



**Office of the Mayor-President**  
Purchasing Division

City of Baton Rouge  
Parish of East Baton Rouge  
222 St. Louis Street, 8<sup>th</sup> Floor  
P.O. Box 1471  
Baton Rouge, Louisiana 70821

**Philip Gore**  
Interim Director of Purchasing

225/389-3259 [purchasinginfo@brgov.com](mailto:purchasinginfo@brgov.com)

**ADDENDUM NO. 1 ISSUED APRIL 29, 2026**  
**RFP 2025-08-7810**  
**CITY OF BATON ROUGE ELEVATOR MAINTENANCE**

Your reference is directed to the above-referenced RFP scheduled to receive proposals on May 11, 2026 by no later than 2:00 PM CST.

The following questions were received during the Inquiry Period for this RFP and the responses for each follow each question:

Q1: Previous RFP or specifications for bid/Scope of Work/Services included.

R1: Not Applicable

Q2: Previous bid tabulation – Results or current contract to show current pricing structure per unit.

R2: Not Applicable

Q3: Provide copy of most recent elevator inspection reports.

R3: To access the most recent elevator inspection reports in SFTP, Go to this link:

<https://sftp.brla.gov:444/login>

Sign In:

ID: PurchaseVendor5

Password: PurchaseVendor5

Q4: Page 32 RFP - The "EMP" shall provide emergency callback service for all elevators on a twenty-four (24) hour a day, seven days a week basis. This emergency callback service shall include but not be limited to minor adjustments or repairs to provide uninterrupted elevator service. Emergency callback service shall be performed as part of the contract without additional charge. Please clarify if this contract includes regular time callbacks only or overtime callbacks

R4: The Contract will include both regular time and emergency time.

- Q5: Page 29 RFP – “EMP” shall respond to any callback for preventative maintenance, entrapment, emergency callback service and repair work by “Owner” as follows: (1) Contractor shall telephone “Owner” within fifteen (15) minutes of the callback with an estimated time of arrival of an elevator technician to be onsite, and (2) the elevator technician shall arrive on-site within one (1) HOUR from the time callback is made by “Owner”. These response times shall apply twenty-four (24) hours a day, seven days a week, including holidays. Please clarify if overtime callbacks are included or if there is to be someone available to call 24 hours per day.
- R5: Overtime callback is included
- Q6: Page 37 RFP – “Parts available for replacement and installation within a max period of 7 days.” Lead time on most parts listed is greater than 7 days for example machine motors, travel cables. How does this apply to long lead time items and How does this apply to any billable repair and delayed approval?
- R6 Longer delayed times will be approved when the Maintenance Company provides documentation from the supplier showing longer lead time. When an elevator is down over 7 days, payment for maintenance services will be suspended for that elevator until repairs are completed and elevator is back in service.
- Q7: Page 24 RFP Termination for convenience clause. This is only an annual contract. Can we remove or make changes to the convenience clause? There is no security for the EMP for large high value repairs with an annual contract and a 30 day out for convenience. Termination for Cause and Lack of Appropriated Funds is acceptable.
- R7: To be discussed.
- Q8: Page 27 RFP – “The EMP will be responsible for all corrective/unscheduled maintenance (including pre-existing conditions) and repair services along with their associated costs.” Please clarify the process for pre-existing condition repair. Is the work to be part of a competitive bid process? There is much work to be done in the police headquarters. If the pre-existing work is not awarded to the EMP how will the inspection of completed work by others be addressed before the equipment is then added to the maintenance agreement where the EMP will be held responsible for repairs.
- R8: The EMP awarded the contract will have 60 days to note deficiencies and supply Owner with estimated cost to complete repairs. Work will not be a part of a competitive bid process. Vendor will not be paid for items that are in need of repairs until such repairs have been made. Vendor item pricing shall reflect proper functioning elevators.
- Q9: 1.1.1 Purpose
- Par 1, last sentence: EMP will also be responsible for all corrective/unscheduled maintenance (including pre-existing conditions) and repair services along with associated costs.

