

CITY COUNCIL AGENDA TOPIC

Resolution authorizing execution of a five-year general services contract with Vital Mechanical Service, inc., for HVAC maintenance and repairs at all Parks & Community Services Department facilities in an amount not to exceed \$651,881, plus all applicable taxes.

Michael Shiosaki, Director, 452-5377

Thomas Purcell, Structural Operations Supervisor, 452-2036

Mark Schwisow, Project Manager, 452-7110

Parks & Community Services Department

EXECUTIVE SUMMARY**ACTION**

This Resolution authorizes the execution of a five-year general services contract in the amount of \$651,881, plus all applicable taxes, with Vital Mechanical Service, Inc., for HVAC maintenance and repairs at all Parks & Community Services Department facilities.

RECOMMENDATION

Move to adopt Resolution No. 10559

BACKGROUND/ANALYSIS

The Parks & Community Services Department utilizes skilled contractors to provide HVAC preventative maintenance and repairs at Parks facilities. This contract will provide for preventative maintenance and repairs, help eliminate premature equipment failure, increase equipment reliability and efficiency, and reduce the amount of staff labor required to keep systems operational. The contract includes full inspection of equipment and systems three times per year, annual filter changes, emergency service within two hours of request and normal maintenance and service within 24 hours of request.

The City conducted a competitive request for proposals (RFP) process was advertised in The Seattle Times, the Seattle Journal of Commerce, and on PublicPurchase.com. Staff reviewed and evaluated proposals from the six following contractors:

- MacDonald-Miller Facility Solutions, LLC
- Holmberg Mechanical
- Vital Mechanical Service
- Apollo Mechanical Contractors
- GreenTech Construction
- JH Kelly, LLC

Selection was based on the proposal amount, project understanding, technical experience, and qualifications. Staff ultimately selected Vital Mechanical Service, Inc. After a thorough review of the proposals and evaluation scoring process, staff believe that Vital Mechanical Service best meets the needs of the City and request Council approval to execute this contract.

POLICY & FISCAL IMPACTS

Policy Impact

Bellevue City Code Chapter 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award a contract where the cost exceeds \$350,000.

Fiscal Impact

This action will obligate the City to an amount of \$651,881, plus all applicable taxes, for a five-year general services contract with Vital Mechanical Service. Contract expenditures were planned for and are included in the 2025-2026 Parks and Community Services operating budget for the first two years of the contract. Future expenditures will be requested in subsequent operating budgets.

OPTIONS

1. Adopt the Resolution authorizing execution of a five-year general services contract with Vital Mechanical Service, inc., for HVAC maintenance and repairs at all Parks & Community Services Department facilities in an amount not to exceed \$651,881, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

Proposed Resolution No. 10559

AVAILABLE IN COUNCIL LIBRARY

General Services Contract for HVAC services