



## INTEROFFICE MEMORANDUM

**TO:** Felicia Strong-Whitaker, Chief Purchasing Agent,  
Director of Purchasing and Contract Compliance

**FROM:** Joseph Davis, Director, DREAM *JD*

**DATE:** January 22, 2024

**SUBJECT:** Recommendation Award – ITB#23ITB110923C-GS,  
HVAC On Call Maintenance Services Countywide  
FY2024

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**Recommendation:** We are recommending approval of the lowest bidder for, Bid# 23ITB110923C-GS, HVAC On Call Maintenance Services Countywide in the total amount of \$1,200,000, with (A) Mechanical Services, Inc. (Marietta, GA) in the amount of \$400,000; (B) Trane U.S., Inc. (Atlanta, GA) in the amount of \$350,000; (C) 5 Seasons Mechanical LLC (Norcross, GA) in the amount of \$250,000; and (D) JR Hobbs (Lawrenceville, GA) in the amount of \$200,000, to provide standby on-site HVAC on call maintenance services of air conditioning systems on an “as needed” basis for all Fulton County facilities. Effective upon execution of contracts through December 31, 2024, with two renewal options.

### DISCUSSION:

Procedure for Basis of Award:

The recommendation for the award was based on the bidders’ prices for hourly rates during normal and weekends/holidays; and trip charges per call for repairing HVAC systems to determine the lowest responsible bidders. Also, bidders must provide proof of professional licenses/and certification in Georgia Conditioned Air Contractor, Boiler License, Class II and Refrigerant License 608 issued by EPA which is a criteria to be considered for an award with Fulton County.

The Department received and evaluated six (6) bids to the solicitation. Mechanical Services, Inc. submitted the overall lowest bid (\$240.00), then followed by Trane U.S., Inc. the 2<sup>nd</sup> lowest (\$260.00), 5 Seasons Mechanical LLC the 3<sup>rd</sup> lowest (\$297.50), JR Hobbs the 4<sup>th</sup> lowest (\$310.00), ARS Mechanical, LLC the 5<sup>th</sup> lowest (\$325.00), and Daikin Applied the 6<sup>th</sup> lowest (\$387.50).

Award Recommendation:

Recommended Bidder	Base Bid Amount	Award Authority
MSI	\$240.00	\$400,000.00
Trane	\$260.00	\$350,000.00
5 Seasons Mechanical LLC	\$297.50	\$250,000.00

JR Hobbs	\$310.00	\$200,000.00
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Therefore after careful review, we recommended the four (4) overall lowest responsive and responsible HVAC contractors (Mechanical Services, Inc., Trane U.S., Inc., 5 Seasons & JR Hobbs) to provide standby on-site HVAC on call maintenance services countywide because of previous lessons learned during the peak summer/winter temperature months with the problems we had trying to contact our current contractors. Selecting four (4) HVAC contractors provides us with the flexibility to accommodate the large number of buildings while minimizing each building's HVAC repair down time. Three (3) of the four (4) recommended HVAC contractors have a current or previous contract with Fulton County and have performed very good and highly competent as a HVAC contractor for Fulton County as stated in their performance reports (see Exhibit 2).

The HVAC contractors are responsible for critical infrastructure such as the Emergency Services/ 911 background switching equipment and the county's IT infrastructure. Each of the four (4) HVAC contractors has a specialty in repairs for HVAC equipment for specific manufacturers up to a select tonnage. Having four (4) HVAC contractors, we will have competitive bids and pricing for all HVAC repairs and equipment upgrades countywide.

These are time and material contracts. The requested spending authority covers the labor hours in the estimated amount of \$360,000 which is approximately 30% percent on average for troubleshooting, diagnosing and maintenance repairs for BAS/HVAC equipment. The remaining \$840,000 balance will cover the cost for manufacturer's specified OEM replacement parts/components on variety types of HVAC systems (AHU, cooling towers, and splits & package units) with sizes varying from 5 to 880 tons capacity throughout the County. Therefore the requested spending authority in the total amount of \$1,200,000 will cover the expenditure for FY2024.

Authorized Signature: *Joseph Davis*  
Joseph N. Davis Date: 1/22/2024  
**(By Director/Deputy Director)**

If you require additional information, contact Joanna Hernandez at (404) 612-6127.

- Cc. Tim Dimond, Deputy Director, DREAM  
John Adams, Administrator, DREAM  
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