

PERALTA COMMUNITY COLLEGE DISTRICT  
**Board of Trustees Agenda Report**  
**For the Trustee Meeting Date of September 13, 2011**

ITEM # 39

**ITEM TITLE:**

Consider Ratification of Amendment to the Contract with Ascent Elevator Services for District-Wide Elevator Inspection and Maintenance Program

**SPECIFIC BOARD ACTION REQUESTED:**

Ratification is requested for an amendment to the contract with Ascent Elevator Services for the District-wide Elevator Inspection and Maintenance Program for a one-year period, at a fee of \$51,570.

**ITEM SUMMARY:**

This amendment extends the District-Wide Elevator Inspection and Maintenance Program services provided by Ascent Elevator Services for a one-year period from April 1, 2011 through March 31, 2012, at a fee of \$51,570.

On January 15, 2007, the Board of Trustees approved a contract award to Ascent Elevator Services (Ascent) for the District-wide Elevator Inspection and Maintenance Program. Ascent was selected through a competitive Request for Proposal process (RFP 06-07/24). In the RFP response, service prices were quoted for five years. Ascent has provided services according to the prices quoted in their proposal since the initial one-year contract. The last optional year under the proposal is for the period from April 1, 2011 through March 31, 2012. Staff recommended approval of an amendment extending Ascent's contract for a final year at the cost specified in their original proposal (2.987%/year escalation), resulting in a total Elevator Inspection and Maintenance Program fee of \$51,570 for this period ending March 31, 2012.

It was necessary to approve the amendment during the Board recess so that the elevator services could continue and the vendor could be paid. The Chancellor approved this amendment, as permitted under the Chancellor Authorization to Sign (Resolution 99/00-5), and ratification by the Board of Trustees is now requested. All Board approved contracts are subject to negotiation and execution by the Chancellor. The Chancellor recommends approval.

**SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):**

District General Funds.

**BACKGROUND/ANALYSIS:**

Ascent has been very responsive since the initiation of the contract, and the District has been satisfied with the services they have performed. This is the last year of the contract under the fees in their original proposal, and a new RFP will be conducted prior to the end of this renewal term.

**ALTERNATIVES/OPTIONS:**

Not applicable.

**EVALUATION AND RECOMMENDED ACTION:**

*Ratification* is recommended for an amendment to the contract with Ascent Elevator Services for the District-wide Elevator Inspection and Maintenance Program for a one-year period; at a fee of \$51,570.

**OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):**

YES \_\_\_\_\_ NO  X

**COMMENTS:**

All Board approved contracts are subject to final negotiation and execution by the Chancellor.

**WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING?**

Vice Chancellor Ikharo

**DID A BOARD STANDING COMMITTEE RECOMMEND THE ITEM? YES  X  NO \_\_\_\_\_**

**IF "YES", PLEASE INCLUDE THAT INFORMATION IN YOUR SUMMARY.**

**PLEASE ACQUIRE SIGNATURES IN THIS ORDER:**

**DOCUMENT PREPARED BY:**

Prepared by: Sadiq B. Ikharo Date: 9-3-11  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**DOCUMENT PRESENTED BY:**

Sadiq B. Ikharo Date: 9-3-11  
Dr. Sadiq B. Ikharo  
Vice Chancellor of General Services

**FINANCE DEPARTMENT REVIEW**

Finance review required  Finance review *not* required

If Finance review is required, determination is:  Approved  Not Approved

If not approved, please give reason: \_\_\_\_\_

Signature: Ron Gerhard electronically by re Date: 9/8/11  
Ronald Gerhard, Chief Financial Officer

**GENERAL COUNSEL (Legality and Format/adherence to Education Codes):**

Legal review required  Legal review *not* required

If Legal review is required, determination is:  Approved  Not Approved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Thuy T. Nguyen, General Counsel

**CHANCELLOR'S OFFICE APPROVAL**

Approved, and Place on Agenda  Not Approved, but Place on Agenda

Signature: Wise E. Allen Date: 9/8/11  
Wise E. Allen, Chancellor



PERALTA COMMUNITY COLLEGE DISTRICT  
Department of General Services

July 21, 2011

MEMORANDUM

To: Chancellor Wise Allen

From: Dr. Sadiq B. Ikharo, Vice Chancellor for General Services *SBI*

Subject: Approval of Amendment to Contract with Ascent Elevator Service for District-Wide Elevator Inspection and Maintenance Program Services

Your approval is requested to extend the contract with Ascent Elevator Service for District-wide Elevator Inspection and Maintenance Program services for a one-year period from April 1, 2011 through March 31, 2012, at a fee of \$51,570.

On January 15, 2007, the Board of Trustees approved a contract award to Ascent Elevator Service (Ascent) for Elevator Inspection and Maintenance Program services District-wide. Ascent was selected through a competitive Request for Proposal (RFP 06-07/24) process. In the RFP, service prices were quoted for five years. Ascent has provided services according to the prices quoted in the RFP since the initial one-year contract. The last optional year under the proposal is for the period April 1, 2011 through March 31, 2012. Ascent has been very responsive since the initiation of the contract, and the District has been satisfied with the services they have performed. Staff recommends approval of an amendment extending Ascent's contract for a final year at the cost specified in their original proposal (2.987%/year escalation), resulting in a total Elevator Inspection and Maintenance Program fee of \$51,570 for this period ending March 31, 2012. A new RFP will be conducted prior to the end of this renewal term.

Your approval, as permitted under the Chancellor Authorization to Sign (Resolution 99/00-5), is requested for the contract extension. It is important to approve the extension before the next Board meeting so that the elevator services will continue and the vendor can be paid. Board ratification of the extension will be requested at the Board meeting of September 13, 2011.

SBI:cr  
Enclosures

Approved: *Wise E. Allen* Date *7/29/11*  
Wise E. Allen, Chancellor