

**BOARD OF EDUCATION OF HARFORD COUNTY**  
**INFORMATIONAL REPORT**  
**DECISION ON**  
**CONTRACT AWARD FOR ON-CALL HVAC SERVICES**  
**JANUARY 12, 2015**

Background Information:

On behalf of the Facilities Department, the Purchasing Department is requesting approval of a contract expansion for three (3) previously selected contractors to provide on-call HVAC services – G.E. Tignall and Company, Inc., 14 McCann Avenue, Cockeysville, Maryland 21030; M & E Sales, Inc., 7501 Connelley Drive, Suite I, Hanover, Maryland 21076 and Supreme Mechanical Services, Inc., P.O. Box 157, Jarrettsville, Maryland 21084. This contract is based on an as needed basis, therefore deeming it on-call. This contract was originally bid in August of 2013 via Bid #14-JHC-001. These contracts are to address a broad spectrum of HVAC services including installation, repair, updates and preventive maintenance as well as emergency requirements.

Discussion:

The Purchasing Department would like to expand contracts to the three (3) previously awarded bidders – G.E. Tignall and Company, Inc., M & E Sales, Inc., and Supreme Mechanical Services, Inc. Pricing is based on hourly rates. Due to a large recent project the annual cost for this contract will exceed \$100,000. The estimated yearly spend is now \$150,000. The term of the agreement is for one year with the option to renew for five additional one-year periods.

The funding source for this contract is the FY15 Facilities Operating account.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education approve the \$75,000 contract expansion for the estimated total annual amount of \$150,000 with G.E. Tignall and Company, Inc., M & E Sales, Inc., and Supreme Mechanical Services, Inc.