



## Legislation Text

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**File #:** 18-0382, **Version:** 2

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Resolution to Approve a Service Contract with Northwest Pools, Inc. for On-Call Pool Mechanical Services at the City Pools for an Amount Not to Exceed \$75,000.00 Annually for FY18 - FY20, with a Two-Year Renewal Option Not to Exceed \$75,000.00 Annually for FY20 - FY22

Attached for your review is a resolution to approve a Service Contract with Northwest Pools, Inc. for On-Call Pool Mechanical Services at the City Pools.

### Budget and Fiscal Impact:

It is requested that a Service Contract be approved for two years ending April 30, 2020, for an amount not to exceed \$75,000.00 annually for FY18 - FY20, with an option to administratively renew for two additional years with an amount not to exceed \$75,000.00 annually for FY20 - FY22. If renewed, the contract rates are subject to an escalation not to exceed 3%. Funding is available in the approved FY18 Parks Maintenance and Capital Improvements Millage. Continuation and extensions of the contracts in each fiscal year after June 30, 2018, will depend on funding within the Parks Maintenance and Capital Improvement Millage for that fiscal year.

### Project Description

Each year the Parks and Recreation Services Unit utilizes pool services companies to perform pool opening inspection and maintenance, in season repairs, on-going maintenance, and closing procedures at Fuller, Buhr, Veterans, and Mack pools. Since 2014, the pools have spent an average of \$50,000.00 - \$65,000.00 between multiple companies to prepare, close, and maintain the pools and the aging infrastructure. The goal of having one company on call to provide all services will help ensure consistent opening and closing procedures, as well as consistent handling of all work done on each pool.

The not to exceed amount of \$75,000.00 is more than any prior year's expense total; however, staff are concerned that aging components at each of the pools may lead to larger than average expenses over the course of the contract. Staff has replaced numerous mechanical components at the pools in recent years, but additional work remains and older infrastructure remains in place.

The scope of services will consist of individual tasks to be determined and assigned during the contract period. The type of work may include, but is not limited to: inspection, maintenance, repair, or installation of all pool related appurtenances, plumbing, pool heating boilers, pool chemical feed, process piping, pumps and valves, and/or pool filtration systems; acid washing of pool; pressure testing filtration system and sensors; repair, replacement, and/or calibration of chemical feeders; removal and/or replacement of sand and gravel within the filter; obtaining permits; maintenance of pool heating boilers; pool startup/shutdown (and all associated tasks); replacement of mechanical piping; and/or other mechanical activities, to be determined by the City.

The project meets the following sustainability goals:

- Active living and learning
- Safe community
- Energy conservation
- Responsible resource use

A Request for Proposal (RFP #18-05) was advertised on the Michigan Inter-governmental Trade Network as well as on the City of Ann Arbor Purchasing website. Bids were received from one company:

	Hourly Rate		
	Regular (M-F)	Overtime (M-F)	Sunday/Holiday
Northwest Pools, Inc.	\$80.00	\$120.00	\$160.00

\*Lowest Responsible Bid

Northwest Pools, Inc. complies with the requirements of the City’s non-discrimination, prevailing wage, and living wage ordinances.

The Park Advisory Commission recommended approval of this agreement at their March 6th, 2018 meeting.

Prepared by: Josh Landefeld, Parks & Recreation Services Deputy Manager

Reviewed by: Colin Smith, Parks & Recreation Services Manager  
Derek Delacourt, Community Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The Parks & Recreation Services Unit utilizes pool services companies to open, close, and provide in-season maintenance to ensure the four city pools are functional;

Whereas, Having a single company available to provide on-call pool mechanical services will provide consistent and expeditious quality maintenance and save the City time and money;

Whereas, The City issued Request for Proposal #18-05 for On-Call Pool Mechanical Services at the City Pools and one bid was received, with the proposal from Northwest Pools, Inc. being selected;

Whereas, PAC recommended approval of the selection at their March 6, 2018 meeting;

Whereas, Funding is available in the approved FY18 Parks Maintenance and Capital Improvements Millage; and

Whereas, Northwest Pools, Inc. has submitted all required Non-Discrimination, Prevailing Wage, Living Wage, and Conflict of Interest Disclosure forms, and complies with the requirements of the City’s Non-Discrimination, Prevailing Wage and Living Wage Ordinances;

RESOLVED, That the City Council approves a two-year Service Contract with Northwest Pools, Inc. for On-Call Pool Mechanical Services at the City Pools for an amount not to exceed \$75,000.00 annually for FY18 - FY20 with a two-year renewal option not to exceed \$75,000.00 annually for FY20 - FY22, subject to funding for those fiscal years;

RESOLVED, That the City Administrator be authorized to renew the contract for up to two additional years, provided both parties agree to an extension, subject to an escalation of the contract rates in the first year of the extension not to exceed 3%, and subject to the availability of funding in each of those years;

RESOLVED, That the Mayor and City Clerk be authorized and directed to execute said contract after approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That the City Administrator be authorized to take all necessary actions to implement this Resolution, regardless of fiscal year; and

RESOLVED, That work statements may be executed in accordance with the procedure outlined in the contract.