

Agenda Report

October 30, 2023

TO: Honorable Mayor and City Council

FROM: Department of Transportation

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO TWO CONTRACTS WITH SMARTRISE ELEVATOR SERVICE INC. IN AN AMOUNT NOT TO EXCEED \$2,142,142 FOR ELEVATOR MODERNIZATION AND MAINTENANCE IN SIX CITY-OWNED GARAGES

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the recommended actions are exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines per Section 15061 (b) (3), the "common sense" provision that CEQA only applies to projects which may have an effect on the environment;
2. Accept the bid dated September 12, 2023, submitted by Smartrise Elevator in response to the specifications for elevator modernization in six City-owned garages, reject all other bids received, and authorize the City Manager to enter into a contract for elevator modernization for a total not-to-exceed amount of \$2,042,782, which includes a 15 percent contingency; and
3. Accept the bid dated September 12, 2023, submitted by Smartrise Elevator in response to the specifications for elevator modernization in six City-owned garages, reject all other bids received, and authorize the City Manager to enter into a five-year contract for elevator maintenance for a total not-to-exceed amount of \$99,360, which includes a 15 percent contingency.

BACKGROUND:

In 2020 the Department of Transportation utilized the engineering firm of Wiss, Janney, Elstner Associates, Inc. (WJE) to complete an assessment of the physical condition of all nine City-owned or operated parking structures and develop a ten-year maintenance plan to address their findings. Due to the wide variety of items identified, as well as the timeline for the repairs to be completed, the findings were converted into a Capital Improvement Project. The maintenance plan called for a number of repairs, including the modernization of garage elevators at the Paseo Subterranean, Marengo, Los Robles, Schoolhouse,

DeLacey, and Marriott garages, which were identified as being the most urgent. The expected life span of an elevator is 20 years and our oldest elevator is 53 years old, therefore, each elevator will require extensive work to modernize. In addition, there is a scarcity of parts to repair the elevators as many of the parts are obsolete or extremely difficult to find, resulting in long elevator outages while parts are sourced.

On August 10, 2023, the City published a Notice Inviting Bids for the modernization of eight elevators in six City-owned garages. The bid was published on OpenGov, the Pasadena Press, and Pasadena Journal in accordance with the Pasadena Municipal Code provisions. The OpenGov system generated notices to all vendors previously registered for this type of product category and the press articles marketed the bid to Pasadena vendors. A total of 2,685 vendors were notified, and of those 26 vendors downloaded the bid specifications, of which none were local. Three bids were received electronically by the September 12, 2023, submission deadline, and all were deemed responsive. The bid results, which included the costs of a one-year maintenance plan are as follows:

Bidders	Amount
Smartrise Elevator, Santa Fe Springs, CA	\$1,793,612
Pacific Coast Elevator Corporation, Cerritos, CA	\$2,034,232
EnPro Elevator, Inc., Rancho Cordova, CA	\$2,144,168

Of the three vendors, Smartrise Elevator was the lowest responsible and responsive bidder that met all the requirements of the specifications. Smartrise Elevator has 14 years of experience installing and modernizing elevators. They have provided elevator modernization services to the City of Alhambra, the California Institute of Technology, Los Angeles County, and the State of California, among many other locations.

Staff recommends awarding the bid to Smartrise Elevator for the modernization of eight elevators in six City-owned garages and requests the City Council authorize two contracts with Smartrise Elevator. The first contract shall be for the modernization of the elevators in an amount not-to-exceed \$2,042,782, and the second contract for the ongoing maintenance of these elevators for five years for an amount not-to-exceed \$99,360. This project is being divided into two separate contracts to reflect the different natures of the work involved. The first contract covers the modernization of the elevators and the initial warranty period and will be paid through a Capital Improvement Project. The second contract covers the ongoing maintenance needs for the elevators after the modernization and warranty period and will be paid out of Operating Budget funds.

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goal to improve, maintain, and enhance public facilities and infrastructure. It also supports and promotes the quality of life and the local economy.

ENVIRONMENTAL ANALYSIS:


The project has been reviewed for compliance with CEQA and is exempt per Section 15061 (b) (3), the "common sense" provision of CEQA (formerly the general rule), which applies to projects that may have the potential for causing a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT:

The total cost of this action is \$2,142,142 (\$2,042,782 for the modernization of the elevators and \$99,360 for maintenance for five years), which includes a 15 percent contingency. Funding for the elevator modernization will utilize existing funding in the Off-Street Parking Facility Maintenance and Repair Capital Improvement Project (72160) using the Off-Street Parking Facilities Fund (407). Funding for the maintenance contract will be programmed into future years' operating budgets as part of the annual budget process also using the Off-Street Parking Facilities Fund (407). These actions will have no impact on the General Fund.

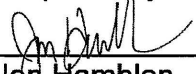
Smartrise Elevator	
Contract #1 – Modernization	Amounts
Base Bid (without Maintenance Cost of \$17,280)	\$1,776,332
Contingency Allowance (15%)	\$266,450
Contract Not-to-Exceed Amount	\$2,042,782
Contract #2 – Maintenance - Bid for single year \$17,280	
Base Bid – 5 Year Maintenance Contract	\$86,400
Contingency Allowance (15%)	\$12,960
Contract Not-to-Exceed Amount	\$99,360

Respectfully submitted,



Joaquin T. Siques
Acting Director
Department of Transportation

Prepared by:



Jon Hamblen
Parking Manager

Approved by:



MIGUEL MARQUEZ
City Manager