



# City Council Report

**Date:** March 19, 2018  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** Three-Year Term Contract for Heating, Ventilation and Air Conditioning Preventative Maintenance and Repair Services as requested by the Parks, Recreation and Community Facilities Department **(Citywide)**

## Recommendation

Council is requested to approve the award as recommended.

A committee representing the Parks, Recreation and Community Facilities Department (PRCF) Department and Purchasing evaluated responses. The evaluation committee recommends awarding the contract to the highest scored proposal from Midstate Energy LLC at \$92,643.11 annually, based on estimated usage.

## Background / Discussion

This contract will provide preventative maintenance (PM) and repair services for Heating, Ventilation and Air Conditioning (HVAC) equipment at eight City locations to include Dobson Library, Main Library, Red Mountain Library, Mesa Municipal Court, Mesa City Plaza, Museum of Natural History, Idea Museum and Utilities Operations.

The HVAC preventative work is currently performed by PRCF HVAC technicians in addition to their daily workload. This issue directly affects their ability to be proactive in their work and results in only being able to respond to problems as they arise. Establishing this contract will increase the amount of PM work currently being performed, improve reliability and longevity of equipment, save the City money, and improve work conditions for all City staff.

Staff from PRCF and Purchasing evaluated the proposals based on the evaluation criteria as stated in the solicitation. The highest scored, Midstate Energy, LLC, is being recommended for award. The evaluation committee unanimously agreed on the recommendation.

## Purchase Information

Action: Award  
Procurement Type: Request for Proposals  
Contract Number: 2018073  
Local Consideration: Policy did not apply to this procurement (services)

Protests Received: None

Initial Contract Term: Three years

Possible Renewals: Two, one-year renewals subject to Administrative review and approval

Funding Source: The purchase is funded in the Parks, Recreation and Community  
Facilities Department – Facilities Maintenance operating budget

### **Proposals Responses December 14, 2017**

Crawford Mechanical Services - Gilbert, AZ

HACI Service, LLC - Phoenix, AZ

Kitchell, Inc. - Phoenix, AZ

Midstate Energy LLC - Phoenix, AZ

Pueblo Mechanical & Controls, Inc. - Phoenix, AZ

Sun Mechanical Contracting, Inc. - Tempe, AZ

W.D. Manor Mechanical Contractors, Inc. - Phoenix, AZ

#### Proposals deemed as Non-Responsive

Chiller Services, Inc. - Did not provide information on their company's experience or proposed solution

Tolin Acquisition Corporation dba Tolin Mechanical Systems - Did not include the required response forms in their Proposal

### **Proposal Scoring Results**

Proposal	Crawford Mechanical Services	HACI Service, LLC	Kitchell, Inc.
Total / 150 Points Possible	117.29	124.42	103.35

Proposal	Midstate Energy LLC (Recommended)	Pueblo Mechanical & Controls, Inc.	Sun Mechanical Contracting, Inc.
Total / 150 Points Possible	<u>129.50</u>	122.13	117.18

Proposal	W.D. Manor Mechanical Contractors, Inc.
Total / 150 Points Possible	125.00

AWARD RECOMMENDATION
<p>Heating, Ventilation and Air Conditioning Services per Agreement No. 2018073; Exhibits – Detailed Specifications / Technical Specifications, Pricing and Mesa Standard Terms and Conditions; Solicitation including any addenda; and Contractor Response</p> <p><b>Annual Contract Amount: <u>\$92,643.11</u>*</b></p> <p>*Preventative Maintenance at <u>\$77,202.59</u> and Additional Work at <u>\$15,440.52</u>.</p>