



Legislation Details (With Text)

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Type: BID, RFP, RFQ, COOP, SOLE SOURCE, OPTION YEAR **Status:** Passed

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Title: Approve the award of Change Order #3 to Contract 18-007, Elevator Maintenance Contract, to Otis Elevator for an amount not to exceed \$15,000 and a total award of \$158,600

Sponsors:

Indexes:

Code sections:

Attachments: 1. Prior Awards

Date	Ver.	Action By	Action	Result
11/17/2020	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Change Order #3 to Contract 18-007, Elevator Maintenance Contract, to Otis Elevator for an amount not to exceed \$15,000 and a total award of \$158,600

DEPARTMENT: Department of Public Works

SUBMITTED BY: Richard Dublinski, Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The Department of Public Works - Public Buildings Division (DPW-PBO) is responsible for ensuring that the City's elevators are maintained at various sites within the City.

In November 2017, the city manager awarded Contract 18-007 to Otis Elevator for a three-year term from November 30, 2017 through December 31, 2020 to service all City- owned elevators. In May 2019, the city manager awarded Change Order #1 to add two new Water Street parking deck elevators to the contract. On December 17, 2019, the City Council awarded Change Order #2 to add funding for 2020 elevator repair and preventative maintenance services. Prior to the current change order, the elevators were maintained by Kone and when the contract expired, DPW-PBO decided to move all elevator maintenance under a single provider, increasing operational efficiency.

DISCUSSION:

The Water Street parking deck serves as a parking facility for the hotel as well as downtown visitors. On August 9, 2020, the Fire Department responded to an elevator service disruption, that resulted in a person trapped, and subsequently contacted Otis Elevator. Otis responded to the service call and

concluded that the malfunction was due to an overload of people riding the elevator, which caused it to shut down in place. It was determined that the following repairs needed to be completed to restore service:

1. Replacement of the governor switch
2. Replacement of the elevator car controller (including the PC board and processor)

Due to the nature of elevator service, coupled with the fact that sufficient funds were available on the City's contract with Otis, staff authorized the repair work, which was successfully completed on October 12, 2020. Given that this work was unforeseen, staff is requesting a change order to add additional funds to Contract 18-007 so that sufficient funds are available to cover future maintenance and repair work through the end of the contract term, which is December 31, 2020. Staff estimates that \$15,000 is a sufficient amount.

FISCAL IMPACT:

CIP #: N/A

Elevator maintenance is expensed to the building maintenance accounts below. A total of \$327,000 has been budgeted for contracted building maintenance, including elevator maintenance, between the two accounts. The requested award of \$15,000 is within the budgeted amount for this expense.

Account Number	Fund Description	Total Budget Amount
31341100-531302	General Fund	\$598,850
31254300-531302	SSA #26	\$158,500