



Baldwin County Commission

Legislation Text

File #: 18-0866, **Version:** 1

Meeting Type: BCC Work Session

Meeting Date: 9/11/2018

Item Status: New

From: Wanda Gautney, Purchasing Director; Junius Long, Facilities Maintenance Coordinator

Submitted by: Wanda Gautney, Purchasing Director

ITEM TITLE

Maintenance Agreement for HVAC Chiller Services for Various Baldwin County Buildings

STAFF RECOMMENDATION

Approve and authorize the Chairman to execute the Maintenance Agreement on the Chillers with Trane U. S. Inc., d/b/a Trane, for three (3) years, agreement to commence upon full execution, for the Baldwin County Central Annex and Central Annex II located in Robertsdale; Baldwin County Courthouse and Revenue Commission Building located in Bay Minette; the Foley Satellite Courthouse and the Fairhope Satellite Courthouse as follows:

Contract Year	Annual Amount-All Sites	Amount Payment	Terms
Year 1	\$17,635.89	\$4,408.97	Quarterly
Year 2	\$18,164.97	\$4,541.24	Quarterly
Year 3	\$18,709.92	\$4,677.48	Quarterly

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Junius Long, Facilities Maintenance Coordinator has submitted a Maintenance Agreement from Trane to inspect and maintain the chillers located in the several of the County buildings. The manufacturer requires that we have a maintenance contract in place for the warranties to be 100% covered. The Maintenance Agreement covers annual software updates on the chillers as well as factory recommended service updates that are provided to ensure no down time. Trane is an authorized manufacture dealer for the chillers that have been installed in the County buildings. The maintenance service quote received from Trane is off the U. S. Communities Joint Purchasing Contract. The Alabama Department of Public Accounts has stated in a letter to all public entities that based on their review of the competitive bidding process used by U. S. Communities that all Alabama entities may use the U. S. Communities contract as long as we verify whether or not the goods are either not at the time available on the state purchasing program or are available at a price equal to or

less than that on the state purchasing program. The Purchasing Director has verified that the maintenance services are not available on the State of Alabama Contract.

FINANCIAL IMPACT

Total cost of recommendation: \$17,635.89 - Year 1; \$18,164.97 - Year 2; \$18,709.92 - Year 3

Budget line item(s) to be used: 51995.5231

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
Yes

Reviewed/approved by: David Conner reviewed on 08/21/2018

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: 09/18/2018

Individual(s) responsible for follow up: Wanda Gautney/Purchasing Director

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Letter to Vendor

Additional instructions/notes: N/A