



Legislation Text

---

File #: 24-0048, Version: 1

---

**CITY COUNCIL AGENDA ITEM**

**ACTION REQUESTED:**

Approve the award of Change Order #1 to Cooperative Procurement 22-361-0.01, Elevator Maintenance, to Otis Elevator Company for an amount not to exceed \$125,000 and a total award of \$253,740

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BACKGROUND:**

The City Council awarded Cooperative Procurement 22-361 to Otis Elevator Company on December 20, 2022, for a two-year term from January 1, 2023, to December 31, 2024.

The Department of Public Works - Public Buildings Operation (DPW-PBO) is responsible for ensuring that the City's elevators are properly maintained. The city currently owns and maintains twelve elevators in seven City facilities. Except for the Water Street parking deck elevators, the average age of the elevators is 22 years. DPW-PBO has historically retained the service of a professional elevator contractor to perform monthly preventative maintenance checks, test safety devices, and replace faulty or damaged components as needed.

**DISCUSSION:**

This change order is requested to cover the costs of labor and material required for elevator repairs caused by vandalism as well as operating failures. Additionally, the funds are necessary to complete the annual pressure and five-year fire tests, both mandates of the State Fire Marshall.

**FISCAL IMPACT:**

CIP#: N/A

Elevator maintenance services are expensed to the account numbers listed below. A total of \$485,000 is approved for these services as part of the 2024 budget. The requested change order is within budget.

Account Number	Fund Description	Total Budget Amount
31341100-531302	General Fund	\$796,400
31254300-531302	Downtown Maintenance	\$191,000