



Agenda Report

Fullerton City Council

MEETING DATE: JULY 2, 2024

TO: CITY COUNCIL / SUCCESSOR AGENCY

SUBMITTED BY: STEPHEN BISE, P.E., PUBLIC WORKS DIRECTOR

PREPARED BY: DAVID GRANTHAM, P.E., CITY ENGINEER
JUDY BOOTH, LIBRARY DIRECTOR
ALEC MACLENNAN, ADMINISTRATIVE ANALYST

SUBJECT: CONTRACT WITH OTIS ELEVATOR COMPANY FOR MAIN
LIBRARY BUILDING ELEVATOR REPAIRS FORWARD
GRANT PROJECT

SUMMARY

Award \$325,247.72 construction contract to Otis Elevator Company for Main Library Building elevator repairs as part of the Forward Grant Project.

PROPOSED MOTION

1. Approve Main Library elevator repairs at scope of work
2. Award \$325,247.72 construction contract for Main Library Building Forward Grant Project to Otis Elevator Company through sole source purchasing and authorize City Manager, or designee, to execute and administer the contract, in a form approved by the City Attorney.
3. Authorize Public Works Director, or designee, to approve any future change orders for construction and professional engineering construction support services within the approved project budget.

ALTERNATIVE OPTIONS

- Approve the Proposed Motion
- Reject all bids
- Other options brought by City Council.

STAFF RECOMMENDATION

Staff recommends the Proposed Motion.

CITY MANAGER REMARKS

The City Manager recommends approval.

PRIORITY POLICY STATEMENT

This item matches the following Priority Policy Statements:

- Public Safety
- Infrastructure and City Assets.

FISCAL IMPACT

The Adopted Capital Improvement Program (CIP) Budget has sufficient funding in Project 55062 Main Library Building Forward Grant Project provided from State Library Grant, Library Foundation and Friends of the Library funds.

Staff attached a budget Data Sheet and the contractor quote for reference (Attachments 1 and 2, respectively).

BACKGROUND AND DISCUSSION

City Council adopted Resolution 2023-085 on December 5, 2023 accepting Building Forward Infrastructure Grant funds and approving a funding agreement between the City and California State Library for improvements to the Main Library Forward Project. The California State Library awarded \$778,055 grant funds with the City required to contribute \$389,027 matching funds. The Library Foundation and Friends of the Library each provided \$194,513.50 matching funds.

The project involves a variety of repairs and improvements to the Main Library including:

- Elevator Repair and Upgrade - public and staff elevators
- Emergency Generator Replacement
- Osborne Auditorium Renovation, including:
 - Accessible ramp to stage construction
 - Ceiling tiles repair
 - Audio-Visual upgrades
 - Painting
 - Cabinetry
- Children's Area Renovation, including:
 - Lighting Improvements
 - Shelving / Book Racks
- Young Adult Area Renovation
 - Community areas

- Audio-Visual upgrades
- Carpeting replacement – various locations.

Both the public and staff elevators have experienced operational issues for several years with the public elevator recently failing and now non-operational. Otis Elevator Company (Otis) has an ongoing maintenance agreement with the City and provided service citywide for elevators for many years. Staff recommends all maintenance and repair use compatible manufacturer Otis parts rather than retrofitting with third party parts and equipment which may void warranties or not have full compatibility. Staff recommends contracting with Otis on a sole source basis (in compliance with the City procurement policy, Administrative Policy No. 4.1.2.) to perform repairs and upgrades

The scope of work to repair and upgrade the elevators involves replacing equipment, including motor, power unit, etc. and installing an emergency return unit, new operating panel, new door protection device, emergency cab lighting and new operating steel cylinder and plunger. Staff attached the cost proposal and scope of work for this project.

Construction would tentatively start three to four months after contract award to accommodate material and equipment lead times. Staff anticipates four weeks to complete the work with significant impact to Library patrons and staff for approximately two weeks during the new cylinder installation which may require the Library to reduce operating hours and/or reassign affected programs and staff to Hunt Library.

Staff prepared an environmental assessment in accordance with California Environmental Quality Act Guidelines and determined the project is categorically exempt.

Attachments:

- Attachment 1 – Budget Data
- Attachment 2 – Otis Elevator Company Quote

cc: City Manager Eric J. Levitt