

EXECUTIVE SUMMARY

Recommendation of \$500,000 or Greater FY21-041 – HVAC-R Equipment, Parts, and Supplies

Introduction

Responsible: Procurement & Warehousing Services (PWS)

This request is to approve the recommendation to award Invitation to Bid (ITB) FY21041 – HVAC-R Equipment, Parts, and Supplies for a period of two (2) years July 1, 2020 through June 30, 2022, with two (2) one (1) year renewal options. FY21041 – HVAC-R Equipment, Parts, and Supplies was issued to replace previous ITB 18-029R – HVAC-R and Cooling Tower Equipment and 19-061R - HVAC-R Parts & Supplies.

Due to the COVID-19, the spending authority being requested is \$4,053,000, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the ITB will be requested in a future date.

Goods/Services Description

Responsible: Physical Plant Operations (PPO)

Physical Plant Operations (PPO) utilizes this ITB to replace major pieces of Heating, Ventilation, and Air Conditioning (HVAC) equipment across the District when repair of such equipment is no longer economically feasible or possible. Items included in this Bid are air and water-cooled chillers, cooling towers, packaged and direct-expansion systems, heat pumps, and other major HVAC components.

Moreover, this ITB will be used to purchase HVAC-R Parts and Supplies to replace, repair, and maintain air conditioning, heating, refrigeration, and ventilation equipment located throughout the schools and administrative sites to provide a comfortable and safe environment. All sites are equipped with an HVAC system designed to maintain proper temperature and humidity levels, and schools will also have a refrigeration system to keep food at suitable temperatures.

Procurement Method

Responsible: PWS

The solicitation for this ITB ran from February 13, 2020 through March 13, 2020. Five hundred eighteen (518) vendors were notified, and thirty-three (33) vendors downloaded the ITB documentation. Procurement & Warehousing Services (PWS) received ten (10) responses.

This ITB was issued with two (2) separate groups: 1) specific items carried in inventory by the Stockroom, and 2) brands of equipment and supplies used throughout the District. Group 1 was awarded to the lowest responsive and responsible bidder, whereas Group 2 was awarded to all vendors offering single, non-zero (0), fixed percentage discounts, and meeting all specifications, terms, and conditions of the bid. PWS did a market benchmark with sister School Boards, and no comparable contracts were found.

The recommended vendors include AccuAir, Inc., Allied Controls, Inc., Blizzard Air Conditioning, LLC, Daikin Applied Americas, Inc., Design Controls, Inc., Economic Electric Motors, Inc., Energy Control Technologies, Inc., Noland Company, The Ware Group, LLC, and Trane U.S., Inc.

The Affirmative Procurement Initiative implemented in this solicitation is The Voluntary M/WBE Distributorship Development Program. Blizzard Air Conditioning, LLC is a certified Small Business Enterprise with the District.

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Financial Impact
Responsible: PWS and PPO

Due to the COVID-19, the spending authority being requested is \$4,053,000, and covers the estimated amount projected for the first twelve (12) months; therefore, additional spending authority to cover the remaining term of the ITB will be requested in a future date.

Please see breakdown below for entire bid term:

Projected spending per month as per Bid 18-029R	\$ 232,384
<u>Number of months</u>	<u>24</u>
Projected spending total as per Bid 18-029R (A)	\$5,577,216
Projected spending per month as per Bid 19-061R	\$ 105,336
<u>Number of months</u>	<u>24</u>
Projected spending total as per Bid 19-061R (B)	\$2,528,064
Total spend authority (A + B)	\$8,105,280
<u>Total spend authority (rounded)</u>	<u>\$8,106,000</u>

PWS is responsible for the control of the District contracts' spending authority. This action is performed through the unique Bid ID issued per solicitation, which only has a new number assigned when a new solicitation is awarded. In a renewal, the original Bid ID assigned to the contract does not change, therefore spending authority analysis is performed in its totality.

The amount requested was determined based on PPO's requirements to satisfy the needs of the District, and a comparison of expenditures from the previous bid term. The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract award amount.