

City Council Agenda Summary Sheet (Purchases)

Agenda No: 2004-0569
Date: July 1, 2004
Prepared By: Bob Srogi, Facilities Operations Manager
City File No:

Meeting Date: July 14, 2004

PURPOSE:

Increase blanket purchase order for HVAC maintenance to George S. Hall, Chicago, Illinois, in the amount of \$20,000 for a new total of \$91,078 through April 1, 2006.

DISCUSSION:

City Council approved a two-year option to renew for the HVAC Maintenance agreement with George S. Hall, Chicago, Illinois on March 17, 2004. The expenditure represented funding for maintenance for the Department of Public Service Garage, Fire Station #1 and an estimated cost for the Oakland County Sheriff's Department Substation.

Since March, 2004, the two-year HVAC Maintenance Proposal for the Oakland County Sheriff Substation was submitted at a cost exceeding the estimate by approximately \$4,000.00. In addition, substantial heating and cooling system needs have been identified at the Public Safety Building (unrelated to the dispatch area) totaling \$8,634.00. This work includes removal and replacement of the existing floor mounted pumps, re-piping of pumps, replacement of 3-way valve, repair of ruptured preheat coil, as well as operation testing and control set-up. Additional funds available on the blanket purchase order (approximately \$7,366.00) are available as necessary, for uncovered parts and repairs as required for the HVAC systems.

Maintenance agreements on HVAC equipment are utilized to maintain the existing equipment at maximum operating efficiency. These agreements do not include new work. Facilities staff is participating in a 2-year training program to enable custodians to perform maintenance activities on the City's existing systems. These newly acquired staff skills will reduce the need for full maintenance agreements and require the expertise of an HVAC contractor will be required for new or complex heating and cooling issues.

FISCAL INFORMATION:

Fund Name	Fund Account #	Description	Budget Amount	Cost	Remaining Budget
631	807000	Contractual Services	\$28,039	\$28,039	0
631	929000	Repairs	\$9,000	\$9,000	0
			\$37,039 Total		

2005 Proposed Budget \$42,370
Balance in 2006 Proposed Budget

Vendor Name and Address:

George S. Hall, Inc.
1229 N. North Branch
Ste 102
Chicago, IL 60622

Reason for Selection:

Lowest, responsive, responsible bid

Method of Purchase:

Blanket Purchase Order/Contract

RECOMMENDATION:

It is recommended that City Council authorize the increase of the blanket purchase order for HVAC maintenance to George S. Hall, Chicago, Illinois, in the amount of \$20,000 for a new total of \$91,078 through April 1, 2006.

ATTACHMENTS:

Department Authorization: Roger Rousse

Reviewed by:

Fiscal: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

RESOLUTION

NEXT AGENDA ITEM

RETURN TO AGENDA

