

Financial Services
Mr. Ron Y. Steiger, Chief Financial Officer

**SUBJECT: AWARD REQUEST FOR PROPOSALS NO. RFP-19-035-
EA – INSPECTION AND ADMINISTRATIVE SERVICES
FOR ELEVATORS AND WHEELCHAIR LIFTS**

COMMITTEE: FISCAL ACCOUNTABILITY & GOVERNMENT RELATIONS

**LINK TO STRATEGIC
BLUEPRINT: EFFECTIVE AND SUSTAINABLE BUSINESS PRACTICES**

Procurement Management Services, at the request of the Office of School Facilities, released the above-referenced solicitation. The purpose of this Request for Proposals (RFP) is to obtain professional services of a certified agent or agency in the specific area of elevator and wheelchair lift inspection and certification. This service will also include periodic monitoring or quality control inspections of repairs performed by the elevator maintenance provider. This RFP was advertised on the Procurement Management Services website, as well as Periscope and DemandStar, and emailed to 21 potential bidders. The solicitation was shared with the District's Office of Economic Opportunity (OEO) for additional community outreach.

The initial term of the bid shall be for a three (3) year period, commencing February 10, 2021 through February 9, 2024, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidders, be extended for three (3) additional one (1) year periods, and if needed, an additional ninety (90) days beyond the expiration of the renewal period.

The Goal Setting Committee recommended that this solicitation be open with a 10 point preference for SBE/MBE certified firms. In addition, there was an additional 5 point preference for certified firms who are non-incumbent and have not received business with the District within the previous six (6) month period prior to the solicitation deadline.

Three (3) vendors responded to this advertised bid. Based on the criteria listed in the solicitation and the Selection Committee's recommendation, two (2) vendors are being recommended for award, of which one (1) is certified as a Micro Business Enterprise (MBE).

Both firms, one (1) of which is the current incumbent, offered savings on the hourly rates for inspection and administrative services for elevators and wheelchair lifts. For Tower Elevator Corporation, the District will see an approximate 5.6% savings off of the hourly rate. For ATIS Elevator Inspections, LLC, the District will see an approximate 1.2% savings off of the hourly rate.

M-DCPS OEO staff verified the Small, Micro, Veteran and/or M/WBE certification status of the firm(s).

In Fiscal Year 2019-2020, the District spent \$119,892 on Inspection and Administrative Services for Elevators and Wheelchair Lifts.

Fund Source

Various

RECOMMENDED: That The School Board of Miami-Dade County, Florida:

1. **AWARD** REQUEST FOR PROPOSALS NO. RFP-19-035-EA – INSPECTION AND ADMINISTRATIVE SERVICES FOR ELEVATORS AND WHEELCHAIR LIFTS, to obtain professional services of a certified agent or agency in the specific area of elevator and wheelchair lift inspection and certification. This service will also include periodic monitoring or quality control inspections of repairs performed by the elevator maintenance provider, effective February 10, 2021 through February 9, 2024, and may, by mutual agreement between The School Board of Miami-Dade County, Florida, and the successful bidder, be extended for three (3) additional one (1) year extension periods thereto and if needed, an additional ninety (90) days beyond the expiration of the renewal period, as follows:

PRIMARY (LOCAL)

A. TOWER ELEVATOR CORPORATION
3631 N.W. 48 TERRACE MIAMI, FL 33142
OWNER/OFFICER: JAMES J. PATTERSON

MBE

ALTERNATE

B. ATIS ELEVATOR INSPECTIONS, LLC
10220 US HIGHWAY 19, SUITE 400
PORT RICHEY, FL 34668
OWNER/OFFICER: JAY SITZMANN

2. **AUTHORIZE** Procurement Management Services to purchase up to a total estimated amount of \$450,000, for the initial contract term of three (3) years, and an amount not to exceed \$150,000, for each subsequent one (1) year extension period(s). Board authorization of this recommendation does not mean the amounts shown will be expended.