



City of Killeen

Legislation Text

File #: RS-24-010, **Version:** 1

Consider a memorandum/resolution authorizing maintenance and repairs of HVAC equipment through The Brandt Companies in amount not to exceed \$150,000 for FY 2024.

DATE: January 9, 2024

TO: Kent Cagle, City Manager

FROM: Judith Tangalin, Executive Director of Finance

SUBJECT: HVAC maintenance and repair

BACKGROUND AND FINDINGS:

The City has an inventory of approximately 400 heating, ventilation, and air condition (HVAC) units that vary in complexity, size, and type. Building Services uses HVAC vendors to assist in the maintenance and repair of the City's HVAC units with a budget of \$347,883. The Brandt Companies, LLC is used for maintenance and repair of large complex chillers and boiler units. In addition, Building Services uses The Brandt Companies, LLC to service all units within the Police Department buildings. Building Services on behalf of the Police Department contracts with The Brandt Companies, LLC for maintenance and inspection services on a two-year term. The maintenance and inspection agreement with Brandt for the Police Department is \$43,115.88 (\$21,557.94 annually) based off the Texas Buyboard purchasing cooperative contract #720-23.

The Brandt Companies, LLC provides repair and maintenance services through the Texas Buyboard purchasing cooperative, contract #720-23 that expires November 30, 2026. The total estimated HVAC maintenance and repair expenses with The Brandt Companies, LLC for Fiscal Year 2024 is \$150,000 which includes the Police Department's maintenance and inspection agreement.

THE ALTERNATIVES CONSIDERED:

1. Do not approve the maintenance and repair of HVAC equipment by The Brandt Companies, LLC.
2. Approve the maintenance and repair of HVAC equipment by The Brandt Companies, LLC.

Which alternative is recommended? Why?

Alternative 2 is recommended, which will assist Building Services in the maintenance and repair of City's HVAC equipment.

CONFORMITY TO CITY POLICY:

Yes, purchases made through a cooperative contract are exempt from the competitive bidding process as

stated in Texas Local Government Code section 271.102, subchapter F; a local government that purchases goods or services under this subchapter satisfies any state law requiring the local government to seek competitive bids for the purchase of goods or services.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The estimated annual expenses for The Brandt Companies in Fiscal Year 2024 is \$150,000. HVAC repair and maintenance expenses for future years are expected to be similar.

Is this a one-time or recurring expenditure?

Recurring expenditure

Is this expenditure budgeted?

Yes, funds are available within in each department's budget in building repair and maintenance account, XXX-XXXX-XXX.42-10.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes

RECOMMENDATION:

City Council authorize the City Manager or his designee to execute an HVAC maintenance and repair agreement for the Police Department and authorize future maintenance and repair of HVAC equipment through out other City facilities with The Brandt Companies, LLC in an amount not to exceed \$150,000 in Fiscal Year 2024.

DEPARTMENTAL CLEARANCES:

Community Development
Finance
Legal
Police Department

ATTACHED SUPPORTING DOCUMENTS:

Agreement
Buyboard Contract
Contract Verification
Certificate of Interested Parties
Presentation