



SCHOOL BOARD ACTION REPORT

DATE: 8/16/17
FROM: Dr. Larry Nyland, Superintendent
LEAD STAFF: Bruce Skowyra, Director of Facilities, brskowyra@seattleschools.org

For Introduction: 9/20/17
For Action: 10/4/17

1. TITLE

Elevator Maintenance and Repair Contract Extension

2. PURPOSE

This Board Action Report extends the elevator maintenance and repair contract with ELTEC for the 2017-18 School Year.

3. RECOMMENDED MOTION

I move that the School Board authorize the Superintendent to execute the elevator maintenance and repair contract with ELTEC in the amount of \$284,200, to ensure elevator maintenance and repairs to the District, as attached to the School Board Action Report, with any minor additions, deletions, and modifications deemed necessary by the Superintendent, and to take any necessary actions to implement the contract.

4. BACKGROUND INFORMATION

This contract is for routine maintenance of all elevators in the District and repairs as needed. The State master contract, which was scheduled to expire on September 30, 2017, has been extended. This allows the District to renew for at least an additional 12 months with ELTEC through the State master contract. This contract represents a 16% increase over the previous year due to the increase in the number of schools needing elevator maintenance. There are no viable alternatives to having an elevator maintenance contract in place.

5. FISCAL IMPACT/REVENUE SOURCE

Fiscal impact to this action will be \$284,200.

The revenue source for this motion is State Apportionment/General Fund.

Expenditure: One-time Annual Multi-Year N/A

Revenue: One-time Annual Multi-Year N/A

6. COMMUNITY ENGAGEMENT

With guidance from the District’s Community Engagement tool, this action was determined to merit the following tier of community engagement:

- Not applicable
- Tier 1: Inform
- Tier 2: Consult/Involve
- Tier 3: Collaborate

7. EQUITY ANALYSIS

Not applicable

8. STUDENT BENEFIT

It is a health, safety, and accessibility issue for district facilities.

9. WHY BOARD ACTION IS NECESSARY

- Amount of contract initial value or contract amendment exceeds \$250,000 (Policy No. 6220)
- Amount of grant exceeds \$250,000 in a single fiscal year (Policy No. 6114)
- Adopting, amending, or repealing a Board policy
- Formally accepting the completion of a public works project and closing out the contract
- Legal requirement for the School Board to take action on this matter
- Board Policy No. _____, [TITLE], provides the Board shall approve this item
- Other: _____

10. POLICY IMPLICATION

Per Board Policy No. 6220, Procurement, any contract over \$250,000 requires Board approval.

11. BOARD COMMITTEE RECOMMENDATION

This motion will be discussed at the Operations Committee meeting on September 7, 2017. The Committee reviewed the motion and recommended it be moved to the Board for approval.

12. TIMELINE FOR IMPLEMENTATION

Upon approval of this motion, the contract will be executed with ELTEC through the State Master Contract 00713 on October 1, 2017.

13. ATTACHMENTS

- RFP06473_Amendment No. 3 (for approval)
- Older contract documents available upon request

**SEATTLE PUBLIC SCHOOLS
AMENDMENT NO. 3
MASTER STATE CONTRACT NO. 00713
ELEVATOR MAINTENANCE AND REPAIR**



THIS AMENDMENT is made between the Seattle School District No. 1, (hereinafter called "District"), and ELTEC SYSTEMS, LLC (hereinafter called "Vendor") regarding Master State Contract 00713 for Elevator Maintenance and Repair;

Whereas, the District and the Vendor entered into a contract dated November 20, 2014; and later amended on November 5, 2015, and August 23, 2016 herein incorporated by this reference; and,

Whereas, the District's contract with the Vendor allows for renewals through the term of the State Contract and the District wishes to renew and extend the term of their contact through the term of the current State Contract, which expires September 30, 2018; and

Whereas, due to the increase in the number of schools needing elevator maintenance in the 2017-2018 school year, the District and Vendor wish to increase the contract amount by sixteen percent (16%) of the previous contract amount of \$245,000.

NOW, THEREFORE, District and Vendor agree as follows:

1. Extension Term. The term of the contract is extended from October 1, 2017 to September 30, 2018.
2. Contract Amount. The total contract amount for this Extension Term shall not exceed **TWO HUNDRED EIGHTY-FOUR THOUSAND TWO HUNDRED DOLLARS (\$284,200.00)**.
3. Any of the other provisions of the subject contract not modified in writing shall remain in full force and effect.

[SIGNATURE PAGE FOLLOWS]

ELTEC SYSTEMS, LLC

Peter Tellefson

Signature

Peter Tellefson

(Vendor Representative)

Sales

Title

6/14/17

Date Signed

ELTEC Systems LLC

Company Name

601-850-542

Employer I.D. No. or Social Security No.

SEATTLE SCHOOL DISTRICT NO. 1

Signature

Dr. Larry Nyland

Name

Superintendent

Title

Date Signed