

November 16, 2015

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution No. 9006 authorizing the execution of a three-year contract with MacDonald Miller for Heating, Ventilation, and Air-Conditioning (HVAC) preventive maintenance and repair services at Bellevue Service Center, with one two-year renewal option, in an amount not to exceed a contract total of \$97,880, plus WSST.

FISCAL IMPACT

This action obligates the City to pay the contracted amount of \$57,248, plus Washington State sales tax (WSST), to MacDonald Miller for HVAC preventive maintenance at Bellevue Service Center through December 31, 2018. This resolution also allows for a renewal option at the end of the initial term of said contract for an additional two years through the end of 2020 for the added contractual obligation of \$40,632, plus WSST. The total 5-year monetary obligation would be \$97,880, plus WSST.

This expenditure was anticipated within the 2015-16 Facilities Services Fund budget. Funding for the second and third year of the initial term will be included in the 2017-18 Facilities Services Fund budget process. Funding for the renewal option, if exercised, will be requested within the same budget for the 2019-20 budget cycle.

STAFF CONTACT

Nora Johnson, Director, 452-4167
John Koffley, Facilities Manager, 452-6153
Civic Services Department

POLICY CONSIDERATION

City Contracting Policies:

City of Bellevue Contracting Policy §5.3 requires City Council approval for General Services Contracts in excess of \$90,000.

BACKGROUND

The Bellevue Service Center's HVAC systems are currently covered under a comprehensive preventive maintenance (PM) contract that covers the majority of components for failure and replacement of covered items. The existing HVAC equipment ranges in age from 1-year to over 27 years old. Having a comprehensive preventive maintenance program in place will help keep the aging pieces of equipment operating efficiently with minimum downtime and extend the useful life of the mechanical systems. The current contract expires at the end of 2015. A new contract is required to continue this service uninterrupted.

An extensive Request for Proposal (RFP) process was performed for this contract to identify the most qualified and cost effective vendor to provide service for the HVAC systems. Five companies submitted proposals in response to the RFP. The following table reflects the cost proposals (without sales tax) submitted with each firm's proposal:

<u>Vendor</u>	<u>\$2016</u>	<u>\$2017</u>	<u>\$2018</u>	<u>\$2019</u>	<u>\$2020</u>	<u>\$Total</u>
1. MacDonald Miller	18,624	19,052	19,572	20,064	20,568	\$ 97,880
2. TRS Mechanical	21,889	22,546	23,222	23,919	24,636	\$116,212
3. Pacific Air Control Inc.	24,717	25,459	25,459	26,222	26,222	\$128,079
4. Hermanson	38,786	39,949	41,148	42,383	43,654	\$205,920
5. Johansen Mechanical	39,704	43,028	44,636	47,288	49,992	\$224,648

During the evaluation process, it was determined that although the other contractors met the base qualifications for experience and references, MacDonald Miller had the lowest bid as well as a proven track record of providing excellent service.

EFFECTIVE DATE

If approved, this Resolution becomes effective immediately

OPTIONS

1. Adopt the Resolution authorizing the execution of a three-year contract with MacDonald for Heating, Ventilation, and Air-Conditioning (HVAC) preventive maintenance and repair services at Bellevue Service Center, with one two-year renewal option, in an amount not to exceed a contract total of \$97,880, plus WSST.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1.

MOTION

Move to adopt Resolution No. 9006 authorizing the execution of a three-year contract with MacDonald for Heating, Ventilation, and Air-Conditioning (HVAC) preventive maintenance and repair services at Bellevue Service Center, with one two-year renewal option, in an amount not to exceed a contract total of \$97,880, plus WSST.

ATTACHMENTS

Proposed Resolution No. 9006

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Contract for BSC HVAC Preventive Maintenance