



SPLOST Project Initiation Package

1. **Date:** February 27, 2019

2. **Project Name and Requesting Department:**

Cooperative Agreement for Elevator Maintenance and Services. Consists of providing monthly and preventative maintenance for elevators, wheelchair lifts and dumbwaiters; including testing, inspections and emergency repairs.

Chief Darnell Fullum, Director Fire & Rescue *[Signature]* Date 2-28-19

3. **Deputy COO Head:**

Approved: Ted Rhinehart, Deputy COO _____ Date _____
 Approved: Chief Jack Lumpkin, Deputy COO *[Signature]* Date 022819

4. **Prepared by SPLOST Program Management Team:**

Chris Kingsbury, SPLOST Program Manager
 Ernest Slaughter, SPLOST Program Management Coordinator

5. **Need and Purpose:**

The Exchange Building elevator requires immediate attention to repair one of the elevators at West Exchange building and replace four cabs in both buildings. This work will be provided by the Facilities Management annual maintenance contractor, KONE, Inc. The estimated cost for this repair work is \$1.25 million and is funded from SPLOST category 2E.

6. **Requested Services and Work Scope:**

a. **Type of Work Being Requested.** Services shall include, personnel and materials necessary to provide the goods or services that are in compliance with specifications as authorized by the County.

	a.	New Construction
	b.	Renovation/Restorations/Repairs/System Upgrades
	c.	Engineering /Civil/Parks & Special Works
	d.	Architectural/Building Renovation
	e.	Mechanical/Electrical/Plumbing
	f.	Planning Study
	g.	Procurement of Goods Only
X	h.	Repairs of Elevators and Cabs



- b. **Brief Description of Proposed Project:** Attached plans (location map, cross sections, renderings, etc.), if available.

This project will require use of the Cooperative Agreement contract that was competitively let U.S. Communities for Elevator Maintenance and Services for use by Facilities Management. This contract consists of piggybacking off U.S. Communities Contract No. EV2516 Lead Agency, Kansas City, MO for monthly and preventative maintenance for elevators.

KONE, Inc. will provide two quotes to the county. One for elevator repairs at West Exchange building to have at least one public elevator operational and a separate quote to replace the four cabs at both buildings. The estimated cost would be provided and work authorizations issued for various work task.

- c. **Pre-Construction Services When Required for Various Project Task:**

- Use of current on-call firm for services (Y/N) N/A
- Right of way or land acquisition required: N/A
- Environmental and permits required: N/A
- Utility design or coordination: N/A

7. **Proposed Budget** (Including supporting details, detailed preliminary or final cost estimates, and SPLOST category)

Category	Estimated Cost	SPLOST Fund	Other Funds (GDOT, Federal, CIP, Grants)
Repair and Replace police and public safety facilities; On-call Contractor	\$1,250,000.00	SPLOST – 320-104785-80652-541301-5.0.1-602005	N/A
Right of Way/Land Acquisition (Including land Improvements, Relocation, Demolition, and Acquisition Fees)	N/A	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A	N/A
Environmental Mitigation	N/A	N/A	N/A
Construction	N/A	N/A	N/A
Procurement of Goods	N/A	N/A	N/A
Total Estimated Cost	\$1,250,000.00		



Approval Capital and Grants: Belinda Reave Date 3/1/2019

8. Expected Start and Finish Dates:

Category	Anticipated Start	Anticipated Completion
Design	N/A	N/A
Right of Way/Land Acquisition	N/A	N/A
Utilities (Reimbursable Costs)	N/A	N/A
Environmental Mitigation	N/A	N/A
Construction	2019	2019

9. Program Manager Action:

- a. Date PM received: February 27, 2019
- b. PM Recommendation: Proceed with BOC action and Vendor authorization.

Ernest Slaughter, Program Management Coordinator
Ernest Slaughter Date 3/4/2019

10. SEC Action

- a. SEC Action

Approve: [Signature] Date 3/4/2019
 Disapprove: _____
 Defer: _____