

650 Island Way Condominiums Association, Inc.

BOARD OF DIRECTORS' SPECIAL MEETING – 8-5-2021

Topic: Elevators – Next Steps

o Meeting called to order at 10:15am

o Attendees:

- a. Board Members: Darcy Wells, Lynn Gruber, Ginger Adams**
- b. Board Members not attending: Elizabeth Eiselein, Fred Graziani**
- c. Elevator committee members: John DeFlurmi**

- The board met with Right Way Elevators (Tom Plante), from whom we have received proposals for both elevator maintenance and elevator upgrades.**
- Tom looked at our current equipment, explained all of the main elevator components and offered various options for modernization and replacement components. His recommendation at this point will likely be a full replacement of elevator doors. He shared with us that 80% of all elevator problems stem from poor door operation. And that 90% percent of the breakdowns are because of the contacts. Some of our elevator components are original and some have been replaced in 2002. Per Tom, all are in good working order. He agreed to provide us with documentation as to how much the various components will cost to replace so that we can factor this information into our budgeting and elevator reserve analysis.**
- Tom indicated that he believes most of the issues we have been experiencing are due to poor maintenance. The good news here is that the Board made the decision months ago to notify Oracle (our current maintenance company) that we would not be renewing their contract which expires Oct. 6, 2021 and we have already received bids from three other elevator companies.**
- After our meeting with Tom and considering his recommendations and expertise, we have decided to contract with Right Way Elevators to take over our elevator maintenance effective Sept. 1, 2021. The monthly cost is the same as currently being charged by Oracle – but includes 24/7 service (our current contract only covers service calls M-F 8:00am-4pm). This alone is a big improvement in the overall service being provided.**
- Tom believes they will be able to resolve most, if not all of our current issues after 3 to 4 months of maintenance. Under the contract, Right Way will provide monthly preventative maintenance visits, spending 1 hour per car per visit. We should see a marked improvement in reliability after a few months of this focused maintenance.**
- Tom also suggested that once they start providing our ongoing maintenance, after a few months they will have a much better understanding of our elevators and will then be in a good position to advise us on the need for modernization. Through a process Tom**

calls “Value Engineering” they will analyze and advise us on what is in good working condition, what needs upgrades and when.

- **A motion was made by Ginger to sign maintenance contract with Right Way immediately, and seconded by Darcy. Contract will be effective September 1, 2021**
- **Meeting was adjourned at 11:15**