



Gregg County Purchasing Department

Kelli L. Davis, CPPB, NIGP-CPP, Purchasing Agent

101 E. Methvin St., Suite 205, Longview, Texas 75601

(903) 237-2684 ♦ purchasing@co.gregg.tx.us

October 19, 2021

Matt Thompson
Oracle Elevator

Mr. Thompson,

I am pleased to inform you that the Gregg County Commissioners Court awarded a contract for Elevator Maintenance and Services (Contract RFP-2021-09) on October 18, 2021 to your firm/business.

I want to thank you for Qualification Statement; Gregg County looks forward to working with you.

If you have any questions or problems throughout the contract period; please feel free to contact my office.

Regards,

Kelli Davis, CPPB, NIGP-CPP
Gregg County Purchasing Agent
Longview, Texas

ELEVATOR MAINTENANCE AND SERVICES AT GREGG COUNTY FACILITIES

THIS CONTRACT is made and entered into by and between Gregg County, Texas (hereinafter "County"), a political subdivision of the State of Texas, acting herein by and through its governing body, and Oracle Elevator (hereinafter "Contractor") a private corporation with its corporate offices located in De Soto, Texas.

I.

Services to be provided: The County agrees to contract and does hereby contract with Oracle Elevator, as an independent contractor, to provide elevator maintenance and services for Gregg County, Texas as listed below and as needed.

Contractor shall provide:

- Provide a single point of contact for day to day needs.
- Provide an after-hours and weekend contact name and number for emergencies.
- Adhere to each location for scheduled maintenance times. Days and times will vary per location.
- Notify Gregg County if a scheduled maintenance time will be delayed.
- Check-in with the Maintenance Department on the first floor of the Gregg County Courthouse anytime on the premises.
- Check-in with reception on the second floor of the Airport anytime on the premises.
- Check-in with the Maintenance Staff or Jail Supervisor at the lobby of the North Jail anytime on the premises.
- Provide a separate invoice for each service location.
- Ability to be onsite less than one hour for entrapment calls and within two hours for service calls.

Service Locations. The County reserves the right to delete services at any location or add new services at new locations as necessary.

Courthouse –
101 East Methvin Ste. 110, Longview, Texas

Courthouse Jail –
101 East Methvin Ste. 559, Longview, Texas

North Jail –
103 W. Whaley Ste. 559, Longview, Texas

Airport Terminal –
269 Terminal Circle, Longview, Texas

Airport Firehouse –
269 Terminal Circle, Longview, Texas

II.

Term: This agreement will commence on October 31, 2021, for a period of four years, expiring October 30, 2025. This contract shall have two additional one year renewals upon written agreement and mutual consent of both parties. Any renewals must be approved by the Gregg County Commissioners Court. Either party understands this contract may be canceled with or without cause at any time.

III.

Incorporated Documents: All Gregg County Standard Terms and Conditions, attached as Exhibit A, Contractor's response to the Request for Proposal 2021-09, and all related documents, are incorporated herein and adopted as if copied in full. Where any terms and conditions found in related documents may be found to be in conflict with this contract, the terms that will prevail will be at the sole discretion of the County.

IV.

Criminal Background Checks: Criminal background checks will be performed on all Contractor employees who enter/work in any sensitive security areas at any of Gregg County's Facilities.

- Oracle Elevator shall provide information, including, but not limited to, name, date of birth, and driver's license number for each individual who will be performing work on Gregg County property.
- Oracle Elevator employees who perform work on Gregg County property must submit to and pass a Sheriff's Department Criminal Background Check. Status of the background check must be maintained by all Oracle Elevator personnel entering County buildings for the duration of the contract.
- Criminal Background checks will be conducted by Gregg County. The County reserves the right to conduct additional Criminal Background Checks, as it deems necessary.
- Any Oracle Elevator personnel who cannot pass a Criminal Background Check will not be authorized to work at any Gregg County facilities. The Criminal Background Check applies to the individual and not the company.

On-Site Representative for Work Monitoring: The County may appoint an on-site project representative to observe the services being performed. If the County so desires, it may seek written adequate assurance that the service is handled on-time and pursuant to terms and conditions of this agreement and all related contract documents.

V.

Labor, Materials, Tools, & Misc. Items: Contractor shall provide or cause to be provided and shall pay for labor, materials, equipment, tools, construction equipment and machinery, utilities, transportation and any other items or services necessary for proper execution and completion of the services, whether temporary or permanent and whether or not incorporated or to be incorporated in the services. Contractor shall enforce strict discipline and good order among their respective employees and other persons carrying out the contract. Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them.

VI.

