

City of Culver City, California
City Council Agenda Item Report

Meeting Date: October 23, 2006		Item Number: <u>C-9</u>	
AGENDA ITEM: Award of a Five-Year Agreement to Amtech Elevator Services for the Maintenance of Thirteen Elevators at Nine City Facilities.			
Contact Person/Dept.: Eric Mirzaian Public Works-Maintenance Operations		Phone Number: (310) 253-6410	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Public Notification: Master Notification List on 10/18/2006; Amtech Elevator Services; Schindler Elevator Corporation; ThyssenKrupp Elevators via letter on October 16, 2006.			
Department Approval: Charles D. Herbertson (10/12/2006)		City Manager Approval: Jerry B. Fulwood (10/18/2006)	
City Controller Approval: Mary V. Noller (10/18/2006)			
<u>RECOMMENDATION:</u> Staff recommends the City Council authorize a five-year agreement with Amtech Elevator Services (Amtech) for the maintenance of thirteen elevators at nine City facilities including City Hall (3), Public Works Maintenance Yard (1), Police Department (1), Transportation Facility (1), Veteran's Memorial Building (1), Ivy Substation (1), Ince Parking Structure (3), Cardiff Parking Structure (1), and Watseka Parking Structure (1). <u>BACKGROUND:</u> At its July 10, 2006 meeting, the City Council authorized the extension of the maintenance agreement of the three elevators at City Hall until November 30, 2006. This extension allowed the City Hall elevator maintenance agreement to concurrently expire on the same date as the maintenance agreement for the elevator at the Public Works Maintenance Yard. The elevators at these two facilities are maintained by the same vendor. The maintenance of elevators at the City's three parking structures (Ince, Watseka, and Cardiff) is currently on a month-to-month basis with a separate vendor. The elevators at the Veteran's Memorial Building, Police Facility, Transportation Facility and Ivy Substation are maintained via separate agreements as well. Currently, the maintenance contracts for the elevators at Ivy Sub-station and the Veteran's Memorial Building expire in 2007, while the maintenance of elevators at the Police Facility and Transportation Facility are currently on a month-to-month basis. The objective of the extension of the maintenance agreement for the City Hall elevators was to give Staff adequate time to prepare a Request for Proposal (RFP) and to solicit proposals from qualified vendors with the goal of consolidating the maintenance of all			

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the elevators at these facilities into a single agreement. With regards to the elevator maintenance agreements for the Veteran's Memorial Building and Ivy Sub-station, Staff has the option of either terminating these agreements via a thirty day notice and incorporating them into the new consolidated agreement, or waiting for the agreements to expire and incorporating them via agreement amendments.

DISCUSSION:

Currently, there are separate maintenance agreements for the elevators at City Hall, Public Works Maintenance Yard, the City's three parking structures (Ince, Watseka, and Cardiff); Police Facility, Transportation Facility; Ivy Sub-station and Veteran's Memorial Building.

At its August 28, 2006, the City Council authorized the Public Works Department to solicit proposals from qualified firms for the maintenance of thirteen elevators at nine City facilities. An RFP was released to qualified firms on the following day. Pre-proposal meetings were held on September 7 and 13 with interested firms which included site visits to all nine facilities included in the RFP.

On September 27, 2006, the Public Works Department received the following proposals:

<u>FIRM</u>	<u>*PROPOSAL AMOUNT</u>
1) Amtech Elevator Service.....	\$6,390.00/quarter (\$25,560.00/year)
2) ThyssenKrupp Elevators.....	\$6,475.00/quarter (\$25,900.00/year)
3) Schindler Elevator Corporation.....	\$6,861.00/quarter (\$27,444.00/year)

(does not include overtime labor rates. Prices subject to annual inflationary adjustments)*

Staff reviewed the proposals and all three firms were responsive to all the requirements and specifications as indicated in the RFP.

With the City Council's authorization to enter into an agreement with Amtech, Staff will have the ability to consolidate all of the existing separate elevator maintenance agreements into a single consolidated agreement and scope of work. This consolidation will make the management of the City's elevator maintenance more efficient.

FISCAL ANALYSIS:

Payments for the elevator maintenance agreements for City Hall, Public Works Maintenance Yard and Veteran's Memorial Building will be paid out of the Public Works Building Maintenance Account (10163200.619800), while payments for the

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maintenance agreements of the other facilities will be paid by the respective departments:

Parking Structures (Redevelopment)
Police Facility (Police Department)
Ivy Sub-station (Redevelopment)
Transportation Facility (Transportation Department)

The consolidation of these various contracts under one vendor is expected to result in an annual savings of at least \$6,000.

ATTACHMENTS:

1. Copy of Amtech's proposal.

MOTION:

That the City Council:

1. Authorize entering into a five-year agreement with Amtech Elevator Services for maintenance of thirteen elevators at nine City facilities.
2. Authorize the City Attorney to prepare the necessary documents and authorize the City Manager to execute the documents on behalf of the City.