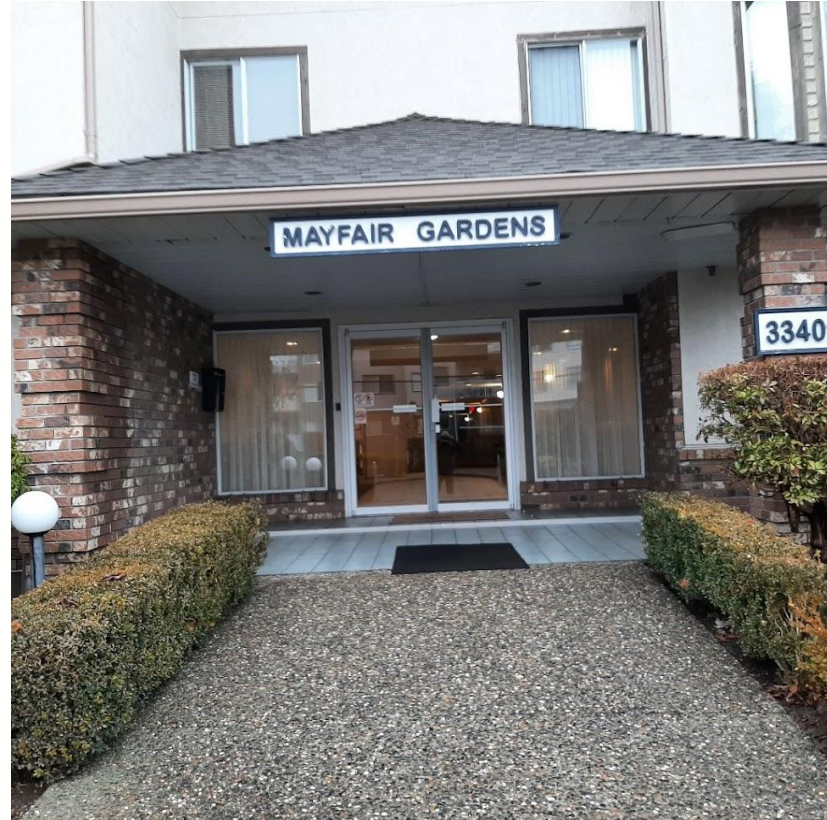




**RICHMOND
ELEVATOR**
Serving You Since 1974

Elevator Modernization “Mayfair Gardens”

**33401 Mayfair Ave.
Abbotsford, BC.
V2S AP4**



Prepared by:

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January 26th, 2026

To:

NW2912

Homelife Advantage Realty (Central Valley).

360 - 3033 Immel Street

Abbotsford, BC. V2S 6S2

RE: Hydraulic Elevator Modernization – 33401 Mayfair Ave. Abbotsford, BC.

Dear Dennis,

Thank you for the opportunity to provide you with a quote for the modernization of your elevators.

Further to the request for providing some more information on the upgrading of the hydraulic elevator control system, in the above building, we advise as follows:

Your elevator is an original Richmond/Griffin Elevator and is almost 36 years old (1989). Hydraulic elevators like yours usually undergo full elevator upgrade when they reach the age of 25-30 years. This is usually the time when all the major elevator components are worn out and require a full replacement. Most replacement parts are obsolete and very hard to find at this stage of the life of the elevator, which could result in unwanted lengthy shut downs.

Typical elevator modernization consists of a new elevator controller which controls all the major operations of the elevators. We have included a RAM R18 controller complete with electronic soft start to smooth out how power is applied to the motor and reduce the noise produced by the controller. This new system is a microprocessor-based system which eliminates the many relays present with the existing controller. New hydraulic power unit with latest submersed pump/motor combination, new control valves, muffler and vibration isolation. This elevator modernization also includes a new hall and car cab fixtures, new door operator with the latest door safety edge with infrared beams and complete system rewiring.

REM has also provided some pricing for upgrading the interior of the elevator. We have priced our standard residential style cab package consisting of new raised laminate wall panels and matching laminate on the car front and car door, four or six LED pot lights mounted in the existing ceiling to maintain the maximum car cab height.

