

Amuchastegui, Fernando

From: Garcia, Lucy
Sent: Friday, October 19, 2018 12:24 PM
To: 'easternelev@gmail.com'; 'Rudy Mayor'
Cc: Tablack, George; Billingsley, Brenda; Marcos, Glenn; Byrd, Carla; Plunkett, Randall; Campbell, Scott; Fletcher, Wayne; Pounall, Colleen; Kerr, Michael; French, Danielle; Amuchastegui, Fernando; Sharma, Neil; Baron, Keoki; Johnson, Rose; Matthew, Hazel Mae; Mahabeer, Marlyn; Brannon, Harambie
Subject: Meeting of 10/18/18: Notice of Intent to Suspend and/or Debar - Eastern Elevator Service, Inc. - Contract No. D2114263B1 (Group 1 & 2)

Dear Mr. Robert Rauch and Mr. Rodolfo Mayor, Esq:

Pursuant to Section 21.119 of Broward County's Procurement Code, the Broward County Purchasing Division, of the Finance and Administrative Services Department, held a meeting yesterday, October 18, 2018 at 10:00 a.m., with Eastern Elevator Service, Inc., the County Attorney's Office and Risk Management Division. The purpose of the meeting was to provide Eastern Elevator Service, Inc. an opportunity to be heard and provide information and answers to the pending questions posed by Broward County during the August 6, 2018, conference call in which both of you were in attendance. These points were also reiterated in my certified letter sent to Mr. Robert Rauch on October 3, 2018.

To briefly recap the facts of yesterday's meeting, the summary is as follows:

1. As a requirement to being determined responsive and responsible to a solicitation, bidders must provide proof of the required insurance within "three business days of Broward County's request. Vendor may be deemed non-responsive for failure to fully comply within stated timeframes. Final award shall be subject to receipt and acceptance by the County of proof of meeting all insurance requirements of the bid." Yesterday's meeting focused on Eastern Elevator Service, Inc. providing documentary proof it had the required insurance at the time of Bid award and during the term of the Contract.
2. On October 20, 2017, the Director of Purchasing awarded Contract No. D2114263B1 (Group 2) to Eastern Elevator Service, Inc. Subsequently, on April 24, 2018, the Board of County Commissioners awarded Contract No. D2114263B1 (Group 1) to Eastern Elevator Service, Inc.
3. Based upon correspondence sent to and received by Eastern Elevator Service, Inc. and Di Pietro Partners, Attorneys at Law, additional information and documentary proof is needed concerning your Certificate of Liability Insurance dated September 21, 2017 and Certificate of Liability Insurance dated May 11, 2018.

Based upon yesterday's meeting and consistent with the above requirements, you agreed to provide the following documentation no later than Tuesday, October 30, 2018:

1. A chart listing all "**insurers**" referenced in the Certificates of Liability Insurance dated September 21, 2017 and May 11, 2018.
2. In the chart referenced above, the respective contact names, contact titles, contact phone numbers, contact email addresses, and contact mailing addresses shall be included for each individual "insurer" referenced on the Certificate of Liability Insurance dated September 21, 2017 and Certificate of Liability Insurance dated May 11, 2018.

3. The respective contact names, contact titles, contact phone numbers, contact email addresses, and contact mailing addresses shall be required for both certificate of insurance "**producers**" Bruening Insurance and Accredited Insurance Agency.
4. A copy of all Declaration Pages from the respective insurers used to reflect proof of coverage at the time of bid submittal and during contract term on the Certificate of Liability Insurance dated September 21, 2017 and Certificate of Liability Insurance dated May 11, 2018. The copies of all Declaration Pages must be sent directly to Broward County from the respective insurance carriers.
5. The respective contact names, contact titles, contact phone numbers, contact email addresses, and contact mailing addresses for the workers compensation insurance carrier who provided workers compensation insurance coverage to Eastern Elevator Service, Inc. at the time of Bid award and during the term of the Contract. A copy of the Declaration Page for the workers compensation insurance carrier must also be sent directly to Broward County from the insurance carrier.

Failure to respond in a timely and proper manner by the stipulated date underlined above will be considered an admission by Eastern Elevator Service, Inc. that it did not possess the required insurance policies during the time of Bid award and term of the Contract. Broward County will proceed in its best interest based on the information and documentation provided by Eastern Elevator Service, Inc.

Thank you,



Sent on behalf of Brenda J. Billingsley, Director, Purchasing Division

Lucy Garcia
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Customer care is my priority. How am I doing? Please contact my Director, Brenda J. Billingsley, at bbillingsley@broward.org with feedback.