

MANATEE COUNTY GOVERNMENT INTENT TO AWARD

SUBJECT	HVAC Test, Adjust & Balance Services (group 1) HCAC Duct Cleaning Services (group 2)	DATE POSTED	MC <u>XCE 2/22/17</u> DS <u>N/A</u> CC <u>N/A</u>
PURCHASING REPRESENTATIVE	Bonnie Sietman, Sr. Buyer 941-749-3046 (x3046)	DATE CONTRACT SHALL BE AWARDED	
DEPARTMENT	Property Management	CONSEQUENCES IF DEFERRED	N/A
SOLICITATION	RFQ #17-0263BLS	AUTHORIZED BY DATE	

NOTICE OF INTENT TO AWARD

Notice of Intent to Award, Request for Quotation #17-0263BLS, HVAC Test, Adjust & Balance Services (group 1) and HVAC Duct Cleaning Services (group 2) to the lowest, responsive, responsible quoter(s) Ecotab, LLC located in Sarasota, Florida in the amount of \$8,500.00 (group 1) and Simpson Environmental Services Inc. located in Trilby, Florida in the amount of \$6,050.00 (group 2).

ENABLING/REGULATING AUTHORITY

Manatee County Code of Laws

BACKGROUND/DISCUSSION

- This procurement is for HVAC Test, Adjust and Balance Services (group 1) and HVAC Duct Cleaning Services (group 2) for Property Management on an "as required" basis.
- The intent of this Request for Quotation (RFQ) is to establish single awards, by group, to the lowest, responsive, responsible quoter(s) meeting specifications.
- The County solicited RFQ #17-0263BLS from January 11, 2017 through January 25, 2017, appropriate quotation procedures were followed.
- Notice of RFQ #17-0263BLS was directly solicited to fourteen (14) quoters, solicited on MyManatee.org, and the Manatee County Chamber.
- Two (2) quotations were received from Ecotab, LLC and Simpson Environmental Services, Inc. Three no quotes were received from The Phoenix Agency Inc., Tampa Bay System Sales DBA Tampa Bay Trane, and southern Independent Testing (Sita-tab). (see attachment).
- February 2, 2017 recommendation was received from Property Management to award group 1 to Ecotab and group 2 to Simpson Environmental.

ATTACHMENTS (List in order of attached) • tabulation	5010003698-596000 <input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds
COST Annual Estimate: \$14,550.00	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)

