

MEMORANDUM

TO: Mr. Matt McIntire, Chairperson
Dr. Maria Brown
Ms. Karen Byrd
Ms. Julie Pyle
Mr. Troy Freeman
Mr. Matthew Turner, Superintendent

FROM: Jehan Ghouse, Purchasing Administrator

DATE: July 7, 2020

RE: Elevator Inspection and Maintenance Bid ward: DC Elevator

A Request for Bid was issued on June 18, 2020 for Elevator Inspection and Maintenance Services for the District. Five vendors responded. Bids were opened via Video Conference with two vendors in attendance. Following are the bids, as received.

| Vendor | Bid | Attended? | Exceptions | Comment |
|-------------------|----------|-----------|-------------------------|-----------------------------|
| DC Elevator | \$3,456 | N | None | |
| ThyssennKrupp | \$7,280 | Y | Standard Industry Items | |
| TriState Elevator | \$8,000 | N | None | |
| Otis | \$11,880 | N | Standard | |
| Schindler | \$14,400 | Y | Industry Items | \$800 per elev. x 18 elevs. |

Based on the tabulation above and clarification with the vendor, DC Elevator, is the most competitive. The award is for one year, effective August 1, 2020, with the option to renew for 3 additional years.

This activity will be funded from the General Fund.

Together with the concurrence of the Director of Facility Management, I recommend awarding the bid to DC Elevator, as presented.