- o Being responsible for all corrective/unscheduled maintenance is not an issue, but this states we are responsible for all associated costs as well. Pre-existing conditions typically refer to issues that were not addressed by the prior EMP.  
**Please explain why the new EMP is responsible for work not completed or repaired by the prior EMP.**

R9: The new EMP will be responsible for all cost associated with their repair work. The new EMP will not be responsible for work not completed or repaired by the prior EMP. This is why we have given the 60 day period to note all deficiencies on the units,

Q10: The **“EMP”** is **mandated** to have the service representatives provide a **HARD COPY** of the service ticket of the Work performed for each elevator.

- Most, if not all, EMPs utilize electronic devices to record maintenance services. In Appendix “A”, page 29 it states: The “EMP” will provide a computer-generated monthly report showing all activity that has occurred during the month.  
**Does this suffice or is the Hard Copy a new requirement?**

R10: No, a copy of all repairs and preventive maintenance shall be on file in each elevator machine room. A reasonable time period shall be three working days after corrective activities.

Q11: 1.5 Proposal Response (not to exceed 20 pages) pg. 9-11

- This section explains that there will be a selection committee to review each proposal and assign values to each, then the committee will compile the totals and recommend a contractor.  
**What are the qualifications of the selection committee members? Do they have qualifications to understand or decipher elevator terminology or methods?**

R11: Yes. The committee has extensive knowledge in elevator terminology and methods and is familiar with the RFP requirements.

Q12: Corporation Requirements, pg. 19  
– **Why is the use of Consultant in the RFP and if necessary, why is it not in the definitions?**

- The word Consultant is used at least 36 times, and one might assume that the intent was to write Contractor instead of consultant, but in some cases Consultant is used in a paragraph in conjunction with the word Contractor.
- For example, see Confidentiality, pg. 65, par 1, It states,
- If the methods and procedures employed by the Consultant for the protection of the Contractor’s data and information are deemed by the City to be adequate for the protection of the City’s confidential information, such methods and procedures may be used, with the written consent of the City, to carry out the intent of this paragraph. This is telling the Consultant he can use methods to protect the Contractor’s confidential information. So, the Consultant is one party and the Contractor is another.

We think it should be addressed, clarified and/or amended to clarify who is responsible for what.

R12: The words Consultant and Contractor are used interchangeably.

Q13: 1.25 Contract Award & Execution, pg. 20  
– 1st note is par. 2, the use of “Consultant” again  
– Par. 3, In no event is a Proposer to submit its own standard contract terms and conditions as a response to this RFP. The Proposer needs to address the specific language in the sample contract Attachment E and submit with their proposal any exceptions or exact contract deviations that their firm wishes to negotiate. The terms for both of these documents may be negotiated as part of the negotiation process with the exception of contract provisions that are non-negotiable.  
♣ This is stating that specific language should be addressed in Attachment “E”.  
Should this be in the form of a separate document, or is this stating that the bidders should mark up the sample contract?

R13: This is part of the sample contract, and is indeed a separate document.

Q14: 1.28 Notice of Intent to Award, pg. 21, Par. 2 – Purchasing shall notify all unsuccessful Proposers as to the outcome of the evaluation process. The evaluation factors, points, evaluation committee member names, and the completed evaluation summary and recommendation report shall be made available to all interested parties after the Intent to Award letter has been issued.  
♣ Will this information automatically be sent to all proposers, or will it need to be requested following the intent to award?

R14: This will need to be requested after the intent to award.

