



City of Culver City

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Staff Report Details (With Text)

File #: 24-517 **Version:** 1 **Name:**

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File created: 11/27/2023 **In control:** City Council Meeting Agenda

On agenda: 12/11/2023 **Final action:**

Title: CC - CONSENT ITEM: Approval of an Amendment to Existing Agreement with Schindler Elevator Corporation for Elevator Repair Services in an Amount Not-To-Exceed \$20,000 (\$17,526 Base plus \$2,474 Contingency).

Sponsors:

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Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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CC - CONSENT ITEM: Approval of an Amendment to Existing Agreement with Schindler Elevator Corporation for Elevator Repair Services in an Amount Not-To-Exceed \$20,000 (\$17,526 Base plus \$2,474 Contingency).

Meeting Date: December 11, 2023

Contact Person/Dept: Scott Newton/Transportation Department

Phone Number: (310) 253-6533

Fiscal Impact: Yes No

General Fund: Yes No

Attachments: Yes No

Public Notification: (E-Mail) Meetings and Agendas - City Council (12/05/23)

Department Approval: Diana Chang, Chief Transportation Officer (11/20/23)

RECOMMENDATION

Staff recommends the City Council approve an amendment to the City's existing agreement with Schindler Elevator Corporation for elevator maintenance and repair services in an amount not-to-exceed \$20,000 (\$17,526 base plus \$2,474 contingency).

BACKGROUND/DISCUSSION

On February 1, 2019, the City entered into an agreement with Schindler Elevator Corporation for city-wide elevator maintenance and repair. On June 12, 2023, the City Council authorized an amendment to the agreement to extend the term until June 30, 2024, and to increase the maximum compensation to \$40,000 for Fiscal Year 2023-2024. In September 2023, it was determined that the power unit on one of the City's elevators was leaking and needed to be replaced at a cost of \$49,500. Culver City Municipal Code (CCMC) Section 3.07.050.B. authorizes the City's Purchasing Officer to approve amendments to agreements approved by the City Council that are within the Purchasing Officer's Purchasing Authority. In accordance with CCMC 3.07.050.B., the City Manager approved an amendment to the agreement with Schindler Elevator Corporation for this work. Recently, staff has identified that the sole passenger elevator in the City's Transportation Building is in need of critical repairs. Schindler Elevator Corporation has provided a quote of \$17,526 for this work. At this time, City Council approval is needed to amend the maximum compensation of the agreement in order for the City to move forward with these necessary repairs. Staff recommends Council approve a base expenditure of \$17,526 and a contingency amount of \$2,474 for a total not-to-exceed of \$20,000 for this work.

FISCAL ANALYSIS

The Adopted Budget for Fiscal Year 2023-2024 includes sufficient funding in Account No. 20370210.600100 (Transportation Operations Facilities - R&M Building) to cover the cost of these services. All services will be paid for with Transportation Department funds. No General funds will be used.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve an amendment to the agreement with Schindler Elevator Corporation to increase the maximum compensation for Fiscal Year 2023-2024 by \$20,000 (\$17,526 base plus \$2,474 contingency);
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.