



CITY OF
SANFORD
FLORIDA



APPROVED

WS	___	RM	<u>X</u>
Item No.	<u>8-D</u>		

**CITY COMMISSION MEMORANDUM 18-266
DECEMBER 10, 2018 AGENDA**

TO: Honorable Mayor and Members of the City Commission
PREPARED BY: Jim Krzenski, Administrative Services Manager
SUBMITTED BY: Norton N. Bonaparte, Jr., City Manager
SUBJECT: Repair of the Public Safety Complex’s Heating, Ventilation and Air Conditioning (HVAC) system

STRATEGIC PRIORITIES:

- Unify Downtown & the Waterfront
- Promote the City’s Distinct Culture
- Update Regulatory Framework
- Redevelop and Revitalize Disadvantaged Communities

SYNOPSIS:

Request approval of Budget Resolution No. 2769, amending the FY-2019 Operational Budget to support the repair of the Public Safety Complex’s Heating, Ventilation and Air Conditioning (HVAC) system.

FISCAL/STAFFING STATEMENT:

Total cost to repair the system is \$30,851. This cost was determined as a result of the ten vendor quotes received in response to posting of solicitation number IRFQ 18/19-121.

BACKGROUND:

During early October of this year the contracted vendor that performs the scheduled maintenance of the Public Safety Complex’s (PSC) HVAC system determined that the chiller coils on the number one chiller unit are failing. This was confirmed through consultation with the Public Works Director as well as multiple HVAC vendors who provided quotes in response to solicitation IRFQ 18/19-121. Warranty coverages on all components of the HVAC system expired five years following the November 2010 initial occupancy of the PSC. It is imperative that the chiller coils on number one chiller be replaced during the cooler weather months of 2019 to prevent the inevitable complete failure of the HVAC system during the heat of the subsequent summer months.

LEGAL REVIEW:

No legal review requested of the City Attorney.

RECOMMENDATION:

It is staff's recommendation that the City Commission approve Resolution No. 2769, amending the FY-2019 Operational Budget to support the repair of the PSC HVAC system.

SUGGESTED MOTION:

"I move to approve a Resolution No. 2769, amending the FY-2019 Operational Budget to support the repair of the PSC HVAC system."

Attachments: Budget Resolution No. 2769
Budget Amendment Form
Solicitation Tabulation Sheet Form

Resolution No. 2769

A Resolution of the City of Sanford, Florida, amending the City's annual operating budget for the fiscal year beginning October 1, 2018 and ending September 30, 2019; providing for implementing administrative actions; providing for a savings provision; providing for conflicts; providing for severability and providing for an effective date.

Whereas, the Commission of the City of Sanford, Florida has adopted an annual operating budget for the fiscal year beginning October 1, 2018 and terminating on September 30, 2019 specifying certain projected revenues and expenditures for the operations of Sanford municipal government; and

Whereas, the City's budget presumes that each department generally will, to the best of their ability, maintain its expenditures within its allocated budgeted level and exercise prudence in expending funds during the course of the City's fiscal year; and

Whereas, from time-to-time circumstances and events may require that the original City budget may need revision; and

Whereas, the City Commission, in its judgment and discretion, has the authority to adjust the budget to more closely coincide with actual and expected events.

Now, therefore, be it adopted and resolved by the City Commission of the City of Sanford, Florida as follows:

Section 1. Adoption of Budget Amendment.

The annual operating budget of the City of Sanford for the fiscal year beginning October 1, 2018 and terminating on September 30, 2019 is hereby revised and amended by Attachment "A". The Attachment is hereby incorporated into this Resolution as if fully set forth herein verbatim. Except as amended herein, the annual operating budget for the City of Sanford for fiscal year beginning October 1, 2018 and

terminating on September 30, 2019 shall remain in full force and effect.

Section 2. Implementing administrative actions.

The City Manager, or designee, is hereby authorized and directed to implement the provisions of this Resolution by means of such administrative actions as may be deemed necessary and appropriate.

Section 3. Savings.

The prior actions of the City of Sanford relating to the adoption of the City budget and related activities are hereby ratified and affirmed.

Section 4. Conflicts.

All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Section 5. Severability.

If any section, sentence, phrase, word, or portion of this Resolution is determined to be invalid, unlawful or unconstitutional, said determination shall not be held to invalidate or impair the validity, force or effect of any other section, sentence, phrase, word, or portion of this Resolution not otherwise determined to be invalid, unlawful, or unconstitutional.

Section 6. Effective Date.