Q15: 1.29 Debriefings, Pg. 21  
– Debriefings may be requested by the participating Proposers after a contract has been awarded.  
♣ Will the unsuccessful proposers be notified when a contract has been awarded, and how soon after award?  
– Debriefings shall occur within 15 days after the Contract Award and will not be conducted prior to contract award. Debriefings may be conducted so that unsuccessful proposers can review the evaluation summary and discuss the relative merits of submitted proposals.  
♣ Debriefings can only occur after the award of a contract and within 15 days of the award. How do we know when the contract was awarded?  
– If the requesting vendor wishes to view other file documents, a Public Records request in accordance with R.S 44.1 et. seq. can be submitted.  
♣ The assumption here is that if we know when the award was granted, we can schedule a debriefing within 15 days. Then if we want more information regarding the other vendors submitted information, we would have to file a Public Records Request. Let’s assume we thought we had a legitimate reason to think we could protest this award; how do we get the information in time to file a protest?

R16: Notice of intent to award will be June 02, 2026 and Award Letter will be sent on July 01, 2026. If Contractor does not receive the Notice of Intent to Award, you may Contact purchasing to receive details before July 01, 2026. The dates are projected and tentative.

Q17: 1.46 Claims & Controversies, pg. 26

- Any Proposer who believes they were adversely affected by the City/Parish's procurement Process or award, may file a protest. It must be submitted in writing to the Director of Purchasing and specifically state the particular facts which form the basis of the protest and the relief requested. The written protest must be received within seven (7) days from the date the basis of the protest was or should have been known.
- ♣ The questions posed in 1.28 and 1.29 appear to be related to section 1.46, Claims and Controversies.
- ♣ So that it is understandable, a debriefing can occur within 15 days of contract award.
- ♣ If a proposer has concerns that they may have a reason to protest the award and need more information to determine the validity of their assumption, they would have to make a public records request prior to filing a protest. Getting public records takes days and sometimes more to receive.
- ♣ In this section it states that a protest must be received within 7 days...  
**Can you please explain this process so that it is more understandable. Contradicting information.**

R17: The written protest from the vendor must be received within seven (7) days from the date the basis of the protest was, or should have been known. The City/Parish will take action on protests within fifteen (15) days of the receipt thereof.

**Refer to Pages 11 and 12, 1.5.1 Number of Response Copies as written.**

**REVISE on Page 12, 1.5.1 Number of Response Copies** from two (2) additional copies of the Proposal should be provided as well as one (1) electronic copy on a USB Flash Drive to five (5) Additional copies of the Proposal should be provided as well as one (1) electronic copy on a USB Flash Drive.

ADDENDUM NO. 1 issued April 29, 2026  
Page 6

Attachments -Mandatory Pre-Proposal and Job Site Visit Sign-In Sheets April 17, 2026  
and April 20, 2026.

**The addendum is hereby officially made part of the referenced solicitation and should be attached to the proposer's proposal or otherwise acknowledged therein**

**If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to the Bid Opening date and time in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your proposal, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT

RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance


City Hall, 222 St. Louis Street, Baton Rouge 8<sup>th</sup> Floor

April 17, 2026 9:00 AM

Date: 4.17.26

Start Time: 9:00

End Time: 9:00 AM

	REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1	<u>John Foreman</u>	<u>City of Baton Rouge</u>	<u>338.9.3253</u>	<u>John.Foreman@br.gov</u>	
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					







SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 City Hall, 222 St. Louis Street, Baton Rouge 8<sup>th</sup> Floor  
 April 17, 2025 9:00 AM