Compliance with all Laws: Contractor agrees, in connection with the services or any related items to the subject matter of the contract, to comply with any and all local, state or federal requirements, including but not limited to compliance with regulations of the Texas Commission on Environmental Quality and the Occupational Safety and Health Administration.

VIII.

Cleaning Up: Contractor shall keep the premises and surrounding area free from accumulation of waste materials or rubbish caused by operations under this contract. During the work, Contractor shall remove waste materials, rubbish, garbage, and unwanted materials. If Contractor fails to keep the service areas clean, the cost thereof shall be charged to Contractor by deducting from final fee or as necessary.

IX.

No Agency Relationship & Indemnification: It is understood and agreed that Contractor shall not in any sense be considered a partner or joint venture with the County, nor shall Contractor in any manner hold themselves out as an agent or official representative of the County. Contractor shall be considered an independent contractor for the purpose of this agreement and shall in no manner incur any expense or liability on behalf of the County other than what may be expressly allowed under this agreement. The County will not be liable for any loss, cost, expense or damage, whether indirect, incidental, punitive, exemplary, and consequential of any kind whatsoever for any acts by Contractor or failure to act relating to the services being provided. Contractor agrees to indemnify, hold harmless, and defend the County resulting from any services Contractor performs on behalf of the County.

X.

Contractor Employees: Contractor covenants and agrees that all personnel shall be employees of Contractor and Contractor shall pay all salaries, and all Social Security taxes, Federal and State Unemployment Insurance, Worker's Compensation Insurance and any similar taxes or expenses related to such employees, including, but not limited to, license fees, insurance premiums and outfitting expenses. Contractor shall be responsible for complying with all Federal, State and Local laws, ordinances and regulations regarding its employees, including all Occupational Safety and Health Administration regulations. Contractor shall be responsible for the supervision, control and direction of the day-to-day activities for the personnel provided hereunder and shall provide close supervision on a continual basis.

XI.

Payments: The County agrees to pay service charges as listed in the fee schedule and attached to this contract labeled Exhibit B. The rules regarding overdue interest charges and payments of overdue interest as set forth in Tex. Gov't code Chapter 2251 are incorporated herein as if copied in full. See e.g., Tex. Gov't 2251.025 & 2251.027. Monthly invoices shall be submitted with a log detailing the service performed by the Contractor, including location, date, and time the services are performed. Contractor understands that the County uses a Purchase Order System. Contractor shall not perform any work without approval by a County Purchase Order. Only in the case of an Emergency can Contractor proceed without the Purchase Order.

- See Exhibit B – Payment Schedule per location

XII.

The County's Decision to Withhold Payment: The County may withhold a payment in whole or in part to the extent reasonably necessary to protect the County due to the County's determination that the work is not being done to the point indicated in the contract documents, or because the quality of work is not in accordance with the contract documents. The County may also withhold a payment or, because of subsequently discovered evidence, may nullify the whole or a part of any request for payment to such extent as may be necessary to protect the County from loss for which Contractor is responsible, including loss resulting from acts and omissions, because of the following:

1. Defective work not remedied;

2. **Third-party claims filed or reasonable evidence indicating probable filing of such claims unless security acceptable to the County;**
3. **Failure of Contractor, to make payments properly to contractors or for services, labor, materials or equipment;**
4. **Reasonable evidence that work cannot be completed for the unpaid balance of the contract sum;**
5. **Damage to the County;**
6. **Reasonable evidence that the work will not be completed within the contract time and that the unpaid balance would not be adequate to cover actual or liquidated damages for the anticipated delay; or**
7. **Persistent failure to carry out the work in accordance with the contract documents.**

XIII.

Warranty: Contractor warrants to the County that any materials or equipment furnished under this agreement will be of good quality and new unless otherwise required or permitted by the County, that the work will be free from defects not inherent in the quality required or permitted by law or otherwise, and that the work will conform to the requirements of the contract documents. Work not conforming to these requirements, including substations not properly approved and authorized, may be considered defective.

XIV.

Taxes: Contractor shall pay all sales, consumer, use and similar taxes for the work provided by Contractor which had been legally enacted on the date of the Agreement, whether or not yet effective or merely scheduled to go into effect.

XV.

Venue and Applicable Law: Venue of this contract shall be Gregg County, Texas, and the laws of the State of Texas shall govern all terms and conditions.

XVI.

No Assignment: Contractor may not assign this contract. Any subcontractors must be approved by the County, and Contractor has a duty to have any subcontractor sign any indemnification agreement to protect the County.

XVII.

Severability: In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or enforceability shall not affect any other provision in this agreement and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XVIII.

