

MEMORANDUM

DATE: April 8, 2020

TO: Honorable Mayor and City Commission

VIA: Kenneth Fields, City Manager

FROM: James Slaton, Deputy City Manager
Andrew Buckner, Support Services Manager

REGARDING: Purchase Authorization – Gill’s Heating and Cooling, Inc.

SYNOPSIS: *The City Commission will consider approving the proposal from Gill’s Heating and Cooling, Inc. for repair and/or replacement of HVAC systems at the Lake Wales Family YMCA.*

RECOMMENDATION

It is recommended that the City Commission approve the proposal from Gill’s Heating and Cooling, Inc.

BACKGROUND

The City purchased the Lake Wales Family YMCA in March 2020. A facility assessment was conducted in November 2017 while conducting due diligence preceding the acquisition. The assessment detailed several deficiencies, attributed mostly to deferred maintenance, that include repair and replacement of existing HVAC systems. With this information in-hand, Gill’s conducted a subsequent inspection in order to provide an accurate, comprehensive proposal.

Gill’s Heating and Cooling, Inc. was awarded a contract with the City subsequent to RFP 16-421 to provide HVAC repairs and replacements. The scope and price proposed are in accordance with said contract.

Section 2-417 of the City’s ordinance requires authorization from the City Commission for purchases exceeding the threshold amount in Category One (\$20,000).

OTHER OPTIONS

Request staff to solicit competitive sealed bids in lieu of utilizing the existing contract with the City.

FISCAL IMPACT

\$300,000 is appropriated in the FY 19/20 budget for capital repair projects at the YMCA, of which \$37,000 would be allocated for the HVAC repairs and replacements.

ATTACHMENTS

Gill’s Heating and Cooling, Inc. proposal