

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

November 25, 2019
DATE DRAFTED

**Awarding Contract for 2020 & 2021 for Elevator Maintenance and Service
for Various County Buildings**

- 1 **WHEREAS**, Facilities Management Department has multiple elevators at various County buildings; and,
- 2
- 3 **WHEREAS**, the Purchasing Division solicited Request for Proposals from qualified elevator contractors
- 4 for a 2-year contract with an option to renew for an additional 3 years starting January 1, 2020; and,
- 5
- 6 **WHEREAS**, four proposals was received and evaluated by Facilities Management leadership team; and,
- 7
- 8 **WHEREAS**, Otis Elevator Company received the highest number of points based on the evaluation
- 9 criteria; and,
- 10
- 11 **WHEREAS**, Purchasing and Facilities Management recommends awarding the contract to Otis Elevator
- 12 Company of Madison, Wisconsin.
- 13
- 14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 15 this 12th day of December 2019 that a contract for 2020 & 2021 for elevator
- 16 maintenance and service be awarded to Otis Elevator Company, of Madison, Wisconsin.

19-12A-376

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Robert Potter

Yuri Rashkin

Tom Brien

FISCAL NOTE:

Funds were included in the 2020 budget and will need to be included in future budgets for these services.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

*Executive Summary***Awarding the 2020-2021 Elevator maintenance contract for Several Rock County Facilities**

Rock County contracts out for elevator maintenance for several buildings managed by Facilities Management. The Purchasing Division solicited request for proposals for 2020 & 2021 with an option to renew for an additional 3 years.

Four proposals were received, evaluators reviewed and rated the proposals on several merits. The company with the highest rated number was OTIS Elevator Company from Madison, Wisconsin.

The Purchasing Manager and the Facilities Management Director recommend awarding the 2020 & 2021 contract for elevator maintenance to Otis Elevator Company of Madison, Wisconsin.



PROPOSAL SUMMARY FORM

PROPOSAL NUMBER 2020-14
 PROPOSAL NAME ELEVATOR MAINTENANCE
 PROPOSAL DUE DATE NOVEMBER 12, 2019 – 12 NOON
 DEPARTMENT FACILITIES MANAGEMENT

	OTIS MADISON WI	BRAUN MADISON WI	KONE MADISON WI	SCHUMACHER DENVER IA
RATER 1	95	75	55	55
RATER 2	97	95	93	91
RATER 3	90	70	65	60
TOTAL SCORE	282	240	213	206
COST PER ELEVATOR BY LOCATION				
(9) COURTHOUSE	2,100.00	2,299.00	2,760.00	1,560.00-1,788.00
COURTHOUSE WHEELCHAIR LIFT	1,020.00	427.00	540.00	600.00
(4) HEALTH CARE CENTER	1,380.00	1,878.00	2,640.00	1,020.00
(3) SHERIFF'S OFFICE	2,100.00	3,280.00	2,760.00	1,764.00
(4) UW-WHITEWATER AT ROCK COUNTY	2,100.00	3,036.00	2,760.00	1,704.00
HOURLY RATE-INDIVIDUAL	195.00	277.00	230.00	158.90
HOURLY RATE- TEAM	351.00	490.00	430.00	305.90
OT RATE-INDIVIDUAL	390.00	471.00	345.00	385.90
OT RATE-TEAM	702.00	833.00	635.00	742.90
SUNDAYS/HOLIDAYS-INDIVIDUAL	487.50	554.00	448.00	227.00
SUNDAYS/HOLIDAYS-TEAM	877.50	958.00	820.00	437.00
RATE INCREASE 2022	3%	3.3%	3%	3%
RATE INCREASE 2023	3%	3.3%	3%	3%
RATE INCREASE 2024	3%	3.3%	3%	3%

Request for Proposals was advertised in the Beloit Daily News and on the Internet.

- ✓ Proposals were evaluated based on the following criteria:
- ✓ General quality & adequacy of Proposal – Maximum 25 points
- ✓ Technical approach – Maximum 25 points
- ✓ Organization, personnel & experience – Maximum 25 points
- ✓ Reasonableness of cost estimates – Maximum 25 points

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: *OTIS Elevator Company*

Burt Smith
 SIGNATURE

11-25-19
 DATE

GOVERNING COMMITTEE APPROVAL:

Henry Bill
 CHAIR

4-0-1 VOTE

12/3/19 DATE