

City Council – Action Request Form

Date: October 10, 2022

To: Mayor, Mayor Pro Tempore, and Members of the City Council

From: Ben Rowe, Assistant City Manager
 Nicholas Geis, Property & Facility Maintenance Director
 Shantell McClam, Purchasing Director

Council Action Requested:
 Resolution Awarding Contract for HVAC Replacements at Winston-Salem Fairgrounds Education Building (North Ward).

Strategic Focus Area: Healthy Environment
Strategic Objective: Enhance Air Quality
Strategic Plan Action Item: No
Key Work Item: No



Summary of Information:

On behalf of the Winston-Salem Fairgrounds, the Property & Facilities Management Department has the need to replace several HVAC units in the Fairground’s Education Building. Two of the existing units in this facility are currently not functioning, leaving full cooling capacities to the remaining two units that are both over 20 years old. The project includes furnishing all labor, equipment, materials, insurance, supervision, cleanup, permits, and fees to replace the two existing non-working units along with additional duct and transitions as needed.

Notices of this project were sent to 35 contractors with two businesses attending the mandatory pre-bid conference; only one bid was offered. The following bid was received September 6, 2022:

	<u>City/State</u>	<u>Total Bid</u>
Professional Air Systems, LLC	Rural Hall, NC	\$195,640

It is recommended that a contract for HVAC replacements at the Winston-Salem Fairgrounds Education Building be awarded to Professional Air Systems LLC, the low bidder meeting specifications, in the amount of \$195,640. Funds have been previously appropriated and will be made available in account no. 818-8182-532108-640137 to cover the cost of this contract.

M/WBE comment: This project was advertised on the City website and was sent directly to 35 businesses on the City’s vendor listing for HVAC contractors. Notifications were also sent to all local M/WBE and regional HUB businesses on a bi-weekly basis. See Exhibit A for a complete list of businesses that were notified directly of the opportunity as well as the low bidder’s Workplace Demographics.

Committee	Finance 10/10/22	Action	Approval
For	Unanimous	Against	
Remarks:			