



BOARD OF SUPERVISORS
AGENDA LETTER

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name:	General Services
Department No.:	063
For Agenda Of:	November 29, 2022
Placement:	Administrative
Estimated Tme:	N/A
Continued Item:	No
If Yes, date from:	N/A
Vote Required:	Majority

TO: Board of Supervisors
FROM: General Services Janette D. Pell, Director (805-560-1011)
Contact Info: Patrick Zuroske, Assistant Director (805-568-3096)
SUBJECT: Santa Barbara GS, Administration Building Elevator Repair Project #21009, First District, Award Construction Contract

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

It is recommended that the Board of Supervisors:

- a) Approve the specifications for the Santa Barbara Administration Building Elevator Repair project on file in the General Services Capital Projects office; and
- b) Award, approve, and authorize the Chair to execute the attached contract (“Contract”) with the lowest responsible bidder, Urban Elevator Service CA LLC (“Urban Elevator Service”), in the base amount of \$189,895.00, to modernize the existing Administration Building elevator controls and fixtures, and to execute an alternate bid of \$37,950.00 to upgrade the elevator cab interiors, for a total of \$227,845.00, subject to project specifications and requirements; and
- c) Authorize the Director of General Services to approve change orders to the Contract in an amount not to exceed \$22,785.00, as authorized under California Public Contract Code Section 20142; and

- d) Determine that the proposed actions are exempt under the California Environmental Quality Act (CEQA), pursuant to sections 15301, subdivision (a), and 15302 of the CEQA Guidelines, because the project is a minor alteration to a public structure involving negligible or no expansion of existing or former use, and the replacement of existing equipment; and direct staff to file a Notice of Exemption on that basis.

Summary Text:

The recommended actions include the award of the Contract to the lowest responsive bidder, Urban Elevator Service for Santa Barbara Administration Building Elevator Repair Project #21009 (“Project”), to modernize the existing Administration Building elevator controls and fixtures, and to execute an alternate bid to upgrade the elevator cab interiors. At this time, the bidding phase of the Project is complete, and General Services is prepared to award the Contract to the lowest responsible bidder, Urban Elevator Services. The Project budget is included in the FY 2022-23 Capital Outlay Fund (Fund 0300).

Background:

The Administration Building elevator controls are beyond their useful life, and are in need of repair or replacement. Facilities Maintenance has responded to numerous work orders to repair elevator issues. Such operational issues have highlighted an urgent need for this Project, which is intended to restore proper elevator function and confidence in operation of the Administration Building elevators. This Project will modernize the existing elevator controls and fixtures, and upgrade the interior of the elevator cabs. All work under the Contract will be required to meet current code compliance and safety standards.

General Services released bid documents for the Project on Public Purchase on August 19, 2022. A mandatory job walk was held on August 29, 2022, with proposals due and received on September 22, 2022. Two contractors responded to the RFP, with a bid for \$227,845.00 from Urban Elevator Service, and one for \$501,623.00 from Republic Elevator Company.

Staff has reviewed the bids and determined that the lowest responsible bidder is Urban Elevator Service with a bid of \$227,845.00.

Fiscal and Facilities Impacts:

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY 2022-23 Cost</u>	<u>Annualized On-Going Cost</u>	<u>Total One-Time Project Cost</u>
Fund 0030 - Capital Outlay Fund	\$227,845.00	-	\$227,845.00
Change Orders	\$22,785.00	-	\$22,785.00

Fiscal Narrative:

Budgeted: Yes. The funding for this Contract is included in the FY 2022-23 Approved Budget.

This Project was funded as part of the FY 2022-23 Capital Improvement Program (CIP), and funds are budgeted and available in Fund 0030, Department 063, Project 21009. The funding source for this Project is an Operating Transfer from the General Fund.

Key Contract Risks:

Supply chain delays and limitations could impact the overall Project duration.

Special Instructions:

Please send one (1) copy of the Minute Order, and (2) duplicate executed originals of the Construction Contract to Elizabeth Villatoro, GS Capital Projects, 1105 Santa Barbara Street, East Wing, 2nd Floor, Santa Barbara, Ca. 93101.

Attachments:

1. Attachment 1 – Construction Contract and Contract Forms
2. Attachment 2 – Notice of Exemption (NOE) – CEQA

Authored by:

Elizabeth Villatoro, Sr. Project Manager, General Services – Capital Projects