

Scope of Work

Contractor to provide labor, equipment and material to perform maintenance and repairs to (74) Willo Jail Doors, (6) holding cells and (6) Manual Release Cabinets at the Houston Police Department, Central Jail, 61 Riesner. Superintendent must approve all requests for parts before they are purchased or shipped.

1. Remove all transom housing covers.
2. Vacuum and clean the inside of each housing.
3. Remove shelf angles and replace all worn or broken locking dog bearings.
4. Provide the labor to replace any locking dogs that show excessive wear and must be replaced for the device to work properly.
5. Re-install and adjust shelf angles.
6. Adjust and set the locking device timing for smooth locking.
7. Adjust each door to a maximum of 35 lbs to un-cam/un-lock the door manually.
8. Adjust and re-align all sliding doors.
9. Adjust the motor hold down to prevent racking of the door.
10. Adjust all limit switches at all sliding doors.
11. Provide the labor to remove and replace any additional parts that are broken or show extensive wear that would compromise the proper operation of the door.
12. Lubricate all lubrication points as per manufactures recommendation.
13. Test all doors for both electrical operations and manual operation
14. Reinstall all covers on both transoms and lock pockets
15. Clean and remove all grease marks left on any doors due to the work that was preformed
16. Replace all burned out door status indication bulbs
17. Repair door control consoles that are not functioning properly
18. Test and operate every door for both electrical as well as manual operation
19. Provide the facility with a detailed checklist of all repairs made, parts that were replaced as well as testing of all doors for proper operation, along with a member of the facility department signing off on the checklist.
20. Provide the facility with a copy of the original operation and maintenance manual for future reference.
21. Provide the facility maintenance training as well as the proper operation of all cell doors and manual release doors.
22. Provide turnkey pricing for complete scope of work, and work shall continue till project is complete.
23. Coordinate the entire project with Building Superintendent.
24. Contractor is to leave area clean and subject to superintendent's approval.
25. Contractor shall provide written warranty for labor and material.

26. Contractor shall sign in and out at security desk daily.

Contractor must comply with City of Houston Insurance and all other requirements.

Carlos Garcia, Building Superintendent, Building Services Department

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