

Memorandum



DATE May 2, 2014

TO Members of the Budget, Finance & Audit Committee: Jerry R. Allen (Chair),
Jennifer S. Gates (Vice Chair), Tennell Atkins, Sheffie Kadane, Philip T. Kingston

SUBJECT Upcoming Agenda Item: Supplemental Agreement No. 1 to the Contract for Service,
Parts and Heating, Ventilation and Air Conditioning Equipment

The May 14, 2014 Council Agenda includes an item for your consideration to award Supplemental Agreement No. 1 to increase the service contract with Trane U.S., Inc. for service, parts and equipment for all heating, ventilation and air conditioning equipment not to exceed \$2,848,174, from \$11,392,695 to \$14,240,869.

The agreement is used to purchase heating, ventilation and air conditioning (HVAC) parts installed by City staff and, in some cases, vendor repairs at various facilities such as libraries, fire stations, cultural facilities, recreation centers, and City Hall. This agreement does not encumber funds, but establishes firm pricing for parts, which are ordered on an as needed basis.

Bids for a new HVAC master agreement for parts and service are currently being evaluated in Business Development and Procurement Services. This action ensures continuity of maintenance and repairs while the new agreement is being finalized.

Please let me know if you need additional information.



Forest E. Turner
Assistant City Manager

c: Honorable Mayor and Members of the City Council
A.C. Gonzalez, City Manager
Rosa A. Rios, City Secretary
Warren M.S. Ernst, City Attorney
Daniel F. Solis, Administrative Judge
Craig D. Kinton, City Auditor
Ryan S. Evans, Interim First Assistant City Manager
Jill A. Jordan, P.E., Assistant City Manager
Joey Zapata, Assistant City Manager
Charles M. Cato, Interim Assistant City Manager
Theresa O'Donnell, Interim Assistant City Manager
Jeanne Chipperfield, Chief Financial Officer
Shawn Williams, Interim Public Information Officer
Elsa Cantu, Assistant to the City Manager