



To: Dustin Anderson – Town Manager
From: Stephen Gunty, Director of Public Works
Subject: Mechanical Concepts Maintenance Agreements Renewal
Meeting Date: February 1, 2021

The Mechanical Concepts Planned Maintenance Agreements (PMAs) expired on December 31, 2020. These were formerly 3-year term contracts. Mechanical Concepts has been the Town's HVAC contractor since 2004. They are holding their pricing for a new proposed 3-year PMA contract term (from 2021 through 2023) which includes the three contracts for the Municipal Complex (i.e. Town Hall, Police Dept., FS#1 and FS#2), Public Works Garage and Parks Pool (note: Social Center, Centennial Maintenance Garage/FS #3 and Parks Maintenance Garage are not covered under a PMA). The proposed annual cost for these new PMAs remains the same as in the year 2020 and is as follows:

- Municipal Complex \$8,100
- Public Works Garage/Office \$5,080
- Parks Pool \$2,600

Recommendation: By motion and voice vote, approve the three- year Planned Maintenance Agreements for the Municipal Complex in the amount of \$8,100 annually, the Public Works Garage/Office in the amount of \$5,080 annually and the Parks Pool in the amount of \$2,600 annually.