



BOARD OF RETIREMENT

Staff Report

File #: 19-467.1

Agenda Date: 9/5/2019

Agenda #: 19.

FROM: Joe Michael, Chief Information Officer

SUBJECT: Heating, Ventilation and Air Conditioning Rooftop Unit Replacement - Year 1

RECOMMENDATION:

Approve a proposed contract with ACCO Engineered Systems to provide heating and air conditioning installation services in the sum of \$134,571, plus a project contingency of \$15,429 for total project costs not to exceed \$150,000.

BACKGROUND:

As of January 1, 2020 R22 refrigerant will become illegal in the United States and will no longer be manufactured or imported. SBCERA has 17 HVAC units currently using R22. All units have reached the end of life of 15-20 years, and the building has experienced some days during the hot summer months in which the HVAC units have failed and need repairs. Continuing to purchase replacement parts for these aged units is not cost-effective. Accordingly, staff recommends replacing the units instead of retrofitting the units to use a different refrigerant. In this first year of a three year replacement cycle, staff recommends replacing six of the oldest/most frequently broken units. This includes three units on the third floor, one unit on the second floor, and one unit and a split on the first floor.

ACCO is the current HVAC vendor under contract by the property management to conduct all installation and maintenance on the systems. In order to maintain ACCO's obligation to service, warranty, and maintain the units, the units must be purchased through and installed by ACCO. Staff has reviewed the proposal provided by ACCO and it is in line with the general market. Accordingly, we believe that a sole-sourced contract to ACCO is in SBCERA's best interests to maintain ACCO's obligations under its service and maintenance contracts. ACCO also recently finished a large reducting and air-rebalancing project for us that has been successful and they understand our property.

Attached as Exhibit A is the proposal from ACCO. If approved by the Board, staff anticipates commencing the work during long holiday weekends when HVAC services in the building are not needed. Staff has included a project contingency of \$15,429 in the event that general contracting, clean-up, relocation, or other unanticipated field conditions are discovered and need to be timely addressed. Any of those services, if needed, would be contracted under the Chief Executive Officer's purchasing authority.

BUDGET IMPACT:

Costs for this item are included in the current year administrative budget.

STRATEGIC PLANNING GOAL/OBJECTIVE:

Quality Employer and Workplace

COMMITTEE REVIEW:

This item was reviewed by the Administrative Committee at its August 15, 2019 meeting and recommends Board approval, with a 4-0 vote.

STAFF CONTACT:

Joe Michael

ATTACHMENTS:

Exhibit A: 1st Year Unit Replacement Proposal