

ORDINANCE No. 186595

* Authorize a five year contract with Otis Elevator Company to provide elevator preventive maintenance, repair, and inspection services for a not to exceed amount of \$1,839,748 (Ordinance; RFP No. 116324)

The City of Portland ordains:

Section 1. The Council finds:

1. The City's Office of Management and Finance, Bureau of Internal Business Services, Facilities Services Division is responsible for providing routine preventive elevator maintenance, repair, inspections and code compliance for 43 elevators in 22 City locations. Elevators to be serviced include emergency services in the bureaus of Police, Fire, and Emergency Communications as well as other City buildings, and downtown public parking garages.
2. On December 30, 2013, the Chief Procurement Officer advertised competitive request for proposal (RFP) No. 116324 for Elevator Preventive Maintenance. On January 30, 2014, five (5) proposals were received. The proposals were reviewed, evaluated, and scored in accordance with Portland City Code 5.33.
3. The proposal from Otis Elevator Company was deemed responsive to the requirements of the solicitation, and received the highest evaluation scores for the elevator preventive maintenance, repair and inspection services. On March 25, 2014, the City issued a Notice of Intent to Negotiate and Award a three (3) year contract to Otis Elevator Company with the option to renew two additional years. No protests were received.
4. Otis Elevator Company has a current City of Portland business license, is in full compliance with the Equal Benefits Program, and their EEO Certification is current through May 30, 2014. Otis Elevator Company is not a State of Oregon Certified MWESB contractor. The level of confidence in the cost estimate for these services is High as historical information showing transactions made for previous years are well documented.

NOW, THEREFORE, the Council directs:

- a. The Chief Procurement Officer is hereby authorized to execute a contract with Otis Elevator Company for elevator preventive maintenance, repair and inspection services in a form similar to the contract attached as Exhibit A.

Section 2. The Council declares that an emergency exists because a delay would postpone the execution of a contract for these services and the City is at risk of not having resources for an emergency repair; therefore, this Ordinance shall be in full force and effect from and after its passage by the Council.

Passed by the Council, MAY 28 2014

Mayor Charlie Hales
Prepared by C.Moody/jvannest
Date prepared: April 29, 2014

LaVonne Griffin-Valade
Auditor of the City of Portland

By *Gayla Jennings*
Deputy

Agenda No.
Ordinance NO. 186595
 Title

* Authorize a five year contract with Otis Elevator Company to provide elevator preventive maintenance, repair and inspection services for a not to exceed amount of \$1,839,748.00 (Ordinance RFP No. 116324)

INTRODUCED BY Commissioner/Auditor: Mayor Charlie Hales	CLERK USE: DATE FILED <u>MAY 23 2014</u>
COMMISSIONER APPROVAL Position 1/Utilities - Fritz Position 2/Works - Fish Position 3/Affairs - Saltzman Position 4/Safety - Novick Mayor—Finance and Administration - Hales	LaVonne Griffin-Valade Auditor of the City of Portland By: <u>Susan Parsons</u> Deputy
BUREAU APPROVAL Bureau: OMF/Bureau of Internal Business Services Interim OMF CAO: Fred Miller Bureau Head: Bryant M. Enge	ACTION TAKEN:
Prepared by: Jim Van Nest Date Prepared: April 29, 2014	
Financial Impact & Public Involvement Statement Completed <input checked="" type="checkbox"/> Amends Budget <input type="checkbox"/>	
City Auditor Office Approval: required for Code Ordinances	
City Attorney Approval: required for contract, code amendment, franchise, charter, Code Book	
Council Meeting Date May 28, 2014	

AGENDA
TIME CERTAIN <input type="checkbox"/> Start time: _____ Total amount of time needed: _____ (for presentation, testimony and discussion)
CONSENT <input checked="" type="checkbox"/>
REGULAR <input type="checkbox"/> Total amount of time needed: _____ (for presentation, testimony and discussion)

FOUR-FIFTHS AGENDA	COMMISSIONERS VOTED AS FOLLOWS:	
	YEAS	NAYS
1. Fritz	✓	
2. Fish	✓	
3. Saltzman	✓	
4. Novick	✓	
Hales	✓	