

RESOLUTION 2004-96

AUTHORIZING CONTRACT 2004-020 WITH GARDINER SERVICE COMPANY TO PROVIDE THE MAINTENANCE SERVICE AGREEMENT FOR THE HVAC SYSTEM AT THE ROOT-MCBRIDE BUILDING FOR A PERIOD OF THREE YEARS WITH TWO ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$23,004.00 ANNUALLY FOR A TOTAL OF \$115,020.00 FOR THE CONTRACT PERIOD (GENERAL FUND – SERVICE MANAGEMENT DEPARTMENT BUDGET)

WHEREAS, the Authority has a recurring requirement to obtain on-going services and maintenance of the HVAC System for the Root-McBride Building; and

WHEREAS, the proposal of Gardiner Service Company, located at 31200 Bainbridge Road, Solon, OH 44139 to provide on-going services and maintenance to the HVAC System at the Authority's Root-McBride Building for a period of three years with two one-year options was received June 15, 2004; and

WHEREAS, after negotiations, the proposal of Gardiner Service Company to provide on-going services and maintenance to the HVAC System at the Authority's -Root McBride Building in an amount not to exceed \$23,004.00 annually for a total of \$115,020.00 for the contract period was determined to be the most advantageous to the Authority, cost and other factors considered; and

WHEREAS, the General Manager/Secretary-Treasurer deems the negotiated offer of Gardiner Service Company, to be in the best interest of the Authority, price and all other factors considered, and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Gardiner Service Company, as negotiated, to provide on-going services and maintenance to the HVAC System at the Authority's Root-McBride Building, for a period of three years with two one-year options be and the same is hereby accepted.

Section 2. That the General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Gardiner Service Company to provide on-going services and maintenance to the HVAC System at the Authority's Root-McBride Building, for a period of three years with the authority to exercise the addition of two one-year options.

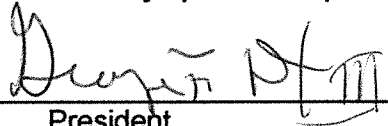
Section 3. That said contract shall be payable out of the General Fund, Service Management Department budget, in an amount not to exceed twenty three thousand four & 00/100 dollars (\$23,004.00) annually for a total of one hundred fifteen thousand twenty & 00/100 dollars (\$115,020.00) for the total contract period of three years with the two one year options.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years; compliance by the contractor to the Specifications and Addenda thereto, if any, the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2003-107; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That the Greater Cleveland Regional Transit Authority's Board of Trustees expects Gardiner Service Company will attempt to exceed the 0% minimum DBE goal assigned to this procurement.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: July 20, 2004

  
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President

Attest:   
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CEO, General Manager/Secretary-Treasurer



Greater Cleveland Regional Transit Authority  
**STAFF SUMMARY AND COMMENTS**

<b>TITLE/DESCRIPTION:</b> AUTHORIZING CONTRACT 2004-020 WITH GARDINER SERVICE COMPANY TO PROVIDE THE MAINTENANCE SERVICE AGREEMENT FOR THE HVAC SYSTEM AT THE ROOT-MCBRIDE BUILDING FOR A PERIOD OF THREE YEARS WITH TWO ONE-YEAR OPTIONS IN AN AMOUNT NOT TO EXCEED \$23,004.00 ANNUALLY FOR A TOTAL OF \$115,020.00 FOR THE CONTRACT PERIOD (GENERAL FUND – SERVICE MANAGEMENT DEPARTMENT)	<b>Resolution No.:</b> 2004- 96
	<b>Date:</b> July 15, 2004
	<b>Initiator:</b> Service Management Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for providing on-going service and maintenance of the HVAC System for the Root-McBride Building, for a period of three years with two one-year options.
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority has a recurring requirement to maintain and service the HVAC system and its components in the Root-McBride Building for the comfort of the GCRTA's employees and visitors.
- 3.0 **PROCUREMENT BACKGROUND:** Two proposals were received in response to the request for proposals. After evaluation by a panel of Authority employees in accordance with established Procurement Department policies and procedures, and after negotiations, the proposal of Gardiner Service Company to provide the service and maintenance of the HVAC system for a period of three years with two one-year options was selected as the most advantageous to the Authority.  
  
 Gardiner Service Company has satisfactorily provided these services to the Authority on previous contracts. Their proposal met every required service parameter listed in the Scope of Services. They provide a variety of services which meets the Authority's requirements and they have qualified technicians that provide the experience and dependable quality service for the system.  
  
 A price analysis has been performed and the Procurement Department has determined that the pricing of Gardiner Service Company is fair and reasonable to the Authority.
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** All Affirmative Action requirements have been met. A 0% DBE goal was established for this procurement due to the lack of subcontracting opportunities
- 5.0 **POLICY IMPACT:** Does not apply.

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- 6.0 ECONOMIC IMPACT: This contract will be funded through the General Fund, Service Management Department Budget, in an amount not to exceed twenty three thousand four & 00/100 dollars (\$23,004.00) annually for a total of one hundred fifteen thousand twenty & 00/100 dollars (\$115,020.00) for the three-year term and two one-year options. This negotiated price is approximately 2% below the amount budgeted for this project.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this offer will leave the Authority without a service agreement for the Main Office HVAC system and could unnecessarily increase the cost for the service on a per diem basis and result in uncomfortable conditions for the employees and visitors.
- 8.0 RECOMMENDATION: It is recommended that the offer of Gardiner Service Company be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement Requirements.

  
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CEO, General Manager/Secretary-Treasurer