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| **Date:** | October 20, 2026 | **City Council Meeting Date:** | October 20, 2026 |
| **From:** | Mike Helton | **Department:** | Public Works |
| **Goal:** | Public Works and Infrastructure | **Presenter:** | Mike Helton, Director |
| **Agenda Title:** | **Consideration of approval of an agreement with Legacy Mechanical Services for preventative maintenance on HVAC units at City Hall, Police Department, and Historic Museum facilities.** | | |
| **Audio/Visual Presentation:** | No | | |

**Workplan Goal Details:**

**Enhancing service delivery and quality of life through proactive maintenance and strategic capital improvements.**

**Agenda Item Description (Background/History/Details):**

This agreement will provide for the appropriate yearly preventative maintenance on the HVAC units in the City Hall, Police Department, and Historic Museum facilities. Staff sought quotes for this service from four (4) companies. Legacy Mechanical ($6792.00), United Maintenance ($7660.00), Bardi HVAC Company (acknowledged our request but does not service commercial units), and Reliable HVAC (acknowledged our request but did produce any quote).

This service is strongly recommended for two significant reasons, it usually extends the life of our HVAC units, and having a formal agreement with a company allows the city to be preferred customer to the company when HVAC issues arise. The city does not have any current preventative maintenance agreement in place, and the service was not budgeted for in the most recent prior budget years. If approved, this item will exceed the current building repair line item. It is also important to note this item will increase the upcoming year budget if approved.

**Staff Recommendations (Motion):**

Staff recommend the following: **Approval of the agreement with Legacy Mechanical Services for yearly HVAC preventative maintenance in our facilities in the amount of $6,792.00.**

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| **Department Head Approval:** | **Mike Helton** |
| **City Manager Approval:** | **Miglena Dimov** |

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| **Mayor's Signature Required:** | YES | NO |

**List Attachments:**

1. Staff recommendation dated October 20, 2026
2. Quote from Legacy Mechanical Services
3. Quote from United Maintenance

**CITY OF STONE MOUNTAIN**
**Financial Information (MUST BE COMP**



**CITY COUNCIL MEETING**
**PRE-APPROVED BY CITY MANAGER)**

| Budgeted Yes/No | Fund Name & Code | Current Balance | Requested Allocation | City Manager's Initials |
|---|---|---|---|---|
| NO | Building Repairs 01.5031.52.2230 | $5,000.00 | $6,792.00 | MD |