



MEMORANDUM

To: Mayor Timothy Woerther and City Council Members

From: Ryan S. Thomas, City Administrator

Date: January 22, 2016

Re: Resolution #2016-05 – Contract for City Hall HVAC Services

Resolution #2016-05 has been placed on the January 25, 2016 City Council Agenda for authorization of a new contract for HVAC preventative maintenance services at City Hall (including the Police Precinct). A total of three (3) bid proposals were received, with Murphy Company providing the lowest bid:

Murphy Company:	\$5,987/year
Vogel Heating and Cooling:	\$6,060/year
Air Masters Corporation:	\$9,166/year
Current Contract (Air Masters):	\$9,166/year
Cost Savings:	\$3,179/year

Recommendation:

Management is recommending a new contract with Murphy Company for City Hall HVAC Preventative Maintenance Services, for an initial one (1) year term.

Reasons for Recommendation:

1. Murphy Company provided the lowest bid, which will result in annual savings of \$3,179/year.
2. References for Murphy Company have been reviewed, and positive feedback was received from their current clients.

I will be available for any comments or questions at the January 25, 2016 City Council Work Session.

RST

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