

**WHATCOM COUNTY CONTRACT
INFORMATION SHEET**

Whatcom County Contract No.
202012026-1

Originating Department:	Administrative Services
Division/Program: (i.e. Dept. Division and Program)	Facilities Management 505020
Contract or Grant Administrator:	Rob Ney
Contractor's / Agency Name:	Eltec Systems LLC
Is this a New Contract? If not, is this an Amendment or Renewal to an Existing Contract? Yes <input checked="" type="radio"/> No <input type="radio"/> Yes <input type="radio"/> No <input checked="" type="radio"/> If Amendment or Renewal, (per WCC 3.08.100 (a)) Original Contract #: <u>202012026</u>	
Does contract require Council Approval? Yes <input checked="" type="radio"/> No <input type="radio"/> If No, include WCC: _____ Already approved? Council Approved Date: _____ (Exclusions see: Whatcom County Codes 3.06.010, 3.08.090 and 3.08.100)	
Is this a grant agreement? If yes, grantor agency contract number(s): _____ CFDA#: _____ Yes <input type="radio"/> No <input checked="" type="radio"/>	
Is this contract grant funded? If yes, Whatcom County grant contract number(s): _____ Yes <input type="radio"/> No <input checked="" type="radio"/>	
Is this contract the result of a RFP or Bid process? Contract _____ Yes <input type="radio"/> No <input checked="" type="radio"/> If yes, RFP and Bid number(s): <u>State Contract #01219</u> Cost Center: <u>Various</u>	
Is this agreement excluded from E-Verify? No <input checked="" type="radio"/> Yes <input type="radio"/> If no, include Attachment D Contractor Declaration form.	
If YES, indicate exclusion(s) below: <input type="checkbox"/> Professional services agreement for certified/licensed professional. <input type="checkbox"/> Goods and services provided due to an emergency <input checked="" type="checkbox"/> Contract work is for less than \$100,000. <input type="checkbox"/> Contract for Commercial off the shelf items (COTS). <input type="checkbox"/> Contract work is for less than 120 days. <input type="checkbox"/> Work related subcontract less than \$25,000. <input type="checkbox"/> Interlocal Agreement (between Governments). <input type="checkbox"/> Public Works - Local Agency/Federally Funded FHWA.	
Contract Amount:(sum of original contract amount and any prior amendments): \$ <u>14,586.46</u> This Amendment Amount: \$ <u>43,759.35</u> Total Amended Amount: \$ <u>58,345.81</u>	Council approval required for; all property leases, contracts or bid awards exceeding \$40,000 , and professional service contract amendments that have an increase greater than \$10,000 or 10% of contract amount, whichever is greater, except when: 1. Exercising an option contained in a contract previously approved by the council. 2. Contract is for design, construction, r-o-w acquisition, prof. services, or other capital costs approved by council in a capital budget appropriation ordinance. 3. Bid or award is for supplies. 4. Equipment is included in Exhibit "B" of the Budget Ordinance. 5. Contract is for manufacturer's technical support and hardware maintenance of electronic systems and/or technical support and software maintenance from the developer of proprietary software currently used by Whatcom County.
Summary of Scope: _____	
This contract is between Whatcom County and Eltec Systems LLC is for the Elevator Maintenance schedule for the elevators in the Public Safety Building, Civic Center Annex, State Street and the Courthouse including the ADA lift. This agreement references the State Contract #01219 Elevator Inspections, Maintenance & Repairs.	
Term of Contract: _____ Expiration Date: <u>12/31/21</u>	

Contract Routing:	1. Prepared by: <u>Dee Ebergson</u> Date: <u>1/12/21</u>	
	2. Attorney signoff: <u>Approved/BW/Email</u> Date: <u>1/12/21</u>	
	3. AS Finance reviewed: <u>M Caldwell</u> Date: <u>1/12/21</u>	
	4. IT reviewed (if IT related): _____ Date: _____	
	5. Contractor signed: _____ Date: _____	
	6. Submitted to Exec.: _____ Date: _____	
	7. Council approved (if necessary): <u>Approved</u> Date: <u>1-26-21</u>	
	8. Executive signed: _____ Date: _____	
	9. Original to Council: _____ Date: _____	

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**
Whatcom County Courthouse
311 Grand Ave, Suite 108
Bellingham, WA 98225-4083



FACILITIES MANAGEMENT
3720 Williamson Wayh
Bellingham, WA 98226-9156
Phone: (360) 778-5360
Fax: (360) 778-5361
Facilities@co.whatcom.wa.us

ROB NEY
Project & Operations Manager

MEMORANDUM

MEMO TO: Satpal Singh Sidhu, County Executive

FROM: Rob Ney, Project & Operations Manager

DATE: February 3, 2021

RE: Contract Amendment #1– Eltec Systems LLC; Elevator Inspections, Maintenance & Repairs

Attached is amendment #1 for the Elevator Inspections, Maintenance & Repairs Agreement between Whatcom County and Eltec Systems LLC for your review and signature.

