

**INTEROFFICE MEMO**

To: Joseph Lauro, Director of Purchasing  
From: Michael Wilson, Procurement Analyst  
Subject: Award of Bid – Services - Elevator Maintenance Countywide  
Contract No. 067-0157-B (MW)  
Date: March 5, 2007

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**RECOMMENDATION:** I RECOMMEND THE DIRECTOR OF PURCHASING AWARD THE BID FOR ELEVATOR MAINTENANCE COUNTYWIDE WITH GENERAL ELEVATOR SALES & SERVICE, INC., CLEARWATER, FLORIDA ON THE BASIS OF BEING THE LOWEST RESPONSIVE, RESPONSIBLE BIDS RECEIVED MEETING SPECIFICATIONS. BIDS ARE ON FILE IN THE PURCHASING DEPARTMENT.

**ESTIMATED ANNUAL EXPENDITURE NOT TO EXCEED:** \$90,469.33  
(Includes \$13,333.33 for unspecified work)

**ESTIMATED THIRTY-SIX (36) MONTH EXPENDITURE NOT TO EXCEED:** \$271,408.00  
(Includes \$40,000.00 for unspecified work)

Funding is provided through the various Departments' Operating Funds.

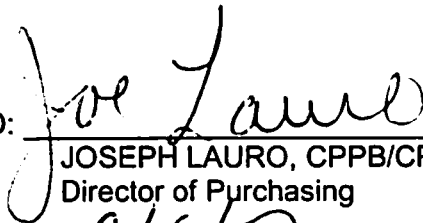
**DISCUSSION:** This services contract is for the annual maintenance of elevators and dumbwaiters countywide. Bids were solicited by Groups with General Elevator Sales & Service, Inc. winning Groups 1, 2, 3, 4, 5, 6, 7, and 9 outright, and winning Group 8 after ThyssennKrupp Elevator Corporation took exception to terms and conditions. This bid includes forty-thousand dollars (\$40,000.00) for unspecified work.

Contract Period: 3/7/07 THROUGH 3/6/10  N/A – One Time Purchase

Renewal Options: Terms Length of  None  
Remaining Each Term  
1 36 Months

Increase Allowances: Contract renewal will allow for price adjustments in an amount not to exceed the average of the Consumer Price Index (CPI) for all Urban Consumers, Not Seasonally Adjusted, for the twelve months prior to renewal, or five percent (5%), whichever is less.

APPROVED:

  
JOSEPH LAURO, CPPB/CPPO  
Director of Purchasing

Date of Approval:

3/5/07

Attachments:

1. Contract Review
2. Email with ThyssenKrupp Elevator Corporation Concerning Terms and Conditions 3/5/07
3. ThyssenKrupp Elevator Corporation's Exceptions to Terms and Conditions With Bid
4. Department of Facility Management's Award Recommendation Memo 2/1/07
5. Tabulation
6. Corporate Identity

## SECTION F - BID SUMMARY - CONTINUED

## BID SUMMARY PAGE

**ELEVATOR MAINTENANCE**  
**067-0157-B (MW)**  
**Thirty-Six (36) Month Totals By Group**

TOTAL GROUP 1	NORTH SECTION	\$ <u>75,240.00</u>
TOTAL GROUP 2	CENTRAL SECTION	\$ <u>17,316.00</u>
TOTAL GROUP 3	DETENTION SECTION	\$ <u>16,668.00</u>
TOTAL GROUP 4	MID-COUNTY SECTION	\$ <u>22,680.00</u>
TOTAL GROUP 5	SOUTH SECTION	\$ <u>38,772.00</u>
TOTAL GROUP 6	UTILITIES	\$ <u>21,816.00</u>
TOTAL GROUP 7	ST. PETE-CLEARWATER AIRPORT	\$ <u>7,344.00</u>
TOTAL GROUP 8	YOUNG-RAINEY STAR CENTER	\$ <u>27,900.00</u>
TOTAL GROUP 9	TRAFFIC CONTROL CENTER	\$ <u>3,672.00</u>
	<b>TOTAL BID</b>	\$ <u>231,408.00</u>

