

Council Communication

Request for Approval for HVAC Repairs, Maintenance & Service

Meeting Date:	March 20, 2012	Primary Staff Contact:	Mike Faught
Department:	PW/Facilities Maintenance	E-Mail:	Mike.faught@ashland.or.us
Secondary Dept.:	Purchasing	Secondary Contact:	Dale Peters
Approval:	Dave Kanner	Estimated Time:	Consent

Question:

Will the City Council, acting as the local contract review board, approve the request for approval of a “Class Special Procurement” to seek an exemption from the competitive bid process to directly award public contracts to contractors to perform repairs, maintenance and service as needed and required to HVAC (Heating, Air & Ventilation) Systems in City owned buildings until June 30, 2016?

Staff Recommendation:

Staff recommends the “Class Special Procurement” be approved.

Background:

A Special Procurement is used for the purpose of seeking an exemption from the competitive bid process, custom designing a contracting approach, or the direct selection or award of a public contract or for a series of contracts. The attached and completed Special Procurement, Approval Request Form, is attached for your review and consideration.

Related City Policies:

Section 2.50.090 Exemptions from Formal Competitive Selection Procedures

All Public Contracts shall be based upon Competitive Sealed Bidding (Invitation to Bid) or Competitive Sealed Proposals (Request for Proposal) pursuant to ORS 279A – 279C and the Model Rules except for the following:

- G. Special Procurements – a public contract for a class special procurement, a contract specific procurement or both, based upon a contracting procedure that differs from procedures described in ORS 279B.055, 279B.060, 279B.065, 279B.070. The contracting approach may be custom designed to meet the procurement needs.
 - 1. Special procurements shall be awarded in accordance with ORS 279B.085 and all other applicable provisions of law.

Council Options:

The Council, acting as the Local Contract Review Board, can approve (or decline) the “Class Special Procurement”.

Potential Motions:

The Council, acting as the Local Contract Review Board, moves to approve (or decline) the “Class Special Procurement”.

Attachments:

Request for Approval Form

