



STATE OF MISSISSIPPI
GOVERNOR TATE REEVES

DEPARTMENT OF FINANCE AND ADMINISTRATION

LIZ WELCH
EXECUTIVE DIRECTOR

NOTICE OF INTENT TO AWARD

Procurement Number	3160006419
Procurement Name	Invitation for Bids for Elevator Maintenance Services
Procurement Release Date	February 21, 2024
Response Due Date and Time	March 25, 2024, by 2:00 PM CST
Contract Effective Date	July 1, 2024
Intent to Award Posted	March 28, 2024

The Mississippi Department of Finance and Administration's (DFA) Office of Procurement and Contracts issued an Invitation for Bids (IFB) to secure a vendor to provide elevator maintenance services for properties owned and operated by the State of Mississippi in the Jackson, and Biloxi areas. These services are to be provided for the Office of Capitol Facilities within DFA. The awarded contract term will be three (3) years with two (2) optional renewal years. The contract shall provide elevator maintenance services at the following properties (including one (1) alternate property under construction):

BUILDING	NUMBER OF ELEVATORS
1. 620 North Street	1
2. 660 North Street	1
3. 700 North State Street	2
4. New Capitol: 400 High Street	4
5. War Memorial Building: 120 N. State Street	1

6. Sillers Building: 550 High Street	6
7. Sillers Garage	2
8. Sillers Cafe	1
9. Robert E. Lee Building: 239 N. Lamar Street	4
10. Robert E. Lee Parking Garage	1
11. Central High School Building: 359 N. West Street	4
12. Robert G. Clark Building: 301 N. Lamar Street	2
13. Woolfolk Building/CMP/Parking Garage: 501 N. West Street	12
14. Bolton Building – Biloxi – 1141 Bayview Ave, Biloxi, MS 39530	3
15. Patrick Alan Nunnelee State Office Building: 515 E. Amite Street	4
16. Archives & History Capers Building: 100 S. State Street	2
17. Governor's Mansion: 300 E. Capitol Street	1
18. Governor's Mansion/Dumbwaiter	1
19. William Winter Building: 200 North Street	3
20. Gartin Justice Court Building: 450 High Street	5
21. Heber Ladner Building: 401 Mississippi Street	1

22. Sun-n-Sand Building: 401 North Lamar Street	1
23. Barefield Building: 455 North Lamar Street	1
24. Naval Reserve Building: 181 S. Jefferson Street	1
25. Wright and Ferguson Building: 350 High Street <i>*One elevator is active. One Elevator is to be considered as an alternate bid*</i>	2*
26. Two Mississippi Museums: 222 North Street #1206	7
27. Old Capitol Museum: 100 N. State Street	1

The work shall consist of elevator maintenance services at DFA buildings located in Jackson, MS and Biloxi, MS. All work of this contract shall be performed under the direct supervision of experienced and qualified Contractor personnel. Contractor shall provide all equipment necessary, including but not limited to: scaffolding, machinery, hoists, employee safety equipment, equipment, lubricants, and all other work, equipment and materials expressly required under any agreement with DFA.

The DFA Office of Procurement and Contracts released the IFB for Elevator Maintenance Services/RFx 3160006419 on February 21, 2024. In response to the IFB, DFA received two (2) sealed bids on and before March 25, 2024, from the following vendors:

1. Diversified Elevator Service and Equipment Co., Inc;
2. TK Elevator Corporation.

DFA opened bids on March 25, 2024. The bids were ranked as follows:

Bidder	3-Year Total*
1. Diversified Elevator Service and Equipment Co., Inc	\$945,288.00
2. TK Elevator Corporation	\$1,425,497.76

The DFA, Office of Procurement and Contracts, reviewed each bid submitted. After review, it was determined that both submitted bids were responsive to the IFB and met the minimum qualifications set forth in the IFB. Upon completion of construction, the DFA will exercise its option to utilize the alternate bids for submitted for the Robert E. Lee property. This pricing was taken into consideration when evaluating and ranking the submitted bids.

Based on review, and having submitted the lowest, responsive and responsible bid, the DFA Office of Procurement and Contracts recommends the contract for Elevator Maintenance Services be awarded to Diversified Elevator Service and Equipment Co., Inc.