVOICE AMOUNT: _____
BUILDING NAME: _____ DISPUTED AMOUNT: _____
DATE of SERVICE: _____ NET PAYABLE: _____
DATE INVOICE RECEIVED: _____
SERVICE LOCATION: _____

Our office has reviewed the above referenced invoice. This is to advise that approval for payment on that invoice is withheld for the following reason(s):

- ☐ 1. Invoice not itemized as to hours worked, labor rate, material costs, etc.
- ☐ 2. Labor rate is not in accordance with last price bid, or specifications.
- ☐ 3. Explanation of work performed insufficient.
- ☐ 4. Provide backup documentation; time ticket(s), material requisition, material receipts, etc., relating to entire invoice.
- ☐ 5. Work performed is included in maintenance contract and is not billable. Please issue a credit invoice.
- ☐ 6. Amount shown for taxes is withheld. Miami-Dade County is tax exempt.
- ☐ 7. In accordance with the contract, under method of payment, a 10% surcharge on the total amount is levied to recover administrative costs for the additional burden of processing an incorrect invoice. This 10% reduction in the invoice amount must be reflected in the revised invoice.
- ☐ 8. Late Response or Non Performance. 10% Per Occurrence X _____ occurrences.
- ☐ 9. No Response. 25% Per Occurrence/Per Day X _____ days.
- ☐ 10. Unit(s) shut down due to lack of parts. 100% Per Diem X _____ days.
- ☐ 11. Other

Please remit the revised invoice within ten (10) working days, to the person below.

Thank you for your cooperation.

Submitted by: _____

Department: _____

Address: _____

Contact Phone: _____

NOTE: The revised invoice should reflect the original invoice number and that it is a revision to the original to avoid duplication.