One item to think about with your current elevator system and new system is dispatching. Your current dispatching system is called the “Down Collective” system and has only one call button in the hall. With the existing Down Collective system, the elevator answers call on a first-come-first-served basis. For

example, if someone calls the elevator for the basement going up, and another person presses the call button intending to also go up, the elevator will pass the second call and go up to the desired floor and then return to answer the second call and go up again. This is an inefficient way of dispatching call. (If retained we do not have to connect the modernized elevator system to the fire panel.)

Richmond Elevator suggests upgrading to the Selective Collective dispatching. With this in place, the elevator will gather calls in the direction of travel. This will reduce waiting times for the residents. If we provide the “Selective Collective” dispatching, please be aware that the current elevator code (CSA-B44 2016) considers this change of type of motion control system which in turn requires the building to connect the newly modernized elevator to the building fire alarm system to provide automatic recall for the elevator in the event a fire alarm activation. Depending on the age of your current fire alarm panel this may be relatively cheap or very expensive. REM has provided the required information about fire alarm signals in the “Work by Others” section of the quotation and suggests forwarding this information to your fire alarm service company to review.

If you have any additional questions, or if you are interested in viewing a recently completed modernization site, please let me know as we have upgraded many and have elevators in all areas of the city.

About Richmond

Richmond Elevator Maintenance is a provider of non-proprietary elevator systems. Non-proprietary means that building owners are not locked into a specific service provider by long-term contracts and special proprietary tools. Our non-proprietary philosophy ensures building owners have the freedom to choose the service provider of their choice, without constraint.

Our hydraulic systems - elevator controllers, power units and many other important components are manufactured and assembled here in Richmond, BC, Canada.

They are used all over North America, here in BC alone they are used in over 50% of all hydraulic elevators - earning their trust by their high reliability.

Modernization Proposal

We explain in detail what we believe to be the most beneficial items for you to be replaced to achieve better-stopping accuracy, levelling, overall ride performance and reliability. We also include any upgrades to meet current code and safety standards.

We hope that this proposal provides sufficient information and detail for you to make an informed decision and we will contact you shortly to follow up.

Please do not hesitate to contact me in the meantime should you have any questions or comments. Also explained are the responsibilities of others.

Outline of existing equipment

There is One (1) Griffin Hydraulic Passenger Elevator in the building as follow:

- BCSA# 11188 2000 lbs. capacity at 100 feet per minute
- Elevators have 4 stops, 4 openings, Front only, 36" Single Speed (Right Hand) opening
- Double bottom hydraulic cylinder
- Original Griffin controller and pump unit
- Original fixtures, door operator and original inspection station
- All original equipment and electrical wiring
- Machine room located in the parking adjacent to the Hoistway
- No elevator code upgrades. No firefighters service. No emergency power operation.

Elevator Modernization

We will modernize the elevator hydraulic system in the above building with the end result being smoother, safer and more reliable operation.

Elevator Controller Modernization Package– Separate Price Provided

Elevator Machine Room

In the elevator machine room, we will provide the following new components:

- We will remove the original relay-based elevator control system and dispose of it safely.
- We will supply and install a new non-proprietary RAM R18 (or MCE 2000 for small up charge) microprocessor controller designed to directly replace the existing system.
- Optional emergency battery lowering, to ensure nobody is trapped in the elevator should there be a power outage is available for additional- see prices in the "Price" section.
- We will supply and install a new hydraulic power unit consisting of a new hydraulic oil tank, new submersed pump/motor combination, valve, MEI muffler and new hydraulic oil. This will eliminate oil leaks caused by external oil lines.
- New hydraulic piping with emergency shut off valve, vibration isolation coupling and pressure testing terminal.
- All equipment will be isolated on rubber to avoid noise and vibration transfers to the building structure.
- Machine room floor will be painted after the modernization to give it a fresh new look.



