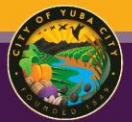


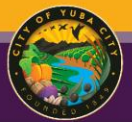


RFP 21-02: HVAC Preventative Maintenance Award of Contract

Background

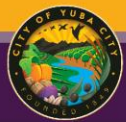


- The City contracts routine preventative maintenance services for 19 City-owned facilities.
- About 225 HVAC units are checked and serviced on a quarterly basis.



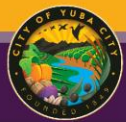
- Finance staff informed 23 known HVAC contractors of the Request for Proposal (RFP) and mandatory pre-bid walkthrough.
- Two (2) legal notices were placed in *The Appeal* as well.

Background



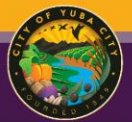
- The City will award the HVAC preventative maintenance contract to the highest scoring contractor.
- The initial term of the contract will be for one (1) year with the option of four (4) one year extensions at the City's request.

Analysis Continued



- Nine contractors responded with their interest to bid, but five proposals were received.
- Four City staff members independently evaluated each contractor's proposal on the following criteria:
 - Reasonableness of cost
 - Ability to provide services, capacity, and skill of proposer
 - Experience and qualifications
 - References

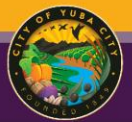
Final Scoring



Company	Average Score	Proposed Amount (Quarterly)	Proposed Amount (Yearly)	Rank
ACCO Engineered Systems - Sacramento, CA	93.37	\$13,176	\$52,705	1*
Sitelogiq - Sacramento, CA	83.03	\$14,754	\$59,017	2
ABM Building Solutions – Sacramento, CA	80.36	\$14,941	\$59,764	3
EMCOR Mesa Energy – Sacramento, CA	79.57	\$14,996	\$59,984	4
Frank M. Booth, Inc – Sacramento, CA	73.00	\$13,062	\$52,248	5

*Awardee

Staff's Recommendation



- Based on the scoring results, staff recommends awarding the HVAC preventative maintenance contract to ACCO Engineered Systems of Sacramento, CA in the amount of \$52,705 for one year.
- The contract includes the option of four 1-year extensions as approved by the City Manager.

Questions?

