



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 05/03/22

* = Mandatory, information must be provided

or Procurement Director Award ☐

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

Centerline Mechanical, LLC.; Pueblo Mechanical and Controls, LLC; R.E. Lee Mechanical, Inc.

***Project Title/Description:**

Job Order Master Agreement: HVAC Contracting Services

***Purpose:**

Amendment of Award: Master Agreement No. MA-PO-18-062, Amendment No. Six (6). This amendment increases the amount of the Agreement by \$600,000.00 for a cumulative not-to-exceed amount of \$3,600,000.00, to address unplanned HVAC projects at the Main Jail and provide capacity going into the summer months and remove R.E. Lee Mechanical Contracting, Inc. from the Agreement due to no longer being in business. Administering Department: Facilities Management.

***Procurement Method:**

Pursuant to Solicitation for Qualifications No. 261616, on 09/19/17, the Board of Supervisors awarded an agreement for these services in an annual shared amount of \$750,000.00 for an agreement term of 09/19/17 to 09/18/18.

Amendment No. One (1) was approved by the Procurement Director on 08/09/18 to extend the term of the agreement to 09/18/19 and change the legal name to Pueblo Mechanical and Controls, LLC.

Amendment No. Two (2) was approved by the Procurement Director on 08/30/19 to extend the term of the agreement to 09/18/20 and add the full annual shared award amount of \$750,000.00 for a cumulative not-to-exceed amount of \$1,500,000.00.

Amendment No. Three (3) was approved by the Procurement Director on 09/01/20 to extend the term of the agreement to 09/18/21, update title and language in Articles 1 and 32, and add the full annual shared award amount of \$750,000.00 for a cumulative not-to-exceed amount of \$2,250,000.00.

Amendment No. Four (4) was approved by the Procurement Director on 07/30/21 to increase the competition threshold and maximum individual job order threshold from \$20,000.00 to \$50,000.00 and \$150,000.00 to \$250,000.00, to address increased HVAC needs and rising costs of construction materials.

Amendment No. Five (5) was approved by the Procurement Director on 09/17/21 to extend the term of the agreement to 09/18/22 and add the full annual shared award amount of \$750,000.00 for a cumulative not-to-exceed amount of \$3,000,000.00.

Attachments: Master Agreement and Memorandum.

***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 evaluation process as outlined in BOS Policy D29.1(E).

***Retroactive:**

No.

(1)
TO: COB 4-13-22

Revised 5/2020 vers: 7

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04-13 '22 PM03:17

pgs: 5

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: MA Department Code: FM PO 19 Contract Number (i.e., 15-123): 18-062
 Amendment No.: 6 AMS Version No.: 7
 Commencement Date: 05/03/22 New Termination Date: _____
 Prior Contract No. (Synergen/CMS): _____
☒ Expense or ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$ 600,000.00
 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: James Johnson Digitally signed by James Johnson
 Date: 2022.04.08 11:11:19 -07'00'

Scott Loomis Digitally signed by Scott Loomis
 Date: 2022.04.08 12:41:39 -07'00'

Department: Procurement Director: Terri Spencer Digitally signed by Terri Spencer
 Date: 2022.04.11 08:44:15 -07'00'

Telephone: 520-724-7465

Department Director Signature/Date: _____ 4/11/2022

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____ 4/12/2022
 (Required for Board Agenda/Addendum Items)



MEMORANDUM

FACILITIES MANAGEMENT

Date: April 11, 2022

To: Jan Leshar
County Administrator

From: Lisa Josker, Director
Facilities Management

Via: Mark Napier
Assistant County Administrator

Re: Request for Increase to Master Agreement 18*062, HVAC Contracting Services, BOS Meeting
May 3, 2022

The Job Order Contract (JOC) Master Agreement (MA) for HVAC Contracting Services was awarded in September 2017 for an initial value annual award value of \$750,000 for one (1) year with up to (4) additional one-year renewals. We are currently in the final renewal year, which expires September 18, 2022 and the total contract value is not to exceed \$3,000,000. The maximum individual award limit of \$150,000 was increased to \$250,000 on July 30, 2021. Below is a summary of delivery orders (DO's) issued by award year as of March 30, 2022:

Year 1 through 9/18/2018 (Award \$750k)- 11 DO's totaling \$125,272 ranging from \$633 to \$47,215 per DO
Year 2 through 9/18/2019 (No change)- 14 DO's totaling \$315,837 ranging from \$312 to \$61,306 per DO
Year 3 through 9/18/2020 (Added \$750k)- 14 DO's totaling \$538,793 ranging from \$213 to \$150k per DO
Awards exceeding \$100k – 1) Chilled Water Piping to 33 N Stone \$124k; 2) Event Center Chillers \$150k

