



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 18-257

Board Meeting Date: 3/27/2018

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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 Maintenance Agreement with ThyssenKrupp Elevator Corporation

**RECOMMENDATION:**

Adopt a resolution authorizing:

- A) An agreement with ThyssenKrupp Elevator Corporation for the provision of elevator maintenance services at various County facilities, for the term of April 1, 2018 through March 31, 2021 in an amount not to exceed \$954,000; and
- B) An additional \$200,000 for contingency funding for unforeseen repairs and services at the listed facilities, which shall not exceed \$1,154,000.

**BACKGROUND:**

The Department of Public Works (Department) is responsible for managing contract maintenance and repair services for the elevator and escalator systems throughout the County building portfolio. There are currently 57 elevators and two escalators at various County facilities.

**DISCUSSION:**

A formal invitation for bids was solicited in February 2018 from elevator maintenance companies through advertising on the Department's website and posting the Invitation for Bid in the Daily Journal. Representatives from the Department participated in the selection committee that reviewed the qualifications of the firms submitting bids. Based on that review, the selection committee determined that ThyssenKrupp Elevator Corporation was the most qualified vendor and provided the best value in the provision of elevator maintenance services for County facilities. The Department recommends adding an additional \$200,000 to the base maintenance service fee to address unforeseen repairs and services.

The Contractor has assured compliance with the County's Contractor Employee Jury Service Ordinance, as well as, all other contract provisions that are required by County ordinance and administrative memoranda, including but not limited to, insurance; hold harmless; non-discrimination,

and equal benefits.

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

Approval of this agreement contributes to the Shared Vision 2025 of a Livable Community by maintaining and improving the County facilities' elevators and escalators for the benefit of the public and employees using County facilities.

**FISCAL IMPACT:**

Total contract not-to-exceed amount is up to \$1,154,000 for the term of April 1, 2018 to March 31, 2018. Funding to support this Agreement has been included in the Department of Public Works Budget for Fiscal Year 2017-18 and in the Approved Recommended Budget for Fiscal Year 2018-19. There is no additional impact to the General Fund.