

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: April 29, 2019

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Kristin Daniels, Budget Director

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Award of Bid 2019044 – Annual Bid for Air Conditioning Maintenance, Repairs and Installation

BACKGROUND:

On behalf of the Department of Utility Services, annual bids were requested to establish fixed pricing for as needed maintenance and repairs on air conditioning units at water and wastewater facilities. Repairs and replacements are included in the pricing, however, additional vendor quotes may be obtained to ensure pricing is reasonable. The previous bid has expired and the awarded firm appears to no longer be in business. The term of this bid is one year, with the option for two additional one-year renewals, subject to vendor acceptance, satisfactory performance and staff's determination that the renewal would be in the best interest of the County.

BID RESULTS:

Advertising Date: February 28, 2019
 Bid Opening Date: March 28, 2019
 Demandstar Broadcast to: 516 Subscribers
 Bid Documents Downloaded by: 13 Vendors
 Replies: 2 Vendors

Firm	Location	Bi-Annual Maintenance Bid
Rhoades Air & Heat	Vero Beach	\$9,436.00
Air Duct Aseptics, LLC	Pompano Beach	\$15,515.00

ANALYSIS:

The department has determined Rhoades Air & Head to be the lowest responsive and responsible bidder, with an annual estimated maintenance and inspection cost of \$18,872.00. Annual prices under the previous annual bid were \$8,230.

While the bid was solicited on behalf of the Department of Utility Services and scheduled maintenance prices established based on their specific equipment units, because base hourly rates for service and a parts markup was included in the bid, it would be appropriate for other departments to utilize this award for service, as well, should they elect.

Item	Rate
Hourly repair after business hours	\$128
Hourly repair during business hours	\$85
Percent markup for non-consumable parts	20%

SOURCE OF FUNDS:

Funds for the anticipated services under Utilities will be made available in the following accounts, which come from operating funds and are generated from water and sewer revenues.

Account Number	Account Description
47121836-034620	WW Treatment/ Maintenance-Air Conditioning
47121936-034620	Water Production/ Maintenance-Air Conditioning
47125736-034620	Sludge/Maintenance-Air Conditioning
47126836-034620	WW Collection/ Maintenance-Air Conditioning
47126936-034620	Water Distribution/ Maintenance-Air Conditioning

Funds for repairs for other departments will be available in applicable departmental accounts.

RECOMMENDATION:

Staff recommends the Board award Bid 2019044 to Rhoades Air & Heat. Staff also recommends the Board authorize the Purchasing Division to issue blanket purchase orders to the awarded bidder, and authorize the Purchasing Manager to renew this bid for two (2) additional one (1) year periods subject to satisfactory performance, vendor acceptance, and the determination that renewal of this annual bid is in the best interest of Indian River County.