



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/15/2019

ALL

Item Creation Date: 10/2/2019

E29168 Cooling System Repairs- MOTION

Agenda Item#: 9.

Background:

S84-E29168– Approve payment to HVAC Mechanical Services of Texas LTD dba Hunton Services in the amount not exceed \$275,844.12 for Cooling System Repairs for the General Service Department.

SPECIFIC EXPLANATION:

The Director of the General Services Department and the Chief Procurement Officer recommend that City Council approve payment to **HVAC Mechanical Services of Texas LTD dba Hunton Services** in the amount not to exceed **\$275,844.12** for cooling system repairs for the General Services Department.

The Strategic Procurement Division issued an emergency purchase order to HVAC Mechanical Services of Texas LTD dba Hunton Services on April 16, 2019, to address the cooling system failure at the Houston Emergency Call Center located at 5320 N. Shepherd, Houston, Texas 77091. The system was not maintaining the proper cooling temperatures required to support airflow quality to the occupants at the center. HVAC Mechanical Services of Texas LTD dba Hunton Services was selected for their quality of services and the immediate response time to deliver the systems and address the emergency health and safety situation. It was imperative that the contractor could mobilize and perform the work services to ensure the center could remain operational. This work repair was completed on June 21, 2019.

The scope of work requires the contractor to provide all permits, insurance, labor, materials, supervision and the transport of debris removal necessary.

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (7) (A) of the Texas Local Government Code for exempt procurements, "which provides a procurement necessary to preserve or protect the public health or safety of the municipality's residents".

MWBE Participation:

This procurement is exempt from M/WBE subcontracting participation goal because the department is utilizing an emergency purchase order for this purchase.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bid/proposal were not solicited because the department is utilizing an emergency purchase order contractor for this purchase.

Fiscal Note:

Funding for this item is included in the FY20 Adopted Budget. Therefore, no Fiscal note is required as stated in the Financial Policies.

DocuSigned by:
Jerry Adams
0DD350139A6F4C8...

10/8/2019

**Jerry Adams, Chief Procurement Officer
Finance/Strategic Procurement Division**

Department Approval Signature

Estimated Spending Authority:			
Department	FY 2020	Out Years	Total
General Service Department	\$275,844.12	\$0.00	\$275,844.12

Amount of Funding:

\$275,844.12

Maintenance Renewal and Replacement Fund
Fund 2105

Contact Information:

Name:	Department / Division	Phone
Laura A. Guthrie, Purchasing Manager	FIN/SPD	(832) 393-8735
Edith Beal, Procurement Specialist	FIN/SPD	(832) 393-8730
Jacquelyn Nisby, Executive Staff Analyst	GSD	(832) 393-8023

ATTACHMENTS:

Description	Type
E29168 - Affidavit of Ownership	Backup Material
E29168 - COH Drug Forms	Backup Material
E29168 - Emergency Justification - CPO Approval	Backup Material
E29168 - Form A - Fair Campaign Finance	Backup Material
E29168 - Form B - City Secretary	Backup Material
E29168 - HEC Hunton Services - Letter of Justification for Increase	Backup Material
E29168 - Hunton Service - Invoice	Backup Material
E29168 - Quotations	Backup Material
E29168 - RCA Budget Funding Form	Financial Information
E29168 Sole Source Justification - CPO Approval	Backup Material
E29168 - Statement of Residency	Backup Material
E29168 - Tax Report Hunton Services 09.2019	Backup Material