



**THE CITY OF DAYTONA BEACH**  
**Public Works Department Technical Services Division**

**TO:** James V. Chisholm, City Manager

**FROM:** Rick Doyle, Technical Services Project Manager *Rick Doyle*

**Thru:** Frank Van Pelt, Director Technical Services

**THRU:** David Waller, Deputy Public Works Director *DW*

**Date:** June 12, 2017

**SUBJECT:** Continuing Services Contract Approval for HVAC Repairs, Maintenance and Controls

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**REQUEST**

Public Works Department, Technical Services Division, is requesting the City Commission to award Continuing Services Contract to Climate Control Mechanical Services, 2695 NW 4<sup>th</sup> Street, Ocala, Florida 34475 in accordance with Chapter 30 of the City Code, for as-needed HVAC repairs to equipment and controls, for a one (1) year term with three (1) year renewals, and to authorize the Mayor and City Clerk to execute the contracts and provide an effective date.

**PURPOSE**

A Request for Proposals (RFP) was issued for Continuing Services Contracts for HVAC repairs, maintenance and control Services, and five (5) firms responded. The City's Selection Committee convened on February 23, 2017 to review the Proposals received in response to the referenced RFP, and scored those proposals in accordance with the evaluation criteria published in the RFP. The City Manager selected the two short listed firms on the Committee's recommended short list, and staff negotiated the contract. Contractors selected are listed below.

Climate Control Mechanical Services	Negotiations Successful
Shaw Mechanical	Negotiations Could Not Be Met

**CONSIDERATIONS**

Projects will be issued to the above listed by issuance of a Work Authorization. The scope of services and compensation for each project will be negotiated and mutually agreed upon prior to project issuance.

**FUNDING**

Funding is not required to issue the contract.

## **RECOMMENDATIONS**

Public Works Department, Technical Services Division, is recommending the City Commission to award Continuing Services Contract to Climate Control Mechanical Services, 2695 NW 4<sup>th</sup> Street, Ocala, Florida 34475 in accordance with Chapter 30 of the City Code, for as-needed HVAC repairs to equipment and controls, for a one (1) year term with three (1) year renewals, and to authorize the Mayor and City Clerk to execute the contracts and provide an effective date.

## **ATTACHMENTS**

- 1) Agenda Summary
- 2) PowerPoint
- 3) Short List Memo Signed by City Manager
- 4) Contract
- 5) Vendor Mail Out
- 6) Bid Tab
- 7) Bid Recap