SUBJECT: PIGGYBACK RFP 17-20 MASTER AGREEMENT CONTRACT 02-93-HVAC EQUIPMENT, INSTALLATION, SERVICE & RELATED PRODUCTS

BID #: PSC-0142-21 **OPEN DATE: N/A**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT – FROM SEPTEMBER 1, 2021 THROUGH AUGUST 31, 2022 WITH THREE (3) ONE (1) YEAR RENEWAL OPTION

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: N/A **NUMBER RECEIVED: N/A** **OTHER: N/A**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the second of three (3) renewal options for piggyback bid RFP 17-20 (Master Agreement Contract 02-93) with Brooks Building Solutions, Inc. the designated partner and regional vendor for Waibel Energy Systems for HVAC Equipment, Installation, Service and Related Products for the Department of Public Works on an as needed basis. Period of services will be from September 1, 2023 through August 31, 2024 in the amount not to exceed $2,500,000.00. The total revised amount not-to-exceed $6,000,000.00.

This award will be funded by various accounts and executed by contract amendment 2 through Office of General Counsel.

ATTACHMENTS: Recommendation Memo; Vendor Memo, and Previous Awards

ANALYST: _____ JACLYN STAMOS

RESPECTFULLY SUBMITTED: _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Birbal, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works
Public Buildings Division
555 W. 44th Street
Jacksonville, FL 32208
www.coj.net

ONE CITY. ONE JACKSONVILLE.

July 26, 2023

TO: **Dustin Freeman, Chief**
Procurement Division

THRU: **Steven D. Long, Jr., P.E.,**
Director of Public Works

FROM: **Roy Birbal, Chief**
Public Buildings Division

SUBJECT: **Amendment #3 – 2nd Renewal Request – Contract Number 71234-21 - PSC-0142-21 Agreement Utilizing RFP 17-20 Region 14 Education Service Center and Master Agreement, Contract Number 02-93 with Waibel Energy Systems**

The Department of Public Works, Public Buildings Division recommends utilizing the second of three renewal options for Contract Number 71234-21 in the amount of $2,500,000.00. The second renewal option will be from September 1, 2023, through August 31, 2024, with a new not-to-exceed amount of $6,000,000.00. There is one (1) one (1) year renewal option remaining.

Funding will be encumbered by individual releases against the master blanket, dependent on funding, the appropriate account, and fiscal year and documented by formal contract through the Office of General Counsel.

Your assistance in concurring with this recommendation for the respective award would be appreciated.
Any questions or concerns can be directed to Kelly Hooten in Public Buildings at 904-255-4340.

Attachments:

1. Region 14 ESC Renewal Notice to Waibel Energy Systems and Letter of Renewal
2. National Cooperative Purchasing Alliance (NCPA) Letter of Renewal
3. Brooks Building Solutions, Inc. Letter of Renewal
4. Brooks Building Solutions, Inc. Certificate of Insurance
5. Prior Award

cc: Tammy Duggan, Public Works Contracts & Finance Manager
Kelly Hooten, Contract Administration Coordinator

Brooks
Building Solutions

Ms. Kelly Hooten
Contract Administration Coordinator
City of Jacksonville
Public Buildings Division

July 10, 2023

RE: Second Renewal of PSC-0142-21 HVAC Services Contract for City Buildings

Dear Ms. Hooten,

Brooks Building Solutions is agreeable to exercising the second of three, 1-year renewal options for the period September 1, 2023, through August 31, 2024, with the City of Jacksonville.

Thank you for the opportunity to continue servicing the City of Jacksonville.

Sincerely,

Signed: .....

Tom McGuire

Vice President, Service Solutions

DocuSign Envelope ID: 3708D318-4BEC-4FBF-A021-274FC3994D30

Region XIV Education Service Center

1850 Highway 351
Abilene, TX 79601-4750
325-675-8600
FAX 325-675-8659

Monday, June 5th, 2023

Waibel Energy Systems
ATTN: David Crosley
815 Falls Creek Drive
Vandalia, OH 45377

Re: Annual Renewal of NCPA contract #02-93

Dear David:

Region XIV Education Service Center is happy to announce that Waibel Energy Systems has been awarded an annual contract renewal for HVAC Equipment, Installation, Service & Related Products based on the proposal submitted to Region XIV ESC.

The contract will expire on August 31st, 2024, completing the fourth year of a possible five-year term. If your company is not in agreement, please contact me immediately.

If you have any questions or concerns, feel free to contact me at 325-675-8600.

Sincerely,

Shane Fields

Shane Fields
Region XIV, Executive Director

WAIBEL
ENERGY SYSTEMS

July 12th, 2023

Ms. Kelly Hooten
Contract Administrator
Public Works/ Public Buildings Division City of Jacksonville
555 W. 44th Street
Jacksonville, Florida 32208

RE: Renewal of competitively solicited RFP # 17-20 by region 14 Education Service Center (Region 14 ESC) and Master Agreement Contract Number 02-93 made available and administered by the National Cooperative Purchasing Alliance (NCPA) between Region 14 ESC and Waibel Energy Systems for HVAC Equipment, Installation, Service, and Related Products (Supplement) for the period September I, 2022 through August 31, 2023.

Dear Ms. Kuhl,

Region 14 ESC and Waibel Energy Systems have agreed to renew the aforementioned agreement for the third year of a possible total five-year term beginning September 1, 2023 through August 31, 2024 per the attached renewal letter dated June 5th, 2023 from Region 14 ESC under the current terms and conditions.

