

<b><u>ITEM NO.</u></b>	<b><u>DESCRIPTION</u></b>	<b><u>ACTION</u></b>
4.11	<p><u>Approval of Change Order #1 for Agreement for Energy Conservation Services with Sun Industries, Inc. for LED Lighting Conversion Project at Santiago Canyon College and District Operations Building</u></p> <p>The board approved change order #1 for the agreement for energy conservation services with Sun Industries, Inc. for the LED Lighting Conversion project at SCC and the District Operations building as presented.</p>	<u>Approved</u>
4.12	<p><u>Approval of Bid #1258 – Purchase of 3DGage Reverse Engineering &amp; Inspection Tool Powered by Verisurf CAD Software Education Bundle</u></p> <p>The board accepted the bid and approved awarding Bid #1258 – Purchase of 3DGage Reverse Engineering &amp; Inspection Tool Powered by Verisurf CAD Software Education Bundle to Paton Miller LLC dba The Paton Group as presented.</p>	<u>Approved</u>
4.13	<p><u>Approval of Bid #1259 – Elevator Repair &amp; Preventative Maintenance Service</u></p> <p>The board accepted the bid and approved awarding the contract including renewals to GMS Elevator Services to provide repair and preventative maintenance service to district-owned elevators as presented.</p>	<u>Approved</u>
4.14	<p><u>Approval of Purchase Orders</u></p> <p>The board approved the purchase order listing for the period April 12, 2015, through May 2, 2015.</p>	<u>Approved</u>
5.1	<p><u>Approval of Resource Development Items</u></p> <p>The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:</p> <ul style="list-style-type: none"><li>- Child Development Training Consortium (SAC/SCC) - \$3,537.50 <i>Augmentation</i></li></ul>	<u>Approved</u>
5.2	<p><u>Approval of Amendment to Sub-Agreements between Rancho Santiago Community College District (RSCCD) and Cerritos, Citrus and Los Angeles Community College Districts</u></p> <p>The board approved the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.</p>	<u>Approved</u>
5.3	<p><u>Approval of First Amendment to Sub-Agreement between RSCCD and Orange County Superintendent of Schools for AB 86 Adult Education Consortium Planning Grant</u></p> <p>The board approved the first amendment to the sub-agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.</p>	<u>Approved</u>

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**  
**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date:	May 26, 2015
Re:	Approval of Bid #1259-Elevator Repair & Preventative Maintenance Service		
Action:	Request for Approval		

**BACKGROUND**

The District has a total of twenty-eight elevators at Santa Ana College, Digital Media Center, Santiago Canyon College and the District Office that require monthly inspection and service. This work must be performed by a licensed elevator technician. The current five year contract is expiring on June 30, 2015 therefore, re-bidding this service was required.

**ANALYSIS**

Working with staff members from the colleges, a bid package was prepared and sent out to fifteen (15) bidders for competitive pricing for elevator maintenance service for a period of three years with an option to renew for an additional two years.

A mandatory pre-bid conference and job walk was conducted to discuss the bidding procedures and to allow the bidders to visit the two largest sites. A total of eight (8) bidders attended; two companies provided bids. (See attached bid recap.)

After a thorough evaluation, it was determined that GMS Elevator Services is the lowest responsible and responsive bidder meeting specifications.

**RECOMMENDATION**

It is recommended that the Board of Trustees accept the bid and award the contract including renewals to GMS Elevator Services to provide repair and preventative maintenance service to district-owned elevators as presented.

Fiscal Impact:	\$119,637.00 (three-year cost)	Board Date:	May 26, 2015
Prepared by:	Tracey Conner-Crabbe, Director of Purchasing Services		
Submitted by:	Peter J. Hardash, Vice Chancellor of Business Operations/Fiscal Services		
Recommended by:	Raúl Rodríguez, Ph.D., Chancellor		

Bid Recap  
 Bid #1259- Elevator Repair and Preventative Maintenance Service

	GMS Elevator Service Inc			Excelsior Elevator		
Site	Annual Cost (YR 1)	Annual Cost (YR 2)	Annual Cost (YR 3)	Annual Cost (YR 1)	Annual Cost (YR 2)	Annual Cost (YR 3)
Santa Ana College	22,788.48	22,788.48	22,788.48	21,900.00	24,900.00	25,416.00
Digital Media Center	1,423.44	1,423.44	1,423.44	1,680.00	1,680.00	1,716.00
Santiago Canyon College	12,818.52	12,818.52	12,818.52	13,500.00	13,500.00	13,824.00
District Office	2,848.56	2,848.56	2,848.56	3,000.00	3,000.00	3,072.00
Subtotal	39,879.00	39,879.00	39,879.00	40,080.00	43,080.00	44,028.00
Total Bid Price For Three Years	* <b>119,637.00</b>			<b>127,188.00</b>		
Volume Discount (Optional)	0%			0%		
Extra parts/Materials (%Mark-up Over Cost)	20%			20%		
Hourly Rate For Regular Business Hours	\$155.00/Hr.			\$205.00/Hr.		
Hourly Rate For Regular Overtime Hours (Monday through Friday)	\$226.00/Hr.			\$360.00/Hr.		
Hourly Rate For Regular Overtime Hours (Saturday, Sunday & Holidays)	\$247.00/Hr			\$410.00/Hr		

\* Recommend Award