▪ **Background and Purpose**

Facilities is switching elevator maintenance companies from ThyssenKrupp to Eltec Systems LLC. The County could no longer contract with ThyssenKrupp without going out to formal bid or moving towards the new State contract vendor. A small contract was drafted, and signed by the Executive, for Eltec Systems (State contract vendor) to provide service from January 2021 until March 2021. This contract was in place until such time we could bring forward a contract for the entire year, which triggers the purchasing policy requirement to bring this contract to the Council for approval.

This is amendment #1 to that three month contract, and would extend the Elevator Maintenance agreement with Eltec Systems LLC. This agreement references Washington State Contract #01219 pricing and service.

▪ **Funding Amount and Source**

Funding amount needed for this amendment is \$43,759.35 including WSST for a new contract total of \$58,345.81. This contract will be funded from the existing Facilities Maintenance Budget, various accounts.

▪ **Differences from Previous Contract**

This project is a one-time agreement.

Please contact Rob Ney at extension 5365, if you have any questions or concerns regarding the terms of this agreement.

Enclosures

Whatcom County Contract No.
202012026-1

**CONTRACT AMENDMENT #1
Between Whatcom County and Eltec Systems LLC
Elevator Inspections, Maintenance & Repairs**

This AMENDMENT is to the Contract made between Whatcom County and Eltec Systems LLC, dated January 1, 2021 and designated "Whatcom County Contract No. 202012026." In consideration of the mutual benefits to be derived, the parties agree to the following:

This amendment will increase the original contract amount by \$43,759.35 for Eltec Systems LLC to continue to Elevator Inspections, Maintenance & Repair through the end of the year per WA State Contract #01219. This Amendment extends the original expiration date to December 31, 2021.

Maximum consideration for this contract amendment is increased by no more than \$43,759.35 including applicable Washington State Sales Tax. The total of the contract including amendments will be for \$58,345.81 including applicable WSST.

Unless specifically amended by this agreement all other terms and conditions of the original contract shall remain in full force and effect.

This Amendment takes effect April 1st, 2021 regardless of the date of signature.

IN WITNESS WHEREOF, Whatcom County and Eltec Systems LLC have executed this Agreement on the date and year below written.

DATED this 2/11/2021 day of _____, 20 ____.

CONTRACTOR:

ELTEC SYSTEMS, LLC

Address:

2025 1ST Avenue, Suite 790
Seattle WA 98121

Mailing Address:

2025 1ST Avenue, Suite 790
Seattle WA 98121

Each signatory below this Contract warrants that he/she is the authorized agent of the respective party; and that he/she has the authority to enter into the contract and to bind the party thereto.

DocuSigned by:

Gordon Ferguson

2/11/2021

AC12G91B89C643C...

Gordon Ferguson, CEO
Gferguson@eltec.cc

WHATCOM COUNTY:

Approved as to form:

Brandon Waldron 2/3/2021
Prosecuting Attorney Date

Approved:

Accepted for Whatcom County:

DocuSigned by:
Tyler Schroeder, Deputy Executive
By: Satpal Sidhu, Whatcom County Executive
Tyler Schroeder, Deputy Executive

CONTRACTOR INFORMATION:

Eltec Systems LLC

Gordon Ferguson, CEO
GFerguson@eltec.cc

Jocelyn Canovali, Service Sales
JCanovali@eltec.cc

Mailing Address:
2025 1ST Avenue, Suite 790
Seattle WA 98121

Contact Phone:
(206) 405-3371 – Ms. Canovali

EXHIBIT "A"
(Scope of Work)

Eltec Systems LLC agrees to continue to perform all labor and materials necessary for FULL MAINTENANCE service for elevators and special ADA lift per WA State Contract #01219.

Whatcom County Courthouse	4 elevators 1 ADA lift
Civic Center Annex	1 elevator
State Street Annex	1 elevator
Whatcom Public Safety Building	4 elevators

EXHIBIT "B"
(COMPENSATION)

The maximum consideration for this amendment shall not exceed forty three thousand seven hundred fifty nine dollars and thirty-five cents (\$43,759.35) for a contract total of fifty eight thousand three hundred forty five dollars and eighty-one cents per year (\$58,345.81) including applicable Washington State Sales Tax.

The Contract Number, set forth, shall be included on all billings or correspondence in connection therewith.

Contractor may bill the County progressively not more than once per month (30 days).

Progressive billings will be for the amount of work completed.

Contractor must submit a Payment Form, to be provided by Whatcom County facilities management, as an invoice for payment in addition to contractor's own invoice for payment in addition to supporting documentation as to the level of work completed on this project.