



***Request for Proposals
2025-10-02 Huntington Municipal Parking Garage Elevator Modernization and Repair***

The City of Huntington is seeking proposals from West Virginia licensed contractors to upgrade and repair both (2) elevators at the Huntington Municipal Parking Garage located at 701 3rd Avenue Huntington WV 25701. All proposals should be submitted through BidExpress.com no later than Wednesday November 5th, 2025 at 10am local time. At that time proposals will be publicly opened in the city clerk's office, 800 5th Avenue Room 135 Huntington WV.

Any questions in regards to this request or in regards to the use of BidExpress may be submitted by email to Dunderwood@huntingtonwv.gov or by calling 304.696.5540 ext. 2015. Contractors should provide the following basic upgrades but the final submittals shall be based on best practices as determined by each contractor. To schedule a time to view the elevators please contact Kirk Dodrill, HMPB Executive Director by email at DodrillT@huntingtonwv.gov or by phone at 304-696-5909 ext. 2317.

Preferred Minimum Requirements

1. New non-proprietary controllers to replace outdated controllers, including: landing system, firefighter's service, communication failure, and required features.
2. New brushed stainless-steel signal fixtures with required features for car and hall. Including emergency phone, hoist way access, independent service, and fire service.
3. New door operators, clutches, pick-up rollers, closers, and interlocks where needed.
4. New pump units with tanks, motors, pumps, valves, and aw-32 hydraulic oil as needed.
5. Reuse all other features and modify to accept new equipment.
6. Price to include: all material, labor, freight, inspection, & 1-year warranty on equipment replaced and on labor.

Work by others required by code (included in price).

1. Any electrical, fire alarm, and sprinkler upgrades/changes.
2. Any HVAC requirements for the existing machine room. Sump pump in elevator pit.
3. Any other requirements for the elevator inspector, or local authorities.

Required Documentation (preferred as part of proposal but at minimum available upon request)

- Proposals shall contain at least three (3) references for similar work
- A copy of the company's WV business license
- A copy of the company's contractor license



- Proof of worker's compensation coverage
- Description of all work to be performed
- Total Price for base work (added in BidExpress)
 - Any additional options such as new wall and/or door panels price should be listed separately

A committee shall review each submitted proposal and make a selection based on the thoroughness of the proposal, best practices and price.

The City reserves the right to reject any and all bids, and is not necessarily bound to accept the lowest proposal price if that proposal is contrary to the best interest of the City. Pricing provided must be valid for 90 days and proposals may not be withdrawn after the opening date for 90 days. The City, subject to State Law reserves the right to cancel any resulting contract if the commodities and/or service supplied are not in conformity with the proposal specifications.