

DATE:

03/13/2024

AGENDA ITEM (ACTION ITEM):

Consider/Approve awarding the Elevator Maintenance & Service contract to DC Elevator as specified on the Elevator Maintenance & Service Bid Tabulation for the period of July 1, 2024 through June 30, 2025, with three mutually agreed upon annual renewals available.

APPLICABLE BOARD POLICY:

Fiscal Management 04.32

HISTORY/BACKGROUND:

An advertisement to accept sealed proposals for Elevator Maintenance & Service was posted on the District website on March 4, 2024. Proposals were publicly opened on March 12, 2024 at 1:00 PM EST.

FISCAL/BUDGETARY IMPACT:

Inspection fees will see an overall decrease of 7.28% from the previous fiscal year. Unable to calculate maintenance and service fees due to the work being performed on an as needed basis.

RECOMMENDATION:

Approval to award the Elevator Maintenance & Service contract to DC Elevator as specified on the Elevator Maintenance & Service Bid Tabulation for the period of July 1, 2024 through June 30, 2025, with three mutually agreed upon annual renewals available..

CONTACT PERSON:

Jenny Weis-Smith, Procurement Coordinator


Principal/Administrator


District Administrator


Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.
Principal—complete, print, sign and send to your Director. Director—if approved, sign and put in the Superintendent's mailbox.

**THE KENTON COUNTY SCHOOL DISTRICT
ELEVATOR MAINTENANCE & SERVICE BID TABULATION**

Quarterly Inspections (October, April)		DC Elevator	
Location		October Exam	April Exam
Beechgrove Elementary		\$ 79.00	\$ 79.00
J.A. Caywood Elementary		\$ 79.00	\$ 79.00
Dixie Heights High School - #1		\$ 79.00	\$ 79.00
Dixie Heights High School - #2		\$ 79.00	\$ 79.00
Ft. Wright Elementary		\$ 79.00	\$ 79.00
Kenton Elementary		\$ 79.00	\$ 79.00
Piner Elementary		\$ 79.00	\$ 79.00
River Ridge Elementary - #1		\$ 79.00	\$ 79.00
River Ridge Elementary - #2		\$ 79.00	\$ 79.00
Ryland Heights Elementary - #1		\$ 79.00	\$ 79.00
Ryland Heights Elementary - #2		\$ 79.00	\$ 79.00
Scott High School - #1		\$ 79.00	\$ 79.00
Scott High School - #2		\$ 79.00	\$ 79.00
Scott High School - Handicap Lift		\$ 79.00	\$ 79.00
Simon Kenton High School - #1		\$ 79.00	\$ 79.00
Simon Kenton High School - #2		\$ 79.00	\$ 79.00
Simon Kenton High School - #3		\$ 79.00	\$ 79.00
Summit View Academy - #1		\$ 79.00	\$ 79.00
Summit View Academy - #2		\$ 79.00	\$ 79.00
Taylor Mill Elementary		\$ 79.00	\$ 79.00
Taylor Mill Elementary - Handicap Lift		\$ 79.00	\$ 79.00
Turkey Foot Middle		\$ 79.00	\$ 79.00
Woodland Middle		\$ 79.00	\$ 79.00
Total Cost for Quarterly Inspections		\$ 1,817.00	\$ 1,817.00
Semi-Annual Inspections July, January)			
Location		October Exam	April Exam
Beechgrove Elementary		\$ 79.00	\$ 79.00
J.A. Caywood Elementary		\$ 79.00	\$ 79.00
Dixie Heights High School - #1		\$ 79.00	\$ 79.00
Dixie Heights High School - #2		\$ 79.00	\$ 79.00
Ft. Wright Elementary		\$ 79.00	\$ 79.00
Kenton Elementary		\$ 79.00	\$ 79.00
Piner Elementary		\$ 79.00	\$ 79.00
River Ridge Elementary - #1		\$ 79.00	\$ 79.00
River Ridge Elementary - #2		\$ 79.00	\$ 79.00
Ryland Heights Elementary - #1		\$ 79.00	\$ 79.00
Ryland Heights Elementary - #2		\$ 79.00	\$ 79.00
Scott High School - #1		\$ 79.00	\$ 79.00
Scott High School - #2		\$ 79.00	\$ 79.00
Scott High School - Handicap Lift		\$ 79.00	\$ 79.00
Simon Kenton High School - #1		\$ 79.00	\$ 79.00
Simon Kenton High School - #2		\$ 79.00	\$ 79.00
Simon Kenton High School - #3		\$ 79.00	\$ 79.00
Summit View Academy - #1		\$ 79.00	\$ 79.00
Summit View Academy - #2		\$ 79.00	\$ 79.00

Taylor Mill Elementary	\$ 79.00	\$ 79.00
Taylor Mill Elementary - Handicap Lift	\$ 79.00	\$ 79.00
Turkey Foot Middle	\$ 79.00	\$ 79.00
Woodland Middle	\$ 79.00	\$ 79.00
Total Cost for Semi-Annual Inspections	\$ 1,817.00	\$ 1,817.00
Annual Inspection (August)		
Location	August Exam	
Beechgrove Elementary	\$0.00	
J.A. Caywood Elementary	\$0.00	
Dixie Heights High School - #1	\$0.00	
Dixie Heights High School - #2	\$0.00	
Ft. Wright Elementary	\$0.00	
Kenton Elementary	\$0.00	
Piner Elementary	\$0.00	
River Ridge Elementary - #1	\$0.00	
River Ridge Elementary - #2	\$0.00	
Ryland Heights Elementary - #1	\$0.00	
Ryland Heights Elementary - #2	\$0.00	
Scott High School - #1	\$0.00	
Scott High School - #2	\$0.00	
Scott High School - Handicap Lift	\$0.00	
Simon Kenton High School - #1	\$0.00	
Simon Kenton High School - #2	\$0.00	
Simon Kenton High School - #3	\$0.00	
Summit View Academy - #1	\$0.00	
Summit View Academy - #2	\$0.00	
Taylor Mill Elementary	\$0.00	
Taylor Mill Elementary - Handicap Lift	\$0.00	
Turkey Foot Middle	\$0.00	
Woodland Middle	\$0.00	
Total Cost for Annual Inspections	\$0.00	
Total Cost for Inspections	\$7,268.00	
Licensed Elevator Repair Technician Standard Hourly Rate	\$274.00	
Licensed Elevator Repair Technician Overtime Hourly Rate	\$411.00	
Cost plus a percentage mark-up on materials for additional repairs:	10%	
Warranty - Parts (in days)	365	
Warranty - Labor (in days)	365	
Total	\$14,218.00	
Overall Cost (60 Points Total)	60.00	
Perceived Quality of Service (30 Points Total)	26.67	
References	8.00	
Total Evaluation Score	94.67	

Recommended as the best evaluated proposal -

THE KENTON COUNTY SCHOOL DISTRICT
ELEVATOR MAINTENANCE & SERVICE BID TABULATION
QUALITY OF SERVICE & REFERENCES

	DC Elevator
1. Implementation Strategy	
Evaluator #1	10
Evaluator #2	9
Evaluator #3	7
Points Awarded	8.67
2. Background/Qualifications	
Evaluator #1	10
Evaluator #2	9
Evaluator #3	8
Points Awarded	9.00
3. Account Maintenance	
Evaluator #1	10
Evaluator #2	9
Evaluator #3	8
Points Awarded	9.00
4. References	
Reference #1*	8
Points Awarded	8.00
Total Points Awarded	34.67

**The Board reserves the right to provide the sole reference score since this company has been a vendor for The Board within the past five years*