

BOARD MEETING DATE: April 3, 2015

AGENDA NO. 9

**PROPOSAL:** Execute Replacement Contract for Refurbishment of Elevator Cab Interiors at Diamond Bar Headquarters

**SYNOPSIS:** Following bid evaluations for proposals submitted in response to RFP #P2014-11 - Elevator Cab Interior Refurbishment, the selected, highest-ranked contractor did not complete the contracted work, ceased communication with SCAQMD staff, and was unresponsive to further efforts to resolve the matter. Therefore, a letter to cancel the contract was sent to West Coast Elevator Interiors, Inc., in November 2014. This action is to request Board authorization to proceed with the second-ranked responsive bidder and to execute a contract with ThyssenKrupp Elevator at a cost not to exceed \$75,778.

**COMMITTEE:** Administrative, March 13, 2015; Recommended for Approval

**RECOMMENDED ACTION:**

This is to request authorization to proceed with the second-ranked responsive bidder to RFP #P2014-11 and to authorize the Chairman to execute a contract with ThyssenKrupp Elevator, at a cost not to exceed \$75,778. The elevator interiors are scheduled to be replaced on weekends to minimize disruption to building operations

Barry R. Wallerstein, D.Env.  
Executive Officer

WJ:BJ

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**Background**

The existing passenger elevators at SCAQMD's Diamond Bar headquarters building are original equipment installed during construction of the facilities in 1990-91. Over the years, wear and tear on the elevator interiors has become increasingly evident. Fabric panels on the walls are ripped and stained, and tiles on the floors are chipped and cracked.

Staff recommendations are as follows: replace the existing fabric panels with decorative laminate; replace tile flooring with carpet squares; and upgrade existing lighting to energy-efficient LED fixtures.

## **Outreach**

In accordance with SCAQMD's Procurement Policy and Procedure, a public notice advertising the RFP and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County's Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing SCAQMD's own electronic listing of certified minority vendors. Notice of the RFP has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on the Internet at SCAQMD's website (<http://www.aqmd.gov>).

## **Proposal Evaluation**

Thirteen RFPs were mailed out and six contractors attended the mandatory Bidder's Conference on January 22, 2014. Two proposals were received when final bidding closed at 2:00 p.m., on February 13, 2014, both of which were complete and met the RFP requirements.

A panel evaluated the responsive bids based on the criteria specified in the RFP, which included cost, approach to meeting the statement of work, contractor qualifications, and client references. West Coast Elevator Interiors, Inc., (WCEI) submitted the most highly ranked bid and received excellent references for comparable services.

On April 24, 2014, SCAQMD entered into a contract with WCEI, for an amount not to exceed \$63,550. On May 21, 2014, a check in the amount of \$19,065 was sent to WCEI to cover initial expenditures, per the terms of the contract. However, after several unreturned contacts by phone and email, the contract with WCEI was terminated. The matter was turned over to the General Counsel's Office for disposition. After multiple unsuccessful attempts to contact WCEI in order to resolve this matter, SCAQMD attorneys determined it was necessary to initiate legal proceedings against WCEI to recover damages for breach of the contract.

This proposal is to request authorization to proceed with the second-ranked responsive bidder, and to execute a contract with ThyssenKrupp Elevator, at a cost not to exceed \$75,778. The elevator interiors are scheduled to be replaced on weekends to minimize disruption to building operations.

## **Resource Impacts**

The FY 2014-15 District General Budget includes sufficient funds in the building maintenance budget for the refurbishment of the elevator cab interiors for elevators one through four, at SCAQMD's Diamond Bar headquarters.