

Request for Legislative Action

Resolution No. 21328
Sponsor: Megan L. Marshall
Date: July 10, 2023

Completed by County Counselor's Office

Action Requested:	Resolution	Res.Ord No.:	21328
Sponsor(s):	Megan L. Marshall	Legislature Meeting Date:	7/10/2023

Introduction

Action Items: ['Award']

Project/Title:

Awarding a split contract for a Twelve (12) Month Term and Supply Contract with Two (2) Twelve Month Option to Extend for the furnishing of HVAC Services for use by Various County Departments to US Engineering Service, LLC of Kansas City, MO and Emcor Services Fagan of Kansas City, Kansas under the terms and conditions of Invitation to Bid No. 23-015.

Request Summary

Various County Departments require a Term and Supply Contract for the furnishing of HVAC Services. The Purchasing Department issued Invitation to Bid No. 23-015 in response to those requirements. A total of 356 notifications were distributed, twenty-two (22) takers with three (3) responses received and evaluated. During the evaluation process, one submission was eliminated for their response to this bid. An Executive Summary of the Invitation to Bid, including the Contractor's Quotations and the using departments Recommendation Memos are attached.

Bids submitted were from the following:

- US Engineering Service, LLC
- Emcor Services Fagan
- Carrier Commercial Service

Pursuant to Section 1054.6 of the Jackson County Code, the Purchasing Department recommends a split award of a Twelve (12) Month Term and Supply Contract with Two (2) Twelve Month Option to Extend for the furnishing of HVAC Services to US Engineering Service, LLC of Kansas City, MO and Emcor Services Fagan of Kansas City, KS under the terms and conditions of Invitation to Bid No. 23-015 as the best qualified bids received.

Various County Departments state an annual estimated usage of \$130,000. The award is made on an "as needed" basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

Current Certificate of Compliance is on file.

Contact Information

Department:	Finance	Submitted Date:	6/14/2023
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Request for Legislative Action

Name:	Keith E. Allen	Email:	keallen@jacksongov.org
Title:	Senior Buyer	Phone:	816-881-3465

Budget Information			
Amount authorized by this legislation this fiscal year:			\$ 0
Amount previously authorized this fiscal year:			\$ 0
Total amount authorized after this legislative action:			\$
Is it transferring fund?			No
Single Source Funding:			
Fund:	Department:	Line Item Account:	Amount:
			!Unexpected End of Formula

Prior Legislation	
Prior Ordinances	
Ordinance:	Ordinance date:
Prior Resolution	
Resolution:	Resolution date:
19781	March 19, 2018

Purchasing	
Does this RLA include the purchase or lease of supplies, materials, equipment or services?	Yes
Chapter 10 Justification:	Formal Bid
Core 4 Tax Clearance Completed:	Yes
Certificate of Foreign Corporation Received:	Yes
Have all required attachments been included in this RLA?	Yes

Compliance	
Certificate of Compliance	
In Compliance	
Minority, Women and Veteran Owned Business Program	
Reviewed for Goals:	
MBE: .00%	Not assigned
WBE: 11.70%	
VBE: .00%	Not assigned

Request for Legislative Action

Prevailing Wage

Approval of a Term and Supply contract which may include construction project(s) over \$75000	
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Fiscal Information

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.

Request for Legislative Action

History

Submitted by Finance requestor: Keith E. Allen on 6/14/2023. Comments:

Returned for more information by Department Approver Bob Crutsinger on 6/15/2023 9:54:04 AM.
Comments: Unable to access attachment files.

Submitted by Requestor Keith E. Allen on 6/15/2023 10:53:06 AM. Comments: Revised attachments added

Approved by Department Approver Bob Crutsinger on 6/20/2023 9:59:23 AM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 6/20/2023 11:02:24 AM. Comments:

Returned for more information by Compliance Office Approver Ikeela Alford on 6/20/2023 12:43:11 PM.
Comments: List of intended subs needed for both vendors. Instructions will be emailed to department.

