

**RFP18M12**  
**ELEVATOR MAINTENANCE AND TESTING**  
**(RENEWAL)**

**FACT SHEET**

A. **Overview:** This recommendation is to renew the contract for the inspection, testing, and maintenance of elevators and lift equipment throughout Frederick County Public Schools.

1. **Other facts:**

- The renewal term will be effective from May 1, 2022 through April 30, 2023, with no remaining renewal options available.
- Prices for the renewal period remain unchanged.
- Approximately \$71,760 was spent in FY21 and approximately \$42,250 has been spent, to date in FY22.
- This contract will be administered by Randall Connatser, Acting Custodial Services Manager.

2. **Source of Funding:** FY22 Approved Operating Budget and contingent upon Board approval of FY23 Operating Budget.

---

B. **Recommendation:** Staff recommends that RFP 18M12, Elevator Maintenance and Testing be renewed to Otis Elevator Company of Linthicum, MD, per the attached Summary of Renewal.

---

C. **Action taken by the Board (Purchasing use only):**

\_\_\_\_\_ Approved    \_\_\_\_\_ Denied    \_\_\_\_\_ Deferred    \_\_\_\_\_ Other    RM/kl  
\_\_\_\_\_ Date    \_\_\_\_\_ Date    \_\_\_\_\_ Date    \_\_\_\_\_ Date    BOE Mtg.: 04.13.22

## SUMMARY OF RENEWAL

	OTIS ELEVATOR COMPANY			
UNIT PRICE FOR PREVENTATIVE MAINTENANCE - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR/LIFT ON A MONTHLY BASIS UNLESS RECOMMENDED FREQUENCY CHANGES:	UNIT \$	EST. QTY.	EST. FREQUENCY PER YEAR	TOTAL \$
ELEVATOR - HYDRAULIC	\$ 110.00	30	11	\$ 36,300.00
WHEELCHAIR LIFT/DUMB WAITER	\$ 90.00	15	11	\$ 14,850.00
TRACTION ELEVATORS	\$ 140.00	7	11	\$ 10,780.00
SUB-TOTAL:				\$ 61,930.00
UNIT PRICE FOR PERIODIC INSPECTIONS AND TESTS - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR/LIFT AT A FREQUENCY AS REQUIRED BY THE STATE OF MD. DEPT. OF LICENSING AND REGULATION. THIS PRICE SHALL INCLUDE THE UNIT PRICE FOR MONTHLY PREVENTATIVE MAINTENANCE:	UNIT \$	EST. QTY.	EST. FREQUENCY PER YEAR	TOTAL \$
ELEVATOR - HYDRAULIC	\$ 125.00	30	1	\$ 3,750.00
WHEELCHAIR LIFT/DUMB WAITER	\$ 100.00	15	1	\$ 1,500.00
TRACTION ELEVATORS	\$ 160.00	7	1	\$ 1,120.00
SUB-TOTAL:				\$ 6,370.00
UNIT PRICE FOR 5 YEAR FULL LOAD TESTS - ALL LABOR, MATERIALS, EQUIPMENT AND RECORD KEEPING NECESSARY PER ELEVATOR AT A FREQUENCY AS REQUIRED BY THE STATE OF MD DEPT. OF LICENSING AND REGULATION.	UNIT \$	UOM	EST. FREQUENCY PER YEAR	TOTAL \$
ELEVATOR - HYDRAULIC	N/A	EACH	1	\$ -
WHEELCHAIR LIFT/DUMB WAITER	\$ 1,180.00	EACH	1	\$ 1,180.00
TRACTION ELEVATORS	\$ 1,180.00	EACH	1	\$ 1,180.00
SUB-TOTAL:				\$ 2,360.00
HOURLY RATE FOR EMERGENCY CALLBACK SERVICE ON A 24 HOUR PER DAY, SEVEN DAYS PER WEEK BASIS, INCLUSIVE OF TIME AND TRAVEL	HOURLY \$	UOM	EST. FREQUENCY PER YEAR	TOTAL \$
ELEVATOR - HYDRAULIC	\$ 220.00	EACH	6	\$ 1,320.00
WHEELCHAIR LIFT/DUMB WAITER	\$ 220.00	EACH	6	\$ 1,320.00
TRACTION ELEVATORS	\$ 220.00	EACH	6	\$ 1,320.00
SUB-TOTAL:				\$ 3,960.00
HOURLY RATE PER TECHNICIAN SKILL SET FOR ADDITIONAL SERVICES ON A STANDARD HOUR AND PREMIUM HOUR BASIS (EXCLUDING EMERGENCY CALLBACK):	PER STANDARD HR	PER PREMIUM HR		
	\$ 158.00	\$ 268.00		
	\$ 140.00	\$ 238.00		
	\$ 98.00	\$ 166.00		
% MARK UP (ABOVE ACTUAL COST) FOR MATERIALS / PARTS NEEDED FOR REPAIRS:	15%			
ESTIMATED YEARLY TOTAL:				\$ 74,620.00