

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: 2025 HVAC Contract
DATE: August 19, 2024

OVERVIEW:

The beginning of 2025 leaves the City without a maintenance contract for the Police/Public Works, Waste Water Treatment Plant, Water Plant, temporary fire station, warming house, and Liquor Store buildings HVAC equipment. The addition of the new City Hall/Fire Station also adds a substantial addition of new equipment to the current roster.

The previous contracts have fallen short of expectations. The scope staff put together for the new contract is much more specific and robust. It will increase the maintenance intervals to decrease expensive repair costs in the future, it also provides the opportunity of having one number to call for service at any City building allowing for faster response times.

Four well known comparable companies were contacted and interviewed by staff to answer any questions or concerns and to properly vet these issues with all four companies for an “apples to apples” approach.

ACTION TO BE CONSIDERED:

Council to award the 2025 HVAC Contract to Yale per work session discussion and staff recommendation.

BUDGET IMPLICATION:

Contract to be paid bi-annually out of O & M Contract line.

Attachments:

- HVAC Service Contract Scope and Equipment List
- Service Agreement Proposals from NAC, UHL, Yale, and Harris