Confidentiality: Contractor expressly agrees that they will not use any incidental confidential information they may obtain while being in a governmental building for their own benefit, and agrees that they will not enter unauthorized areas or access confidential information, and they will not disclose any information to unauthorized third parties, and will take care to guard the security of the information at all times. Contractor further agrees to expressly require any subcontractors it may hire to assist Contractor in the completion of this agreement to fully comply with the confidentiality requirements set forth in this section.

XIX.

Termination: This agreement may be terminated at any time at the option of the County, without future or prospective liability for performance upon giving seven (7) days written notice thereof. Services performed through the date of termination shall be paid based on the percentage of services rendered.

XX.

Signature for the County: The presiding officer of the County's governing body who is authorized to execute this instrument by order duly recorded may execute this contract on behalf of the County.

XXI.

Service Conditions: The Contractor shall provide and pay for all materials, supplies, machinery, equipment, tools, superintendence, labor, services, insurance, and all water, light, power, fuel, transportation and other items or services necessary for the execution and completion of the services covered by the contract Documents.

Character of Workers: The Contractor agrees to employ only orderly and competent workers, skillful in the performance of the type of work required under this contract, to do the work; and agrees that whenever the County shall inform Oracle Elevator in writing that any workers on the job are, in County's opinion, incompetent, unfaithful or disorderly, such workers shall be discharged from the work and shall not again be employed on the work without the County's written consent.

Protection against accident to Employees and the Public: The Contractor shall at all times exercise reasonable precautions for the safety of employees and others on or near the work and shall comply with all applicable provisions of Federal, State, and Municipal safety laws and building and construction codes. All machinery and equipment and other physical hazards shall be guarded in accordance with the "Manual of Accident Prevention in Construction" of the Associated General Contractors of America except where incompatible with Federal, State, or Municipal laws or regulations. The Contractor shall provide such machinery guards, safe walkways, ladders, bridges, gangplanks, and other safety devices if necessary. The safety precautions actually taken and their adequacy shall be the sole responsibility of the Contractor, acting at his discretion as an independent contractor.

Protection of adjoining properties: The said Contractor shall take proper means to protect the adjacent or adjoining property or properties in any way encountered, which might be injured or seriously affected by any services undertaken under this Agreement, from any damage or injury by reason of said process of waste service; and he shall be liable for any and all claims for such damage on account of his failure to fully protect all adjoining property. The Contractor agrees to indemnify, save and hold harmless the County against any claim or claims for damages due to any injury to any adjacent or adjoining property, arising or growing out of the performance of the contract; but any such indemnity shall apply to any claim of any kind arising out of the existence or character of the work.

Payments withheld: The County may, on account of subsequently discovered evidence, withhold payment to such extent as may be necessary to protect itself from loss on account of:

- (a) Defective service not remedied.
- (b) Claims filed or reasonable evidence indicating probable filing of claims.
- (c) Failure of the Contractor to make payments properly to subcontractors or for Material or labor.
- (d) Damage to another contractor.
- (e) Reasonable doubt that the work can be completed for the unpaid balance of the contract amount.

(f) Reasonable indication that the services will not be completed within the contract time.

Change Orders: Without invalidating this Agreement, the County may, at any time or from time to time, order deletions or revisions to the services needed; such changes will be authorized by the Purchasing Agent to be prepared by the County after formal approval of the Gregg County Purchasing Agent and/or the Gregg County Commissioners Court as appropriate. The Change Order shall set forth the basis for any change in contract price or service, as hereinafter set forth, and any change in contract time, which may result from the change.

Examination of Service Sites: Contractor shall make a careful examination of the site of all the service locations.

Barricades, Lights and Watch Workers: Where the services is carried out and or adjacent to any street, alley or public place, the Contractor shall at his own cost and expense furnish and erect such barricades, fences, lights, and danger signals, shall provide such watch workers, and shall provide such other precautionary measures for the protection of persons or property and of the services as are necessary. Barricades shall be painted in a color that will be visible at night. The Contractor will be held responsible for all damage to the work due to failure of barricades, signs, lights, and watch workers to protect it, and whenever evidence is found of such damage, the County may order the damaged portion immediately removed and replaced by the Contractor at its cost and expense. The Contractor's responsibility for the maintenance of barricades, signs, and lights, and for providing watch workers shall not cease until the project shall have been accepted by the County.

Restoration of Service Sites & Clean Up: Upon completion of the services the Contractor shall restore the site to its original condition or better. Driveways and streets shall be cleaned from garbage and debris as originally found.

Safety:

- In accordance with generally accepted waste service practices, the Contractor alone will be solely and completely responsible for conditions of the service sites, including safety of all persons and property during performance of the service. This requirement will apply continuously and not be limited to normal working hours.
- The duty of the County to conduct review of the Contractor's performance is not intended to include review of the adequacy of the Contractor's safety measures, in, or on, or near the service sites.

