



## Legislation Details (With Board Report)

**File #:** 22-055      **Name:** Approve Non-Standard Agreement with TK Elevator Corporation for Elevator Maintenance and Repair Services

**Type:** General Agenda Item      **Status:** Passed - Agricultural Commissioner's Office

**File created:** 1/6/2022      **In control:** Board of Supervisors

**On agenda:** 1/25/2022      **Final action:** 1/25/2022

**Title:** a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute a Non-Standard Agreement with TK Elevator Corporation in an amount not to exceed \$300,000 for elevator maintenance and repair services;  
 b. Approve non-standard insurance and indemnification contract provisions as recommended by the Director of Public Works, Facilities & Parks; and  
 c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign, subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, amendments to the Agreement provided that said amendments do not significantly change the terms of the Agreement or increase the not to exceed amount by ten percent (10%) of the original Agreement amount.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Board Report, 2. Attachment A - Agreement with TK Elevator, 3. Completed Board Order Item No. 42

Date	Ver.	Action By	Action	Result
1/25/2022	1	Board of Supervisors	approved - agricultural commissioner	Pass

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**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

a. Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute a Non-Standard Agreement with TK Elevator Corporation in an amount not to exceed \$300,000 for elevator maintenance and repair services;  
 b. Approve non-standard insurance and indemnification contract provisions as recommended by the Director of Public Works, Facilities & Parks; and  
 c. Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to sign, subject to prior review and approval as to form by the Office of the County Counsel-Risk Management, amendments to the Agreement provided that said amendments do not significantly change the terms of the Agreement or increase the not to exceed amount by ten percent (10%) of the original Agreement amount.

SUMMARY/DISCUSSION:

Public Works, Facilities & Parks (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 thirteen (13) 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 #080420. 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.

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 (COWCAP) 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 \$37,751 for calendar year 2022, with a four percent (4%) escalation annually. The budget will be reviewed for available funds prior to securing on-call services.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Scheduled maintenance services prevent system failures and keep County facilities operational. The State mandates annual testing of elevators. This agreement will enable PWFP to continue to meet all State requirements.

Economic Development

Administration

Health & Human Services

X Infrastructure

X Public Safety

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Reviewed by: Lindsay Lerable, Chief of Facilities

Tom Bonigut, PE, Assistant Director of Public Works, Facilities & Parks

Approved by: Randell Ishii, MS, PE, TE, PTOE

Director of Public Works, Facilities & Parks

Attachments:

Attachment A - Agreement with TK Elevator

(Attachments are on file with the Clerk of the Board)