



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 16-227

Board Meeting Date: 6/6/2017

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**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors  
**From:** James C. Porter, Director of Public Works  
**Subject:** Elevator On-Call Consultant Agreements with Gannett Fleming Inc., dba Vertical Transportation Excellence and Van Deusen & Associates, Inc.

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) On-call Agreements with Gannett Fleming Inc., dba Vertical Transportation Excellence and Van Deusen & Associates, Inc., for elevator consulting services at various County facilities, for a term of June 6, 2017 through June 5, 2020, for a not-to-exceed amount of \$300,000 per agreement and a total maximum fiscal obligation of \$600,000; and
- B) The Director of Public Works to execute subsequent change orders to modify the number of elevators serviced and other minor modifications in the types of services and activities and payment up to a maximum aggregate amount not-to-exceed \$25,000 per agreement.

**BACKGROUND:**

The Facilities Services Division has been experiencing issues with all of the building elevators. It was determined, due to the age of many of the vertical transportation devices, it would be best to retain an on-call, multi-service elevator consulting professionals; specializing in design, modernization, contract maintenance, analysis of elevators, and escalators.

**DISCUSSION:**

The Department of Public Works' Facilities, Maintenance and Operations Section is responsible for contracting with an elevator maintenance service provider to maintain 56 elevators and two (2) escalators throughout the County.

In October 2016, the Department issued a Request for Qualifications, which complied with the County's formal Request for Proposal process, seeking vertical transportation consulting service providers with expertise in all areas of existing in place and new vertical transportation, design, construction, modification, service, and maintenance. Three consulting firms submitted their proposals. The Department reviewed and wishes to execute two (2) vertical transportation, on-call

consulting service agreements. Service providers will be expected to enter into Indefinite Delivery/Indefinite Quantity (ID/IQ) contracts with the Department of Public Works for consulting services related to equipment repair and/or installation on existing vertical transportation equipment, proposed new capital projects, and other projects as necessary.

County Counsel has reviewed and approved the resolution as to form.

Approval of this action contributes to the Shared Vision 2025 outcome of a Livable Community by maintaining elevators for the benefit of the public and employees using County Facilities.

**FISCAL IMPACT:**

The term of these agreements is June 6, 2017 through June 5, 2020. The not-to-exceed amount is \$300,000 per agreement with a maximum fiscal obligation of \$600,000 for both agreements. Funding has been included in the Recommended 2017-18 Department of Public Work's budget, and will be financed through Facility Service charges.

There is no additional impact to the General Fund.