The following will not be used to determine award

UNSPECIFIED WORK (PARTS/SERVICE)	\$ <u>40,000.00</u>
STRAIGHT TIME/NON CONTRACT ITEMS RATE PER HOUR	\$ <u>160.00</u>
OVERTIME/WEEKEND/HOLIDAY RATE PER HOUR	\$ <u>112.00</u>

SECTION F CONTINUED ON NEXT PAGE



## FACILITY MANAGEMENT DEPARTMENT

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### MEMORANDUM

TO: Joe Lauro, Bureau Director, Purchasing

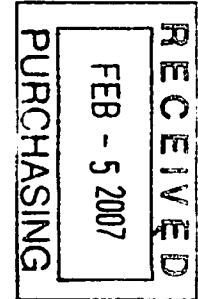
FROM: Keith Royster, Facility Operations Manager *KR*

THRU: Scott Graubard, Director, Facility Management *SG*

SUBJECT: Elevator Maintenance Vendor Recommendation

DISTR.: Brian Landry, Manager, Facility Operations  
Joe Manninen, Sr. Facility Manager *JM*

DATE: February 1, 2007



This memo addresses the current elevator maintenance program for Pinellas County. It is recommended that Pinellas County BOCC utilize General Elevator to implement the elevator maintenance program for groups 1-7 and 9. It is also recommended that Thyssenkrupp be utilize to implement the elevator maintenance program for group 8, as per the specifications set forth in the bid document 067-0157-B (MW).

Thank You



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.: 18669

<b>PROJECT: SERVICES - ELEVATOR MAINTENANCE COUNTYWIDE</b>			
<b>BID NUMBER: 067-0157-B (MW)</b>		<b>REQ. NUMBER: N/A</b>	
<b>TYPE:</b> <input checked="" type="checkbox"/> <b>Purchase Contract</b>	<input type="checkbox"/> <b>Other: One Time</b>	<input type="checkbox"/> <b>Construction-Less than \$100,000</b>	<input type="checkbox"/> <b>One Time</b>

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

**RISK MANAGEMENT:** Please enter required liability coverage on pages: 9 & 10 PRODUCT ONLY   
 This is an annual contract. Estimated Annual Expenditure: \$185,000.00

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> Joe Lauro - Director Candy Mancuso A. Director Mike Wilson, P.A. <i>11/26</i>	<i>11/14</i>	<i>[Signature]</i>	<i>pg 13, 14, 15, 17, 18, 23</i> <i>Utilities Review?</i>	<i>2 MW 12-13-06</i> <i>1 MW 12-14-06</i> <i>See comments</i>
2.	<u>Using Department</u> Director: Facility MNGMT Brian Landry (Keith Royster)	<i>11/26</i>	<i>KLR</i>	<i>SEE ATTACHED # KRFO1</i>	<i>12-13-06</i> <i>[Signature]</i>
<b>Using Dept please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information (Name, Address, Phone and Fax)</b>					
3.	<u>Risk Management</u> Attn: Loretta Hunter <i>(Check applicable box at right)</i>	<i>11/29/06</i>	<i>[Signature]</i>	<i>See pg 10</i>	<input checked="" type="checkbox"/> HIGH RISK <i>MW 12-13-06</i> <input type="checkbox"/> NOT HIGH RISK <i>K</i>
4.	<u>BCC Finance</u> Attn: Cassandra Williams	<i>12/1/06</i>	<i>CBW</i>		—
5.	<u>Asst. County Administrator</u> Attn:	<i>1</i>			—
6.	<u>Asst. County Administrator</u> Attn: Mark Woodard	<i>12/5/06</i>	<i>[Signature]</i>		—
7.	<u>Legal</u> Attn: Michelle Wallace	<i>12/5/06</i>	<i>MW</i>		—

**\*\*RETURN ALL DOCUMENTS TO PURCHASING\*\***

Make all inquiries to: Michael Wilson, Procurement Analyst at Extension 43154

In order to meet the following schedule, please return your requirements to Purchasing by: 11-27-06

TENTATIVE DATES
Legal Ad-BID/RFP Mail Out: 12-1-06
BID Opening: 12-21-06
Board/County Admin/Purchasing Director Approval: 12-29-06

PURCHASING  
DEC 5 2006