Hallways and Car Cab Fixtures

- We will supply and install new applied operational push buttons in both the car and hall to provide a modern up to date appearance and improve system reliability. The new stainless steel push-button panels inside the elevator will be (buttons to be Dupar US91 Style) provided with the following features:
 - Digital Position Indicator (LED or Dot Matrix) inside of the elevator and in the lobby
 - Applied stainless steel #4 finish faceplate
 - COP will have B44-16 Fire Cabinet for firefighter operation as required by the code
 - New built-in emergency light with battery backup
 - Hands-free phone system (See work by others)
 - LED illuminated pushbuttons
 - Service Panel and Fire Panel (or provisions) with new operational key switches
 - Required engravings and new in-car direction lantern
 - Stainless steel hall station with matching button style and colour
 - Braille Tactile for hall door frame as required by disability code
 - **We can also provide touch less or antivirus/antibacterial buttons for a small up charge – Video: <https://youtu.be/nHLwrDr0SfU> ; <https://bit.ly/AntibacterialFixtures> as shown in the two pictures.**



Door System

- We will remove existing door operator and replace with a new GAL MOVFR II Harmonic linear closed-loop door operator. This new operator has a far greater range of adjustments, to include both independent control of the door open and the door closed speeds.
- In conjunction with the new door operator, we will supply the code required car door “keeper type” clutch and hall door interlocks on each floor of the building.
- This new Door operator unlike your existing door operator is not a proprietary unit and parts can be sourced and maintained by almost any company.
- We will supply and install a new infrared entrance protection system Safe Screen FCU47 (Optional: Memco Panachrome with green and red LED indicators). This safety enhancement will provide a door reversal without the closing elevator doors making physical contact with a person or object. This will reduce the Strata’s exposure to liabilities.
- As part of the new code requirement, we will install lunar key access holes on each floor of the building to allow the hall doors to be opened at any floor in the building in the event of an



emergency. We will also supply and install the code required hall door Fire Retainers on each landing.

- We will replace the car cab and hall door rollers to ensure quiet operation.

Elevator Hoistway

- We will supply and install complete new system wiring, including new travelling cables and hoistway wiring to all peripheral devices + 10% spare
- will provide new Guide shoes, retain the assemblies and provide code-required seismic plates
- We will supply and install the code required Pipe Over speed Valve. This additional safety device is designed to detect a rapid loss of system pressure, should a hydraulic oil leak develop. This is critical for all installations with “in-ground “hydraulic cylinders.
- We will replace car top inspection station for safer servicing of the elevator – includes a GFCI outlet.
- On top of the car, we will provide handrails if required by code and new toe guard.
- The new fan on top of the elevator to ensure proper airflow.
- We will provide mechanical limit switches and levelling system to communicate with the controller.
- Anti-snag lines inside the hoistway to avoid pinching travelling cable.
- We will supply and install a new pit stop switch and pit ladder per code.
- We will replace seals on the cylinder.

Hydraulic Cylinder Replacement

A hydraulic cylinder replacement is highly **recommended** at this time. Should the in-ground cylinder develop a leak, which occasionally happens or you choose to proactively replace this component please see the bellow scope of work:

- Install suitable hoarding at working elevator entrances to protect the public
- Install scaffolding
- Suspend elevator cab
- Remove piston from jack (cylinder)
- Jackhammer concrete in the pit to release jack (cylinder) for removal
- Extract Jack from wellhole & remove from the building
- Manufacture new hydraulic cylinder with double bottom per code requirements
- Join Cylinder together and pressure weld
- Reuse the existing cylinder head and re-attach to the new cylinder.
- New code compliance piston.
- Provide a Poly Pipe (or PVC) protective jacket for the new cylinder if there is sufficient room in the existing well hole per current code requirement.
- Add hydraulic line rupture valve per current code requirement.



- Submit alternation documentation by our Professional Engineer to BC Safety Authority.

PLEASE NOTE: If there is no hoisting beam at top of elevator hoistway, we will drill two (2) holes in the hoistway ceiling/roof to install hoisting rope slings over an external beam. It's the owner's responsibility to repair the roof professionally.

If trueness of hole (plumb) as originally drilled and the existing hole diameter will permit, a poly pipe jacket will be installed around the new cylinder.

