



Legislation Text

File #: 22-0335, Version: 1

MOTION TO APPROVE THE PURCHASE OF A REPLACEMENT CARRIER ROOFTOP (40) TON WEATHERMASTER UNIT FROM THE MANUFACTURER CARRIER ENTERPRISE, LLC FOR THE WEST POLICE DEPARTMENT FOR A TOTAL AMOUNT NOT TO EXCEED \$74,250 WHICH INCLUDES A 10% OWNER'S CONTINGENCY IN THE AMOUNT OF \$6,750, PURSUANT TO SECTION 35.18(C)(7)(D) OF THE CITY'S CODE OF ORDINANCES.

PROCUREMENT PROCESS TAKEN:

- *Chapter 35 of the City's Code of Ordinance is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."*
- *Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."*
- *Section 35.18(C) states that "Only the following situations are exempt from the competitive bid and competitive proposal requirements of this section:"*
- *Section 35.18(C)(7) states that "The following contractual services are not subject to the competitive procurement requirement:"*
- *Section 35.18(C)(7)(d) states that "Maintenance service and repair of equipment. When considered to be in the best interest of the city and recommended by the using department and the services to be performed are by the equipment manufacturer, manufacturer's service representative or a distributor of the manufacturer's equipment, the services may be procured without following the competitive sealed bid process;"*
- *Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."*
- *Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."*
- *Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether the competitive bidding or competitive proposal procedures were followed."*

SUMMARY EXPLANATION AND BACKGROUND:

1. The Police Department is seeking approval to replace the current rooftop air conditioning unit at the West PD Station, as it has reached the end of it's service period.

2. The Police Department would like to replace the current unit with the same manufacturer to avoid having to replace the controllers, changing the air conditioning curb as well as modifications to the roof membrane and building roof structure that would be extremely costly.
3. The Police Department has reviewed the pricing and found it to reasonable and fair based on the scope of services.
4. The Police Department would like to add a 10% owner's contingency to the project to cover any additional unforeseen services needed which will increase the total by \$6,750.
5. Request Commission approve the purchase of a replacement Carrier rooftop (40) ton WeatherMaster unit from the manufacturer Carrier Enterprise, LLC for the West Police Department for a total amount not to exceed \$74,250, which includes a 10% owner's contingency in the amount of \$6,750, pursuant to Section 35.18(C)(7)(D) of the City's Code of Ordinances.

Reviewed by Commission Auditor.

Financial Impact

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$74,250 Which includes a 10% owner's contingency in the amount of \$6,750
- b) **Amount budgeted for this item in Account No:** 001-521-3001-546150-0000-000-0000- (R&M Land, Building & Improvements)
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable.
- d) **5 year projection of the operational cost of the project:** Not Applicable.
- e) **Detail of additional staff requirements:** Not Applicable.

FEASIBILITY REVIEW:

A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing services.

- a) **Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.
- b) **If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.