Year 4 through 9/18/2021 (Added \$750k)-
Prior to Limit Increase - 19 DO's totaling \$744,353 ranging from \$975 to \$149,979 per DO
Awards exceeding \$100k – 1) Children's Advocacy Center AC Unit Repl. \$150k; 2) Property & Evidence HVAC Conversion \$114k
After Limit Increase (Added \$750k)- 5 DO's totaling \$293,120 ranging from \$1,446 to \$248,877
Awards exceeding \$100k – 1) Old Tucson Replace Units 5 Bldgs. \$249k

Year 5 to date as of 3/30/2022 (Added \$750k)- 14 DO's totaling \$858,759 ranging from \$170 to \$248,128 per DO
Awards exceeding \$100k – 1) Downtown Central Plant Two Chiller Installations \$248k; 2) Public Works 5th Fl. HVAC Repl. \$226k; 3) Old Tucson Replace Units 7 Bldgs. \$224k

Since the inception of this JOC agreement, there has been an increase in project requirements to address concerns related to HVAC ventilation due to the COVID-19 virus. Increases in grant funding have allowed us to address those needs, as well as to prepare Old Tucson for a new operator.

As of March 30, 2022, the unobligated balance on this JOC was \$115,851. We currently, have an urgent need to address the HVAC system at the Main Jail estimated at \$238k. In addition, we are entering the summer months and it would be prudent to have additional capacity to address urgent unplanned needs. With this

Jan Leshner, County Administrator

Re: Request for Increase to Master Agreement 18*062, HVAC Contracting Services, BOS Meeting May 3, 2022

April 11, 2022

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in mind, I respectfully request an increase in the not to exceed amount of **\$600,000** from \$3M to **\$3.6M**, to cover estimated needs through the September 18, 2022 contract expiration. At that time, a new contract will be placed on the BOS agenda for consideration and approval. This contract increase request will be on the May, 3, 2022 BOS Agenda.

Thank you and please let me know if you have questions regarding this request.

U/TT/dlm

c: Terri Spencer, Director, Procurement

*OK to
Proceed Jan 4/12/2022*

PIMA COUNTY FACILITIES MANAGEMENT DEPARTMENT

PROJECT: JOB ORDER MASTER AGREEMENT: HVAC CONTRACTING SERVICES

CONTRACTORS: Centerline Mechanical, LLC
Pueblo Mechanical and Controls, LLC
R.E. Lee Mechanical, Inc.

CONTRACT NO.: MA-PO-18-062

AMENDMENT NO.: Six (6)

FUNDING: Various Funds

MASTER AGREEMENT TERM: 09/19/17 - 09/18/18	ORIGINAL AMOUNT:	\$	750,000.00
TERMINATION PRIOR AMENDMENT: 09/18/22	PRIOR AMENDMENTS:	\$	2,250,000.00
TERMINATION THIS AMENDMENT: 09/18/22	AMOUNT THIS AMENDMENT:	\$	600,000.00
	REVISED AMOUNT:	\$	3,600,000.00

MASTER AGREEMENT AMENDMENT

WHEREAS, COUNTY and CONTRACTORS entered into a Master Agreement (Agreement) for services, as referenced above; and

WHEREAS, COUNTY intends to remove R.E. Lee Mechanical Contracting, Inc. due to no longer being in business; and

WHEREAS, COUNTY has an increased need for job order HVAC contracting services for the remainder of this term year; and

WHEREAS, COUNTY intends to increase the amount of the Agreement; and

WHEREAS, COUNTY and CONTRACTORS have agreed to these modifications.

NOW, THEREFORE, it is agreed as follows:

1. Remove R.E. Lee Mechanical Contracting, Inc. from this Agreement due to no longer being in business; therefore, are not able to perform work.
2. This amendment increases the amount of the Agreement by \$600,000.00 for a cumulative not-to-exceed amount of \$3,600,000.00.

(The Remainder of Page Intentionally Left Blank)

All other provisions of the Agreement, not specifically changed by this Amendment, shall remain in effect and be binding upon the Parties.

IN WITNESS WHEREOF, the Parties have affixed their signatures to this Amendment on the dates written below.

APPROVED:

Chair, Board of Supervisors

Date

CONTRACTOR:



Authorized Officer Signature

Lauren Hobbs Operations Manager

Printed Name and Title

4/12/2022

Date

ATTEST:

Name (Please Print)

Date

APPROVED AS TO FORM:



Deputy County Attorney

Neil Poston
Name (Please Print)

4/6/2022

Date

All other provisions of the Agreement, not specifically changed by this Amendment, shall remain in effect and be binding upon the Parties.

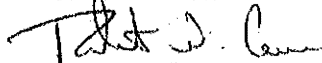
IN WITNESS WHEREOF, the Parties have affixed their signatures to this Amendment on the dates written below.

APPROVED:

Chair, Board of Supervisors

Date

CONTRACTOR:



Authorized Officer Signature

ROBERT W. CARR, OPS SRIS Manager
Printed Name and Title

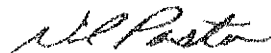
4/11/22
Date

ATTEST:

Name (Please Print)

Date

APPROVED AS TO FORM:



Deputy County Attorney

Neil Poston
Name (Please Print)

4/6/2022
Date