



**MEMORANDUM
FACILITIES MANAGEMENT
BUILDING MAINTENANCE**
County of Placer

TO: Honorable Board of Supervisors DATE: October 6, 2020
FROM: Steve Newsom, Director of Facilities Management
By: Dennis Hughes, Building Maintenance Superintendent
SUBJECT: Building Maintenance / HVAC System Maintenance and Repair Services –
ACCO Engineered Systems

ACTION REQUESTED

Approve the award of competitive Request for Proposals No. 20097 to ACCO Engineered Systems, Inc. of Sacramento, CA for preventative maintenance and as-needed repair services for County heating, ventilation, and air conditioning systems and related equipment in the maximum amount of \$1,400,000 for the period of October 6, 2020, through September 30, 2022; and

Approve the option to renew the resulting contract for two (2) additional one-year terms in the maximum amount of \$740,000 per year and authorize change orders not to exceed a cumulative four-year period amount of \$280,000 consistent with the Procurement Policy.

Authorize the Purchasing Manager to sign all required documents, subject to departmental concurrence and available funding.

BACKGROUND

Facilities Management (Facilities) continues to require a qualified firm to provide heating, ventilation, and air conditioning (HVAC) system maintenance and repair services. On July 12, 2016, your Board approved the award of a competitive Request for Proposals (RFP) to ACCO Engineered Systems, Inc. for HVAC system maintenance and repair services. Equipment and systems serviced under the contract include HVAC, chillers, boilers, cooling towers, and Building Automated Systems located at multiple County facilities from the Tahoe region to South Placer County. Services also include analysis and treatment of the water systems associated with the various equipment. This contract expired on September 30, 2020.

Procurement Services and Facilities developed Request for Proposals (RFP) No. 20097 for HVAC system maintenance and repair services. The RFP was distributed via the County's online bids&tenders™ system to eighty-four potential proposers and was also posted on the County's website. Two hundred fifty-four firms were notified of the RFP opportunity and a total of six responsive proposals were received.

A panel of Facilities staff evaluated and ranked the proposals in accordance with the criteria described in the solicitation. Local vendor preference did not affect the result of the evaluation. The panel unanimously ranked ACCO Engineered Systems' (ACCO) proposal above all the other proposals submitted, and the gap between ACCO's score and the other proposers was significant. Based on ACCO's overall ranking and score, the panel selected ACCO as the most qualified firm and opted not to conduct interviews. Procurement Services received no-bid protests.

The requested contract amount exceeds the Purchasing Manager's authority, and your Board's approval is required to proceed with an award of a new 2-year contract in the maximum amount of \$1,400,000 and to authorize the Purchasing Manager to sign the required documents.

ENVIRONMENTAL IMPACT

This project is exempt from the California Environmental Quality Act pursuant to Section 15301 – that provides for operation, repair, maintenance, or minor alteration of existing structures of facilities not expanding existing uses.

FISCAL IMPACT

The cost of this contract is budgeted in the FY 2020-21 Building Maintenance budget and will be budgeted in future budget years.

On file with Clerk of the Board: HVAC System Maintenance and Repair Services