

November 18, 2004

05-028

AWARD CONTRACT FOR HVAC ENERGY MANAGEMENT  
DIRECT DIGITAL CONTROL SYSTEM SERVICES TO  
CONTROL CONTRACTORS, INC.

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: Steve Sivage, Director, Physical Plant

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Dr. Preston Pulliams, District President

REPORT: In the past the College has awarded sole source contracts for direct digital control systems services to Control Contractors, Inc. (CCI), per Resolutions 01-011 and 04-051. After advertising to see if any other contractors could provide the services required for the College's specialized HVAC Energy Management Invensys Barber-Colman Network 8000 Direct Digital Control Systems, no other responses were received.

On September 7, 2004 the College advertised for Letters of Interest (LOI) from contractors that could provide the required HVAC services for three (3) campuses and one (1) center. As a result of receiving three (3) responses to the LOI process, the College then engaged in a Request for Proposals (RFP) process. RFP documents were only issued to those contractors that submitted the required LOI. On October 8, 2004 the College issued a formal RFP and subsequently only one (1) vendor, CCI, submitted a proposal by the due date of October 25, 2004. There are no certified MWESB firms that provide these HVAC services.

RECOMMENDATION: That the Board of Directors award a new contract to CCI to continue to provide HVAC services. The initial contract will be valid for three (3) years, and includes a provision that the College has an option to renew for two (2) additional one-year periods, for a total five (5) year term. The expenditures for the initial term of the contract will be for not-to-exceed \$600,000 (\$200,000 annually), or \$1,000,000 for the total five year term. The funds for this project will be from General Funds, Capital Funds and Bond Funds.