- Install new Cylinder into the well hole
- New piston – new hydraulic oil – New seal in the cylinder head
- Remove all scaffolding and run the elevator for proper operation
- Arrange for Inspection by BC Safety Authority & restore to service

This proposal includes replacing the hydraulic cylinder and reusing the existing piston. **A new hydraulic cylinder can be manufactured in approximately 5 days from acceptance of this proposal. Completion of this work and restoration of the elevator back to service is approximately 20 working days - 4 weeks** (subject to not requiring the existing well hole to be reworked and availability of materials).

EXCLUSIONS:

- Any repair cost associated with any structural damage to hoistway roof or hoistway to enable scaffolding installation and safe suspension of the elevator at the top of the hoistway
- The quotation is based on **reusing the original well hole as is**, however, in the event, the integrity of the original hole is breached --- there will be an additional cost to rework the hole and this will be charged on a time and material basis (Note this could require a professional driller to re-drill the well hole). If this occurs, we will advise you at the time and receive your approval prior to proceeding.
- The quotation is based on removing the buried cylinder intact. If the cylinder breaks apart during removal and the broken off cylinder remains at the bottom of the well hole, there will be an additional cost associated with the capturing and removing this. This will be charged to the owner based on additional work required and including any special equipment or services required.
- Quotation includes for one day and two men to jackhammer the pit concrete to release the Jack. If unexpected problems are encountered, we will advise you and receive your approval for any additional work required.
- Other trades typically perform the concrete work as required to cap the new cylinder in place. If this is relatively simple, REM will complete this work. If the pit requires sealing to prevent water egress, we can suggest pit sealing contractors who are familiar with this work. (Approximate value cost \$6500).
- Cleaning of the oil from the concrete floors is not included, other than cleanup by sourball material.
- No removal of any contaminated soil or well water below the surface.
- Any special municipal requirements for handling/removing contaminated soil or water is not included.
- We will take care to protect the hallway floors, however, shampooing of hallway carpets etc is not included.

- If trueness of hole (plumb) does not allow a Poly Pipe jacket, Elevator Inspection Branch approved an alternative method to protect the cylinder will need to be used as an additional cost to the owner. (Cathodic protection is an additional \$11,800.00)
- Note: replacing underground Jacks is difficult and the owner must be aware that unexpected problems can arise as the work proceeds and our quotation does not cover unexpected problems should this arise. If this involves additional cost, this will be quoted at that time.
- There needs to be sufficient height in the overhead to lift the piston out of the cylinder. If the existing height is not adequate, there will be an additional cost to the owner that will be quoted at that time.

Elevator Car Cab Interior Modernization – Separate Price Provided

We can update the appearance of the original car cabs to provide an elevator that looks like what new elevators currently have, including:

- Replace wall finishes with new plastic laminate wall panels (reversed raised reveal)
- Front Return and header to be clad in Plastic Laminate
- #4 brushed stainless steel reveals between raised panels, in corner reveal, and kick plate
- We will clad the car door in new plastic laminate
- We will provide a new dropped ceiling clad in plastic laminate with four LED pot lights
- We will supply and install new 1 ½” round hollow handrails
- We will provide 1 set of moving pins and pads to protect your elevator finishes

Note: Elevator car cab flooring (vinyl) is separate and could be included for an additional cost (see pricing table). In order to save weight, we must replace tile floors with vinyl in elevators that currently have tiles installed.

Please see link for a gallery of our recently completed elevator car cab interiors for inspiration
<http://bit.ly/elevatorcabcabs>

Optional Elevator Equipment, Features– Separate Price – See Pricing

We can offer you the following optional elevator equipment, features. These items are not mandatory and can be installed to provide your elevator with extra functionality. Prices are extra, not included in the provided base price.

