

Agenda Memorandum

To: Honorable Mayor and City Council Members
From: Bryan Cobb, City Manager
Date: May 3, 2021
Subject: **Resolution No. 4064-21**, Piggyback Contract with Coolsys, Inc and its Subsidiaries for HVAC Services

Procedure: Consent Agenda

Introduction: This is a request for City Council to approve piggybacking an existing National Cooperative Purchasing Alliance (NCPA) contract with Coolsys, Inc and its Subsidiaries to provide HVAC equipment, installation, repair/maintenance services, and related products.

Discussion: CoolSys, Inc. and Building Air Services, a Subsidiary, is a market-leading refrigeration, HVAC, engineering, and energy solutions company. The Recreation & Parks Department, Facilities Maintenance Division recommends utilizing the services of Coolsys, Inc. to perform annual preventative maintenance services on the City's refrigeration equipment and provide services to maintain the software and licensing for the City's building automation controls. The Facility Maintenance Division recommends utilizing Building Air Services (BAS) for the preventative maintenance and repairs to the City's air conditioning and HVAC equipment.

Every year, the Facilities Maintenance Division follows a labor-intensive process of requesting quotes from multiple companies for these services, many of which are split between multiple companies that change from year to year. Through the use of Coolsys, Inc. or its Subsidiary's services, the Facilities and Maintenance Division will be able to use BAS to provide a history of preventive maintenance and repairs on the City's air conditioning equipment. The City will be able to use Coolsys, Inc. for keeping the software and licensing for the building automation software up to date with the latest security and programing features, all while decreasing the risk of a security breach over the City's network. Coolsys, Inc. will also provide the preventative maintenance on the City's ice machines and refrigeration equipment, which provide cost savings to the City.

The City's purchasing policy allows for piggybacking existing competitively bid contracts of other government entities without the need to formally or informally request proposals or bids. All work performed under this piggyback contract will still require the appropriate procurement process as outlined in the City's purchasing policy.

The City Attorney has reviewed the proposed piggyback contract and found it to be acceptable.

Staff recommends that City Council approve the piggyback of the NCPA contract with Coolsys, Inc and its Subsidiaries to provide HVAC equipment, installation, repair/maintenance services,

and related products. A copy of the piggyback contract and the NCPA contract #02-87 are provided in Exhibit 1 of Resolution No. 4064-21.

Budget Impact: There are no budget impacts associated with approving the subject piggyback contract. All work will be procured in accordance with the City's Purchasing Policy and will be budgeted accordingly.

Strategic Impact: Providing HVAC Equipment, Installation, Repair / Maintenance Services, and Related Products are consistent with the "Execute and update the Recreation Master Plan" goal of the "Recreation, Arts and Culture" strategic focus area.

Recommendation: It is recommended that City Council adopt Resolution No. 4064-21.

Attachment(s): None

Prepared by: Paul Belden, Recreation Business Manager