



## **REPORT TO CITY COUNCIL**

**To: Honorable Mayor and Members of the City Council**

**From: Grant Yates, City Manager**

**Prepared by: Jason Simpson, Assistant City Manager**

**Date: October 8, 2019**

**Subject: Construction Agreement to Polar Express Heating and Air for HVAC units at various City Facilities (CIP PROJECT #Z20005).**

### **Recommendations**

1. Award a Construction Agreement to Polar Express Heating and Air for replacement HVAC units at various City Facilities (CIP PROJECT # Z20005).
2. Approve and authorize the City Manager to execute the Agreement in the not to exceed amount of \$96,404.89 with Polar Express Heating and Air in the form attached and in such final form as approved by the City Attorney.
3. Authorize the City Manager to execute change orders not to exceed a 10% contingency amount of \$9,641.00 for construction uncertainties and adjustments.

### **Background**

An informal request for proposal was solicited by City Staff for the replacement of HVAC units at various City facilities. Four contractors were invited to walk each facility and provide replacement unit proposals. These facilities are listed below:

City Hall	Community Center – Class Room
City Yard	Community Center – Dance Room
Tiny Tots	Community Center – Gym
Cultural Center	

Each facility has had a history of heating and air conditioning problems associated with the age of the HVAC units. The units that are being replaced are all older than 15 years and struggle to perform in hot weather. These units are most problematic and unpredictable during summer months and required continual service. Because of the maintenance and operational cost to run these older less efficient HVAC units, it has been determined they are no longer economically repairable.

### **Discussion**

The City is replacing the heating and air conditioning units at various City facilities with more efficient HVAC systems that operate well within current energy efficiency standards and also utilize state of the art technology to deliver heating and cooling to a wide range of facility requirements and uses. The contractor shall furnish all equipment, materials, labor, and ancillary installment items equaling a turnkey system

Four companies responded to the solicitation and the results of the proposal submittals are list below:

<b>Name of Company</b>	<b>Bid Amount</b>
Polar Express Heating and Air	\$96,404.89
Patriot Heating and Air	\$100,000.00
Indoor Climate Experts Inc.	\$129,500.00
J&L Constructors Inc.	\$135,372.00

During the proposal review staff determined the low proposer, Polar Express Heating and Air included all of the requirements needed for each facility. Following the approval of this agenda item the heating and air conditioning units at various City facilities replacement project work will begin. Staff has reviewed and verified the contractor has a valid license and has provided sufficient references.

### **Fiscal Impact**

Heating and air conditioning units at various City facilities project is included in the Fiscal Year 19/20 – 24/25 Capital Improvement Plan (CIP) budget

### **Exhibits**

A: Agreement

B: Proposal