



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**December 5, 2023**

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**TOPIC:** Amend Agreement with Amtech Elevator Services

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**AGENDA TITLE**

Amend the Agreement with Amtech Elevator Services by Increasing the Total Contract Amount Not to Exceed to \$1,674,168 for the Remainder of the Contract Term (Specification No. 20-068) (General Fund and Non-General Fund)

**RECOMMENDED ACTION**

Amend the agreement with Amtech Elevator Services to provide elevator maintenance and repair services at various City facilities and increase the total not to exceed amount available under the Agreement by an additional \$717,168, for a total not to exceed amount of \$1,674,168 over the remaining term of the Agreement, including all extension periods, subject to non-substantive changes approved by the City Manager and City Attorney (Agreement No. 2023-XXX).

**GOVERNMENT CODE §84308 APPLIES:** Yes

**DISCUSSION**

The Public Works Agency Building Maintenance Division is responsible for maintaining approximately 30 elevators in various City buildings including City Hall, Ross Annex Building, Santa Ana Regional Transportation Center, Police Department Jail, and the Santa Ana Zoo. In order to comply with regulations from the State of California Department of Industrial Relations, Division of Occupational Safety and Health (Cal-OSHA), regular preventative maintenance and periodic testing is required. Cal-OSHA inspects all elevators and escalators at least once per year and upon successful inspection, a conveyance permit for each piece of equipment is issued. Elevators may only be serviced by certified operation technicians.

On July 7, 2020, the City Council approved an agreement with AMTECH Elevator Services to provide elevator maintenance and repair services at various City facilities for a three-year period beginning July 7, 2020 and expiring on June 30, 2023, with provisions for two one-year extensions exercisable by the City Manager and the City Attorney. Many of the elevators are original to these buildings and because of their age, there has been an increase in repairs and maintenance. Due to the age of these elevators, the cost of material and labor needed to keep them running has increased. It is critical for obsolete drives to be replaced with modernized drives to keep the

machines operating in safe conditions. Staff is recommending an increase to the agreement for elevator services by \$163,025, for a revised annual amount not to exceed \$354,425 for the remainder of the agreement term (Exhibit 1).

Additionally, Staff is requesting a \$391,118 increase in FY 2023-24 for a Supplemental Budget Request (SBR) approved for elevator drive upgrades for the Police Department to update elevators at their Jail Facility. Elevator modernization is critical to address safety concerns and to prevent any impact to normal operations of the jail facility.

**FISCAL IMPACT**

Funding is available in the FY 2023-24 budget and funding for subsequent fiscal years will be included in the proposed budgets for City Council consideration.

<b>Fiscal Year</b>	<b>Accounting Unit – Account No. (Project No.)</b>	<b>Fund Description</b>	<b>Accounting Unit, Account No. Description</b>	<b>Amount</b>
<b>REQUESTED AMENDMENT</b>				
2023-24	07317100-62300	Building Maintenance Fund	Building Maintenance, Contract Services-Professional	\$131,900
2023-24	06717650-62300	Regional Transportation Center	PWA SARTC Operations, Contract Services-Professional	\$10,000
2023-24	01113220-62300	General Fund	PRCSA-Zoo, Contract Services-Professional	\$1,125
2023-24	01117017-62300 (24-6027)	General Fund	Building & Facility, Contract Services-Professional	\$20,000
2023-24	01117017-62300 (24-6049)	General Fund (SBR)	Building & Facility, Contract Services-Professional	\$391,118
<b>OPTIONAL ONE YEAR EXTENSION</b>				
2024-25	07317100-62300	Building Maintenance	Building Maintenance, Contract Services-Professional	\$131,900
2024-25	06717650-62300	Regional Transportation Center	PWA SARTC Operations, Contract Services-Professional	\$10,000

<b>Fiscal Year</b>	<b>Accounting Unit – Account No. (Project No.)</b>	<b>Fund Description</b>	<b>Accounting Unit, Account No. Description</b>	<b>Amount</b>
2024-25	01113220-62300	General Fund	PRCSA-Zoo, Contract Services-Professional	\$1,125
2024-25	01117017-62300 (24-6027)	General Fund	Building & Facility, Contract Services-Professional	\$20,000
<b>TOTAL</b>				<b>\$717,168</b>

Any remaining balances not expended for the end of the fiscal year will be presented to City Council for approval of carryovers for subsequent fiscal years.

**EXHIBIT(S)**

1. First Amendment with Amtech Elevator Services

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Tom Hatch, Interim City Manager