



Staff Report

TO: City Council
FROM: Elizabeth Gibbs, Community Services Director
DATE: June 1, 2021
SUBJECT: Award an Agreement for Maintenance Services to Coutts Heating and Cooling, Incorporated, in an Amount Not-to-Exceed \$29,800 for the Purchase, and Installation of an Energy Management System Modernization

Background and Analysis:

The Community Services Department continues to seek opportunities to implement the latest technology and energy efficient infrastructure systems throughout all City-owned facilities. Activities at the Community Recreation Center (CRC) is increasing as the COVID-19 restrictions lessen and City staff requests authority to purchase an automated commercial climate control system to provide maximum efficiency, control, and comfort for the facility.

Beaumont Municipal Code Chapter 3.01.040(B) states that maintenance work and other general services projects with cost estimates of more than \$25,000.00, but less than or equal to \$45,000.00, may be awarded by the City Council, upon recommendation of the City Manager, by any "alternative procedure" as defined in Section 3.01.010.

"Alternative procedure" means purchasing supplies, services or equipment by negotiated contract, purchase order or any other procedure outlined in the City's purchasing and bidding policies and procedures manual approved by the City Manager and consistent with the purchasing code. A type of alternative procedure may include, but is not limited to, what will be referred to as a "simplified pricing procedure" wherein oral price quotes are obtained from one or more potential contractors or suppliers and City staff accepts the quote which is determined to be in the best interests of the City.

Requests and specifications were sent to various commercial HVAC companies and two written responses were received as follows:

Coutts Heating and Cooling, Inc.	\$29,800.00, and
Select ACR Inc.	\$38,283.00.

Couts Heating and Cooling, Inc. (Couts), maintains the CRC's current system and is the most familiar with the mechanical HVAC system and the operating system that controls the thermostats. This current operating system is out of date and City staff has lost the ability to control the system automatically via the internet.

The quote provided by Coutts is for a Pelican Wireless EMS and includes the following scope:

- a. Demolition of the existing Trend Controller;
- b. Provide and install (1) Gateway and (1) Repeater;
- c. Provide and install (3) Pelican Z8 VVT controller, (8) TS200 Thermostat, (8) TAI module, and (8) Supply air sensors (*reuse existing actuators and transformers*) for the VVT Zone Systems;
- d. Provide and install (10) TS200 Thermostat, (10) TAI module, and (10) Supply air sensors for AC package units; and
- e. Warranty 1 year on parts and 90 days labor.

This new system will allow City staff to control the air conditioning and heating temperature from anywhere, including off site, and includes the ability to set up climate control functions. No other additional costs are necessary, such as monthly maintenance or subscription service.

Fiscal Impact:

Building maintenance costs are included in the adopted FY2021 budget and allocated to account code 100-6000-7068-6045.

Recommended Action:

Award and Agreement for Maintenance Services to Coutts Heating and Cooling, Incorporated, in an amount not to exceed \$29,800 for the purchase and installation of an Emergency Management System Modernization;
Authorize the City Manager to approve any change orders up to \$2,980; and
Authorize the City Manager to execute the agreement on behalf of the City.

Attachments:

- A. Agreement for Maintenance Services
- B. Quotes