Submitted by Requestor Keith E. Allen on 6/23/2023 7:32:04 AM. Comments: CUP approved for both vendors

Approved by Department Approver Bob Crutsinger on 6/23/2023 7:58:29 AM. Comments:

Approved by Purchasing Office Approver Barbara J. Casamento on 6/23/2023 9:28:55 AM. Comments:

Approved by Compliance Office Approver Jaime Guillen on 6/23/2023 11:49:45 AM. Comments:

Approved by Budget Office Approver David B. Moyer on 6/23/2023 11:57:35 AM. Comments:

Approved by Executive Office Approver Sylvia Stevenson on 6/23/2023 12:05:13 PM. Comments:

Approved by Counselor's Office Approver Jamesia Manning on 7/6/2023 2:27:14 PM. Comments:



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JACKSON COUNTY Facilities Management Division

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Kansas City, Missouri 64106
jacksongov.org

(816) 881-3258
Fax: (816) 881-3583

MEMORANDUM

From: Rick Gerla, Facilities Management Administrator

To: Keith Allen, Buyer, Purchasing Department

Date: 06/13/2023

Subject: Bid 23-015 - HVAC Services – Term and Supply Contract Recommendation

Keith,

This memorandum is being prepared and submitted in response to your request for feedback regarding the above contract being awarded by Jackson County for HVAC Services on a Term and Supply basis.

The Facilities Management Division would like to recommend moving forward with both Emcor Services Fagan and US Engineering Services, LLC, vendors who applied for this contract. Their competitive pricing and experience with both municipal and private customers around Jackson County led me to recommend both vendors. Annual spend will be around \$50,000 between the 2 vendors.

Thank you,

Rick Gerla
Facilities Management Administrator

Frank White, Jr., County Executive



JACKSON COUNTY
Parks + Rec

22807 Woods Chapel Road
Blue Springs, Missouri 64015
MakeYourDayHere.com

Michele Newman, Director
(816) 503-4800
Fax: (816) 795-1234

MEMORANDUM

TO: Keith Allen, Senior Buyer

FROM: John Johnson, Superintendent of Park Operations

DATE: June 2, 2023

SUBJECT: Term & Supply Contract No. 23-015, HVAC Services

The Parks + Rec Department's recommendation is to split award to US Engineering Service and Emcor Services Fagan for HVAC Services. Given that HVAC systems repairs/replacements are generally unforeseen, and that issues that occur may come at peak busy times for the contractor, e.g. start of furnace or air conditioning season, having two companies available to perform repair/replacement work is essential.

Both recommended contractors have long business histories and well-qualified staff. Emcor Services has lower hourly rates and 10% less mark up than US Engineering, however, US Engineering has familiarity with many of the Parks HVAC systems and carries the warranty on multiple units they have installed within the last 18 months.

Parks + Rec projected usage during the next twelve months is \$80,000, subject budget approval/availability.



Frank White, Jr., County Executive



23-015 - HVAC Services

Scoring Summary

Active Submissions

	Total	A - Purchasing Evaluation	A-1 - Addenda	A-2 - Affidavit	A-3 - Certificate of Compliance
Supplier	/ 100 pts	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail
Emcor Services Fagan	87	0	Pass	Pass	Pass
US Engineering Service, LLC	81.5	0	Pass	Pass	Pass

Eliminated Submissions

	A - Purchasing Evaluation	A-1 - Addenda	A-2 - Affidavit	A-3 - Certificate of Compliance	A-4 - Exhibit F - Bidder's Exceptions
Supplier	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Carrier Commercial Service	-	-	-	-	-



A-4 - Exhibit F - Bidder's Exceptions	A-5 - Term and Supply Contract Page	A-6 - Statement of Contractor's Qualifications	A-7 - Attachment 1 - Bidder's Quotation Sheet	A-8 - Standard Warranty Obligation	A-9 - Participation Affidavit
Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail
Pass	Pass	Pass	Pass	Pass	Pass
Pass	Pass	Pass	Pass	Pass	Pass

A-5 - Term and Supply Contract Page	A-6 - Statement of Contractor's Qualifications	A-7 - Attachment 1 - Bidder's Quotation Sheet	A-8 - Standard Warranty Obligation	A-9 - Participation Affidavit	B - Department Evaluation
Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	Pass/Fail	/ 35 pts
-	-	-	-	-	-



B - Department Evaluation	B-1 - Exhibit F - Bidder's Exceptions	B-2 - Statement of Contractor's Qualifications	B-3 - References	C - Pricing	C-1 - Attachment 1 - Bidder's Quotation Sheet
/ 35 pts	/ 5 pts	/ 20 pts	/ 10 pts	/ 65 pts	/ 65 pts
29.5	5	16.5	8	57.5	57.5
30	5	16.5	8.5	51.5	51.5

B-1 - Exhibit F - Bidder's Exceptions	B-2 - Statement of Contractor's Qualifications	B-3 - References	C - Pricing	C-1 - Attachment 1 - Bidder's Quotation Sheet
/ 5 pts	/ 20 pts	/ 10 pts	/ 65 pts	/ 65 pts
-	-	-	-	-