



## Cover Memorandum/Staff Report

**File #:** 20-620

**Agenda Date:** 11/17/2020

**Item #:** 6.E.

**TO:** Mayor and Commissioners  
**FROM:** Missie Barletto, Public Works Director  
**THROUGH:** Jennifer Alvarez, Interim City Manager  
**DATE:** November 17, 2020

APPROVAL OF INCREASE IN THE AMOUNT OF \$750,000 TO THE CONTRACT VALUE WITH TRANE US INC. FOR AIR CONDITIONING MAINTENANCE AND REPAIR SERVICES FOR THE PUBLIC WORKS DEPARTMENT

**Recommended Action:**

Motion to approve an increase of \$750,000 to the contract value for a total estimated contract amount of \$1,250,000, with Trane US Incorporated, for air conditioning maintenance and repair services for the Public Works Department.

**Background:**

On August 20, 2019 the City Commission approved Resolution No. 145-19 with Trane utilizing U.S. Communities Government Purchasing Alliance Solicitation No RFP 15-JLP-023 Board of Education of Hartford County for an estimated contract value - \$500,000

The previous agenda item stated that there are two, one-year renewals; however, there are actually two, two-year renewals. The City Commission only authorized the Public Works Department to expend \$250,000 through September 30, 2021, for the one-year. The Master Services Agreement clearly reflects that should the Agency renew their Agreement which they have through September 30, 2022, our Agreement shall automatically renew. It is in the best interest of the City to update and clarify the original intent and to request an increase to the contract value.

Staff recommends approval of an additional \$750,000 through September 30, 2022, in accordance with the piggyback Agreement and with our Master Services Agreement with the same terms and conditions.

Trane US Inc. will provide the products and services required to perform HVAC maintenance and repair services as needed at City facilities. The City has approximately 208 units city-wide, many of which are at the end of their useful life or close to that point, resulting in frequent break down and repairs and the need for replacement. There is also the need to establish more frequent maintenance, to ensure proper temperature control and maintenance of air quality in our facilities.

The total revised cumulative agreement value is provided below.

Estimate Contract Value
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Initial Contract Term	August 20, 2019 - September 30, 2020	\$250,000
Renewal 1	October 1, 2020 - September 30, 2022	\$1,000,000
\$1,250,000		

This motion is in accordance with the Code of Ordinances Chapter 36, Commission Approval Required and Purchasing Policies and Procedures Manual, Accessing Contracts from other Government Agencies and Not-for-Profit Organizations.

**City Attorney Review:**

Approved as to form and legal sufficiency.

**Funding Source/Financial Impact:**

Funding is available from Account No. 001-41-350-519.46-20; Building Maintenance.

**Timing of Request:**

This issue is very time sensitive in order to provide the required services without interruption.