



## Legislation Text

---

**File #:** 22-1112, **Version:** 2

---

### Resolution to Approve a Construction Contract with Monroe Plumbing and Heating Company for Water Treatment Plant HVAC Maintenance Services (RFP 22-47) (\$196,500.00)

This memorandum and resolution requests approval of a construction contract with Monroe Plumbing and Heating Company for heating, ventilation, air conditioning (HVAC) and chiller service at the Water Treatment Plant for up to \$196,500.00 through FY25.

In May 2022, the City issued a request for proposals (RFP 22-47) to award one (1) contract for HVAC and chiller preventative and corrective maintenance services for all of the Water Treatment Plant's units. The Water Treatment Plant includes several buildings with separate HVAC systems. In addition, the Water Treatment Plant operates two chiller systems to supply cooling water for the ozone disinfection process. Each of these systems requires regular inspections, preventive maintenance, and occasional repairs on an ongoing basis.

#### Solicitation of Proposals

Water Treatment Services Unit staff created the Request for Proposal documents and solicited proposals for HVAC Maintenance Services through the City's Procurement Unit. On June 6, 2022, the City received one (1) proposal from Monroe Plumbing and Heating Company for these services. A selection committee comprised of Water Treatment Services staff reviewed the proposal and determined the proposal from Monroe Plumbing and Heating Company provided value based on the criteria provided in ORD-21-41, adopted by Council on January 3, 2022:

- Qualifications, Experience & Accountability (20%)
- Workplace Safety (20%)
- Workforce Development (20%)
- Social Equity & Sustainability (20%)
- Schedule of Pricing/Cost (20%)

Accordingly, staff recommends awarding the Contract for these services to Monroe Plumbing and Heating Company.

Monroe Plumbing and Heating Company complies with the requirements of the City's Non-Discrimination and Living Wage ordinance.

The annual service contract is estimated to be \$65,000.00 in years 1 and 2, \$66,500.00 in year 3, with the option to renew in year 4 at \$68,000.00 and year 5 at \$69,500.00.

Budget/Fiscal Impact: These services are to be funded from the approved FY23 Water Supply System Operating Budget. Services for the future fiscal years will be funded from the operating budgets for these fiscal years if so, approved by Council.

Prepared by: Mike Switzenberg, Water Utilities Maintenance Supervisor, WTP

Reviewed by: Brian Steglitz, Interim Public Services Administrator

Approved by: Milton Dohoney Jr., City Administrator

Whereas, The Water Treatment Plant solicited proposals for HVAC and chiller preventative and corrective maintenance service in RFP 22-47;

Whereas, The Water Treatment Plant utilizes heating, ventilation and cooling (HVAC) equipment to maintain building temperatures and to cool ozone disinfection equipment;

Whereas, HVAC equipment requires regular inspection, preventive maintenance and occasional repair to continue providing reliable and efficient operation of water treatment system facilities;

Whereas, One proposal was received from Monroe Plumbing and Heating Company which is the most qualified bidder at the most competitive price;

Whereas, Funding is available in the approved FY23 Water Supply System Operating Budget and services for the future fiscal years will be funded from the operating budgets for these fiscal years if so, approved by Council; and

Whereas, Monroe Plumbing and Heating Company complies with the City's Living Wage and Non-discrimination Ordinances;

RESOLVED, That City Council approves a Construction Contract with Monroe Plumbing and Heating Company in the amount of \$196,500.00 through Fiscal Year 2025 for Water Treatment Plant HVAC Maintenance Services (RFP 22-47);

RESOLVED, That the City Administrator be authorized to extend the Agreement for up to two additional one-year periods with the contract amount for first extension being \$68,000.00 and the contract amount for the second extension being \$69,500.00;

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

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