

Building, Maintenance and Finance Committee
May 8, 2008 Minutes

Members Present

Emily Newell
Edna Baldonado
Wilma Lee
Mary Slade
Anita Green

Members Absent

Reva Johnson

Others Present

Rita Nicolas - Management
Jannie Rego-Smith - Management
Rick Crump - Board President

1. Ms. Newell called the meeting to order at 7:05p.m.
2. The Minutes of October 8, 2007 were accepted as written.
3. **CONTRACTS - OPERATING ACCOUNT**
 - A. **Janitorial Service Contract - Custom Maintenance - Line #5192:** The Committee reviewed the renewal proposal from Custom Maintenance to provide janitorial services for a cost of \$11,850 per month or \$142,200 which represents a \$450 per month increase over last year's cost.

Action Taken: The Committee recommends approval of the proposal from Custom Maintenance for an annual cost of \$142,200 to be funded from line #5192.
 - B. **Compacting Service Contract - Case Porta Comp - Line Item #5420:** The Committee reviewed the proposal from Case Porta Comp to provide the compacting service 4 times per week for a monthly cost of \$11,940 or \$143,280 annually which reflects a \$460 per month increase from last year's cost.

Action Taken: The Committee recommends approval of the proposal from Case Porta Comp for an annual cost of \$143,280 to be funded from line #5420.
 - C. **Elevator Service Contract - Transbay Elevator Co. - Line #5110:** The Committee reviewed the proposal from Transbay Elevator Co. to provide the inspection and lubrication of 14 elevators monthly for a cost of \$1,240 per month or \$14,880 annually which represents a \$50 per month increase from last year's cost.

Action Taken: The Committee recommends approval of the proposal from Transbay Elevator Co. for an annual cost of \$14,880 to be funded from line #5110

- D. **Pest Control Contact - Alert Pest Control - Line #5160:** The Committee reviewed the proposal from Alert Pest Control to service the common areas in the 3-story buildings weekly for a cost of \$480 per month or \$5,760 annually which represents no increase from last year's cost.

Action Taken: The Committee recommends approval of the proposal from Alert Pest Control for an annual cost of \$5,760 to be funded from line #5160.

Since there was no further business to come before the Committee, the meeting adjourned at 7:30pm.