- **LED or Dot Matrix 2” Hall Position Indicators**– We can provide you with additional LED (dot matrix or segmented display) position indicator on every floor. This indicator will be part of your hall push button fixture, provided on every floor except lobby where you will have position indicator separately. The photo can be found here - <http://bit.ly/FloorIndicator>
- **Elite PI, LCD Car and Hall Position Indicator** – We can install in your car operational fixture inside of your elevator 8.4” or 10.4” LCD screen. This screen can be used to display strata notices and custom

graphics. Additionally, your lobby position indicator will have a 4.3” LCD screen. The gallery can be found here - <http://bit.ly/Elite-PI>

- **LCD Position Indicators** – Instead of a regular LED position indicator, we can provide a 10.4” LCD screen (in the elevator) which will display the position of the elevator and short notices or news. 7” LCD screen in the lobby. Remote updates from your computer. Additional work from the customer side required.
- **Battery Lowering** – When the power goes out and your building doesn’t have the elevator connected to a building generator, people get stuck inside. During a major blackout, help can be hours away. If you choose to equip your elevator with Battery Backup you can rest assured that you won’t face this problem again. The elevator will automatically recover and the person will be lowered to the lowest floor, the door will open and passengers will safely exit. After that elevator will be out of order until power is restored.

Codes, documentation and fees

- All components will be CSA certified and will be installed as per the latest edition of the CAN/CSA B-44-2016 Elevator Code. Should elevator code change this may result in minor extra charges.
- All components will be installed as per the latest edition of the BC Building Code and Access Handbook (including any requirements for “Person with Physical Disabilities”)
- All existing elevator components not being retained will be disposed of by us.
- Engineering approvals included and to be done by our own engineering department
- We will pay all fees associated with registration & submission of documents to the Technical Safety BC; along with the Final Inspection, fees are included.

Maintenance

- A one (1) Year Warranty (Parts & Labor per industry standard) is included for all materials and services, supplied by Richmond Elevator. **Twelve (12) monthly visits of FREE maintenance are included.**
- Warranty on equipment beyond 25 years as long it’s covered by our full maintenance contract, this of course excluding regular wear and tear etc. Please refer to details of the maintenance agreement.
- After 1 Year Warranty expires maintenance cost will be lowered

Work by Others

The work described below is a summary of the work to be performed by other Trades. This work may be required in conjunction with the elevator modernization performed by us. Purchaser/Owner/Contractor shall provide any and all building electrical, structural and mechanical system upgrades required for code compliance, life safety, and proper equipment installation and operation. All required remedial or preparatory work shall be performed by other contractors in compliance with applicable codes.

Please contact your electrical/fire contractor NOW so you have a complete picture of related expenses. Recommended: Turn-Key Construction (FinaGroup 604-299-9211, Wespac Electrical 604-522-1322, Sasco Contractors – 604-299-1640 or Action Electric 604-216-1521. All these companies have worked with us previously on similar projects and would be capable of providing you with a competitive bid for work outlined in “Work by Others”. Costs vary from building to building and are not included in the quote.

To download only “Work by other” section of this agreement for others/contractors <http://bit.ly/WorkByOthersHydro> .The whole proposal is only for your internal use and should not be distributed to third parties without the written and legal consent of Richmond Elevator. Thank you for understanding.

General

- 1) Access to the building to perform the work and for deliveries with dry, protected storage adjacent to the hoistway is required.
- 2) Cutting of existing walls, floors, and finishes, together with all repairs made necessary by such cutting or changes, removal, replacement, and/or repair of any mirrors, millwork, plaster, stone or other special hall finishes.
- 3) Our bid is based on suitable site conditions, material and tolling storage space and bathroom access is available on site.
- 4) At least one parking space on site is to be provided for installers for the duration of the project.

Electrical

- 1) Service or replace machine room electrical supply disconnects if required. A properly rated three-phase fused disconnect switch, externally operable and lockable in the open position, located as required by a code which will accommodate any increases in motor size or feeder loads. The feeder wiring will need to be checked. A ‘solid’ electrical ground wire is required for the electrical disconnect. Provide feeder wiring from the disconnect to the new elevator transformers. Replacement of the old fuses is the responsibility of others. RK1 fuses and circuit breakers are to be current limiting class RK1 or equivalent.
- 2) A separate disconnect is required for elevator car cab lights - 120 VAC, 15 A fused disconnect switch, externally operable and lockable in the open position adjacent to the machine room door.
- 3) Provided outlets in the machine room and pit need to be GFCI 120 VAC outlets, required by code.
- 4) Provide a dedicated telephone line terminated next to the elevator controller in the machine room for the elevator emergency communication device. Please note that this will have to be in place to pass inspection.
- 5) All connections to our equipment (controllers etc.) should be done in flex (last two feet) to ensure vibration and noise isolation.
- 6) Any other electrical systems (security) which need to interface with the elevator controller.
- 7) Conduit with pull boxes from each elevator bank to any remote fire control or communication panels specified.

