

MEETING DATE: April 14, 2026

STAFF PERSON RESPONSIBLE: Matthew Dziubanski, Chief Building Official

DESCRIPTION: Amendment Number Four for Public Contract for Services for 2025-2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the Amount of \$120,080.00.

SUMMARY: The number of elevators in Douglas County has steadily increased due to the construction of new buildings. To accommodate this growth, we request approval for an additional \$120,080.00 under Amendment No. four to our current Public Contract for Services (PCS) with Shums Coda Associates, Inc. This funding is based on our current inventory, which includes 514 elevators at \$220 per unit and 7 escalators at \$1,000 per unit, totaling \$120,080.00 for required inspections in 2026. Shums Coda invoices Douglas County for annual elevator and escalator inspections at the unit rates specified in the original PCS contract.

The original contract, amounting to \$115,880.00, covered inspections performed by Shums Coda in 2022 (original PO #2022647) and was approved by the Board of County Commissioners on July 26, 2022. The first amendment extended the contract through July 31, 2024, with additional funding of \$116,320.00 for 2023 inspections (new PO #2023360), approved on April 11, 2023. The second amendment extended the contract through July 31, 2025, with an additional \$117,420.00 for 2024 inspections (new PO #2024474), approved on May 14, 2024. The third amendment extended the contract through July 31, 2026, with an additional \$119,640.00 for 2025 inspections (new PO #2025608), approved on June 24, 2025. The current fourth amendment request will provide an additional \$120,080.00 and create a new purchase order, as previous ones have been depleted and closed automatically with a zero balance.

A Memorandum of Agreement between the State of Colorado and Douglas County provides for the local regulation of conveyances within unincorporated Douglas County. This is highly specialized work applying conveyance standards and regulations adopted by the State of Colorado. Douglas County

engages the professional services of Shums Coda Associates, LLC, through a Public Contract for Services for the performance of statutorily required safety inspections. This self-funding program provides scheduled safety inspections and enforcement of regulations for elevators and other conveyances throughout unincorporated Douglas County. There is no net cost to the County and no additional cost to conveyance owners for these services. Most neighboring jurisdictions maintain similar programs, providing greater safety and consistency of enforcement across our region.

Funding for the new PO for Amendment Number Four will come from Business Unit 24100, Fund 100.

**RECOMMENDED
ACTION:**

Approval of Amendment Number Four for Public Contract for Services (PCS) for 2025 -2026 Conveyance Regulation Services to Shums Coda Associates, LLC in the amount of \$120,080.00.

REVIEW:

Kristina Mann	Approve	4/9/2026
Jeff Garcia	Approve	4/10/2026
Christie Guthrie	Approve	4/10/2026
Doug DeBord	Approve	4/10/2026

ATTACHMENTS:

Contract Amd Elevators - Shums Coda Assoc.