

BOARD OF EDUCATION OF HARFORD COUNTY

INFORMATIONAL REPORT

**DECISION ON CONTRACT AWARD FOR SCHEDULED CHILLER MAINTENANCE
AND ON-CALL SERVICES**

DECEMBER 9, 2019

Background Information:

On behalf of the Facilities Department, the Purchasing Department is requesting approval to award a contract for Scheduled Chiller Maintenance to R.F. Warder, Inc., 10556 Philadelphia Road, Baltimore, MD 21162. In addition, approval to award multiple contracts for On-Call Chiller Services to R.F. Warder, Inc. and E.J. Herring & Son, Inc., 621 Central Avenue East, Building 2, Edgewater, MD 21037.

The Scheduled Chiller Maintenance portion for the first year is \$83,463. The total annual expenditure is expected to be in excess of \$100,000 for the On-Call Chiller Services contracts. The contract will be utilized on an as-needed basis. For any single purchase exceeding \$100,000, board approval will be requested.

Discussion:

The Scheduled Chiller Maintenance contract includes six (6) operational inspections, instrument and sensor calibrations, motor and start voltage checks and adjustments, fluid changes, leak testing, oil, refrigerant and glycol analysis, condenser tube cleaning, condenser coil cleaning and unit shutdown and start-up as necessary for chillers, condensers and other air conditioning equipment, which is based on an established rate of \$83,463. The on-call contracts are to address a broad spectrum of chiller services including, installation, repair, and updates, as well as emergency requirements, which are based on hourly labor rates.

Superintendent's Recommendation:

The Superintendent of Schools recommends that the Board of Education approve the award of a contract to R.F. Warder, Inc. for the Scheduled Chiller Maintenance portion, as well as R.F. Warder, Inc., and E.J. Herring & Son, Inc. for the On-Call portion.

This contract is effective on or about November 1, 2019 through October 31, 2020, with one-year renewals available for up to five (5) additional years.