



INTEROFFICE MEMORANDUM

TO: Felicia Strong-Whitaker, Chief Purchasing Agent,
Director of Purchasing and Contract Compliance

FROM: Joseph Davis, Director, DREAM *JD*

DATE: October 19, 2023

SUBJECT: Recommendation Award – ITB #23ITB073123C-MH,
Elevator and Escalator Maintenance Services-FY2024

Recommendation: We are recommending approval of the lowest bidder for, ITB #23ITB073123C-MH, Elevator and Escalator Maintenance Services in the amount of \$400,000.00 with Mowrey Elevator Company of Florida, Inc. (Marianna, FL), to provide full on-site preventive maintenance services services for approximately 75 various types of passenger and freight elevators an “as needed” basis for Fulton County facilities. Effective dates: January 1, 2024 through December 31, 2024, with two renewal options.

DISCUSSION: The recommendation for the award was based on the bidders’ prices for maintenance of elevators and other vertical transportation equipment listed (line-item numbers #1 through #75) and computed by multiplying the sum of all rows in column #5 (Monthly Rate) by x 12 for the Annual Maintenance Cost, to determine the overall lowest responsible and responsive bidder to provide elevator and escalator maintenance services for Fulton County.

The Department received and evaluated two (2) bids to the solicitation. Mowrey Elevator Company submitted the overall lowest responsible and responsive base bid amount of \$341,325.00 and Premier Elevator submitted the next lowest based amount of \$533,760.00; and therefore we recommend Mowrey Elevator Company of Florida, Inc. to provide on-site full preventive maintenance services for approximately 75 various types of passenger and freight elevators on an “as needed” basis for Fulton County facilities for fiscal year 2024.

Recommended Bidder	Base Bid Amount	Award Authority
Mowrey Elevator Company of Florida, Inc.	\$341,325.00	\$400,000.00

Mowrey Elevator Company have a current contract with Fulton County and have performed very good and highly competent as an Elevator Maintenance Contractor for Fulton County as stated in their performance report.

This is a time and material contract, and the requested spending authority in the amount of \$400,000.00 will cover for full preventive elevator maintenance repairs, inspections, replacement parts/ components; and labor rates for fiscal year 2024.

Authorized Signature: *Joseph Davis*
Joseph N. Davis
(By Director/Deputy Director)

Date: 10/19/2023

If you require additional information, contact Joanna Hernandez at (404) 612-6127.

Cc. Tim Dimond, Deputy Director, DREAM
John Adams, Administrator, DREAM
Vijay Nair, Building Maintenance Manager, DREAM
Mark Hawks, CAPA, Team C, Purchasing & Contract Compliance
Harry Jordan, Contract Administrator, DREAM
Khandi Flowers, Contract Administrator, Purchasing & Compliance/DREAM
Joanna Hernandez, Contracting Officer, Purchasing & Compliance/DREAM