

# BUILDING, MAINTENANCE AND FINANCE COMMITTEE

## May 4, 2009 Minutes

### Members Present

Reva Johnson  
Emily Newell  
Mary Slade  
Anita Green

### Members Absent

Edna Baldonado  
Wilma Lee

### Others Present

Rita Nicolas - Management  
Rick Crump - Board President  
Pat Valente - Resident

1. Ms. Newell called the meeting to order at 7:03p.m.
2. The Minutes of November 3, 2008 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 \$12,150 per month or \$145,800 which represents a \$300 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 \$145,800 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 no 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 no 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 \$490 per month or \$5,880 annually which represents a \$10 per month increase from last year's cost.  
  
Action Taken: The Committee recommends approval of the proposal from Alert Pest Control for an annual cost of \$5,880 to be funded from line #5160.

Since there was no further business to come before the Committee, the meeting adjourned at 7:20pm.