Date: 4-17-25 Start Time: 9:00 AM End Time: 12:30 PM

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
13 <u>Rob Gordon</u>	<u>BTR Repair</u>	<u>225-355-2333</u>	<u>dgordon@btr.com</u>	<u>[Signature]</u>
14 <u>Larry L. Cooper</u>	<u>Building Maintenance</u>	<u>225-603-5688</u>	<u>LLCOOPER@BTRM.GOV</u>	<u>[Signature]</u>
15 <u>Chad Waldrop</u>	<u>The Elevator</u>	<u>504-214-8935</u>	<u>chad.waldrop@thelevator.com</u>	<u>[Signature]</u>
16 <u>Bobby Jones</u>	<u>Elevator Technical Services</u>	<u>318-980-8138</u>	<u>elevatortech2324@gmail.com</u>	<u>[Signature]</u>
17 <u>Christina Gumbel</u>	<u>EFS</u>	<u>318-494-0027</u>	<u>gumbelc@efselevator.com</u>	<u>[Signature]</u>
18 <u>Tyson Heinz</u>	<u>Al Dinnale</u>	<u>504-614-4049</u>	<u>tyson.heinz@al-elevator.com</u>	<u>[Signature]</u>
19 <u>David Rodriguez</u>	<u>DH's</u>	<u>504-390-7706</u>	<u>David.Rodriguez@dh.ca</u>	<u>[Signature]</u>
20 <u>Samantha Hill</u>	<u>KONE</u>	<u>504-487-7332</u>	<u>samantha.hill@kone.com</u>	<u>[Signature]</u>
21 <u>Matt Hendrix</u>	<u>IES</u>	<u>985-788-5668</u>	<u>Matt.Embry@elevators.com</u>	<u>[Signature]</u>
22 <u>KEITH BARNES</u>	<u>PEC</u>	<u>985-893-4565</u>	<u>keith@precisionelevator.com</u>	<u>[Signature]</u>
23 <u>Kevin Barnes</u>	<u>PEC</u>	<u>985-893-4565</u>	<u>Kevin@Precisionelevator.com</u>	<u>[Signature]</u>
24 <u>Jean Pellout</u>	<u>PEC</u>	<u>225-288-5661</u>	<u>jean@precisionelevator.com</u>	<u>[Signature]</u>

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 GOVERNMENTAL BUILDING, 222 ST. LOUIS STREET,  
 BATON ROUGE, LA




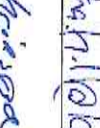
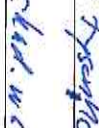
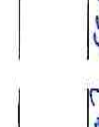
Date: 4/11/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 CHAD WALDRUP	TK ELEVATOR	504 214 8935	chad.waldrup@tkelevators.com	
2 Tyson Keimz	AI Pinnacle	504-514-4029	Tyson.Keimz@aipeak.com	
3 Matt Hendrix	IES	985 788 5068	matt@ies-elevators.com	
4 Jean Pellet	PEC	225-228-5224	jean@parispeak.com	
5 Samantha Hill	KONE	504-487-7332	samantha.hill@kone.com	
6 David Rodrigue	Oris	504 350 2986	David.Rodrigue@oris.com	
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____




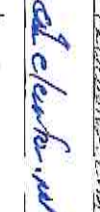
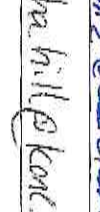



SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 PARKING FACILITY EAST, 345 ST. LOUIS STREET, BATON ROUGE, LA

Date: 4.17.26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_



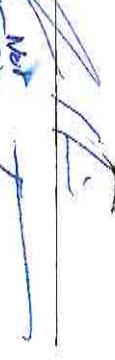
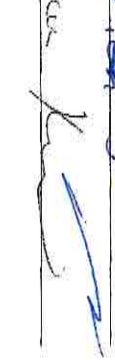
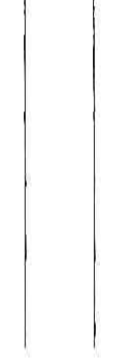

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 Kevin Barnes	PER	885-987-9882	kbarnes@per.com	
2 David Rodrigue	Oris	504 399 2506	David.Rodrigue@oris.com	
3 Matt Hendrix	T.E.S	985 788 5068	Matt.Hendrix@tes.com	
4 Samantha Hill	KONE	504-489-7332	samanthahill@kone.com	
5 Tyson Heinz	Al Pinnacle Elevator	504-574-4009	tysonheinz@al.com	
6 Chad Warden	TK ELEVATOR	504 214 6935	chad.warden@tk.com	
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____

**SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT**  
**RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance**  
**LASM BUILDING, 1100 S. RIVER ROAD, BATON ROUGE, LA**  
 Date: 4-17-24 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

	REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
18	Kevin Bower	REC	985-857-8865	KevinBower@rec.com	
24	Matt Hendrix	IES	985-788-5058	Matt.Hendrix@ies.com	
36	Glenn Waldrop	TK Elevator	504-214-8935	glenn.waldrop@tk.com	
46	Tyson Hairs	My Amade Elevator	504-498-0149	tyson.hairs@made.com	
54	Somewhere Hill	KONE	504-487-7332	somewhere.hill@kone.com	
96	David Rodriguez	CRS	504-390-2906	David.Rodriguez@crs.com	
19					
20					
21					
22					
23					
24					







SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 CITY COURTHOUSE, 233 ST. LOUIS STREET, BATON ROUGE, LA

Date: 4/17/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

	REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1	Matt Hendrix	IES	985 788 5668	mat@ingogre.com	
2	Chad Waldrop	TRAVAR	504 214 8935	Chad.waldrop@travar.com	
3	Dani Rodrigue	Oris	504 390 2906	Dani.Rodrigue@oris.com	
4	Samantha Hill	KONE	504-487-7332	samantha.hill@kone.com	
5	Tyson Harris	Arjinnacle	504-514-4049	tysonharris@arjinnacle.com	
6	Kevin Barnes	PEC	911-293-8815	Kevin@pec.com	
7	_____	_____	_____	_____	_____
8	_____	_____	_____	_____	_____
9	_____	_____	_____	_____	_____
10	_____	_____	_____	_____	_____
11	_____	_____	_____	_____	_____
12	_____	_____	_____	_____	_____

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 HUMAN RESOURCES, 1755 FLORIDA BLVD.,  
 BATON ROUGE, LA

Date: 4/17/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

	REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1	Kevin Burgess	PEC	985-893-4565	Kevin@precisionelevator.com	
2	Abdul Waldrup	TR Elevator	504 214 8935	Abdul.waldrup@televator.com	
3	Walt Hendrix	IES Vinnaclo	985 788 5068	Walt@iesgryelevators.com	
4	Tyson Heinz	AI Elevator	504-419-4044	Tyson.heinz@aielevator.net	
5	SKIMMERS TRAILER	LOWE	504-980-7332	skimmers@lowe.com	
6	David Kavage	OHIS	504 300 7006	David.Kavage@ohis.com	
7					
8					
9					
10					
11					
12					

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 OLD BATON ROUGE JUNIOR HIGH, 1100 LAUREL STREET,  
 BATON ROUGE, LA

Date: 4/17/2024 Start Time: 11:50 End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 David Robinson	OTIS	504 390 2906	David.Robinson@otis.com	<i>[Signature]</i>
2 Kevin Barnes	PER	985-893-9515	Kevin.barnes@per.com	<i>[Signature]</i>
3 Matt Handrix	IES	985-788-5068	Matt@IntegrityElevators.com	<i>[Signature]</i>
4 Chad Waldrop	TK Elevator	504 214 5935	Chad.waldrop@tk-elevator.com	<i>[Signature]</i>
5 Tyson Holms	AT Elevator	504-419-4049	Tyson.Holms@at-elevator.net	<i>[Signature]</i>
6 Samantha Hill	KONE	504-489-7332	Samantha.hill@kone.com	<i>[Signature]</i>
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 BATON ROUGE METROPOLITAN AIRPORT, 9430 JACKIE COCHRAN DRIVE, BATON ROUGE, LA

