



Legislation Text

File #: 16-484, **Version:** 1

AUTHORIZATION TO ENTER INTO A LINKING AGREEMENT WITH PRIORITY BUILDING SERVICES LLC, FOR HVAC DUCT AND ASSOCIATED EQUIPMENT CLEANING SERVICES

Staff Contact: Jack Friedline, Director, Public Works

Purpose and Recommended Action

This is a request for City Council to authorize the City Manager to enter into a Linking Agreement with Priority Building Services LLC, for HVAC duct and associated equipment cleaning services in an amount not to exceed \$80,000 for the entire term of the Agreement (initial term plus any renewals) and to authorize the City Manager to renew the Agreement, at the City Manager's discretion, for an additional four, one-year renewals. The initial term of the Agreement is effective until July 31, 2017.

Background

The Agreement with Priority Building Services, LLC will be used for the cleaning of HVAC duct, air handlers, fans, including ancillary items and associated equipment at City of Glendale facilities on an as-needed basis.

Priority Building Services, LLC was awarded a bid by the Maricopa County Office of Procurement Services as described in the HVAC Duct and Associated Equipment Cleaning Services Contract. Staff is requesting to utilize the cooperative purchase with Strategic Alliance for Volume Expenditures (SAVE). SAVE is a consortium of local municipalities in which Glendale is a member. Contract No. 15050-S was awarded on July 2, 2015, is effective through July 31, 2017, and includes an option to renew the contract for an additional four, one-year renewals, allowing the contract to be extended through July 31, 2021.

Cooperative purchasing allows counties, municipalities, schools, colleges and universities in Arizona to use a contract that was competitively procured by another governmental entity or purchasing cooperative. Such purchasing helps reduce the cost of procurement, allows access to a multitude of competitively bid contracts, and provides the opportunity to take advantage of volume pricing. The Glendale City Code authorizes cooperative purchases when the solicitation process utilized complies with the intent of Glendale's procurement processes. This cooperative purchase is compliant with Chapter 2, Article V, Division 2, Section 2 -149 of the Glendale City Code, per review by Materials Management.

Analysis

Facilities Management staff oversees 3.5 million square feet of city facilities dispersed over 55 square miles throughout the city. This Agreement will allow Facilities Management to continue to provide cleaning and maintenance of the city's HVAC systems on an as-needed basis to city facilities, without interruption of service.

Community Benefit/Public Involvement

Cleaning and maintenance of the HVAC systems within city facilities is necessary for the safety and comfort of employees who work at and individuals who visit these public facilities.

Cooperative purchasing typically produces the lowest possible volume prices and allows for the most effective use of available funding. The bids are publicly advertised and all Arizona firms have an opportunity to participate.

Budget and Financial Impacts

Funding is available in the Fiscal Year 2016-17 Operating budgets for the various city departments. Expenditures with Priority Building Services LLC are not to exceed \$80,000 for the entire term of the Agreement, contingent upon Council budget approval.

Cost	Fund-Department-Account
\$80,000	Varies

Capital Expense? No

Budgeted? Yes

Requesting Budget or Appropriation Transfer? No

If yes, where will the transfer be taken from?