

# Consent Agenda

<b>Agenda Item #</b>	1B
<b>Meeting Date</b>	March 18, 2013
<b>Prepared By</b>	Daryl Braithwaite Public Works Director
<b>Approved By</b>	Suzanne Ludlow Acting City Manager

<b>Discussion Item</b>	Single Reading Ordinance Awarding a Contract for Replacement of Air Handling Unit 11 (Police Level)						
<b>Background</b>	<p>The replacement of Air Handling Unit 11 is included in the FY13 budget as an Equipment Replacement Reserve funded item. The unit was originally installed when the municipal building was constructed.</p> <p>The Public Works Department requested proposals for the replacement and received three responses as follows:</p> <table> <tr> <td>Summer Winter Automation</td><td>\$10,286</td></tr> <tr> <td>Guardian Plumbing Services</td><td>\$14,000</td></tr> <tr> <td>Imperial BMS Services</td><td>\$14,654</td></tr> </table> <p>The response received from Summer Winter Automation was the lowest bid and is considered to be responsive and responsible.</p> <p>Funds are available in the Equipment Replacement Reserve for this item.</p>	Summer Winter Automation	\$10,286	Guardian Plumbing Services	\$14,000	Imperial BMS Services	\$14,654
Summer Winter Automation	\$10,286						
Guardian Plumbing Services	\$14,000						
Imperial BMS Services	\$14,654						
<b>Policy</b>	<p>The City maintains its equipment to ensure the safety of employees and provide a high quality of customer service.</p> <p><b><u>City Code Section 7.04.060</u></b></p> <p>“The City Council shall, by ordinance duly enacted, approve all expenditures of \$5,000.00 or more for professional services and all expenditures of \$10,000.00 or more for any other single purchase of goods or services other than professional services, provided, however, that ordinances approving such expenditures may be enacted upon a single reading...if such expenditure is specifically authorized in the budget...”</p>						
<b>Fiscal Impact</b>	\$10,286						
<b>Attachments</b>	Single Reading Ordinance awarding a contract to Summer Winter Automation						
<b>Recommendation</b>	Approve the Ordinance.						
<b>Special Consideration</b>							

Introduced by:

Single Reading:

**CITY OF TAKOMA PARK  
ORDINANCE NO. 2013-**

**AWARDING A CONTRACT FOR REPLACEMENT OF AIR HANDLING UNIT 11 IN THE  
POLICE LEVEL OF THE COMMUNITY CENTER**

WHEREAS, the FY 2013 Capital Budget included funding for replacement of Air Handling Unit 11, located on the Police Level of the Community Center; and

WHEREAS, the Public Works Department requested bids for the project and received three responses; and

WHEREAS, the bid received from Summer Winter Automation was the lowest bid and is considered responsive and responsible.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

Section 1. The Acting City Manager is authorized to enter into a contract in the amount of \$10,286 with Summer Winter Automation for the replacement of Air Handling Unit 11 in the Community Center.

Section 2. This Ordinance shall become effective upon adoption.

Adopted this \_\_\_\_ day of March, 2013 by roll-call vote as follows:

AYE:

NAY:

ABSTAIN:

ABSENT: