

TO: Board of Directors
Region One Education Service Center

SUBJECT: **Region One Purchasing Cooperative HVAC Equipment, Supplies, Installation and Repairs, RFP 16-AGENCY-000014, Extension 2 of 3**

DATE: December 18, 2018

ITEM 14: Action

BACKGROUND AND SIGNIFICANT ISSUES: This request for proposal (RFP) allows the Region One Education Service Center, and the Region One Purchasing Cooperative (ROPC) members, the opportunity to contract with qualified vendors for HVAC equipment, supplies, installation and repair on an as-needed basis to procure services that include, but not be limited to Equipment, Controls, Software Monitoring Systems, Air Handling Products, Supplies, Filters, Indoor Air Quality Products, Repair Parts, Refrigerants, UVC Emitters, UVC Lamps, Insulation Products, Installation, Repairs, and Filter Change Service. Item descriptions, specifications and/or technical requirements and estimated quantities and pricing, and/or price lists and/or catalogs have been provided by each vendor enclosed. ROPC members are required to conduct a cost or price analysis for the procurement of goods and/or services not listed in the items tab, and within the scope of services offered with this bid solicitation. ROPC members are responsible for the selection of goods and/or services available to meet their needs.

On February 1, 2017 the Region One Education Service Center Purchasing Department received five (5) responses to HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014. On February 22, 2017 the Region One Education Service Center Board of Directors met to review and approve the recommendations of the HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014, effective March 1, 2017 through February 28, 2018, with the option to extend up to three (3) additional one-year periods, or through February 28, 2021, if all parties are in agreement. Five (5) vendors were awarded; two (2) vendors submitted a "no bid" response and were not considered.

On January 23, 2018 Region One ESC Board of Directors met to review and approve the first of three (3) extension options for ROPC HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014, effective March 1, 2018 through February 28, 2019 with two (1) one-year extension agreements remaining. All vendors agreed to the extension option.

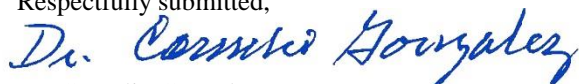
On behalf of the ROPC membership, the current awarded vendors were offered, and accepted, the opportunity to utilize the second of three (3) extension options for HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014, effective March 1, 2019 through February 29, 2020. Four of the five awarded vendors agreed to the extension option, at this time United Refrigeration has decided to not extend.

RELATED GOALS: To assist the ESC and its cooperative members in Region One and other school districts, charter schools, and governmental entities throughout the State operate more efficiently and economically (TEC §8.002).

COST AND FUNDING SOURCES: Region One Education Service Center programs and its cooperative members order products and/or services directly through the awarded vendor(s). There is no membership fee charged to the ROPC members to join the Region One Purchasing Cooperative. Of the net total invoice amounts on all services performed under this proposal, a flat fixed service fee rate of \$0.01 cents on each \$1.00 dollar (or 1%) of total sales made through this contract paid to the Region One ESC by the vendors.

EXECUTIVE DIRECTOR'S RECOMMENDATION: Recommend approval of Region One Purchasing Cooperative HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014, Extension 2 of 3, to the following vendors: *ASPEN Refrigerants, Inc.*, Long Island City, NY; *CAPP USA*, Clifton Heights, PA; *Lewis Mechanical Sales, Inc.*, Corpus Christi, TX; *Terra Cooling LLC*, Harlingen, TX.

Respectfully submitted,



Dr. Cornelio Gonzalez
Executive Director

Staff Person(s) Responsible: Connie Lopez, Deputy Director
Amanda Galvan, Finance Director
Lori Atwood Ramos, Purchasing Coordinator
Kristina Carrizales, Purchasing Cooperative Specialist

**Region One Purchasing Cooperative
HVAC Equipment, Supplies, Installation and Repairs,
RFP 16-AGENCY-000014, Extension 2 of 3**

Action Taken

_____ made a motion to approve the Region One Purchasing Cooperative HVAC Equipment, Supplies, Installation and Repair RFP 16-AGENCY-000014, Extension 2 of 3, to the following vendors: *ASPEN Refrigerants, Inc.*, Long Island City, NY; *CAPP USA*, Clifton Heights, PA; *Lewis Mechanical Sales, Inc.*, Corpus Christi, TX; *Terra Cooling LLC*, Harlingen, TX.

Seconded by: _____

Vote: _____