



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Board of Public Works	<b>Date:</b> 12/8/2022
<b>Common Council Item Number:</b> ID #22-5374	<b>Date:</b> 12/20/2022
<b>Submitted By:</b> Alex Damien, Interim Director of Public Works	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator
<b>Finance Department Review:</b> Joseph P. Ciurro, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> Review and act on the contractor for the 2023-2025 HVAC Preventative Maintenance for Multiple City Owned Buildings.	

**Details:**  
 The Department of Public Works solicited quotes for 3-year annual HVAC Systems Preventive Maintenance contract at multiple City-owned buildings. The consistency of service technicians for familiarity is a benefit to the City, as well as the technician.

The City received responses from 3 HVAC contractors. The department recommends approving Hennes Services, Inc., as a qualified contractor to do the work as they have the required qualified professionals and have provided acceptable annual PM rates, as well as acceptable hourly rates.

Hennes Services, Inc., has provided services to the City for many years and are very familiar with the building systems.

**Options & Alternatives:**  
 The City has to have Preventative Maintenance Contracts in place with an hourly rate to be able to call a familiar technician at any time to maintain the systems. Hennes Services should be chosen as they have the lowest cost.

**Financial Remarks:**  
 Each specific maintenance and repair cost associated with a specific building will be the responsibility of the department responsible for the building.

**Executive Recommendation:**  
 Approve the Contracts for City Hall, Police Department, City Garage, Transit Metro, Transit DTC and the Public Library with Hennes Services Inc. for 2023, 2024, 2025.