City of Kansas City, Missouri

Docket Memo

Ordinance/Resolution #: 260670
Submitted Department/Preparer: Water
Revised 01/30/25

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 execute a $2,800,000.00 facility repair & maintenance contract with Lippert Mechanical Services LLC, for the HVAC Preventative Maintenance & Repair project; authorizing four successive one-year renewal options with further City Council approval; and recognizing this ordinance as having an accelerated effective date.

Discussion

Project Justification
The Water Services Department is undertaking this project to assess conditions of our HVAC equipment, schedule detailed preventative maintenance, make repairs and plan upgrades in a coordinated manner.

Project Description
The scope of work entails preventative maintenance services, assessment of equipment, and repairs/upgrades as-needed and approved by the Water Services Department for water/wastewater/stormwater facilities.

This proposed ordinance also authorizes the Director of Water Services to execute four successive one-year renewal options for this contract with additional City Council approval. Prices for the renewals will be based on the annual Consumer Price Index.

Term
The term of this contract will be 365 calendar days. There will be four successive one-year renewal options with further City Council approval.

MBE/WBE Goals
CREO KC established goals of 12% MBE and 12% WBE on this facility repair & maintenance project on May 13, 2026 as part of the Annual Goal Program.

Solicitation
This facility repair & maintenance project was originally advertised in accordance with the City's requirements. Public bids were opened for this project on June 9, 2026 with 2 bidders responding.

Awardee/Subcontracting Participation
Lippert Mechanical Services LLC was selected for this project as the lowest, most responsive, and most responsible bidder with a bid amount of $243,337.00, with subcontracting participation of 12% MBE and 12% WBE. This contract was based on unit prices with a maximum expenditure of $2,800,000.00. The Bid amounts cover known maintenance expenditures; the remainder of the contract balance covers emergency repairs.

Other Bids Received
- The Fagan Company dba EMCOR Services Fagan / $438,690.00 / non-responsive

Estimated Project Cost
The City's original estimated construction cost was $2,800,000.00.

Fiscal Impact

1. Is this legislation included in the adopted budget? ☒ Yes ☐ No

2. What is the funding source?

27-8110-801360-B	Building Operations	$340,000.00
27-8110-802130-B	Wastewater Treatment – Maintenance	$1,800,000.00
27-8010-801360-B	Building Operations	$260,000.00
27-8010-802200-B	Division of Supply – Maintenance	$370,000.00
27-8200-802331-B	Stormwater Flood Monitoring	$30,000.00
TOTAL		$2,800,000.00

3. How does the legislation affect the current fiscal year?
   This ordinance is supported by the Fiscal Year 27 Water Services Annual CIP. Work on this project will be performed during the current fiscal year to improve the reliability of the City's HVAC equipment.

4. Does the legislation have a fiscal impact in future fiscal years? Please notate the difference between one-time and recurring costs.
   No.

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)
Click or tap here to enter text.

Citywide Business Plan (CWBP) Impact

1. View the Adopted 2025-2029 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.
   ☐ Develop a multimodal regional transportation system for all users.
   ☒ Develop environmentally sustainable 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

N/A

Service Level Impacts

N/A

Staff Recommendation

Water Services Department

Select One: ☒ Sponsored
☐ Directive: Res/Ord # Click to enter Res/Ord. No.

Select One: ☒ Recommend
☐ Do Not Recommend
☐ Not Applicable

Other Impacts

1. What will be the potential health impacts to any affected groups?
   N/A

2. How have those groups been engaged and involved in the development of this ordinance?
   N/A

3. How does this legislation contribute to a sustainable Kansas City?
   Scheduled preventative maintenance of equipment will improve operations and likely extend the life of the equipment. Also, in this contract, when repairs or replacements are required, there is the opportunity to use more energy efficient components.

4. Does this legislation create or preserve new housing units?
   No (Press tab after selecting)

   N/A

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.

   Yes - I have submitted documents for CREO Review (Press tab after selecting)
   Please attach or copy and paste CREO's review.
   The Contractor Utilization Plan was submitted to CREO KC for review on July 1, 2026, and was approved on July 9, 2026 with 12% MBE and 12% WBE participation.

   There are Affirmation Action Program requirements with this contract.

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

   Yes (Press tab after selecting)
   List the three (3) lowest bidders in addition to the selected bidder.
   - Lippert Mechanical Services LLC
   - The Fagan Company dba EMCOR Services Fagan

7. Does this legislation seek to approve a contract resulting from a Request for Proposal/Qualification (RFP/Q)?
   No(Press tab after selecting)