



## Agenda Item Summary

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### **Submitted By**

John P. Wielebnicki, Public Works Director

### **Reviewed By**

LKS

### **Agenda Item Title**

**A Resolution Approving an Amendment to the Renewal of an Independent Contractor Agreement with South West Industries, Inc. d/b/a Anderson Elevator Co. to Change the Not to Exceed Amount from \$23,656.55 to \$28,155.00 for Elevator Repair and Testing Services in 2020 and Authorizing its Execution**

### **Overview**

In anticipation of additional unplanned elevator repair and testing services needed at Village Hall, the Public Works Center and three parking garages throughout the remainder of 2020, staff is submitting an Amendment to the Independent Contractor Agreement with Anderson Elevator increasing the agreement from \$23,656.55 to \$28,155.00.

### **Recommendation**

Approve the Resolution.

### **Fiscal Impact**

The Fiscal Year 2020 General Fund, Public Works Department, Building Maintenance Division Operating Budget includes funds for this work in accounts 1001-43790-711 and 713-530660 for General Contractuals.

The FY2020 Parking Fund General Contractuals provides funds in account # 5060-43770-783, 784 and 788-530660.

If approved, the total amended contract cost with Anderson Elevator in 2020 would not exceed \$28,155.00. The additional funds needed are for emergency repairs and testing fees (\$23,656.55 original contract amount, plus 5% contingency for future unplanned repairs [\$1,182.83], plus \$1,655 for an emergency repair needed to the elevator phone system at the Public Works Center, plus \$1,660 for additional testing fees).

### **Background**

On February 6, 2020, the Village Manager approved a one-year Renewal of the Independent Contractor Agreement with Anderson Elevator for elevator maintenance and repair services for \$23,656.55. As of September 16, 2020, \$3,363.55 remains on the Purchase Order.

In late January of 2020 the Village incurred a cost of \$1,655.00 from Anderson Elevator for an emergency repair needed to the elevator phone system at the Public Works Center. That cost, along with the regular

monthly service costs and testing fees that the Village will incur throughout the remainder of 2020, as well as potential unplanned repair work needed at all locations, would exceed \$25,000.00 thereby requiring Village Board approval of an Amendment to the Independent Contractor Agreement.

**Alternatives**

The Village Board could delay action to gain additional information.

**Previous Board Action**

The Village Board has approved similar amendments to repair agreements in the past.

**Citizen Advisory Commission Action**

N/A.

**Anticipated Future Actions/Commitments**

If additional elevator repairs are needed at various locations in 2020 the Agreement would need to be further amended.

**Intergovernmental Cooperation Opportunities**

None.