



**COMMISSIONERS COURT
COMMUNICATION**

REFERENCE NUMBER _____

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DATE: 08/20/2024

SUBJECT: RFQ NO. 2022-198 - ANNUAL CONTRACT FOR HVAC TEST, ADJUST, BALANCE, AND PROFESSIONAL SERVICES - FACILITIES MANAGEMENT - VARIOUS VENDORS - EXERCISE SECOND OPTION FOR RENEWAL - SAME CONTRACT TERMS

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFQ No. 2022-198, Annual Contract for HVAC Test, Adjust, Balance, and Professional Services, for the second optional twelve (12) month period at the same contract terms.

BACKGROUND

On August 30, 2022, the Commissioners Court, through Court Order #138979, awarded RFQ No. 2022-198, Annual Contract for HVAC Test, Adjust, Balance, and Professional Services, for Facilities Management, to the following vendors:

Air Balancing Company, Inc.
Campos Engineering, Inc.

The award was based upon each vendor’s high ranking in the evaluation procedure as outlined in the RFQ specifications and contained options to renew for three (3) additional twelve (12) month periods.

On July 18, 2023, the Commissioners Court, through Court Order #141307, approved the first renewal option.

The professional engineering services utilized on this contract are for HVAC testing, adjusting and balancing, plan reviews, examination of installation systems and equipment, and certified reports, among other services. The services are also for jail standards smoke purge testing. Testing, adjusting, and balancing (TAB) evaluates temperature and environmental control systems to ensure the system is heating or cooling according to design specifications and at the equipment’s best level of efficiency.

The vendors notified Purchasing in writing that they will extend the same contract terms through September 5, 2025. Facilities Management notified Purchasing in writing that they are pleased with the vendors and want to renew.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that the Commissioners Court approve renewal of RFQ No. 2022-198, Annual Contract for HVAC Test, Adjust, Balance, and Professional Services, for another twelve (12) month period.

SUBMITTED BY:	Purchasing	PREPARED BY: APPROVED BY:	Cathy Halliburton, CPPB, NIGP-CPP Chris Lax, CPSM, CPSD, CPCP
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FISCAL IMPACT

Expenses for last year were approximately \$714,906.11. The County's future cost will be determined by the services provided on an as-needed basis. Funding is available in account 10000-2024 General Fund/Various Cost Centers/569011 Professional Services.