

Department of Public Works

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City Engineer

February 6, 2025

Alder Mollie Jones, Chair
Public Works and Services Committee
Racine, WI

Re: Waive Formal Bidding for Safety Building Elevator Jack Repair

I am requesting that formal bidding procedures be waived for repairing the elevator jack serving the Safety Building Elevator. Facilities maintenance has discovered a hydraulic leak on the jack system. This results in the elevator car sinking over time. Thus this work needs to get done expeditiously for safety reasons and to avoid a complete jack failure. Express Elevator has done the bulk of our elevator repairs and are familiar with the systems the City currently has in place for their operation. Therefore, I recommend that formal bidding procedures be waived and that DPW be approved to move forward utilizing Express Elevator to complete the work.

Funding to defray the cost of these services is available in 2025 Org-Object 70240-54100 Building Repairs and Maintenance.

Sincerely,

Ron Pritzlaff
Assistant Commissioner of Public Works