



City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 240257

Submitted Department/Preparer: General Services

Revised 11/01/23

Docket memos are required on all ordinances initiated by a Department Director. More information can be found in [Administrative Regulation \(AR\) 4-1](#).

Executive Summary

Authorizing the Manager of Procurement Services to exceed the \$1,000,000 contract authorization threshold in Code of Ordinances Section 3-41(a)(2) in order to execute contract No. EV3019 with Control Service Company for the purpose of or the replacement, retrofit, preventative maintenance, and repair of building automation systems HVAC

Discussion

Project Justification.

By executing this contract with Control Service Company, the city will see improved service and response for the HVAC building automation system across city facilities for which the supplier controls upgrades. Specifically, City Hall will undergo a control upgrade of the current building automation system. The upgrade will improve operational efficiency of the HVAC systems which will improve occupant comfort and energy savings. Control Service will design, install and maintain the integrity of the building automation system across city facilities with Automated Logic controls.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No
2. What is the funding source?
Special Obligation Series 2023B Bond Fund
3448-077700-611060-07P23059
3. How does the legislation affect the current fiscal year?
Work on this project will begin in FY24. Invoices will be submitted by the contracted firm on a monthly basis

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
Funds will be encumbered in the current fiscal year and each subsequent fiscal years
5. Does the legislation generate revenue, leverage outside funding, or deliver a return on investment?
No.

Office of Management and Budget Review

(OMB Staff will complete this section.)

1. This legislation is supported by the general fund. ☐ Yes ☒ No
2. This fund has a structural imbalance. ☐ Yes ☒ No
3. Account string has been verified/confirmed. ☒ Yes ☐ No

Additional Discussion (if needed)

This ordinance authorizes the Manager of Procurement services to exceed the City's contract authorization threshold for the purposes of executing a contract to upgrade the building automation and HVAC system in City Hall.

Citywide Business Plan (CWBP) Impact

1. View the [FY23 Citywide Business Plan](#)
2. Which CWBP goal is most impacted by this legislation?
Infrastructure and Accessibility (Press tab after selecting.)
3. Which objectives are impacted by this legislation (select all that apply):
 - ☐ Engage in thoughtful planning and redesign of existing road networks to ensure safety, access, and mobility of users of all ages and abilities.
 - ☐ Enhance the City's connectivity, resiliency, and equity through a better-connected multi-modal transportation system for all users.
 - ☐ Build on existing strengths while developing a comprehensive transportation plan for the future.
 - ☒ Develop environmentally sustainable infrastructure strategies that improve quality of life and foster economic growth.
 - ☐ Ensure adequate resources are provided for continued maintenance of existing infrastructure.
 - ☐ Focus on delivery of safe connections to schools.

Prior Legislation

NA

Service Level Impacts

This project will improve the performance and infrastructure of City Hall's heating and cooling operations. This will allow for optimal energy usage.

Other Impacts

1. What will be the potential health impacts to any affected groups?
NA
2. How have those groups been engaged and involved in the development of this ordinance?
NA
3. How does this legislation contribute to a sustainable Kansas City?
Contractor shall include in their project proposals any "green, eco-friendly or sustainable" products as requested by City, also reduce energy usage in City Hall.
4. Does this legislation create or preserve new housing units?
No (Press tab after selecting)

Click or tap here to enter text.
Click or tap here to enter text.
5. Department staff certifies the submission of any application Affirmative Action Plans or Certificates of Compliance, Contractor Utilization Plans (CUPs), and Letters of Intent to Subcontract (LOIs) to CREO prior to, or simultaneously with, the legislation entry request in Legistar.

No - CREO's review is not applicable (Press tab after selecting)
Please provide reasoning why not:
The General Services Department applied section 03. Purchase plus install (proprietary) of the CREO goals manual.

6. Does this legislation seek to approve a contract resulting from an Invitation for Bid?

No(Press tab after selecting)

[Click or tap here to enter text.](#)

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?

Yes(Press tab after selecting)

In an effort to prevent disclosure of confidential information, a separate communication will be provided to City Council members to reflect the top three proposers for the RFP/Q.