



Department Source: Public Works

To: City Council

From: City Manager & Staff

Council Meeting Date: July 6, 2020

Re: Authorizing a Professional Engineering Services Agreement for Elevator Evaluation and Preparation of a Maintenance Agreement for an Elevator Service Contract for Twenty-Five Citywide Elevators.

Executive Summary

Staff is requesting Council authorize the City Manager to execute a Professional Engineering Services Agreement with one of the city's pre-qualified professional consultants, Kenneth H. Lemp Elevator Consultants, Inc., for engineering services, specifically mechanical engineering as it relates to elevator operations expertise.

Discussion

The City is in the process of creating a Request for Proposal (RFP) for comprehensive elevator maintenance to include a scope of work that defines exactly what work we need in an elevator service contract. Kenneth H. Lemp Elevator Consultants, Inc., have the expertise to assist us in writing our specifications and in doing so we feel we need an expert to do an assessment for the general condition of our twenty-five (25) citywide elevators.

The scope of work will include three phases of services to include, elevator equipment evaluation, preparation of elevator maintenance specifications, and specification bid phase. The proposal cost is \$24,535.00, services will be paid from Public Buildings - Building Maintenance, contractual services operating account.

For the evaluation, Phase I, the consultant will perform physical inspections for general condition of the equipment, maintenance contract conformance with the existing maintenance contract, and compliance with the State of Missouri minimum requirements. The consultant shall provide a listing of maintenance items to be corrected and to bring the equipment within satisfactory state of repairs and in compliance with the municipal requirements. All recommendations shall take into consideration compliance with the State of Missouri existing elevator minimums, American Society of Mechanical Engineers (ASME) A17.1 Safety Code for elevators and escalators, International Building Code (IBC), National Electric Code (NEC), American National Standards Institute (ANSI) A117.1 Accessibility and Usability of Disabled persons, and the Department of Justice Americans with Disabilities Act (ADA) as applicable.

Phase II scope will include preparation of a five (5) year full service elevator maintenance contract. The contract shall incorporate all general conditions per the City's requirements and detailed maintenance requirements. The consultant will attend an initial meeting to discuss all required documents and provide phased submittals upon City review.



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Phase III work involves support and attendance of any pre-bid meetings and assistance in recommendation of bid submissions.

Contracting with this firm will greatly assist us in achieving our goal for developing our own scope of maintenance work rather than utilizing a generic blanket contract which we are currently operating under.

Fiscal Impact

Short-Term Impact: The proposal cost is \$24,535.00, services will be paid from Public Buildings - Building Maintenance contractual services operating account.

Long-Term Impact: n/a

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Secondary, Tertiary Impact: Tertiary

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Tertiary

Legislative History

Date	Action
n/a	None

Suggested Council Action

Adopt the resolution authorizing a professional engineering services agreement with Kenneth H. Lemp Elevator Consultants, Inc., for professional elevator consulting services.