Existing Utilities and Service Lines: The Contractor shall be responsible for the protection of all existing utilities or service lines crossed or exposed by service operations. Where existing utilities or service lines are cut, broken or damaged by the Contractor, the contractor shall replace or repair the utilities or service lines with the same type of original material and construction, or better, at Contractor's cost and expense.

Protection of Property: The Contractor shall, at no additional expense to the County, protect all County property along the line of service or affected directly by Contractor work, against damage and shall repair the damages or repay the injured County if such damage occurs.

Contracts in Default: The County may declare a contract in default for any one or more of the following reasons:

- Failure to complete the service within the contract period or any extension thereof.
- Failure or refusal to comply with an order of the County within a reasonable time.
- Failure or refusal to remove rejected materials.

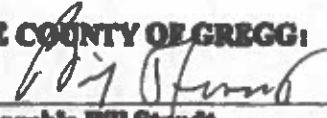
- Failure or refusal to perform anew any defective or unacceptable work.
- Bankruptcy or insolvency, or the making of an assignment for the benefit of creditors.
- Failure to provide a qualified superintendent, competent workmen or subcontractors to carry on the services in an acceptable manner or failure to prosecute the work according to the agreed schedule of completion.
- Disregard or violation of any other important provisions of the Contract Documents as determined by the County.

Indemnity: Contractor shall indemnify and hold County harmless from any and all damages, injuries, lawsuits, administrative actions and other claims whether such claims are based on contract, statute or common law theories of recovery. This indemnity and hold harmless provision applies to all acts of alleged negligence, gross negligence and intentional acts *on the part of any party* to this contract, any officers, contractors, employees, elected employees, appointed employees, volunteers or reserve officers.

Interpretation of Contract and Exhibit A: "Gregg County Standard Terms and Conditions" have traditionally been made part of every Gregg County Contract. To the extent that the "Gregg County Terms and Conditions" are found to be in direct conflict with any of the terms and conditions of this document, the terms of this document will control. Otherwise, the Parties agree that the this contract should be interpreted so that that the provisions of both documents supplement and support each other, with the greatest protections interpreted in favor of the County.

WITNESS the Signatures of all parties this is the 18th day of October 2021;

THE COUNTY OF GREGG:



 Honorable Bill Struett
 Gregg County Judge

CONTRACTOR, LLC:



 Authorized Signature



Attests


 Michelle Gfley
 Gregg County Clerk

Exhibit B

PROPOSAL FEE FORM

Please provide pricing in proposal format based on your proposed services as prescribed in the specifications.

Elevator	Monthly Service Fee
Courthouse (hydraulic)	\$ 115
Courthouse (hydraulic)	\$ 115
Courthouse (friction)	\$ 250
Courthouse (friction)	\$ 250
Courthouse Jail (friction)	\$ 850
Courthouse Jail (friction)	\$ 250
North Jail (hydraulic)	\$ 115
North Jail (hydraulic)	\$ 115
Airport Terminal (hydraulic)	\$ 115
Airport Firehouse Chair Lift (chain driven)	\$ 50
Total	\$ 1,625 PER MONTH
Hourly Service Rate (business hours)	\$ 200
Hourly Service Rate (after hours/weekends)	\$ 235
Hourly Service Rate (emergencies)	\$ 235
Service call time to site:	45 MINUTES TO 1 HOUR
Service Center Location:	SHREVEPORT: 429 W. 67 TH ST., SHREVEPORT, LA 71106 * BRANCH OFFICE IS IN SHREVEPORT, BUT WE HAVE MULTIPLE TECHS ALREADY IN AND AROUND GREGG COUNTY, TX. *
List any other applicable fees:	N/A
Please list any parts and labor discounts for repair services if required.	N/A

CERTIFICATE OF INTERESTED PARTIES

FORM 1285

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Oracle Elevator Co.
Shreveport, LA United States

Certificate Number:
2021-805947

Date Filed:
08/23/2021

Date Acknowledged:
September 23, 2021

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
Gregg County Purchasing Department

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
2021-09
Elevator Maintenance and Services for Gregg County

4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO interested party.

6 UNSWORN DECLARATION

My name is Cory Ernsi and my date of birth is 2-21-1982

My address is 1108 Sugarberry Lane, Flower Mound, TX, 75028, USA
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in DENTON County, State of TEXAS on the 23 day of SEPTEMBER, 2021
(month) (year)

C Ernsi
Signature of authorized agent of contracting business entity
(Print name)