

# Mayor and Council Communication

**DATE:** 08/11/20

**M&C FILE NUMBER:** M&C 20-0531

**LOG NAME:** 20TPW – ELEVATOR MAINTENANCE

**SUBJECT**

Execute a Cooperative Agreement with Otis Elevator Company for a Total Amount Not to Exceed \$201,903.00 for Routine Monthly Inspection, Maintenance, Repair and Replacement as Needed, of the Vertical Transportation Units at the Houston Street Garage and Western Heritage Garage (COUNCIL DISTRICT 7 and 9)

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**RECOMMENDATION:**

It is recommended that the City Council authorize the execution of a cooperative agreement with Otis Elevator Company using the OMNIA Partners Contract No. 384889 for a total amount not to exceed \$201,903.00 for routine monthly inspection, maintenance, repair and replacement as needed, of the vertical transportation units at the Houston Street Garage and Western Heritage Garage.

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**DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize an execution of a cooperative agreement with Otis Elevator Company using OMNIA Partners Contract No. 384889 for a total amount not to exceed \$201,903.00 for routine monthly inspection, maintenance, repair and replacement as needed, of the vertical transportation units at the Houston Street Garage and the Western Heritage Garage. The initial term of this contract will begin August 1, 2020 and end September 30, 2023, with two (2) consecutive one-year renewal options through September 2025.

The Otis Elevator Company Maintenance Management System uses a preventative maintenance program to deliver services tailored to the specific needs of the three (3) elevators at the Houston Street Garage, and the four (4) elevators at the Western Heritage Garage. The monthly contractual cost is \$3,073.00, in which \$1,317.00 is for the Houston Garage and \$1,756.00 is for the Western Heritage Garage.

Cooperative Purchase - State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies state law requiring that the local government seek competitive bids for the purchase of the items. OMNIA contracts are competitively bid to increase and simplify the purchasing power of government entities nationally. OMNIA issued and awarded Contract No. 384889 in August 2016 and it will expire on June 30, 2021.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the above recommendation funds are available in the current operating budget, as previously appropriated, and upon adoption of the Fiscal Year 2021 Budget by the City Council, funds will be available in the Fiscal Year 2021 Operating Budget, as appropriated, in the Municipal Parking fund. Prior to an expenditure being incurred, the Transportation and Public Works Department has the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

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