

MEMORANDUM

Date: July 30, 2020

To: Human Relations Department Director Phillip Yelder

From: Thomas Randolph, Contract Compliance Officer

Subject: SLBE Contract Review Request from: Aviation Dept.

Category: Service Contract

Project: HVAC Building Automation Service at Overhaul Base at KCI

Contract: 6220070037

Estimated Cost: \$65,000.00

Analysis:

Description of Work: The Overhaul Base CUP Building Automation System was part of our Heating and Ventilation and Air Conditioning system Upgrade 5 years ago (2015) the equipment and installation was purchased and managed by the City Aviation Engineering department. The system is used to automatically control start/stop, of chillers, boilers and pump equipment, and also air handling equipment, associated to our HVAC systems, and to monitor, store/trend data and network backup, throughout all of the buildings and hangars and offices at the Overhaul Base. This is a proprietary system with services currently provided by Siemens. Contractor provides service and backup and maintains the software and provides preventive system maintenance and parts replacement. Without the service support, our department cannot purchase parts or use any other City Contractual services currently in the system to provide any technical or service support.

Comments:

The Project Leader for Airport is requesting that the SLBE requirements be waived based on the proprietary system requirements in place with the current vendor. The new contract is for service and maintenance of the existing Siemens system. The total for the new three-year contract is \$64,702.00 dollars broken out per year as follows: Year 1 \$20,933, Year 2 \$21,561.00 and Year 3 \$22,208.00. The cost is under the WBE/MBE Goals threshold and therefore subject to the SLBE program.



SLBE Contract Review Request

Date: July 9, 2020
 To: Ashley Holmes, Human Relations Department
 From: Sherri Gaiser, Aviation Department

Project Number 6220070037	Project Name	
	HVAC Building Automation Service at Overhaul Base at KCI	
Contract ID Number	Estimated Cost: \$65,000.00	Solicitation Date:

Estimated Project Duration:

Note: Click the box to select

Contract Category:	<input type="checkbox"/> Construction	<input type="checkbox"/> Design Professional	<input type="checkbox"/> Professional Services	<input checked="" type="checkbox"/> Service/Maintenance
	<input type="checkbox"/> Lease	<input type="checkbox"/> Non-Municipal Agency	<input type="checkbox"/> Concession	<input type="checkbox"/> Other Goods & Services
	<input type="checkbox"/> Other (Enter Type):			
Funding:	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Other:		

PREVAILING WAGE APPLICABLE? YES NO

Description of work: The Overhaul Base CUP Building Automation System was part of our Heating and Ventilation and Air Conditioning system Upgrade 5 years ago (2015) the equipment and installation was purchased and managed by the City Aviation Engineering department. The system is used to automatically control start/stop, of chillers, boilers and pump equipment, and also air handling equipment, associated to our HVAC systems, and to monitor, store/trend data and network backup, throughout all of the buildings and hangers and offices at the Overhaul Base. This is a proprietary system with services currently provided by Siemens. Contractor provides service and backup and maintains the software and provides preventive system maintenance and parts replacement. Without the service support, our department cannot purchase parts or use any other City Contractual services currently in the system to provide any technical or service support.

cc:

FOR HUMAN RELATIONS DEPARTMENT USE ONLY:	
<input type="checkbox"/> SLBE Limited Solicitation (Following a selection, enter Contractor Information below and forward a copy to HRD.)	
<input type="checkbox"/> Bid Incentive. 2	<input type="checkbox"/> % (Following a selection, enter Contractor Information and forward a copy to HRD.)
<input type="checkbox"/> Pre-Payment. 3	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input checked="" type="checkbox"/> Exempt	
Human Relations Department	Date: 07/31/20
FOR DEPARTMENT USE ONLY - CONTRACTOR INFORMATION:	
Enter selected firm below and return a copy of this page to HRD.	
Company:	_____
Vendor No.:	_____
Contact:	_____
Address:	_____
Phone:	_____
Contract Value:	\$ _____
Department	Date:

¹ Construction or construction supply contract estimated less than \$300,000 or non-construction contract less than \$117,000.
² Bid incentive not to exceed 5% and not applicable to any contract requiring the payment of prevailing wages.
³ Pre-Payment of up to 10% of the contract amount to be paid by City upon NTP as set out in the contract documents.

	A	B
1	SCOPE OF SERVICES	
2	PROJECT #6220070037 PROJECT/CONTRACT NAME HVAC Building Automation Service at OHB at KCI	
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4	NOTE: Include a breakdown of the scope of work and/or disciplines that will be required for	
5	this contract.	
6		
7	Scope	Dollar Amount
8	The system is used to automatically control start/stop, of chillers,	
9	boilers and pump equipment, and also air handling equipment, associated to	
10	our HVAC systems, and to monitor, store/trend data and network backup,	
11	throughout all of the buildings and hangers and offices at the Overhaul Base	
12	Contractor provides service and backup and maintains the software and	
13	provides preventive system maintenance and parts replacement.	
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15		\$65,000.00
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