



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	June 20, 2019		Item Type: <i>(Enter X in box)</i>	Resolution	Ordinance	Other		
				X				
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading		
	X			Public Hearing: <i>(Enter X in box)</i>		Yes	No	Yes
					X		X	
Funding Source:	490-3390W-534010 (Outside Services)		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No		
					X			
Account Balance:	\$297,628.78		Quasi-Judicial: <i>(Enter X in box)</i>	Yes		No		
Project Number:	NA		RFP/RFQ/Bid Number:	Full Maintenance and Repair of Chiller, Boiler, Cooling Tower, and Pump, Including Water Analysis and Treatment RPF No. 18-0404				
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>					
	X		Safety <input type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input type="checkbox"/>					
Sponsor Name:	Greg Chavarria, City Manager		Department: Public Works		James Sylvain, P.E., Public Works Director			

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE USE OF LAKE COUNTY FLORIDA'S CONTRACT FOR FULL MAINTENANCE AND REPAIR OF CHILLER, BOILER, COOLING TOWER AND PUMP, INCLUDING WATER ANALYSIS AND TREATMENT SERVICES WITH HILL YORK SERVICE CORPORATION, FOR AN AMOUNT NOT TO EXCEED SIXTY-FIVE THOUSAND (\$65,000.00) DOLLARS; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE CONTRACT AND ALL RELATED DOCUMENTS TO EFFECUATE THE PURCHASE; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

The City has historically utilized Hill York Service Corporation to provide preventative heating, venting and air conditioning (HVAC) maintenance and repair services in an efficient and cost-effective manner. Last year the City prepared and released a Request for Quotes (RFQ) to multiple firms (approximately 19) for the work. Hill York was selected as the responsible and responsive firm to provide these services.

Expenses were expected to remain within the City Manager's threshold spending limit of \$50,000 dollars as per City's Procurement Code (Section 23-4 and 23-5).

Current Situation:

Currently, the Department of Public Works' Purchase Orders for HVAC Maintenance and Repairs are near the threshold spending limit of \$50,000 dollars, due to unforeseen repairs throughout the fiscal year that have taken place at the Municipal complex. Some of these costly repairs include Leak Detection and Condenser Coil replacement (Innovation Technology server room), Recirculation Water Pump replacement (Police Department), and Blower Wheel replacement (City Hall Air Handler - 2nd Floor).

Hill York Service Corporation has an active agreement with Lake County Florida, pursuant to RFP No. 18-0404, Chiller and Boiler Maintenance and HVAC/Boiler System Chemicals, which contains similar scope of services dedicated to HVAC Maintenance and Repair Services. On May 15, 2019 staff contacted the Senior Procurement Contracting Officer at Lake County Florida to request permission to utilize the agreement, for the City to continue services with Hill York Service Corporation. This competitive solicitation and contract awarded via the piggyback cooperative contract by another municipality is relied upon for the City Commission to allow expenditures greater than \$50,000. The City will fully comply with all rules, regulations specified under this agreement in its entirety, without any modifications to the scope of services.

To date, the City has spent \$42,387 for HVAC Maintenance and Repair services with Hill York Service Corporation this fiscal year. The Public Works Department anticipates that it will spend approximately \$65,000 for HVAC Maintenance and Repair services this fiscal year in total.

Why Action is Necessary:

Pursuant to Chapter 23, Section 23-8 Exception to Bid Requirements, (6) Bids and Contracts from Other entities, and Section 23-9 Cooperative Purchasing, the City Manager is authorized to procure all supplies, materials, equipment and services from other governmental units, when the best interests of the City would be served, subject to the requirement that any purchase in excess of \$50,000 requires City Commission approval.

Proposed Action:

Staff recommends approval of the attached Resolution authorizing the City Manager to purchase HVAC Maintenance and Repair Services utilizing the Lake County Florida Bid Contract RFP No. 18-0404 in an amount not to exceed sixty-five thousand dollars (\$65,000) and authorizing the City Manager to execute all related documents to effectuate the purchase for the 18/19 Fiscal Year.

Attachment(s):

Exhibit 1 – Resolution

Exhibit 2 – Full Maintenance and Repair of Chiller, Boiler, Cooling Tower, and Pump, Including Water Analysis and Treatment RFP No. 18-0404

Exhibit 3 – Lead Agency approval to utilize Piggyback Agreement

Exhibit 4 – Lead Agency Contract Modification – 1-31-2019 thru 1-31-2020