

# Agenda Report

August 21, 2017

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: AUTHORIZE ASSIGNMENT OF CONTRACT FOR ELEVATOR MAINTENANCE AND REPAIR SERVICES FROM WESTERN ELEVATOR, INC. TO AMTECH ELEVATOR SERVICES**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. Authorize the City Manager to approve the assignment of Contract Number 30808 with Western Elevator, Inc. (Western) to Amtech Elevator Services (Amtech) for elevator maintenance and repair services.

## **BACKGROUND:**

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) requires a contractor to provide routine elevator maintenance and emergency repair services to 37 elevators in various City facilities.

On November 17, 2016, a Notice Inviting Bids for elevator maintenance and repair services was published in the *Pasadena Journal* and posted on the City's website, which generated notices to 542 vendors. Thirteen non-local vendors downloaded the bid document and a mandatory pre-bid conference and job walk took place on November 22, 2016. Two vendors submitted bids by the December 6, 2016 bid closing date. Western of Monrovia, California was deemed the lowest responsive and responsible bidder.

The City Council awarded the bid to Western on January 23, 2017 in an amount not to exceed \$259,140 for a three-year term with two one-year options. Contract Number 30808 between the City and Western was fully executed on April 18, 2017.

On June 19, 2017, BSFMD staff received notification that Western was acquired by Amtech. The City received written correspondence from Amtech stating that “the company integration will be a gradual process with no disruption to customer service”. Amtech is a group of independent elevator companies operating in Southern California and Texas and is a wholly owned subsidiary of the largest worldwide elevator manufacturer and maintainer of elevators, Otis Elevator Company. Accordingly, Western has requested that the City approve the assignment of Contract Number 30808 between the City and Western to Amtech.

Contract terms will not change as such the assignment of the contract from Western to Amtech ensures uninterrupted maintenance and repair services to City elevators with no change in the service requirements or cost.

**COUNCIL POLICY CONSIDERATION:**

This authorization supports the City Council’s strategic goal to improve, maintain, and enhance public facilities and infrastructure.

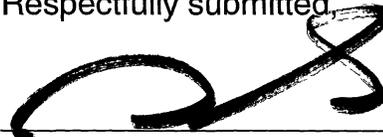
**ENVIRONMENTAL IMPACT:**

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment.

**FISCAL IMPACT:**

There is no fiscal impact as a result of this action.

Respectfully submitted



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Approved by:



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