



Executive Summary Facilities Committee Meeting

DATE: November 16, 2021

TOPIC: Termination of Two Elevator Service/Maintenance Agreements and Notice to Bid for Elevator
Service/Maintenance on Two Elevators and Modernization of One Elevator

PREPARED BY: Courtney Whited

Recommended for:

- ☒ Action
- ☒ Discussion
- ☒ Information

Purpose/Background:

On March 28, 2002, the District entered into an Elevator Maintenance Agreement with Thyssen Krup Elevator Corporation (now "TK Elevator") for service on the Rutledge Hall Dover elevator. It was set up with a five-year term and it has automatically rolled over four times, therefore the next expiration/auto-renewal date occurs in March 2022.

On June 22, 2016, the District entered into an Elevator Maintenance Agreement with Otis Elevator Company. It was set up for a five-year term for service on the Lincoln Hall Otis elevator. It is about to expire this coming June 2022 but Otis agreed to terminate early on March 31, 2022.

At this juncture, the District is seeking one company to perform service and maintenance on both elevators on campus and perform modernization work on the Rutledge Hall elevator in Summer 2022.

Fiscal Impact:

Unknown

\$5,415.00 to TK Elevator annually in 2021 calendar year paid in quarterly installments

\$2,457.84 to Otis Elevator Company for the current annual period expiring 5/31/2022

\$7,872.84 Current Annual total

Recommendation:

It is the Administrative recommendation that the Facilities Committee concurs to recommend to the Board of Education to terminate Elevator Service and Maintenance Agreements with TK Elevator and Otis Elevator on March 31, 2022 and to request sealed bids for the modernization of one elevator and the regular service and maintenance of two elevators beginning in April 2022.