



# Baldwin County Commission

## Legislation Text

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**File #:** 18-0958, **Version:** 1

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**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 9/18/2018

**Item Status:** New

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

**Submitted by:** Wanda Gautney, Purchasing Director

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### **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:

<b>Contract Year</b>	<b>Annual Amount-All Sites</b>	<b>Amount Payment</b>	<b>Terms</b>
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