



AGENDA ITEM REPORT

DATE: February 2, 2021
DEPARTMENT: Facilities Construction and Management
REQUESTER: Ehab Guirguis
TITLE: Approve Piggyback Purchases of HVAC Equipment, Parts and Supplies

I. MOTION REQUESTED

Approve Piggyback No. PB210048JJB to utilize pricing on the Collier County Public Schools Contract No. #19-100 for HVAC Parts, Equipment & Supplies for the purchase of HVAC equipment, parts and supplies, on an as needed basis, through the contract expiration date of June 30, 2021, and any renewals or extensions approved by Collier County Public Schools, as approved in the departments' annual adopted budgets, from the pool of awarded vendors: Aspen Refrigerants, Inc., Carroll Air Systems, Inc., Johnstone Supply, Inc., Naples Armature Works, LLC, and United Refrigeration, Inc. Individual purchases in excess of \$100,000.00 will be brought to the Board for approval accompanied by a market analysis.

II. ITEM SUMMARY

Approves piggyback purchases under the competitive solicitation issued by Collier County Public Schools for HVAC parts, equipment and supplies, on an as needed basis through the contract expiration of June 30, 2021, in the estimated amount of \$840,000.00. Purchases for HVAC parts, equipment and supplies were made in previous years under a waiver that is being replaced with this competitively solicited contract.

Expenditures in Fiscal Year 2019-2020 were \$368,757.56 while the amount spent during FY 2018-2019 was \$827,144.13. The decrease in costs during FY 19/20 is due to fewer employees and citizens in County facilities during the COVID19 pandemic.

Individual purchases in excess of \$100,000.00 will be brought to the Board for approval and a market analysis will be performed. The purchase of HVAC parts, equipment and supplies is included in the current budget.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On March 27, 2020, Procurement Management advertised a solicitation for bid requesting responses for HVAC parts and supplies. On the opening date of June 26, 2020, only one submission was received. The submission came from Aspen Refrigerant, who could not supply the County with parts or hardware, their only commodity is refrigerant gasses. Due to almost no response to the solicitation, it was cancelled by Procurement Management. Procurement Management intends to work on re-soliciting for this subject. Procurement Management recommends approval of this piggyback to allow for parts and supplies to be purchased uninterrupted.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	See comments below.
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: Program: Project: Account Strings:	
G)	Fund Type?	
H)	Comments: Expenditures will be as needed and within the departments' annually approved, adopted budgets	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

The County will resolicit for HVAC equipment, parts and supplies. The new package is being prepared to encourage increased participation from qualified vendors.

ATTACHMENTS:

Description	Upload Date	Type
Piggyback Summary Form	1/21/2021	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Facilities Construction and Management	Turner, Nicole	Approved	1/21/2021 - 2:31 PM
Facilities Construction and Management	Guirguis, Ehab	Approved	1/21/2021 - 2:39 PM
Budget Services	Guttery, Angela	Approved	1/22/2021 - 1:36 PM
Budget Services	Winton, Peter	Approved	1/22/2021 - 2:10 PM
County Attorney	Swindle, Amanda	Approved	1/22/2021 - 4:10 PM
County Manager	Mora, Marc	Approved	1/25/2021 - 8:44 AM