

June 20, 2002

02-129

ACCEPT PROPOSAL/ AWARD CONTRACT - ELEVATOR  
MAINTENANCE SERVICES

PREPARED BY:

Sandy Wanner, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY:

Steve Sivage, Director, Physical Plant

APPROVED BY:

Randy McEwen, Vice-President, Administrative Services  
Jesus "Jess" Carreon, President

REPORT:

A Request for Proposals (RFP) was issued to provide two (2) different service levels on College elevators. One level is for specified annual maintenance-type services, and the other level covers those services considered outside of routine maintenance, which will only be on an as-needed basis. Both service levels will cover the College's twenty-seven (27) elevators at three (3) campuses and one (1) center.

This RFP is for an initial three (3) year contract period with possible renewals, not to exceed five (5) years total term. The RFP was advertised in the Daily Journal of Commerce and posted on the State of Oregon VIP system on April 29 2002. RFP documents were distributed to nine (9) vendors. Five (5) vendors submitted proposals by the due date of May 24, 2002. Award was to be based on a possible score of 300 points (half for costs proposed and half for question responses relating to safety, scope of work, staffing, etc.).

<u>Vendor</u>	<u>Points</u>
Centric Elevator	209
NW Elevator	208
KONE	137
Reliant Elevator	Disqualified
Thyssen Elevator	Disqualified

Note: None of the vendors are certified M/W/ESB firms.

Please note: the two (2) vendors were disqualified because they did not submit all of the requested maintenance costs as required.

**RECOMMENDATION:**

That the Board of Directors accept the proposal from, and award a contract to, Centric Elevator for Elevator Maintenance Services for a not-to-exceed total cost of \$250,000 for a period of not-to-exceed five (5) years starting July 3, 2002. Annual costs for the specified maintenance-type services are \$37,699.92. Extra maintenance services will be billed at \$120.00 per hour and \$204.00 for overtime.

The new contract will be for an initial three (3) year period with possible renewals, not to exceed five (5) years in total. Funding will be from the General Fund and Capital Projects Funds.

Director Germond moved for approval of Resolutions 02-129 through 02-132. It was approved unanimously.