



**PUBLIC SERVICE BOARD MEETING
AGENDA ITEM**

**REGULAR MEETING
Wednesday, October 11, 2017**

SUBJECT

HVAC maintenance services contract

BACKGROUND

The HVAC maintenance contract is an important component that keeps the Hawkins building HVAC system operating efficiently and at set temperatures throughout the building. This is an all-inclusive contract that covers major component failures thus saving the Utility money.

EVALUATION PROCESS

Staff solicited a quote from Trane, utilizing the U.S. Communities purchasing cooperative, as they have familiarity with the Hawkins building and have provided the services in the past. Staff reviewed the quote and determined that Trane met all the criteria for this procurement.

FINANCIAL IMPLICATIONS

Sufficient funds are available in account number 917-9840, and the funding source is the Water and Sewer Fund.

PROPOSED ACTION REQUESTED

Approve a contract for HVAC Maintenance services through the Government Purchasing Alliance, U.S. Communities Contract # 15-JLP-023 from Trane U.S. Inc. (dba Trane) in the estimated annual amount of \$51,697.80 with the option for two one-year extensions.

SUPPORTING DOCUMENTATION PROVIDED

-) Trane Quote
-) U.S. Communities Contract # 15-JLP-023



WE MAKE BUILDINGS WORK BETTER FOR LIFE™



Trane U.S. Inc. dba Trane
1405 Vanderbilt Dr.
El Paso, TX 79935
Phone: (915) 593-3484, Fax: (915) 593-3490
Service Contact: (915) 593-3484

September 26, 2017

Alberto Ramos

El Paso Water Utilities Customer S
6400 Boeing
EL PASO, TX 79925 U.S.A.

Site Address:
El Paso Water Utilities
1154 Hawkins
EL PASO, TX 79925
United States

Attention: Alberto Ramos

Quote Number: 05-430185-17-001 **Co-op Contract Number:** USC 15-JLP-023 (US Communities)

Subject: Continuation of Service Agreement

Your Trane Service Agreement is scheduled for renewal on . To assure that there will be no interruption of service and benefits to El Paso Water Utilities Customer S your Service Agreement will be extended through . The adjusted Service Fees for the renewal term for all sites is set forth in the following table:

Contract Year	Annual Amount USD	Payment USD	Payment Term
Year 1	\$51,697.80	\$4,308.15	Monthly
Year 2	\$53,248.73	\$4,437.39	Monthly
Year 3	\$54,846.20	\$4,570.52	Monthly

The Annual Amount and Payment information set forth above DO NOT include applicable sales tax. Applicable sales taxes will be included upon generation of the invoice for the renewed Service Agreement. Payment of applicable sales tax is the responsibility of the Customer.

If there is any reason why this Service Agreement should not be extended through this period, please notify Trane in writing 30 days prior to the renewal date indicated above. If so notified, Trane can continue at your discretion to provide services beyond the renewal date at our standard time and material rates.

A one-time 3.00 % discount is offered for full payment of 1 year(s) in advance of the commencement of the Service Agreement. Invoice would be issued at start of the Agreement and is due net 15 days from date of invoice. The discount would be 1,550.94 USD if this option is selected. Tax will be calculated based upon the pre-discounted price. The discount for advance payment is not applicable to credit card transactions. Please check the box for this option.

Scope of Service

The Scope of Service for the new agreement period will remain the same as delivered in the current period. Contract renewal piggybacks from original agreement which complies with original RFP by EPWU.

Terms & Conditions

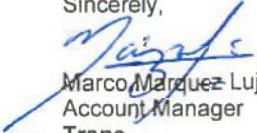
The Terms & Conditions shall remain unchanged from those executed in the original agreement and shall be extended for this renewal period.

Clarifications

If El Paso Water Utilities Customer S accounting procedures require a purchase order for the renewal term, please provide your purchase order number to Trane no less than 30 days prior to the renewal date.

We value your business and look forward to continuing to serve and contribute to your organization's success.

Sincerely,



Marco Marquez Lujan
Account Manager
Trane

CUSTOMER ACCEPTANCE

Authorized Representative

Printed Name

Title

Acceptance Date _____

Purchase Order _____

License Number: _____

CONTRACT

RFP #15-JLP-023

THIS AGREEMENT, made this 29th day of September, 2015, by and between Board of Education of Harford County, acting herein through its Superintendent, hereafter called "Owner" and Trane U.S. Inc., a corporation located at 10947 Golden West Drive, #100, Hunt Valley, Maryland, hereinafter called "Contractor".

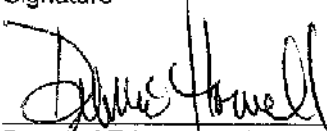
WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned, to be made and performed by the OWNER, the CONTRACTOR, hereby agrees with the OWNER to commence and complete the services described as follows:

Provide comprehensive HVAC Products, Installation, Services and Related Products and Services on a national scale in indefinite quantities on an as-needed basis in accordance and compliance with all specifications, terms and conditions set forth in RFP # 15-JLP-023.

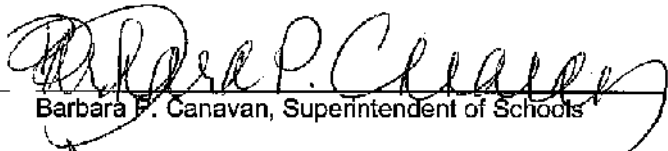
Hereinafter called the Contract, this Agreement shall be for the period October 1, 2015 through September 30, 2018 with renewal options for two additional, two-year periods. Contractor shall perform all duties specified in RFP #15-JLP-023 as they relate to the national scope. This does not include the North Harford Middle School Project, Pricing Project #1. All specifications, Addenda and Proposal are made part of and collectively constitute the Contract.

IN WITNESS WHEREOF, the parties to these presents have executed this Contract in two (2) counterparts, each of which shall be deemed an original.

Signature


Board of Education of Harford County
Witness

Board of Education of Harford County


Barbara F. Canavan, Superintendent of Schools

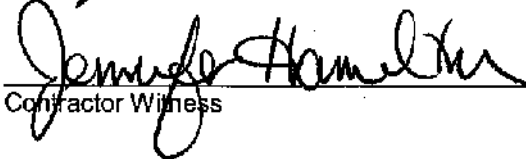

Board of Education of Harford County - Board President

Signature


Authorized Contractor Signature

Trane
Company Name

800 Beatty St.
Address


Contractor Witness

DAVIDSON, N.C. 28036
Address