Date: 7.22.25 Start Time: 11:30 End Time: 12:30

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 <u>Dee Gordon</u>	<u>GRM Airport</u>	<u>225-455-0333</u>	<u>deegordon@flybr.com</u>	<u>[Signature]</u>
2 <u>Mad Waldrup</u>	<u>TK Elevator</u>	<u>504 214 8935</u>	<u>madwaldrup@tkel.com</u>	<u>[Signature]</u>
3 <u>David Roberts</u>	<u>Oris</u>	<u>504 390 2906</u>	<u>David.Roberts@oris.com</u>	<u>[Signature]</u>
4 <u>Sawatha Hill</u>	<u>KONE</u>	<u>504-487-7332</u>	<u>Sawatha.hill@kone.com</u>	<u>[Signature]</u>
5 <u>Tyson Helm</u>	<u>Al Anock</u>	<u>504-514-4049</u>	<u>tyson.helm@alank.com</u>	<u>[Signature]</u>
6 <u>Natt Hendrix</u>	<u>IES</u>	<u>985 788 0068</u>	<u>Most@ingradyelevators.com</u>	<u>[Signature]</u>
7 <u>Sam Pilcock</u>	<u>PEC</u>	<u>985 208 5254</u>	<u>jean@precisionelevators.com</u>	<u>[Signature]</u>
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____

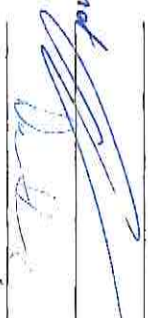





SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 ATM/OHSEP BUILDING, 3773 HARDING BLVD., BATON ROUGE, LA

Date: 4/10/24 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 <u>Maad Waldrup</u>	<u>TR Elevator</u>	<u>504.214.8935</u>	<u>Maad.waldrup@tr-elevator.com</u>	<u>Maad Waldrup</u>
2 <u>Dana Prange</u>	<u>OTIS</u>	<u>504 370 2406</u>	<u>Dana.Prange@otis.com</u>	<u>Dana Prange</u>
3 <u>Mark Hendrix</u>	<u>IES</u>	<u>985 788 5228</u>	<u>Mark.Hendrix@ies.com</u>	<u>Mark Hendrix</u>
4 <u>Tyson Henry</u>	<u>ATI Rimeach</u>	<u>504.514.4049</u>	<u>Tyson.henry@ati-elevator.net</u>	<u>Tyson Henry</u>
5 <u>Sean Flork</u>	<u>REC</u>	<u>225-288-5204</u>	<u>Sean.Flork@rec.com</u>	<u>Sean Flork</u>
6 <u>Samantha Hill</u>	<u>KONE</u>	<u>504-489-7332</u>	<u>samantha.hill@kone.com</u>	<u>Samantha Hill</u>
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____

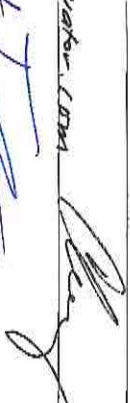
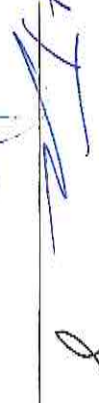



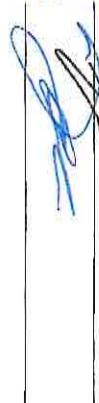
SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 BOGAN MUSEUM, 427 LAUREL STREET, BATON ROUGE, LA

Date: 4/10/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 <u>Tyson Heine</u>	<u>Al Pinnacle Elevator</u>	<u>504-419-4049</u>	<u>tyson.heine@alpinnacle.com</u>	
2 <u>Dana Kamin</u>	<u>ONS</u>	<u>504 510 2101</u>	<u>dana.kamin@ons.com</u>	
3 <u>Matt Hendrik</u>	<u>IES</u>	<u>985 788 5368</u>	<u>matt.hendrik@ies.com</u>	
4 <u>Sean Pelland</u>	<u>PEC</u>	<u>225 388 5664</u>	<u>sean@pelland.com</u>	
5 <u>Chad Waldrup</u>	<u>TK Skooter</u>	<u>504 204 8935</u>	<u>chad.waldrup@tkskooter.com</u>	
6 <u>Samantha Hill</u>	<u>KONE</u>	<u>504-487-7332</u>	<u>samantha.hill@kone.com</u>	
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____







SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 EMS HEADQUARTERS, 3801 HARDING BLVD., BATON ROUGE, LA

Date: 4/10/16 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 CHAD WAZNER	TK Elevator	504 214 8935	chad.wazner@tk-elevator.com	
2 Tyson Holie	Al Rinaldo	504-914-4049	tyson.holie@alrinaldo.com	
3 David Kovner	OTIS	504 390-2106	David.Kovner@otis.com	
4 Matt Hendrix	IES	985 744 5208	matt@info@ies-elevators.com	
5 SAMANTHA HILL	KONE	504-487-7332	samantha.hill@kone.com	
6 JEFFERSON KATZ	PEC	225 288 5204	jefferson.katz@pec.com	
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____







SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7810 - City of Baton Rouge Elevator Maintenance  
 ML KING COMMUNITY CENTER, 4142 GUS YOUNG AVENUE,  
 BATON ROUGE, LA

Date: 4/20/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
1 <u>Jan Pollock</u>	<u>PEC</u>	<u>225-388-5344</u>	<u>jan@precisionelevators.com</u>	
2 <u>Mad Wilderup</u>	<u>TR Stator</u>	<u>504 214 8935</u>	<u>mad.wilderup@trstator.com</u>	
3 <u>Sparrows Hill</u>	<u>KONE</u>	<u>504-487-7332</u>	<u>sarah@hillekone.com</u>	
4 <u>DeVryve</u>	<u>F.I.S</u>	<u>504 390 2906</u>	<u>Devryve@fis.com</u>	
5 <u>Matt Hendrix</u>	<u>I ES</u>	<u>985 788 5668</u>	<u>matt@ies.com</u>	
6 <u>Tyson Holm</u>	<u>All Proved Elevator</u>	<u>504-416-4049</u>	<u>tyson.holm@allproved.com</u>	
7 _____	_____	_____	_____	_____
8 _____	_____	_____	_____	_____
9 _____	_____	_____	_____	_____
10 _____	_____	_____	_____	_____
11 _____	_____	_____	_____	_____
12 _____	_____	_____	_____	_____

SIGN IN SHEET for MANDATORY PRE-PROPOSAL MEETING - JOB SITE VISIT  
 RFP 2025-08-7870 - City of Baton Rouge Elevator Maintenance  
 POLICE HQ/PUBLIC SAFETY COMPLEX 9000 AIRLINE HIGHWAY, 9048 AIRLINE HIGHWAY & 9050 AIRLINE HIGHWAY  
 BATON ROUGE, LA

Date: 4/20/26 Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

REPRESENTATIVE NAME (Please Print)	Company Name (Please Print)	Phone Number (Please Print)	Email Address (Please Print)	REPRESENTATIVE NAME (Signature)
18 CHAD WALDEP	TK Elevator	504 214 8935	chad.walden@tkel.com	
24 Tyson Behr	Al Pinnacle Elevator	504-416-4049	tyson.behr@al-elevator.net	
3 Matt Hendrix	IES	955 788 5065	matt@integrityelevators.com	
4 Tim Pellat	PEE	225.288-5247	tim.pellat@pee.com	
5 David Redinger	OHIS	504 390 2106	david.redinger@ohis.com	
6 Samantha Hill	KOUK	504-732-4887	samantha.hill@kouk.com	
19 _____	_____	_____	_____	_____
20 _____	_____	_____	_____	_____
21 _____	_____	_____	_____	_____
22 _____	_____	_____	_____	_____
23 _____	_____	_____	_____	_____
24 _____	_____	_____	_____	_____