



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

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**TO:** Board of Supervisors  
**FROM:** General Services Bob Nisbet (560-1011)  
Contact Info: Paddy Langlands, Assistant Director (568-3096)  
**SUBJECT: Amendment 01 to North County Elevator Maintenance Professional Services Agreement BC 08-111 for Third, Fourth and Fifth Supervisory Districts**

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**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 One to the Professional Services Agreement BC 08-111 with Republic Elevator.

**Summary Text:**

The County contracts for elevator preventative maintenance and repairs for all elevators in North 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 08-111) for the period July 1, 2008 through June 30, 2013 for \$164,892.00.

**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 Maria Superior Courthouse located at 312 East Cook Street, which eliminated five (5) elevators from the monthly maintenance for a yearly savings of \$11,778.00.

General Services decreased the maintenance on the dumbwaiter located at Santa Maria Public Health, 2115 S. Centerpointe Parkway, from monthly to quarterly for a yearly savings of \$976.80.

General Services decreased the maintenance on the wheelchair lift at Lompoc Public Health located at 117 North B Street from monthly to quarterly for a yearly savings of \$1,570.40.

General Services added the service of the wheelchair lift installed December 2009 at the Lompoc Veterans Memorial Building located at 100 East Locust Street to be done quarterly for a yearly cost of \$740.00.

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 One, General Services is recommending this Bond be lowered to \$15,000. 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"](#)

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized On-going Cost:</u></b>	<b><u>Total One-Time Project Cost</u></b>
General Fund		20,858	151,307
State			
Federal			
Fees			
Existing program funds	3,141		
Total	3,141	20,858	151,307

**Narrative:**

The original fiscal year contract amount was to be \$32,978.40 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 \$44,857.60 resulting in a savings of \$13,585.20 and a decrease in the contract value from \$164,892.00 to \$151,306.80.

**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 One
3. CEQA NOE

**Authored by:**

Traci Lothery, Office Professional Expert, General Services Facilities