



Legislation Text

File #: 2020-1339, **Version:** 1

To: Sonoma County Board of Supervisors

Department or Agency Name(s): General Services

Staff Name and Phone Number: Signe Sugiyama, Purchasing Agent, 707-565-3087

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Elevator Maintenance, Service, and Repair Services Blanket Purchase Order

Recommended Action:

- A) Authorize the Purchasing Agent to execute a Blanket Purchase Order (BPO) for elevator maintenance, repair, and related services. The Agreement will be from the effective date through September 30, 2022, with the option to extend for seven (7) additional one (1) year periods, providing that extensions are agreeable to both parties.
- B) Authorize the Purchasing Agent, and designees, to issue work requests, amendments for new units requiring service and option extensions pursuant to the agreements, contingent on availability of sufficient funding for such services.

Executive Summary:

General Services is proposing the County issue a Blanket Purchase Order (BPO) to make elevator maintenance, service and repair services available for County departments (and affiliated public entities, such as Sonoma County Water Agency). The proposed BPO has no guaranteed minimum or maximum amounts of usage. This BPO will facilitate ease of payments by the departments using the elevator maintenance, service and repair services. Elevator services are necessary for the safe, licensed operation of all elevators.

Discussion:

Background

The County currently has nine (9) locations with 25 elevator units which must be maintained by a licensed contractor for both maintenance and emergency (entrapment) calls response. A complete list of addresses are provided in Attachment 1-Pricing, Complete & Standard Maintenance Schedules, Scope, Liquidated Damages.

This Request is to authorize the Purchasing Agency to “piggyback” on the OMNIA-KONE Contract #2019001564, awarded by Omnia with the University of California as the lead agency on the solicitation that resulted in a contract awarded October 1, 2019.

Collaborative procurements use the collective buying power of multiple organizations to deliver savings based upon competitively bid solicitations publically awarded by a lead agency. The County saves administrative

resources when we utilize piggyback or collaborative contracting methods as staff time is not needed to develop the scope of work, advertise, and select vendors. In addition, piggyback contracts often result in lower pricing as the County has the ability to benefit from economies of scale achieved through the original solicitation performed by a larger jurisdiction.

Consultant Selection:

OMNIA Partners (formerly US Communities) is a national government purchasing cooperative with competitively solicited contract. The General Services Department Purchasing division routinely reviews OMNIA Partners contract pricing to determine if opportunities exist for significantly lower pricing on commonly procured goods and services. OMNIA Partners has over 60,000 participating public entities nationwide.

The County will piggyback on the current contract with KONE. The KONE contract resulted from a national competitive solicitation. Based on the competitive national solicitation, the County received better pricing than it would have if we had gone out on our own solicitation based on the County's usage/volume. Additionally, KONE has local staff who reside in the County and can respond in a timely manner. The existing elevator facilities will be covered under the BPO, and additional units/locations may be added by amendment, as needed.

Prior Board Actions:

7-28-15 - Authorized Purchasing Agent to issue a Blanket Purchase Order with KONE effective August 1, 2015 for elevator maintenance services.

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses			
Additional Appropriation Requested			
Total Expenditures			
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
Total Sources			

Narrative Explanation of Fiscal Impacts:

Exact fiscal impact depends on the actual use of these services. The estimated cost of these services is under \$50,000 annually. Prior elevator maintenance, service and repair services total expenses in the past three (3) years have been as follows: FY 19/20 \$30,209.19, FY 18/19 \$43,892.74, and FY 17/18 \$105,851.18. Elevators' maintenance and repair costs for County owned buildings are paid from the General Services Operating

Budget and are a General Fund expense. Non-County departments using the contract will assume the costs of services for their facilities.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

None

Attachments:

Attachment 1 - Pricing, Complete & Standard Maintenance Schedules, Scope, Liquidated Damages

Attachment 2 - Blanket Purchase Order KONE BPO AGREEMENT QB151218

Attachment 3 - 20150319 County of Sonoma Contractor Terms and Conditions

Related Items "On File" with the Clerk of the Board:

None