



Legislation Text

File #: 18-1164, **Version:** 1

Resolution to Approve a Two-Year Contract with Boone & Darr Inc. for On-Call Mechanical Services (Not to Exceed \$180,000.00) (RFP #18-25)

We recommend your approval of the attached resolution authorizing a 2-year contract with Boone & Darr Inc. to provide on-call mechanical services at various City facilities. The contract amount will not exceed \$180,000.00.

The mechanical services will include both HVAC and plumbing work. The contract will start in August 2018 and run through June 30, 2020. A purchase order in an amount not to exceed \$90,000.00 per year would be issued for FY19 and FY20, subject to the availability of funding in FY20.

The resolution also authorizes the City Administrator to extend the contract for up to two additional one-year periods for a total amount not to exceed \$360,000.00 over the life of the extended contract, subject to the annual appropriation of funds. Hourly rates for each year of the contract would be adjusted per the RFP fee proposal form.

Proposals were solicited for On-Call Mechanical Services through RFP #18-25 and opened on June 26, 2018. Boone & Darr Inc., which is based in Ann Arbor, MI, provided the most responsive proposal.

As an on-call service, there is no guarantee of work or minimum amount paid to the contractor. Work will be as needed on a time and material basis.

Budget and Fiscal Impact: Funding for these services are included in the FY19 operating budgets of the Fleet & Facilities Unit and the Solid Waste Fund. Issuance of the FY20 purchase order and any approved extension for FY21 and FY22 would be subject to the availability of funds from those same sources in subsequent fiscal years.

Boone & Darr Inc. complies with the City's Conflict of Interest, Living Wage, Prevailing Wage and Non-Discrimination ordinance requirements.

Prepared by: Matthew J. Kulhanek, Fleet & Facilities Unit Manager

Reviewed by: Craig Hupy, Public Services Area Administrator

Approved by: Howard S. Lazarus, City Administrator

Whereas, The City needs safe and reliable plumbing and HVAC systems in its facilities;

Whereas, The City needs contractors to provide on on-call services to ensure safe and reliable plumbing and HVAC systems;

Whereas, Boone & Darr Inc., which is based in Ann Arbor, MI, provided the most responsive proposal for the on-call mechanical services solicited through RFP #18-25;

Whereas, The Public Services Area recommends approval of a two-year contract with Boone & Darr

Inc., with the option to extend the contract for up to two additional one-year periods under the same terms and conditions, with the hourly rates adjusted as provided in the RFP fee proposal form;

Whereas, Boone & Darr Inc. complies with the City's Conflict of Interest, Living Wage, Prevailing Wage and Non-Discrimination ordinance requirements; and

Whereas, Funding for this work is available in the FY19 operating budgets of the Fleet & Facilities Unit and the Solid Waste Fund;

RESOLVED, That City Council approve a two-year contract, per RFP #18-25, with Boone & Darr Inc. for on-call mechanical services, in an amount not to exceed \$90,000.00 for FY19 and \$90,000.00 for FY20;

RESOLVED, That the contract will include the option for the City Administrator to extend it for up to two additional one-year periods at the hourly rates provided in the RFP fee proposal form, for a total not to exceed \$360,000.00 over the life of the extended contract;

RESOLVED, That these services during the first year be funded from the approved FY19 operating budgets of the Fleet & Facilities Unit and the Solid Waste Fund and that the remaining years, including approved extensions, be funded from the FY20, FY21, and FY22 operating budgets of the Fleet & Facilities Unit and the Solid Waste Fund if so approved by Council;

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, and that the City Administrator be authorized to execute the extensions after approval as to form by the City Attorney; and

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