- 8) Standby/emergency power feeders, transfer switches with time delay and auxiliary contact signal outputs to the controllers need to be sufficient size to provide power upon loss of regular power, in accordance with building code.

Elevator Machine Room

- 1) A code-compliant machine room. Provide or maintain fire rating as required by building code.
- 2) Fire-rated door for access to the machine room. Door shall be self-closing and self-locking, operable from inside the room without the use of a key, with a different key than other rooms. A door threshold with smooth transitions (in and out) is required by code.
- 3) Machine room ventilation is required. Provide a suitably sized fan (output) and associated louvres (mesh cover) and ducting required to exhaust the machine room air to the outside of the machine room. Intake of machine room air is required (e.g. fire vent in machine room doors). Independent ventilation or air conditioning system and heating element (baseboard heater) for the elevator machine room, to assure temperature is maintained between 10 °C (50 °F) and 32 °C (90 °F) with humidity restrictions 5% to 95%. Air out of the machine room needs to blow out not in.
- 4) Properly hung fire extinguisher by the entrance door inside of the machine room.
- 5) Elevator machine needs to have a minimum of 40 ft² per elevator code requirements.
- 6) Suitable electrical lighting that provides a minimum lighting intensity of at least 200 lx (19fc) at the floor level.
- 7) Removal of any non-elevator related equipment and materials from within the machine room and proper disposal of oil and other hazardous or non-hazardous substances and materials.

Elevator Hoistway

- 1) A code-compliant hoistway. Provide or maintain fire rating as required by building code.
- 2) A patch of all holes in the hoistway with fire-rated material.
- 3) Beveling all ledges with hoistway measuring over 4".
- 4) Removal of any non-elevator related equipment and materials from within the hoistway and proper disposal of oil and other hazardous or non-hazardous substances and materials.
- 5) A guarded light fixture and light switch in the pit. The switch must be located 42" above the lowest landing floor level.
- 6) A means of displacing water located in the pit and containing and disposing of oil, chemicals, and other substances in compliances with environmental laws and regulations (Richmond Elevator Maintenance Ltd. assumes no responsibility for the discharge of oil, chemicals, and other substances into stormwater systems, sanitary sewer systems, retention pond, etc.)
- 7) Elevator hoistway ventilation to the outside atmosphere as required by building code.
- 8) Hoisting beam to be provided by others

Fire Service

- 1) Fire alarm smoke detectors with wiring and relays in the machine room terminating at elevator controller.

- 2) Fire alarm initiating device must be located in front of each elevator entrance (If any new devices are to be added they cannot be greater than 6.4 meters from any elevator entrance, per code.) as well as in the machine room, at the top of the elevator hoistway and in the elevator pit.
- 3) To provide automatic fire recall to permit the elevator to “Home” to the main floor in the event of a building fire alarm will require the following signals:

Elevator Hoistway	<i>2 devices - heat detector in the pit and smoke detector on top of the hoistway</i>
Elevator Machine Room	<i>1 device, smoke detector</i>
Main Lobby	<i>1 device, a smoke detector to send the elevator to an alternate floor</i>
All Other Floors Served	<i>1 device per floor- smoke detector</i>

- 4) Electrician/Fire company to assist with the fire panel verification at the time of inspection.