As indicated in the RFP # 17-20 response, Waibel Energy Systems has partnered with Brooks Building Solutions, Inc. as a regional vendor to represent the products and services provided by Waibel Energy Systems in the Jacksonville, FL area/ territory.

Thank you,

Alex Waibel
Principal Waibel Energy Systems

SUBJECT: PIGGYBACK RFP 17-20 MASTER AGREEMENT CONTRACT 02-03-HVAC EQUIPMENT, INSTALLATION, SERVICE & RELATED PRODUCTS

BID #: PSC-0142-21 **OPEN DATE: N/A**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT – FROM SEPTEMBER 1, 2021 THROUGH AUGUST 31, 2022 WITH THREE (3) ONE (1) YEAR RENEWAL OPTION

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: N/A **NUMBER RECEIVED: N/A** **OTHER: N/A**

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to amend and increase the award for RFP 17-20 (Master Agreement Contract 02-03) with Brooks Building Solutions, Inc. the designated partner and regional vendor for Weibel Energy Systems for HVAC Equipment, Installation, Service and Related Products for the Department of Public Works on an as needed basis in the amount $1,500,000.00. The total revised amount not-to-exceed $3,500,000.00.

This award will be funded by various accounts and executed by the contract amendment 2 through Office of General Counsel.

ATTACHMENTS: Recommendation Memo; Brooks Building Solutions, Inc. Contract; Previous Awards

ANALYST: _____ JACLYN STAMOS **RESPECTFULLY SUBMITTED:** _____ DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Ray Birbal, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 **MEMBERS DISAPPROVING** 0 **DATE:** 5/4/2023

OTHER: _____

ACTION OF AWARDING AUTHORITY **DATE** 5/9/23

APPROVED ✓ **DISAPPROVED** _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____ Brian Hughes, Chief Administrative Officer for Mayor Lenny Curry, Under Authority of: Executive Order No: 2019-02

SUBJECT: PIGGYBACK RFP 17-20 MASTER AGREEMENT CONTRACT 02-93 - HVAC EQUIPMENT, INSTALLATION, SERVICE & RELATED PRODUCTS

BID #: PSC-0142-21 **OPEN DATE:**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT- FROM SEPTEMBER 1, 2021 THROUGH AUGUST 31, 2022 WITH THREE (3) ONE (1) YEAR RENEWAL OPTION

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PER PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first of three (3) renewal options for piggyback bid RFP 17-20 (Master Agreement Contract 02-93) with Brooks Building Solutions, Inc. the designated partner and regional vendor for Waibel Energy Systems for HVAC Equipment, Installation, Service and Related Products for the Department of Public Works on an as needed basis. Period of Service will be from September 1, 2022 through August 31, 2023. Total expenditure for this period not to exceed $1,000,000.00. Total revised award amount not-to-exceed $2,000,000.00.

This award will be funded by various account (s) and executed by contract amendment through Office of General Counsel and processed via Purchase Order Release(s).

Attachments: Recommendation Memo, Vendor Letter, Certificate of Insurance

BUYER: Olive Wallace-Cohen **RESPECTFULLY SUBMITTED**
OLIVE WALLACE-COHEN
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: **Roy Birbal, Chief, Public Buildings Division**

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 8/4/2022

Teresa R. Eichner _____ OTHER: _____

Michael Reed _____

Jon R. McCan, Jr _____

ACTION OF AWARDING AUTHORITY DATE 8/5/2022

APPROVED ✓ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No: 2019-02

SUBJECT: PIGGYBACK RFP 17-20 MASTER AGREEMENT CONTRACT 02-93 - HVAC EQUIPMENT, INSTALLATION, SERVICE & RELATED PRODUCTS

BID #: PSC-0142-21 **OPEN DATE:**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: PIGGYBACK CONTRACT- FROM SEPTEMBER 1, 2021 THROUGH AUGUST 31, 2022 WITH THREE (3) ONE (1) YEAR RENEWAL OPTION

AGENCY: PUBLIC BUILDINGS

BASIS OF AWARD: PER PIGGYBACK CONTRACT

NUMBER OF BIDS INVITED: ( ) NUMBER RECEIVED: ( ) OTHER ( )

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to piggyback bid RFP 17-20 (Master Agreement Contract 02-93) with Brooks Building Solutions, Inc. the designated partner and regional vendor for Walbel Energy Systems for HVAC Equipment, Installation, Service and Related Products for the Department of Public Works, on an as needed basis. Period of Service will be from September 1, 2021, through August 31, 2022, with three (3) one (1) year renewal options. Total award amount not-to-exceed $1,000,000.00.

This award will be funded by various account (s) and executed by formal contract through Office of General Counsel and processed via Purchase Order Release(s).

Attachments: Recommendation Memo, Vendor Letter, Bid RFP 17-20, Certificate of Insurance

BUYER: _____ RESPECTFULLY SUBMITTED _____
MARILYN LAIDLER GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Roy Bidal, Chief, Public Buildings Division

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 8/5/21

_____ OTHER _____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 8-6-21

APPROVED ✓ DISAPPROVED _____

OTHER _____

Brian Hughes
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of
Executive Order No. 2019-02

SIGNATURE OF AUTHENTICATION _____