



WILDWOOD

Administration and Public Works Committee

June 6, 2023 Meeting

Review of Elevator Repair RFP Submissions

Overview

The Department wanted to provide an update on the City's recent Request for Proposal (RFP) for the furnishing, installation, and maintenance of a new controller drive for the elevator within the Wildwood Municipal Building. The purpose of this report is to outline the findings and provide a recommendation to the Committee regarding the elevator repair.

The elevator within the Wildwood Municipal Building has been out of service since February 1, 2023. Both the City and TK Elevator, the City's current elevator maintenance vendor, believe that the controller drive was damaged beyond repair due to two power outages caused by Ameren on that day. In response to the situation, the City promptly sought assistance from TK Elevator, who conducted a thorough inspection and concluded that the elevator's controller drive needed to be replaced.

Submissions

Originally, TK Elevator quoted the City \$63,727.21 to furnish and install a new controller drive within the elevator unit. However, this amount exceeds the purchasing power of the Interim City Administrator, which is limited to \$10,000.00. Consequently, the City published an RFP on May 15, 2023, in order to obtain competitive proposals from potential vendors. Unfortunately, most vendors were unwilling to submit a proposal for the repair. The City ended up receiving only one proposal. The proposal was submitted by TK Elevator. Their proposal estimated the cost of furnishing and installing a new controller drive at \$53,061.62. The Department has included the proposal on the agenda.

Insurance Coverage

In an effort to explore possible coverage for this repair, the Department reached out to the City's insurance carrier to determine if the malfunction caused by the Ameren power outage is eligible for compensation. At present, the insurance carrier is still examining the case, and if the claim is accepted, the City will only be responsible for a \$5,000.00 deductible.

Accessibility

Having a functional elevator in the Wildwood Municipal Building is of utmost importance. The building comprises two stories, and the lack of elevator access poses significant challenges, especially in terms of compliance with the Americans with Disabilities Act (ADA). The absence of an operational elevator not only inconveniences employees and visitors but also raises concerns about accessibility.

Conclusion

Considering the limited response to the RFP and the urgency of addressing the elevator issue, the Department recommends moving forward with TK Elevator to replace the controller drive. It is important to note that TK Elevator is already familiar with the elevator system and has provided reliable maintenance services in the past. By proceeding with TK Elevator, the City can ensure that the repair is carried out by experienced professionals who are well acquainted with the specific requirements of our elevator unit.

If the Committee approves this recommendation, the Department will present it to the City Council at the June 12 meeting for further discussion and approval. The Department will also keep the City Council informed regarding the status of the insurance claim. Nevertheless, it is essential to prioritize the repair of the elevator as soon as possible to restore accessibility and mitigate potential ADA concerns.