Access Integration/Security

- 1) Security card readers and/or any additional required hardware and software for proper function of access, control/security systems(s) shall be the responsibility of others.
- 2) The security system must have provisions to deactivate during Phase 2 firefighter operation.
- 3) Means (toggle switch) in the machine room (on security system box) to deactivate the security system for elevators.
- 4) All security equipment provided in an elevator machine room is to be suitable for machine room environment.
- 5) Any additional software required ensuring proper communication between elevator controllers and building system(s) shall be the responsibility of others.
- 6) A designated 115V 15A circuit is required at each of the remote monitoring stations.

Other

- 1) Our work shall not include the identification, detection, abatement, encapsulation or removal of asbestos, polychlorinated biphenyl (PCB), or products or materials containing asbestos, PCBs, oil, or any hazardous substances in soil, water or elsewhere. Identification of these substances (inventory of hazardous materials) should be provided prior to work and its responsibility of owner per WCB Section 6.4 and Section 20.
- 2) A fee of \$2950.00 per elevator applies if inspection date cancelled less than 48 hours prior to inspection.
- 3) A fee of \$2,950.00 per elevator applies if the inspection fails due to Contractor's deficiencies or additional inspection is required (this cost may vary).
- 4) Price quoted is subject to the owner providing free parking stalls (2) for the duration of the project for our crew.

Schedule

- Shop drawings will be provided 2-3 weeks from the award
- Material lead-time is approximately 12-14 weeks from approval of the drawings
- Installation time is approximately 5-6 weeks controller modernization package per elevator
- 4-5 weeks cylinder replacement per elevator
- 5-6 days elevator car cab interior modernization

Installation start will be scheduled based on the installation crew's workloads at the time of award.

Prices

The Price(s) in this quotation is open for your acceptance for a period of 60 Days. Please calculate approximately minimum 5-8% increase in prices per year.

Elevator Controller Modernization Package <u>Base Price</u> For (1) Elevator including soft Start - Page 5	\$105,880.00
Hydraulic Cylinder Replacement <u>Recommended</u> , Add to Base Price per (1) Elevator – Page 9	\$63,890.00
Interior Car Cab Modernization <u>Optional</u> , Add to Base Price For (1) Elevator – Page 9	\$23,980.00
Elevator Car Cab Floor (vinyl) <u>Recommended</u> , Add to Base Price – for 1 Elevator - Page 8	\$3,480.00
Battery Lowering <u>Recommended</u> For (1) Elevator	\$2,750.00

*****Please initial beside the options above that you would like us to include in your Modernization*****

Acceptance by Purchaser

Signature: _____ Name: _____

Title: _____ Date: _____

Acceptance by Richmond Elevator

Signature: _____ Name: _____

Title: _____ Date: _____

Terms and Conditions

Payment shall be 10% on acceptance of the order and 40% on delivery of the material. Progressive billing up to 100%. We require minimum 90% payment before booking final inspection. No Hold backs will be applied to invoices.

All work shall be performed during regular business working hours of the Company.

The price detailed in this proposal will remain firm for 60 Days, and thereafter may be subject to change without notice.

Due to uncertainties with tariffs, any additional tariffs imposed after the date of this Agreement shall be paid by the Owners as a change order, in addition to the Contract Price, with no markup applied by Richmond Elevator.

Owner must provide 2 parking stalls for normal size vehicles, Secured and dry storage as close as possible to the elevator Machine room (Minimum 12' x 10') and on-site washroom at no cost to the contractor.

Owners agree to pay 10% penalty for cancellation of the project after signing.

No other parts labour or otherwise unless detailed within the enclosed specification are included. Should we during the course of our work find it necessary to complete additional work, or provide further materials it will be brought to your attention. Written authorization to proceed is obtained prior to the completion or furnishing of same.

Under no circumstances shall Richmond Elevator be liable for indirect, consequential, or special damages resulting from the installation or use of this product or repairs. It is expressly understood and agreed upon, that on the authorized acceptance of this proposal it shall constitute a contract between both parties, for all material and work specified as detailed within.

Richmond Elevator Maintenance retains title to any installed equipment outlined in this upgrade/modernization/repair until final payment is made. For late or non-payment Richmond Elevator reserves the right to assess interest at a rate of 2% per month plus any required processing fees and collection costs.

Please initial all pages and send the executed agreement back to us by fax or email. Call before faxing.