



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/06/2024

SUBJECT: RFP NO. 2020-178 - ANNUAL CONTRACT FOR ELEVATOR MAINTENANCE, REPAIR, AND REPLACEMENT PARTS - FACILITIES MANAGEMENT - SW ELEVATORS, LLC - EXERCISE FOURTH AND FINAL OPTION FOR RENEWAL - SAME CONTRACT TERMS

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. 2020-178, Annual Contract for Elevator Maintenance, Repair, and Replacement Parts, for the fourth and final optional twelve (12) month period at the same contract terms with a four percent (4%) increase.

BACKGROUND

On September 15, 2020, the Commissioners Court, through Court Order #133752, awarded RFP No. 2020-178, Annual Contract for Elevator Maintenance, Repair, and Replacement Parts, for Facilities Management, to SW Elevators, LLC.

The award was based upon evaluation criteria set forth in the RFP specifications and contained options to renew for four (4) additional twelve (12) month periods.

On August 10, 2021, the Commissioners Court, through Court Order #136054, approved the first renewal option.

On July 26, 2022, the Commissioners Court, through Court Order #138674, approved the second renewal option with a five percent (5%) increase.

On August 15, 2023, the Commissioners Court, through Court Order #141492, approved the third renewal option with a five percent (5%) increase.

This contract is a full-service elevator maintenance contract for Facilities Management. Services include all labor, supervision, materials, tools, supplies, and other expenses necessary to provide full and complete preventative maintenance service and repair of every type of elevator. The contract also includes inspecting, adjusting, and testing elevators as mandated by local, state, and federal statutes, regulations, and procedures.

The vendor notified Purchasing in writing that they will extend the same contract terms with a four percent (4%) increase through September 30, 2025. Facilities Management notified Purchasing in writing that they are pleased with the vendor and want to renew.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Gwen Peterson, C.P.M., A.P.P. Chris Lax, CPSM, CPSD, CPCP
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Therefore, it is the joint recommendation of Facilities Management and Purchasing that the Commissioners Court approve renewal of RFP No. 2020-178, Annual Contract for Elevator Maintenance, Repair, and Replacement Parts, for another twelve (12) month period.

FISCAL IMPACT

Expenses for last year were approximately \$791,526.00. Services are provided on an as-needed basis. Funding is available in account 10000-2024 General Fund/Various Cost Centers/532041 Elevator Maintenance. The department has included funding in the FY 2025 budget request.