

Legislation Text

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**CC MEETING:** September 11, 2019

**DATE:** September 11, 2019

**TO:** Erin Rinehart, City Manager

**FROM:** Bob Scott, Assistant City Manager and Chief Financial Officer

Consider Approval Of RFP# 19-038 For Heating, Ventilation And Air Conditioning (HVAC) Services From Various Vendors In An Amount Not To Exceed \$90,000.00.

**BACKGROUND:**

The HVAC services to be purchased from this bid award will be for miscellaneous heating and cooling services as needed at all city properties. This agreement is for one (1) year; with two (2) additional 2-year renewal options, provided both parties mutually agree.

The RFP was advertised and we received six proposals. Proposals were evaluated for best value to the City of Carrollton with reliability (30%), responsiveness (30%) and cost (40%) being the criteria.

**FINANCIAL IMPLICATIONS:**

The services will be purchased from budgeted funds for the cost center and amounts as listed below:

<u><b>COST CENTER</b></u>	<u><b>LINE ITEM</b></u>	<u><b>BUDGET AMOUNT</b></u>
FACILITY SERVICES	61190 - OTHER PROF. SERVICES	\$90,000.00

**STAFF RECOMMENDATION/ACTION DESIRED:**

Staff recommends EEC Enviro Service, as the primary vendor and Assured Mechanical Solutions as the secondary vendor for HVAC services in an amount not to exceed \$90,000 per year.