

MANATEE COUNTY GOVERNMENT INTENT TO AWARD

SUBJECT	Maintenance – Fan Coils and Air Handler Unit	DATE POSTED	MC <u>✓ SE 10/29/15</u> DS <u>N/A</u> CC <u>N/A</u>
PURCHASING REPRESENTATIVE	Bonnie Sietman, Sr. Buyer x3046 <i>BS</i>	DATE CONTRACT SHALL BE AWARDED	Contingent upon the acceptance of Purchasing Official (7 days) 10/29/15
DEPARTMENT	Property Management MSO – Jail, Medical Wing	CONSEQUENCES IF DEFERRED	N/A
SOLICITATION	RFQ #15-2477BLS	AUTHORIZED BY DATE	

NOTICE OF INTENT TO AWARD

Notice of Intent to Award, Request for Quotation #15-2477BLS, Maintenance – Fan Coils and Air Handler Unit located at the Manatee County Jail, Medical Wing to the lowest, responsive, responsible quoter Randall Mechanical Inc. located in Tampa, Florida.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws

BACKGROUND/DISCUSSION

- This procurement is for quarterly maintenance and service “as required” for one (1) ceiling hung Air Handler Unit and seven (7) ceiling hung Fan Coil Units.
- The intent of this Request for Quotation (RFQ) is to establish a single award to the lowest, responsive, responsible quoter meeting specifications.
- The annual estimated expenditure is \$5,000.00
- The County solicited Request for Quotation #15-2477BLS from September 4, 2015 through September 22, 2015, appropriate quotation procedures were followed.
- Notice of RFQ #15-2477BLS was directly solicited to three vendors, solicited on MyManatee.org, and the Manatee County Chamber.
- Three quotations were received; Randall Mechanical, Inc. - \$4,860.00, Johnson Controls, Inc. - \$5,760.00, and Tampa Bay Trane - \$7,835.00.
- October 29, 2015, received an email from Tom Roberts, Maintenance Supervisor - Property Management, recommending we issue a purchase order to Randall Mechanical, Inc.

ATTACHMENTS (List in order of attached)	• tabulation	FUNDING SOURCE (Acct Number & Name)	<input type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST	Annual Estimate \$5,000.00	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	0010020504-546001