



Contra  
Costa  
County

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: June 18, 2019

Subject: APPROVE a contract with Otis Elevator Company

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Public Works Director, or designee, to execute a contract with Otis Elevator Company, in an amount not to exceed \$550,000 for elevator maintenance and repair services, for the period June 18, 2019 through June 17, 2022. Countywide.

**FISCAL IMPACT:**

This cost is to be funded through Facilities Services maintenance budget. (100% General Fund)

**BACKGROUND:**

Facilities Services maintains all County facility elevators. Facilities uses the original factory manufacturer for repair, service and parts for these units. Several of the elevators now in service at County facilities are under the Otis Elevator Company. Facilities Services is requesting a contract be put in place for this maintenance and repair service.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this contract is not approved, services on Otis brand elevators will be discontinued.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **06/18/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, District III Supervisor  
Karen Mitchoff, District IV Supervisor  
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: June 18, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Ted Lavelle  
925-313-7077

cc: