



December 7, 2016

TO: THE DISTRICT BOARD OF TRUSTEES
OF VALENCIA COLLEGE

FROM: SANFORD C. SHUGART
President

RE: AWARD OF RFP#2017-06 FOR COLLEGE WIDE HVAC MAINTENANCE AND REPAIR
SERVICES

On August 5, 2016 the College issued a Request for Proposal, RFP#2017-06, for College wide HVAC Maintenance and Repair Services. The solicitation provides for HVAC services including, but not limited to, performing annual preventative maintenance and repairs on the HVAC systems, Chillers, and Cooling Towers.

A non-mandatory pre-proposal conference was held on August 15, 2016. Proposals were received and opened on September 27, 2016. The following five (5) companies submitted proposals in response to the solicitation:

1. Air Mechanical
2. Carrier Corporation
3. Irvine Mechanical Inc.
4. Trane U.S. Inc.
5. Tri-M Mechanical Services, Inc.

A public evaluation meeting was held on Monday, October 17, 2016. Seven (7) committee members reviewed the proposals from the five (5) companies. The proposals were evaluated based on the following criteria: Qualifications and Key Personnel; Experience and Capabilities; Technical Approach and Location of firm; Completeness and Responsiveness; and Price.

The evaluations committee members selected Tri-M Mechanical Services, Inc. as the top ranked firm. Based on previous expenditure data, it is anticipated that the College will spend approximately \$400,000 per year for HVAC maintenance and repairs under this contract. The term of the contract will be three (3) years, with the College having an option to renew for up to an additional three (3) years for a cumulative total of up to six (6) years.

RECOMMENDATION:

The President recommends that the District Board of Trustees of Valencia College award the Contract for HVAC Maintenance and Repair Services to Tri-M Mechanical Services, Inc., subject to the negotiation of a mutually agreeable contract.

President