

December 16, 2010

See Revision

11-053

ACCEPT BID/AWARD CONTRACT FOR HEATING,
VENTILATION, AIR CONDITIONING (HVAC) SERVICES

PREPARED BY: Denise Jeffords, Buyer/Contract Specialist

FINANCIAL
RESPONSIBILITY: Tim Donahue, Director, Facilities Management Services

APPROVED BY: Cherie Chevalier, Associate Vice President, Finance
Wing-Kit Chung, Vice President, Administrative Services
Dr. Preston Pulliams, District President

REPORT: The College has a need to contract with a qualified firm to provide HVAC Services at various PCC District locations.

The scope of this project includes, but is not limited to general HVAC maintenance repairs and new installation as necessary. HVAC systems include but are not limited to refrigeration systems, hydronic systems (both heated water and chilled water), air systems solar hot water systems, electric heating systems, etc. Contractors bidding on these services must have a minimum of three (3) years commercial experience working with HVAC systems typically found on a college campus dating from the mid 1960's to present day. Contractors must be certified by the manufacturer to work on the specific equipment needing repair.

An Invitation to Bid (ITB) for HVAC Services was issued on October 29, 2010. The ITB was advertised on the State of Oregon Procurement Information Network (ORPIN), the College's Purchasing Website on October 29, 2010, and in the Daily Journal of Commerce on November 1, 2010. Twenty (20) ITB documents were downloaded from the College's Purchasing Website, of which seven (7) were downloaded by prime Contractors; ten (10) plan centers, two (2) of which are MWESB firms; and four (4) were downloaded by interested parties. Four (4) bids were received by the due date of November 30, 2010. Bids were received from the following companies:

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CORRECTED

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<u>Contractor</u>	<u>Total Point Value</u>
McKinstry Company	367
TraneOregon	417
Macdonald-Miller	377
Heinz Mechanical Service, LLC	320

The award is made to the company whose bid results in the lowest overall ownership cost or "best value" as it is determined by ORS 279.015(5), and based upon the evaluation criteria listed below:

- Qualifications of project team
- Experience with projects of similar scope and size
- Professional certifications held by company
- Professional certifications held by employees
- Resources and ability to meet deadlines
- Warranty(ies)
- Ability to respond to emergency needs
- Cost

Note: No MWESB companies submitted bids.

RECOMMENDATION: That the Board of Directors accept the bid and award the contract to TraneOregon for HVAC Services in the amount of \$1,860,000 (based on an annual estimate of \$620,000), with an option for the college to renew the contract on an annual basis for two additional one (1) year periods. The contract shall not exceed five (5) years. Expenditures for this contract will come from the capital projects fund and the general fund, and the Bond Fund.

Correction authorized by Randy McEwen