



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 06/15/2021

ITEM NO: 16

DATE: June 3, 2020

TO: Mayor and Town Council

FROM: Laurel Prevetti, Town Manager

SUBJECT: Authorize the Town Manager to Execute a Second Amendment to Extend the Agreement for Services with Elevator Service Company of Central CA, Inc. for Four Months in the Amount of \$7,560, for a Total Agreement Not to Exceed \$66,640

RECOMMENDATION:

Authorize the Town Manager to Execute a Second Amendment to the Agreement for Services with Elevator Service Company of Central CA, Inc. (Attachment 1) for four months in the amount of \$7,560, for a total agreement not to exceed \$66,640.

BACKGROUND:

On July 1, 2018, the Town entered into an Agreement for Services with Elevator Service Company of Central CA, Inc. to provide maintenance for five elevators in Town facilities. The current Agreement for Services with Elevator Service Company of Central CA Inc. expires on June 30, 2021.

DISCUSSION:

The Town has five elevators located in the following Town facilities: Library, New Museum, and Adult Recreation Center. Elevators require scheduled inspections, testing, maintenance, and repairs. Having an elevator service agreement is imperative for safe operation of Town elevators. Staff recommends funding an extension of four months to allow sufficient time to obtain multiple competitive bids for the ongoing provision of this service.

PREPARED BY: Daniel Keller
Facilities and Environmental Services Manager

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

PAGE 2 OF 2

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CONCLUSION:

Authorize the Town Manager to Execute a Second Amendment to the Agreement for Services with Elevator Service Company of Central CA, Inc. for four months in the amount of \$7,560, for a total agreement not to exceed \$66,640.

FISCAL IMPACT:

There is sufficient funding in the Facilities Program to cover elevator maintenance services cost for this extension.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. Second Amendment to Agreement for Services
2. Original Agreement including First Amendment