



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: June 7, 2011
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: General Services Bob Nisbet (560-1011)
Contact Info: Paddy Langlands, Assistant Director (568-3096)
SUBJECT: **Amendment 01 to South County Elevator Maintenance Professional Services Agreement BC 08-112 for First, Second and Third Supervisory Districts**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve the attached Notice of Exemption pursuant to the California Environmental Quality Act (CEQA) guidelines (Post); and
- b) Authorize the Chair to execute Amendment 01 to the Professional Services Agreement BC 08-112 with Republic Elevator.

Summary Text:

The County contracts for elevator preventative maintenance and repairs for all elevators in South County facilities. An invitation for bid was issued on March 10, 2008. Two (2) local vendors attended the job walk and submitted bids. Republic Elevator, submitting the lowest responsible bid, entered into a Professional Services Agreement (BC 08-112) for the period July 1, 2008 through June 30, 2013 for \$366,690.00.

Background:

This Amendment is to document changes that have occurred since the agreement was signed as follows:

Due to agreements with the Superior Court of Santa Barbara County, General Services no longer maintains the elevators at the Santa Barbara Jury Assembly Building and Santa Barbara Figueroa Courthouse, which eliminated two (2) elevators from the monthly maintenance for a yearly savings of \$4,711.20.

General Services added the service of the newly installed elevator at the Isla Vista Sheriff Department Foot Patrol located at 6504 Trigo Road for a yearly cost of \$2,319.60.

General Services decreased the maintenance on three (3) dumbwaiters located at Santa Barbara Administration Building at 105 East Anapamu, Hall of Records at 1100 Anacapa Street and Veteran’s Clinic at 4440 Calle Real from monthly to quarterly for a yearly savings of \$2,930.40.

The Agreement for Services, Section 4.5.5 requires Republic Elevator to carry an ongoing annual Performance Bond in the amount of \$50,000. Due to the changes of those facilities listed in Amendment 01, General Services is recommending this Bond be lowered to \$35,000. The lowering of the Performance Bond will not affect the cost of monthly maintenance to the County.

The requested action of the Board is exempt from CEQA review. The acquisition of services related to the operation or maintenance of government facilities is exempt from CEQA review per CEQA Guidelines §15301: Maintenance of existing facilities.

Performance Measure:

Reliable Elevator Maintenance

Fiscal and Facilities Impacts:

Budgeted: Yes **Fiscal Analysis:** ["Double Click to see Funding Source Instructions"](#)

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund		66,450	361,368
State			
Federal			
Fees			
Existing program funds	5,415		
Total	5,415	66,450	361,368

Narrative:

The original fiscal year contract amount was to be \$73,338.00 per year but with the omissions and additions of those facilities mentioned above, the revised amount for the remaining period of the contract (May 17, 2011 through June 30, 2013) is now \$143,731.84 resulting in a savings of \$5,322.00 and a decrease in the contract value from \$366,690.00 to \$361,368.00.

Staffing Impacts:

Legal Positions:
0

FTE's:
0

Special Instructions:

Please send a fully executed certified copy of the original contract and a copy of the Minute Order to Traci Lothery, General Services, Facilities Services Division.

Attachments:

1. Contract Summary Form
2. Amendment 01
3. CEQA NOE

Authored by: Traci Lothery, Office Professional Expert, General Services Facilities