



Fulton County

Legislation Text

File #: 22-0708, Version: 1

Department

Real Estate and Asset Management

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval to renew existing contracts - Department of Real Estate and Asset Management, 22ITBC132961C-MH, HVAC Equipment and Parts in the total amount not to exceed \$80,500.00 with (A) F. M. Shelton, Inc. (Atlanta, GA) in the amount of \$50,312.50; and (B) HD Supply Facilities Maintenance, LTD (Jacksonville, FL) in the amount of \$30,187.50, to provide HVAC equipment and parts on an "as needed" basis for County facilities. This action exercises the first of two renewal options. One renewal option remains. Effective dates: January 1, 2023 through December 31, 2023.
(APPROVED UPON ADOPTION OF THE CONSENT AGENDA)

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-394(6), the Purchasing Department shall present all renewal requests to the Board of Commissioners at least 90 days prior to the contract renewal date, 60 days if the contract term is six (6) months or less.

Strategic Priority Area related to this item *(If yes, note strategic priority area below)*

Open and Responsible Government

Commission Districts Affected

- All Districts ☒
- District 1 ☐
- District 2 ☐
- District 3 ☐
- District 4 ☐
- District 5 ☐
- District 6 ☐

Is this a purchasing item?

Yes

Summary & Background Request approval to renew existing contracts to provide HVAC equipment and parts on an "as needed" basis for Fulton County facilities for FY2023.

Scope of Work: These contracts provide HVAC manufacturer equipment and replacement parts on an as needed basis. The contracts provide support for the Department of Real Estate and Asset Management heating and air conditioning staff to perform required maintenance, diagnostic testing,

and repairs on approximately 1,000 existing air conditioning systems ranging from 10,000 to 25,000 BTUs throughout the County. The Department receives an average of 2,000 HVAC work orders per year for maintenance related issues.

Community Impact: None of which the Department is aware.

Department Recommendation: The Department of Real Estate and Asset Management recommends approval.

The requested spending authority in the total amount of \$80,500 is an increase of \$10,500 over 2022 which is due to the increase costs for HVAC parts and accessories used by the in-house HVAC maintenance team that perform for maintenance, diagnostic testing, and repair services on approximately 1,000 existing air conditioning systems ranging from 10,000 to 25,000 BTUs throughout the County. Prices have increased substantially on various commodities due to high demand, industry wide shortages, new construction and renovations which are causing challenges to the supply chain.

We anticipate the 2022 price increases will continue into 2023 on HVAC equipment and parts. These items are necessary components for daily facility HVAC maintenance and repair operations. The requested total spending authority in the total amount of \$80,500 is sufficient to cover the costs to procure HVAC equipment and parts for FY2023.

Historical Expenditures:

- FY2022: The County allocated/expenditures as of 9/14/2022, \$60,000.00
- FY2021: The County spent \$62,968.51
- FY2020: The County spent \$77,002.15
- FY2019: The County spent \$37,719.44
- FY2018: The County spent \$95,962.00

Project Implications: These contracts provide all the necessary HVAC equipment and parts needed to support the in-house HVAC maintenance staff.

Community Issues/Concerns: None of which the Department is aware.

Department Issues/Concerns: If these renewal contracts are not approved, the Department will not have the abilities to provide HVAC equipment and parts to the in-house HVAC maintenance staff for county-wide services.

Contract Modification

(A) F. M. Shelton, Inc.

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	22-0244	4/13/22	\$43,750.00
1st Renewal			\$50,312.50

Total Revised Amount			\$94,062.50
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(B)HD Supply Facilities Maintenance

Current Contract History	BOC Item	Date	Dollar Amount
Original Award Amount	22-0244	4/13/22	\$26,250.00
1st Renewal			\$30,187.50
Total Revised Amount			\$56,437.50

Contract & Compliance Information *(Provide Contractor and Subcontractor details.)***Total Contract Value: \$80,500.00****(A)**

Contract Value: \$50,312.50
Prime Vendor: F.M. Shelton, Inc.
Prime Status: African American Female Business Enterprise-Non-Certified
Location: Atlanta, GA
County: Fulton County
Prime Value: \$50,312.50 or 100.00%
Subcontractor: None

Total Contract Value: \$50,312.50 or 100.00%**Total M/FBE Value: \$50,312.50 or 100.00%****(B)**

Contract Value: \$30,187.50
Prime Vendor: HD Supply Facilities Maintenance, LTD
Prime Status: Non-Minority
Location: Jacksonville, FL
County: Duval County
Prime Value: \$30,187.50 or 100%
Subcontractor: None

Total Contract Value: \$30,187.50 or 100.00%**Total M/FBE Value: \$-0-****Grand Contract Value: \$80,500.00 or 100.00%****Grand M/FBE Value: \$50,312.50 or 62.50%****Exhibits Attached**

Exhibit 1: Contract Renewal Agreements
 Exhibit 2: Contractor's Performance Reports
 Exhibit 3: Contract Renewal Evaluation Form

Contact Information *(Type Name, Title, Agency and Phone)*

Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772

Contract Attached

Yes

Previous Contracts

Yes

Total Contract Value

Original Approved Amount: \$70,000.00
Previous Adjustments: \$0.00
This Request: \$80,500.00
TOTAL: \$150,500.00

Grant Information Summary

Amount Requested: ☐ Cash
Match Required: ☐ In-Kind
Start Date: ☐ Approval to Award
End Date: ☐ Apply & Accept
Match Account \$:

Fiscal Impact / Funding Source

Funding Line 1:

100-520-5222-1450: General, Real Estate and Asset Management, Maintenance Supplies- \$80,500
"Subject to availability of funding adopted for FY2023 by BOC"

Key Contract Terms	
Start Date: 1/1/2023	End Date: 12/31/2023
Cost Adjustment:	Renewal/Extension Terms: <input type="radio"/> renewal option remains

Overall Contractor Performance Rating:

F.M. Shelton, Inc. 100
HD Supply Facilities Maintenance, LTD 91

Would you select/recommend this vendor again?

Yes

Report Period Start:
4/1/2022

Report Period End:
6/30/2022