



BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 04/15/25

* = Mandatory, information must be provided

or Procurement Director Award: ☐

***Contractor/Vendor Name/Grantor (DBA):**

Pueblo Mechanical and Controls, LLC; Sun Mechanical Contracting, Inc.

***Project Title/Description:**

Job Order Contract: HVAC Contracting Services

***Purpose:**

Amendment of Award: Supplier Contract No. SC2400001448 Amendment No. 5. This amendment increases the shared annual award amount from \$1,000,000.00 to \$1,500,000.00 and adds a one-time increase of \$750,000.00 for a cumulative not-to-exceed amount of \$4,075,000.00 due to increased project costs, an increase in planned projects, and to allow for emergency repairs to HVAC systems during the summer season. Administering Department: Facilities Management.

This is an indefinite delivery/indefinite quantity job order contract. Funding sources will be determined at time of project job order. For projects estimated less than \$50,000.00, the department may select a contractor based on availability, specialty or other such basis as the department may determine in its sole discretion. For projects estimated at \$50,000.00 or more, all contractors will be given the opportunity to compete on the basis of cost or cost and schedule through a request for quotation. No individual job order may exceed \$250,000.00, including any change orders.

***Procurement Method:**

Pursuant to Solicitation for Qualifications No. SFQ-PO-2200017, on 09/06/22, the Board of Supervisors awarded a contract for these services in the shared annual award amount of \$750,000.00 for a contract term of 09/06/22 to 09/05/23.

Amendment No. 1 was approved by the Board of Supervisors, on 06/06/23, for a one-time increase of \$575,000.00 for a cumulative not-to-exceed amount of \$1,325,000.00 due to the increased number of HVAC jobs and reduced Facilities Management staff able to perform the work, necessitating a higher utilization of the contractors for these services, to increase the shared annual award amount from \$750,000.00 to \$1,000,000.00, and add the Forced Labor of Ethnic Uyghurs clause.

Amendment No. 2 was approved by the Procurement Director, on 09/01/23, to extend the term of the contract to 09/05/24 and add the full shared annual award amount of \$1,000,000.00 for a cumulative not-to-exceed amount of 2,325,000.00.

Amendment No. 3 was approved by the Procurement Director, on 09/04/24, to update the project name and contract number to Job Order Contract: HVAC Contracting Services and Supplier Contract No. SC2400001448 (formerly Job Order Master Agreement: HVAC Contracting Services, MA-PO-23-006), add the full shared annual award amount of \$1,000,000.00 for a cumulative not-to-exceed amount of \$3,325,000.00, and to extend the term of the contract to 09/05/25.

Amendment No. 4 was approved by the Procurement Director, on 12/09/24, to add the Heat Injury and Illness Prevention and Safety Plan Clause.

Attachment: Amendment No. 5.

***Program Goals/Predicted Outcomes:**

Enables the Facilities Management Department to utilize Job Order Contractors to provide the necessary ongoing maintenance, upgrades, tenant improvements and emergency repairs to County facilities and properties.

***Public Benefit:**

Provides a list of qualified contractors to quickly respond to the County's various HVAC needs.

***Metrics Available to Measure Performance:**

The performance will be measured using the contractor evaluation process as outlined in BOS Policy D29.1(E).

***Retroactive:**

No.

To: COB 04-01-25(1)
Vers: 4
Pgs:7

APR 17 2025 10:51:40

THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____
Commencement Date: _____ Termination Date: _____ Prior Contract Number (Synergen/CMS): _____
☐ Expense Amount \$ _____* ☐ Revenue Amount: \$ _____

*Funding Source(s) required: _____

Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? _____

Were insurance or indemnity clauses modified? ☐ Yes ☐ No

If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No

If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: SC Department Code: FM Contract Number (i.e., 15-123): SC2400001448

Amendment No.: 5 AMS Version No.: 4

Commencement Date: 04/15/25 New Termination Date: _____

Prior Contract No. (Synergen/CMS): MA-PO-23-006

☒ Expense ☐ Revenue ☒ Increase ☐ Decrease

Amount This Amendment: \$ 750,000.00

Is there revenue included? ☐ Yes ☒ No If Yes \$ _____

*Funding Source(s) required: Various Funds

Funding from General Fund? ☐ Yes ☒ No If Yes \$ _____ % _____

Grant/Amendment Information (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Commencement Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____

*All Funding Source(s) required: _____

*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____

*Match funding from other sources? ☐ Yes ☐ No If Yes \$ _____ % _____

*Funding Source: _____

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Procurement Officer: James Johnson Digitally signed by James Johnson Date: 2025.03.13 09:17:40 -0700 Division Manager: Scott Loomis Digitally signed by Scott Loomis Date: 2025.03.21 15:14:27 -0700

