



AUTHORIZATION TO AMEND GENERAL SERVICES AGREEMENT F002071 HVAC MAINTENANCE AND REPAIR SERVICES

City Council Meeting
November 17, 2020

Alan Alton
Interim Chief Financial Officer
Finance Department

BACKGROUND

- On February 11, 2020 City Council approved GSA F002071 with Matrix HG, Inc., Novato, California for HVAC maintenance and repair services for a two-year term with three one-year options to extend in an amount not to exceed \$112,842.84 and a repair service contingency in the amount not to exceed \$25,000.
- On April 9, 2020, the City Manager approved additional contingency to the GSA in an amount not to exceed \$75,000.

ANALYSIS

- Transportation and Public Works Department submitted a request to add \$150,000 in contingency funding to address failing HVAC units with minor repairs. With approval of additional contingency funds, the cumulative amount of contingency funding on GSA F002071 will be \$250,000.

RECOMMENDATION

It is recommended by the Transportation and Public Works and Finance Departments, that the Council, by resolution, authorize the City Manager or his designee to negotiate and amend General Services Agreement Number F002071 with Matrix HG, Inc., Novato, California for HVAC Maintenance and Repair Services in an amount not-to-exceed \$150,000, bringing the not-to-exceed amount under the Agreement to \$362,842.84 if the additional funding is utilized.

QUESTIONS?