

# Mayor and Council Communication

**DATE:** 11/12/24

**M&C FILE NUMBER:** M&C 24-0968

**LOG NAME:** 13P AMEND CSCO 60522 HVAC SERVICES AVIATION KQ

**SUBJECT**

(ALL) Authorize Execution of an Amendment to City Secretary Contract 60522 with Texas AirSystems, LLC Using The Interlocal Purchasing System Contract Number 220106 for Comprehensive Heating, Ventilation, and Air Conditioning Services to Increase the Annual Amount by \$959,800.00 for a New Annual Amount Up to \$1,089,800.00 for the Water, Aviation, and Property Management Departments

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**RECOMMENDATION:**

It is recommended that the City Council authorize execution of an amendment to City Secretary Contract 60522 with Texas AirSystems, LLC using The Interlocal Purchasing System Contract Number 220106 for comprehensive heating, ventilation, and air conditioning services to increase the annual amount by \$959,800.00 for a new annual amount up to \$1,089,800.00 for the Water, Aviation, and Property Management Departments

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**DISCUSSION:**

On October 31, 2023, City Council approved Mayor and Council Communication (M&C) 23-0919 for an agreement with Texas AirSystems, LLC using The Interlocal Purchasing System (TIPS) Contract Number 220106 for comprehensive heating, ventilation, and air conditioning (HVAC) services and parts on an as-needed basis in an annual amount up to \$130,000.00 for the Property Management Department, and on November 22, 2023, the City executed an Agreement with the vendor which was assigned City Secretary Contract Number 60522 (Agreement).

On October 9, 2024, the Water and Aviation Departments approached the Purchasing Division to join the agreement so that they can purchase needed items for their facilities. Additionally, the Property Management Department has requested an increase in spending capacity to ensure sufficient funds are available for needed parts, services, and repairs at City facilities. The purpose of this M&C is to authorize an amendment to the Agreement to increase allowable spending by \$959,800.00 for a new annual agreement up to \$1,089,800.00.

**ADMINISTRATIVE CHANGE ORDER** - An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

**AGREEMENT TERMS** - The current term of this agreement will expire on March 31, 2025, and includes one (1) remaining one-year renewal.

**RENEWAL TERMS:** The contract may be renewed for one (1) more successive one-year term. This action does not require specific City Council approval provided that City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

**DVIN-BE:** A business equity goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

Funding is budgeted in the Other Contractual Services account within the Water & Sewer and Municipal Airport Funds and in the General Operating & Maintenance category in the General Fund for the Property Management Department.

This Cooperative agreement serves ALL COUNCIL DISTRICTS.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated in the General Fund, Water & Sewer Fund and the Municipal Airport Fund. Prior to an expenditure being incurred, the Property Management, Water and Aviation Departments has the responsibility to validate the availability of funds

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