

Staff Report

Subject: Renewal of Contracts for Otis Elevators for service at 802 and 804 S. Laurel Street

Author: Alison Bruton, Purchasing Agent

Department: Facilities Maintenance

Meeting Date: May 18, 2021

Item Description: Contract Renewals for Otis Elevators

Summary Recommendation: Staff recommends renewal of the Contracts for Otis Elevators for service at 802 and 804 S. Laurel Street

Executive Summary/Background:

- Contract Number TAS65470 and Contract Number TAS05073 are maintenance agreements for the elevators located in 802 S. Laurel St and 804 S. Laurel St.
- Effingham County approved the Contract Addendums on July 7, 2020 agreeing to assume the Otis contracts and the existing terms and conditions therein.
- The Contracts and Amendments have previously been reviewed and approved to form by the County Attorney.

Alternatives for Commission to Consider

1. Approval of the Contract Amendments and terms and conditions therein.
2. Take no action.

Recommended Alternative: 1

Other Alternatives: 2

Department Review: Facilities Maintenance

Funding Source: Building Maintenance Budget

Attachments:

1. Contract and Addendum for 802 S. Laurel Street
2. Contract and Addendum for 804 S. Laurel Street