


Memorandum

To: Duluth School Board
Cathy Erickson, CFO/Executive Director of Business Services

From: Dave Spooner 
Manager of Facilities

Date: February 27, 2019

Re: Quote #4310 for District-Wide Chiller Inspection and Maintenance Services

Quote #4310 was solicited according to statute and School Board Policy for services to be performed from May 1, 2019 through June 30, 2020 (current contract is expiring prior to start date; therefore, this will bring contract dates in line with the District's fiscal year), with the option to renew for two (2) additional one-year periods if acceptable to both parties.

Quote #4312 - District-Wide Chiller Inspection and Maintenance Services

Quotes were solicited from nine contractors for District-Wide Inspection and Maintenance Services. It is recommended the Duluth School Board approve entering into a contract with Johnson Controls, Inc. based on their low quote with an estimated value of \$38,896.00, with the option to renew for two (2) additional one-year periods if acceptable to both parties.

Recommendation: It is recommended that the Duluth School Board approve entering into a contract with Johnson Controls, Inc. for a total estimated value of \$38,896.00 for the period of May 1, 2019 through June 30, 2020. It is also recommended to approve the option to renew and sign this contract for two (2) additional one-year periods if the amount is determined to be acceptable by both the CFO and Facilities Manager. Contract extension signatures will be based on signing authority. Quote tabulation is attached for your reference.