



Agenda Briefing

Date of Meeting: 3/1/2022

Responsible Department: Public Works

Presenter: Kevin Padgett

Briefing Prepared By: Kathy Hill

Strategic Focus Area: City Services

General Information / Subject:

Honeywell Contract Renewal/Extension:

Review and consider Honeywell maintenance agreements 40266080 (PWAC, SVFD, Community House) and 40225620 (City Hall) in the amounts of \$22,156.42 and \$41,048.67 respectively. This would be the first one year extension of 2 possible, after the initial 3 year term agreement that ends March 31, 2022.

Executive Summary / Background:

Honeywell was contracted for HVAC services in 2019. Service agreement began April 1, 2019 and goes through March 31, 2022. Over the 3 year agreement, the cost rose 3% each year. FY22 budget anticipated 3% increase for the remainder of the fiscal year.

Renewal contract for City Hall will increase approximately 8.63% and approximately 7.64% for PWAC, SVFD and Community House.

Given the short timeline to renew, it is ideal to extend this agreement one more year and a decision will need to be made for this to go out for bid in early 2023.

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

Funding / Fiscal Information:

Account Number: Shared over multiple accounts

Amount Budgeted: 59,244.20

Amount Requested / Required:

Funding Source (if not budgeted):

The FY22 budget already anticipated a 3% increase.

Supporting Materials Attached: Yes No

Prior Action / Review by Council, Boards, Commissions:

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Staff Recommendation:

Recommendation to extend an additional 1-year term. (April 1, 2022 - March 31, 2023)

**APPROVED BY:
(as appropriate)**

Kathy Hill

Preparer or Department Director

2/17/2022

Date

Building Official

Date

Robin Leno

City Secretary For agenda processing

02 / 25 / 2022

Date

City Engineer/Asst. Dir. PW

Date

Community and Visitor Relations Director

Date

Court Director

Date

Sean Lambert

Deputy City Manager

02 / 25 / 2022

Date

EDC Director

Date

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Emergency Services Director

Michael [Signature]

Date

02 / 25 / 2022

Finance Director

Date

HR Director

Date

IT Director

Date

Police Chief

[Signature]

Date

02 / 25 / 2022

Public Works Director

Date

[Signature]

02 / 25 / 2022

City Manager

Date

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