**Board Memo**

**DATE:** 6/15/2022

**AGENDA ITEM DETAILS:**

**School/Department**

Facility Management

**Product Vendor or Grant Issuer**

DC Elevator

**Product or Grant Name**

Elevator Inspection and Maintenance

**Date/Term (Beginning and End Dates/Year)**

August 1, 2022 – July 31, 2023

**APPLICABLE BOARD POLICY:**

04.32 Model Procurement Code Purchasing

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

The award for Elevator Maintenance was made to DC Elevator in 2020 with the option to renew for 3 years. Facility Management and DC Elevator mutually agree to renew the bid award for the 2nd additional year. The increased cost of business has increased the price 10% over last year.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  |  |  | 2020 | 2021 | 2022 |
| Quarterly | 03A-13762 | Ballyshannon Middle School | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13763 | Boone County Board of Education | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13764 | Boone County High School | $ 96.00 | $ 100.80 | $ 110.88 |
| Quarterly | 03A-13765 | Burlington Elementary | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13766 | Collins Elementary | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13767 | Conner High School | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13768 | Conner Middle School | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13769 | Cooper High School | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13770 | Florence Elementary | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13771 | Goodridge Elementary | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13772 | Ignite Institute | $ 96.00 | $ 100.80 | $ 110.88 |
| Quarterly | 03A-13773 | Jones Middle School | $ 48.00 | $ 50.40 | $ 55.44 |
| Quarterly | 03A-13774 | New Haven Elementary | $ 96.00 | $ 100.80 | $ 110.88 |
| Quarterly | 03A-13775 | Ryle High School | $ 96.00 | $ 100.80 | $ 110.88 |
| Quarterly Total | $ 864.00 | $ 907.20 | $ 997.92 |

|  |  |  |  |
| --- | --- | --- | --- |
| Annually Total | $ | 3,456.00 $ 3,628.80 | $ 3,991.68 |
|  |  | Quarterly Increase | $90.72 |
|  |  | Annual Increase | $362.88 |

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

$3,991.68

**Funding Source**

General Fund

 **\*If more than one funding source, list below along with amount or percent for each source**

N/A

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

N/A

**RECOMMENDATION:**

I recommend approval of the award renewal to DC Elevator, as presented.

**CONTACT PERSON: (submitter)**

Roxanne Collins, Purchasing Administrator