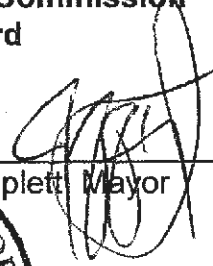
This Resolution shall become effective immediately upon enactment.

Passed and adopted this 10th day of December, 2018.

Attest:

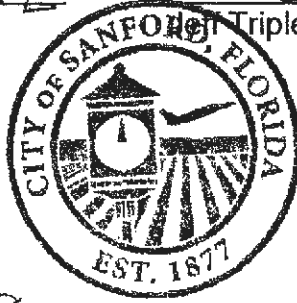
City Commission of the City of
Sanford

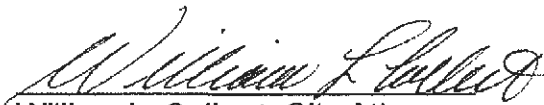

Traci Houchin, City Clerk



Mayor Triplett

For use and reliance of the Sanford
City Commission only.
Approved as to form and legality.




William L. Colbert, City Attorney

REQUEST FOR BUDGET AMENDMENT

Fiscal Year 2018

Department: POLICE

Division: ADMINISTRATION

Date: 12.08.2018

CHANGES IN REVENUES

REVENUE ACCOUNT NUMBER						Current Budget	Current Unrealized (Budget)	Amount of Change	Adjusted Unrealized
Fund	Revenue	Act Cd	Ele	Project #	Revenue Account Title				
001	0000	389	98	00	Reserves			\$ 30,851	\$ 30,851
TOTAL CHANGES IN REVENUES								\$ 30,851	

CHANGES IN EXPENDITURES

EXPENDITURE ACCOUNT NUMBER						Current Budget	Current Balance	Amount of Change	Remaining Balance	
Fund	Opn Div	Activity	Obj	Ele	Project #	Expenditure Account Title				
001	2022	521	46	00		Repair and Maintenance	\$ 108,761	\$ 65,467	\$ 30,851	\$ 96,318
TOTAL CHANGES IN EXPENDITURES								\$ 30,851		

REASON FOR AMENDMENT: Budget amendment to repair of PSC HVAC System

DIRECTOR APPROVAL: [Signature] DATE: 11.28.18

FINANCE APPROVAL: Cynthia Lindsey DATE: 11.28.18

CITY COMMISSION AGENDA DATE: 12/10/2018 APPROVED? Y

FOR FINANCE USE

Entry Date: _____ Batch Number: _____ Document #: _____



City of Sanford

Finance Department | Purchasing Division
 300 N Park Ave
 Sanford, FL 32771
 Telephone: (407) 688-5028
 Fax: (407) 688-5021
 Email: marisol.ordonez@sanfordfl.gov

Solicitation Tabulation Sheet Form

Solicitation Number: IRFQ 18/19-121
 Solicitation Title: REPLACE CHILLER COILS-PSC
 Solicitation Opening Date: November 26, 2018
 Solicitation Opening Time: 2:00PM

VENDOR NAME	ABM Building Services	Carrier Corporation	Cortez Heating and Air	Everest Air Corporation	General Mechanical Corporation	Irvine Mechanical Inc	Trane	Westbrook Service	Air Mechanical & Service Co	Tri M Mechanical Services Inc
Solicitation Evaluation Category ↓										
TOTAL BID PRICE FOR EVALUATION	\$43,040.00	\$20,736.00	\$26,180.00	\$44,868.00	\$42,300.00	\$20,736.00	\$46,163.99	\$45,490.00	\$42,567.00	\$20,736.00
Freight/Shipping	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Refrigerant (all new)	\$0.00	\$725.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Installation (labor and materials)	\$0.00	\$9,390.00	\$16,855.00	\$0.00	\$0.00	\$15,400.00	\$0.00	\$0.00	\$0.00	\$20,580.03
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL BID PRICE AS SUBMITTED	\$43,040.00	\$20,736.00	\$43,035.00	\$44,868.00	\$42,300.00	\$36,136.00	\$46,163.99	\$45,490.00	\$42,567.00	\$41,316.03
Remarks: Offers from the vendors listed herein are the only offers received timely as of the above opening date and time. All other offers submitted in response to this solicitation, if any, are hereby rejected as late. Shaded or circled total price indicates apparent low bidder subject to evaluation and review before an intent to award is made.										
NOTE: 										
Rules: All bids accepted by City of Sanford are subject to the City's terms and conditions and any and all additional terms and conditions submitted by the bidders are rejected and shall have no force and effect unless receiving prior consideration and approval of the City in the form of Addenda to this bid.										
OPENED BY: Marisol Ordoñez					VERIFIED BY:					