

July 19, 2007

08-003

ACCEPT PROPOSAL AND AWARD CONTRACT FOR
ELEVATOR MAINTENANCE SERVICE

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: Steve Sivage, Director, Physical Plant

APPROVED BY: Randy McEwen, District Vice President
Dr. Preston Pulliams, District President

REPORT: The Physical Plant Department has a need to provide the College with full elevator maintenance service and maintain a continuing system of full preventative maintenance service. The elevator contractor shall furnish materials and labor, and comply with current elevator code requirements at three (3) campuses and three (3) centers. The current contract expires on July 31, 2007. Since the estimated expenditure will exceed the \$100,000 threshold, a formal competitive process is required to award the new contract.

On April 18, 2007, the Request for Proposal (RFP) for Elevator Maintenance Services was released and made available to all interested vendors. The RFP was advertised in the Daily Journal of Commerce, State of Oregon ORPIN vendor system, and the PCC Solicitation website. A total of ten (10) vendors registered and received a copy of the RFP. At the proposal submission closing time of 10:00 A.M., on May 16, 2007, the College received a total of five (5) proposals. Committee members consisting of Technical and Management staff evaluated all proposals based on the following criteria: answers from submitted questions, Preventative Maintenance cost per elevator, Preventative Labor Rates, Maintenance Exclusion Labor Rates and material costs. Below is a list of proposals received and their final evaluation scores:

Proposers:
Centric Elevator
Reliant Elevator
ThyssenKrupp Elevator
Elevator Solution, Inc.
North West Elevator Co.

NOTE: No MWESB firm submitted a proposal.

The top two (2) firms were asked to meet with the committee for an oral interview. They were asked the same questions pertaining to maintenance service. Their combined scores are listed below:

Proposers:	Evaluation Score:
ThyssenKrupp Elevator	1105
North West Elevator Co.	1103

ThyssenKrupp Elevators' number of certified technicians, local parts inventory, response time, and dedicated campus personnel clearly indicated their ability to successfully service our account. Therefore the committee recommends awarding the contract to ThyssenKrupp Elevator.

RECOMMENDATION:

That the Board of Directors accept the proposal and award the contract to ThyssenKrupp Elevator. The contract will be valid initially for three (3) years with an option to renew annually for two (2) additional years. The contract amount is estimated to be \$350,000 for the entire term of the contract. Funding will be provided from the General and Capital Project Funds.