



Legislation Text

File #: 15-0692, **Version:** 1

Resolution to Approve Service Contracts with Altech Mechanical Service, LLC and Metro Environmental, Inc. (each not to exceed \$200,000.00 per year) for On-Call Mechanical Services (RFP #925)

Attached for your review and consideration for approval is a resolution authorizing award of contracts with Altech Mechanical Service, LLC for up to \$200,000.00 per fiscal year and Metro Environmental, Inc. for up to \$200,000.00 per fiscal year for On-Call Mechanical Services to be performed on an as-needed basis.

In April 2015, a request for proposals for On-Call Mechanical Services was issued (RFP-925), and proposals from five companies were received on April 30, 2015. A team reviewed the proposals and selected Altech and Metro Environmental based on their professional qualifications, past experience, response time, and fee quotations.

The City often requires mechanical contractors to perform mechanical maintenance, repair or installation services on City Facilities including the swimming pools, ice rinks and Wheeler Service Center. Having a contract in place allows the City to service mechanical maintenance needs with the goal of decreasing equipment failures. Making use of these firms on an ongoing basis will permit the City to effectively utilize the existing work force, while continuing to deliver quality facilities.

Staff is recommending approval of contracts with both of these companies for a period of two years. Total expenditures per fiscal year per individual contract are not to exceed \$200,000.00. The contract includes the option to approve an extension for up to an additional two-year period if deemed in the best interest of the City. If extended, the contract rates are subject to an escalation not to exceed 3%. Continuation and extension of the contracts in each fiscal year after June 30, 2016, will depend on the availability of funding in the budget for that fiscal year.

Budget Impact:

Funding is available in the approved Park Maintenance and Capital Improvements Operating and Capital budgets.

Both companies comply with the City's Non-Discrimination and Living Wage Ordinances.

Prepared by: Chris Elenbaas, P.E., Field Operations

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Steven D. Powers, City Administrator

Whereas, The City issued a Request for Proposals, RFP #925, to identify mechanical contractors to provides services for the Park and Public Space Maintenance Service Unit;

Whereas, Five firms submitted proposals in response to RFP #925;

Whereas, Staff selected Altech Mechanical Service, LLC and Metro Environmental, Inc. as most qualified to perform the work identified in RFP #925;

Whereas, Funding is available in the approved Park Maintenance and Capital Improvements Millage Operating and Capital Budgets;

Whereas, Award of contracts for mechanical services on an on-call basis will assist the City with mechanical maintenance, repair and installation requirements in the Park and Public Space Services Unit; and

Whereas, Altech Mechanical Service, LLC and Metro Environmental, Inc. comply with the City's Non-discrimination and Living Wage Ordinances;

RESOLVED, That Council approve a two year contract with Altech Mechanical Service, LLC for an amount not to exceed \$200,000.00 per fiscal year for On-Call Mechanical Services, with continuation of the contract in the second year subject to the availability of funding for that fiscal year;

RESOLVED, That Council approve a two year contract with Metro Environmental, Inc. for an amount not to exceed \$200,000.00 per fiscal year for On-Call Mechanical Services, with continuation of the contract in the second year subject to the availability of funding for that fiscal year;

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

RESOLVED, That the City Administrator be authorized to renew the contracts 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; and

RESOLVED, That the City Administrator be authorized to take the necessary actions to implement this resolution.