This agreement is for elevator consultant to provide industry knowledge and conduct analysis to assist ISD in reviewing and evaluating various aspects of conveyance equipment operation and maintenance to improve County-wide performance of equipment.
Scope of Services

The Consultant shall provide industry knowledge and conduct analysis to assist Miami Dade County’s Internal Services Department (ISD) in reviewing and evaluating various aspects of elevator, escalators, and moving walkways, hereafter collectively referred to as Conveyance.

The consultant responsibilities may include but are not limited to, the following:

- Review and analyze relevant data to identify and evaluate issues related to Conveyances.
- Identify current, emerging, and projected trends and evaluate potential impacts, constraints, and opportunities related to Conveyances.
- Assist the County’s established Elevator Workgroup in analyzing current industry practices in the public and private sectors for receiving maintenance and repair services from third party providers as well as bringing the services in-house.
- Provide industry knowledge, research, and analysis. Perform industry outreach to the Elevator Workgroup in developing an appropriate action plan to address ongoing issues with Conveyance.
- Review and make recommendations regarding all aspects of contractual requirements and procedural methods related to the County’s Conveyance operations. This review will include, but is not limited to, the following:
  - The practices of each County department to ensure contractor compliance.
  - Procedures for reporting an elevator outage
  - Preventative Maintenance requirements
  - Oversite of contractor performance onsite
  - Personnel and recruitment aspects of elevator operations
  - Pricing comparisons
  - Industry competition perspectives
  - Approach to improve performance of contractors
  - County’s contract management practices
- Recommend mechanisms and timeframes to develop and implement an action plan. Recommendations shall also be made regarding the process to keep the action plan current.
- Assist in the development of performance measures and metrics for actions under the action plan to allow for the accurate assessment of the effectiveness of the action plan.
- Produce bi-monthly status reports and any other Deliverables as directed by the County.