

### **ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approves a contract for the purchase of preventative and corrective maintenance for commercial kitchen equipment from AW Commercial Kitchen Equipment LLC for the Food Services, Facilities, and Science Lab departments.

### **BACKGROUND**

Historically, the District did not have a preventative maintenance contract for kitchen equipment, resulting in equipment breakdowns and inadequate care and maintenance of equipment and servicing of parts. AW Commercial Kitchen Equipment LLC has conducted preventative maintenance on equipment for our kitchens, culinary arts, and science labs since the beginning of the contract. Their expertise in maintaining commercial-grade equipment helps to avoid downtime, ensuring our equipment is always ready for use.

Request For Proposal Number 4529 was issued to procure preventative and corrective maintenance for commercial food equipment for the Food Services, Facilities, and Science Lab departments. One response was received and deemed responsive and responsible.

### **IMPACT OF THIS ACTION**

This preventative maintenance contract assists in identifying and addressing major and minor equipment issues. Proper maintenance of appliances prevents disruptions to students, faculty, and staff. These services will increase the equipment lifespan, improve efficiency, enhance safety, and help provide better overall operational equipment performance.

### **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$490,000 for three years, which is budgeted in the various departments' FY25 operating budgets and subsequent years' budgets, subject to Board approval.

### **MONITORING AND REPORTING TIMELINE**

The contract term is April 1, 2023 through March 31, 2026.

### **RESOURCE PERSONNEL**

Melissa Irby, Chief Financial Officer  
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