Department: Procurement Director: Bruce D Collins Digitally signed by Bruce D Collins Date: 2025.03.21 15:37:54 -0700 Telephone: 520-724-7465

Department Director Signature: Tony Cisneros

Digitally signed by Tony Cisneros
DN: cn=Tony Cisneros o=Pima County Facilities Management
email=Tony.Cisneros@pima.gov c=US
Date: 2025.03.24 12:14:12 -0700
Adobe Acrobat version: 2025.003.20415

Date: _____

Deputy County Administrator Signature: _____ Date: 3-28-2025

County Administrator Signature: _____ Date: 3/28/2025

MEMORANDUM

Date: March 5, 2025

To: Nancy Cole
Interim Director, Procurement

From: Tony Cisneros
Director



Re: SC2400001448 HVAC Contracting Services

Facilities Management (FM) is requesting a one-time increase of \$750,000.00 for this to the Supplier Contract and to increase the shared annual award amount from \$1,000,000.00 to \$1,500,000.00 per year.

Since the beginning of this fiscal year, FM has contracted out 13 projects totaling \$1,096,698.00. FM is forecasting at least 6 additional projects this fiscal year with estimated costs totaling \$500,000.00. An additional \$250,000.00 is needed to start projects as well as being prepared to cover emergency repairs during the summer season, as the contract will renew in early September 2025. Upcoming projects are spread out among several buildings and multiple departments.

The increase in the annual award is necessary to cover increased per job costs and increases in the number of projects FM needs to do to cover maintenance on County buildings.

For the reasons stated above, FM will require increased use of this Supplier Contract to continue to complete work around the County.

TC/lsm/pr

c: Scott Loomis, Division Manager
James Johnson, Procurement Officer

PIMA COUNTY FACILITIES MANAGEMENT DEPARTMENT**Project:** Job Order Contract: HVAC Contracting Services**Contractors:** Pueblo Mechanical and Controls, LLC
6771 E. Outlook Dr.
Tucson, AZ 85756Sun Mechanical Contracting, Inc.
3951 East Columbia Street
Tucson, AZ 85714**Contract No.:** SC2400001448**Amendment No.:** 5**Funding:** Various Funds

CONTRACT TERM: 09/06/22 - 09/05/23	ORIGINAL CONTRACT AMOUNT:	\$	750,000.00
TERMINATION PRIOR AMENDMENT: 09/05/25	PRIOR AMENDMENT(S):	\$	2,575,000.00
TERMINATION THIS AMENDMENT: 09/05/25	AMOUNT THIS AMENDMENT:	\$	750,000.00
	REVISED CONTRACT AMOUNT:	\$	4,075,000.00

SUPPLIER CONTRACT AMENDMENT

The Parties agree to amend the above-referenced contract as follows:

1. Background and Purpose.

- 1.1. Background. On September 6, 2022, County and Contractors entered into the above referenced contract to provide Job Order Contract: HVAC Contracting Services.
- 1.2. Purpose. County has a continuing need for job order contractors for these services. Due to upcoming projects, emergency repairs to HVAC systems during the summer season and increases to project costs, County intends to add a one-time increase to the current term of the contract in the amount of \$750,000.00 for a cumulative not-to-exceed amount of \$4,075,000.00 and increase the annual shared award amount from \$1,000,000.00 to \$1,500,000.00 for subsequent renewal terms of the contract.

2. Basic Terms, Renewals, Extensions and Revisions.

- 2.2. Extension Options. County is adding a one-time increase in the amount of \$750,000.00 for a cumulative not-to-exceed amount of \$4,075,000.00 and is increasing the annual shared award amount from \$1,000,000.00 to \$1,500,000.00.

Remainder of Page Intentionally Left Blank

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the Parties.

PIMA COUNTY:

CONTRACTOR:

Chair, Board of Supervisors

Signature

Date

Name and Title (Please Print)

Firm Name

Date

ATTEST:

Clerk of the Board

Date

This contract template has been approved as to form by the Pima County Attorney's Office.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the Parties.

PIMA COUNTY:

Chair, Board of Supervisors

Date

CONTRACTOR:



Signature

ROBERT W. CARR, CONTRACTS DIRECTOR

Name and Title (Please Print)

PURVIS MECHANICAL AND CONTROLS, LLC

Firm Name

3/25/25

Date

ATTEST:

Clerk of the Board

Date

This contract template has been approved as to form by the Pima County Attorney's Office.

All other provisions of the Contract not specifically changed by this Amendment remain in effect and are binding upon the Parties.

PIMA COUNTY:

Chair, Board of Supervisors

Date

CONTRACTOR:



Signature

Steve Crouse President
Name and Title (Please Print)

SUN MECHANICAL
Firm Name

3/31/25
Date

ATTEST:

Clerk of the Board

Date

This contract template has been approved as to form by the Pima County Attorney's Office.