



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 1/10/2017

File #: 17-014, Version: 1

SUBJECT: CONSENT AGENDA

Consideration of A Resolution Authorizing Renewal Of Services Contracts For 2017 To Various Contractors for Services/Supplies; And Setting Forth Details In Relation Thereto.

DEPARTMENT: Public Works

PRESENTER/PREPARER: Gary Behlen, Public Works Director
Jody Lambert, Operations and Maintenance Manager
Scott Bennett, Public Works Facilities Maintenance Division Manager

FISCAL INFORMATION:

Cost as Recommended: See Table
Balance Available: See Table
Fund: General (100), Water (500), Wastewater (510), Storm Drainage (520)
Budget Line Item Number: See Table
New Appropriation Required: No

STAFF RECOMMENDATION: Approve Resolution awarding said renewals, authorizing appropriate Town Staff to execute said renewals, authorizing Staff to expend contracted funds.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The 2017 Operating Budget includes funds for annual maintenance service and supplies contracts. These contracts are competitively bid and awarded. Each of the contracts allows for a renewal option for up to two consecutive years following the initial award (a total of three years). This renewal is executed when both the Town and Contractor/Vendor agree and if the price for the service is not increased by more than 2% of the previous year and work was performed satisfactorily. The following is a list of services/supply contracts the Town would like to execute a renewal option for:

- **Crack Sealant Services** - this is an annual street maintenance service that applies crack sealant to various streets. Applying crack sealant helps seals cracks to prevent moisture from entering the cracks and therefore prolongs the life of the surface.
- **First Aid Supplies** - purchase of supplies to restock all first aid cabinets in Town-owned facilities as needed.
- **Auto Body Repairs** - body repair services for fleet units as needed.
- **HVAC Maintenance** - preventative maintenance for all HVAC units in Town-owned facilities. Call out services as needed.
- **Fuel** - purchase of diesel and unleaded fuel for Town's fueling system and generators.

- **Elevator Maintenance** - preventative maintenance and call out services as needed for elevators at Town Hall and ECC and list at Town Hall.
- **Storm Camera Inspection Services** - video inspections, cleaning, and debris removal of areas of the storm sewer systems main lines.
- **Towing Services** - towing services for fleet units as needed.
- **Asphalt Repair Services** - scheduled and emergency asphalt repairs as needed.
- **Windshield Replacement** - windshield replacement services for fleet units as needed.
- **HVAC Filters** - purchase of filters for all HVAC units in Town-owned facilities. This is not part of the HVAC Maintenance contract as Staff installs the filters.
- **Sanitary Sewer Camera Inspection Services** - video inspections, cleaning, and debris removal of areas of the sanitary sewer systems main lines.
- **Traffic Signal & School Zone Indicator Maintenance** - quarterly maintenance of all traffic signals and school zone indicators in the Town. On call troubleshooting and repair services as needed.

The table below shows the date of the original agreement, company, service/supply type, estimated not-to-exceed amount and corresponding account numbers. The general fund account numbers include Town Hall, Service Center, Erie Community Center, and Erie Police Station for facility related items, Water Treatment Facility for water items, and Wastewater Treatment Facilities for wastewater items.

Agreement Date	Company	Service	Not-To-Exceed Amount	Account
2/24/15	A-1 Chipseal Company	Crack Sealant	\$352,000	100-70-710-523000
2/23/16	A-Z Safety Supply, Inc.	First Aid Supplies	\$2,200; \$600; \$400	100-70-440-530180; 500-70-740-530180; 510-70-750-530160
1/26/16	County Line Auto Body, Inc.	Auto Body Repairs	As needed	Various
2/23/16	Haynes Mechanical Systems, Inc.	HVAC Maintenance (cost listed) & Repair (cost as needed)	\$15,100; \$3,200; \$2,900	100-70-440-520000; 500-70-740-520000; 510-70-750-520000
1/26/16	Hill Petroleum	Fuel	\$150,900	100-70-450-534040
2/23/16	Hudson Elevator, LLC DBA Peak Elevator Performance	Elevator Maintenance & Repair	\$5,600	100-70-440-520000
11/5/15	InfraTrack, Inc.	Storm Camera Inspections	\$68,600	520-70-760-524000
1/26/16	Marv's Quality Towing, Inc.	Towing Service	As needed	Various
2/9/16	Metro Pavers, Inc	Asphalt Repair	\$125,000	100-70-710-523000
1/26/16	Quick-Set Auto Glass	Windshield Replacement	As needed	Various

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2/18/16	Super-Tech Filter	HVAC Filters	\$3,500; \$900; \$1,200	100-70-440-534020; 500-70-740-530000; 510-70-750-530000
6/14/16	VSR Corporation	Sanitary Sewer Camera Inspections	\$66,400	510-70-730-524000
2/17/16	W.L. Contractors, Inc.	Traffic Signal & School Zone Indicator Maintenance (cost listed) & Repair (cost not listed)	\$5,800	100-70-710-520000

Staff recommends executing these renewal options to the above-mentioned companies.

ATTACHMENTS:

- a. Resolution