



County of Monterey

Item No.

Board Report

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Legistar File Number: A 26-003

January 13, 2026

Introduced: 12/19/2025

Current Status: Agenda Ready

Version: 1

Matter Type: BoS Agreement

- a. Approve and authorize the Chief Contracts and Procurement Officer or designee to execute a Non-Standard Agreement with TK Elevator Corporation in an amount not to exceed \$300,000 for elevator maintenance and repair services in County facilities;
- b. Approve non-standard insurance and indemnification contract provisions as recommended by the Director of Public Works, Facilities and Parks; and
- c. Authorize the Chief Contracts and Procurement Officer to sign, subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, up to three (3) additional amendments to this Agreement, extending the term of the agreement to match any term extension in the associated Sourcewell Contract 050224-TKE, where the additional costs of the Amendments in aggregate do not exceed 10 percent (10% or \$30,000) of the original contract amount of \$300,000, bringing the potential overall Agreement aggregate not to exceed amount to \$330,000 even if no additional Agreements are entered into subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, and review of fiscal provisions by the Auditor Controller's Office.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Approve and authorize the Chief Contracts and Procurement Officer or designee to execute a Non-Standard Agreement with TK Elevator Corporation in an amount not to exceed \$300,000 for elevator maintenance and repair services in County facilities;
- b. Approve non-standard insurance and indemnification contract provisions as recommended by the Director of Public Works, Facilities and Parks; and
- c. Authorize the Chief Contracts and Procurement Officer to sign, subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, up to three (3) additional amendments to this Agreement, extending the term of the agreement to match any term extension in the associated Sourcewell Contract 050224-TKE, where the additional costs of the Amendments in aggregate do not exceed 10 percent (10% or \$30,000) of the original contract amount of \$300,000, bringing the potential overall Agreement aggregate not to exceed amount to \$330,000 even if no additional Agreements are entered into subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, and review of fiscal provisions by the Auditor Controller's Office.

SUMMARY

Public Works, Facilities and Parks (PWFP) manages the service contract for elevator maintenance in all County facilities. The current contract with TK Elevator Corporation (TK Elevator) has expired

and a new contract is required to ensure State permit compliance. This new contract with TK Elevator was awarded based on a competitive solicitation award from Sourcewell.

DISCUSSION:

PWFP recommends executing a non-standard agreement with TK Elevator Corporation to provide elevator maintenance and repair services at County facilities. The County currently manages nineteen (19) elevators which require regular inspections and servicing to maintain State permits. Regular preventative maintenance ensures that elevators operate safely and efficiently and public access to critical services is not disrupted.

Services were procured under the competitively bid Sourcewell Contract #050224-TKE. As a member of the Sourcewell cooperative purchasing program, the County can take advantage of discount pricing available to public agencies. This agreement includes a twenty percent (20%) discount on hourly rates as a result of using the Sourcewell award.

TK Elevator agreed to keep the same non-standard insurance and indemnification terms as were approved by the Board in the previous contract. The negotiated terms are included in the agreement as Exhibit B.

OTHER AGENCY INVOLVEMENT:

This agreement includes non-standard mutual indemnification provisions which have been reviewed by the Office of the County Counsel-Risk Manager. The Office of the County Counsel-Risk Management and Auditor-Controller's Office have reviewed and approved the agreement as to form and fiscal provisions, respectively.

FINANCING:

Costs associated with this agreement will be charged to General Fund 001, Facilities Services Appropriation Unit PFP054 for shared facilities, such as the Government Center and the Schilling buildings. These costs will run through the County-wide cost allocation plan (Cost Plan) and be reimbursed two years in arrears. Single use facilities will pay for repairs directly from their budgets. Scheduled annual inspections are estimated to cost \$56,982 for calendar year 2026, with a three percent (3%) escalation annually. The budget will be reviewed for available funds prior to securing on-call services.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement will enable the County to continue to meet all State elevator permit requirements and ensure accessibility in County facilities. This meets the County goals of providing exceptional facilities for residents, and providing for the maintenance of County infrastructure.

- ☒ Well-Being and Quality of Life
- ☒ Sustainable Infrastructure for the Present and Future
- ☐ Safe and Resilient Communities
- ☐ Diverse and Thriving Economy

Prepared by: John Snively, Administrative Operations Manager (831) 759-6617
Reviewed by: Lindsay Lerable, Assistant Director of Public Works, Facilities and Parks
Approved by: Randell Ishii, MS, PE, TE, PTOE
Director of Public Works, Facilities and Parks

The following attachments are on file with the Clerk of the Board:
Attachment A - Agreement with TK Elevator