



# Board Agenda Item 28

DATE: October 5, 2021

TO: Board of Supervisors

SUBMITTED BY: Robert W. Bash, Director of Internal Services/Chief Information Officer

SUBJECT: Seventh Amendment to HVAC Master Agreement

RECOMMENDED ACTION(S):

**Approve and authorize the Chairman to execute a Seventh Amendment to Master Agreement No. 18-302 for Heating, Ventilation, and Air Conditioning parts, service, and repairs, effective upon execution, with no change in the term of June 5, 2018 to June 4, 2022 and increasing the maximum by \$1,000,000 to a total of \$4,500,000.**

Approval of the recommended action will allow the Internal Services Department - Facility Services Division (ISD - Facility Services) to continue to contract for Heating, Ventilation, and Air Conditioning (HVAC) parts, services, and repairs on an as-needed basis for buildings operated and located throughout the County. ISD - Facility Services has had many large unanticipated projects that have led to the unforeseen increase in spending. This item is countywide

ALTERNATIVE ACTION(S):

Should your Board not approve the recommended action, the County will be unable to continue utilizing the current HVAC Master Agreement to contract for HVAC parts, service, and repairs, requiring the County to go out to bid and secure new HVAC services, or increase staffing within ISD - Facility Services to meet user department needs.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. Approval of the recommended action increases the existing agreement by \$1,000,000 to \$4,500,000. All costs associated with these services are recovered through chargebacks to user departments. Sufficient appropriations and estimated revenues are included in ISD - Facility Services Org 8935 FY 2021-22 Adopted Budget.

DISCUSSION:

On March 15, 2018, ISD - Facility Services issued Request for Statement of Qualification (RFSQ) No. 18-035 through the ISD - Purchasing Division, to solicit competitive bids for HVAC parts, service, and repairs on an as-needed basis for buildings located throughout the County, for an estimated five-year total cost of \$3,500,000. Services include, but are not limited to, fabricating, installing, cleaning, maintaining, servicing, recharging, and inspecting warm-air heating systems, water-heating pumps, ventilation systems, chillers, cooling towers, and air-conditioning systems, and all other work and equipment associated with these systems.

On June 5, 2018, your Board approved Master Agreement No. 18-302 for heating, ventilation, and air

conditioning (HVAC) parts, service, and repairs to COUNTY. On June 28, 2018, August 15, 2018 (twice), July 22, 2019, December 26, 2019, and April 1, 2021, the Director of Internal Services/Chief Information Officer (CIO) executed the First, Second, Third, Fourth, Fifth and Sixth Amendments, adding an additional contractor with each amendment.

Currently, 11 contractors are signatories to this agreement.

Approval of the recommended action will increase the total compensation allowed under the agreement to meet unanticipated HVAC service demands on County-operated buildings.

REFERENCE MATERIAL:

BAI #54, June 5, 2018

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Seventh Amendment to HVAC Master Agreement

CAO ANALYST:

Sonia M. De La Rosa