



COMMISSION MEMORANDUM

TO: Honorable Mayor and Members of the City Commission

FROM: Eric Carpenter, City Manager

DATE: February 3, 2025

TITLE: REQUEST FOR APPROVAL TO AWARD A CONTRACT PURSUANT TO INVITATION TO BID (ITB) 2025-068-DF FOR HVAC CONTROLS, MAINTENANCE, AND REPAIR (FACILITIES AND FLEET MANAGEMENT)

RECOMMENDATION

It is recommended that the Mayor and City Commission approve the award of a contract to Master Mechanical Services, Inc. the lowest responsive and responsible bidder, as the primary vendor, Southern Comfort Solutions, Inc. as the second-lowest responsive and responsible bidder, as the secondary vendor, and Pilar Services, Inc as the third-lowest responsive and responsible bidder, as the tertiary vendor, pursuant to Invitation to Bid (ITB) No. 2025-068-DF for HVAC controls, maintenance, and repairs.

This solicitation is currently under the cone of silence.

BACKGROUND/HISTORY

The City of Miami Beach Facilities and Fleet Department requires Heating, Ventilating and Air Conditioning (HVAC) preventative maintenance, controls, and repair services to assure that the City's HVAC equipment remains efficient and fully functional. The HVAC equipment is located at multiple sites within the City of Miami Beach and requires the professional capability to perform services on various HVAC brands and equipment types.

On January 16, 2019, the Mayor and City Commission approved the award of Contract ITB 2018-040-JC for HVAC controls, maintenance and repair. The contract had an original term of three (3) years with the City option to renew for two (2) additional one (1) year periods, currently scheduled to expire February 2025. The City's estimated annual budget for this Contract is approximately \$575,000.00, however there is no guarantee that the City will utilize all the funds appropriated.

To secure a replacement contract, the City issued ITB 2025-068-DF for HVAC controls, maintenance, and repairs. The purpose of this bid is to establish a contract, by means of sealed bids, with a qualified firm(s) to provide a Heating, Ventilating and Air Conditioning (HVAC) preventative maintenance program, service agreement, controls, equipment and related services. Related services may include repair/replacement of chillers, piping, cooling towers and supporting structures, air handlers, controls, ductwork, unit ventilators, mounting structures, slabs, enclosures and incidental electrical work. The City's Living Wage requirements, pursuant to Section 2-408 of the City Code, for employees of the successful contractor are a requirement of this ITB and the resulting agreement.

ANALYSIS

On October 22, 2024, the ITB was issued. A pre-bid conference was held on November 1, 2024 to provide information to proposers submitting a response. Bid notices were issued to approximately 12,000 companies utilizing the City's e-procurement system, with 76 prospective

bidders accessing the solicitation. Three (3) addenda were issued. Responses were due and received on December 18, 2024. The City received a total of eight (8) proposals from the following firms:

- Blizzard Air Conditioning LLC
- Certified Hvac, Inc.
- Green Alliance Inc.
- Jcr Mechanical Contractor, Inc.
- Master Mechanical Services, Inc.
- Pilar Services, Inc.
- Mrse LLC d/b/a Roth Southeast
- Southern Comfort Solutions, Inc.

The ITB stated that the responsive, responsible bidder(s) meeting all ITB terms, conditions, and specifications would be recommended for award. In its due diligence, the Procurement and Facilities and Fleet Management departments verified that Master Mechanical Services, Inc. the lowest responsive and responsible bidder, recommended as the primary vendor, Southern Comfort Solutions, Inc. the second-lowest responsive and responsible bidder, recommended as the secondary vendor, and Pilar Services, Inc. as the third-lowest responsive and responsible bidder, recommended as the tertiary vendor met the requirements of the ITB.

Below are brief descriptions of the responsive and responsible bidders.

Master Mechanical Services, Inc.

Since 1980, Master Mechanical Services, Inc (“Master Mechanical”) has offered HVAC solutions all over South Florida. Master Mechanical has been offering quality solutions including routine maintenance and installation of new systems by its experienced, certified and licensed professionals. They are the preferred service provider for hundreds of residential and commercial clients throughout the Miami, Ft. Lauderdale, Palm Beach, Florida Keys, Monroe and adjacent areas. Master Mechanical, an incumbent vendor, is the current City HVAC controls, maintenance, and repairs contractor and has provided positive feedback from the Facilities and Fleet Management Department.

Southern Comfort Solutions, Inc.

For 25 years, Southern Comfort Solutions, Inc (“Southern Comfort Solutions”) has been a trusted name in residential HVAC services, proudly serving Miami-Dade, Broward, and Monroe counties in South Florida. In addition, they have provided services to City of Aventura, Village of Key Biscayne, and the City of Miami. References have provided positive feedback. Southern Comfort Solution’s skilled professionals prioritize its clients’ comfort and budget, delivering fast, affordable, and reliable solutions. Licensed and insured, it believes in transparency and honesty, offering competitive pricing and a 100% satisfaction guarantee.

Pilar Services, Inc

Since 1991, Pilar Services, Inc (“PSI”) has been highly regarded as being experienced professionals for commercial and residential air conditioning, refrigeration, and heating equipment. PSI is a full-service mechanical contractor that specializes in installation, new construction, sales, service, and maintenance contracts for all sizes and types of air conditioning and refrigeration equipment. PSI is actively involved in the Association Builders and Contractors, Inc., Building Owners and Managers Associations International (BOMA), Florida Air Conditioning Contractors Association, The Latin Chamber of Commerce, The Latin Builders Association, Inc., and many other civic and business groups. PSI provides services throughout South Florida to public and private firms, including Belen Jesuit Preparatory School. The references provided positive feedback.

SUPPORTING SURVEY DATA

According to a 2024 Community Satisfaction Survey conducted by ETC Institute, local businesses have increased their perceptions of the overall quality of the City’s services from 51% to 60%.

The award of this contract guarantees a comfortable environment for visitors to City facilities, mitigating the effects of regional heat and providing clean air.

FISCAL IMPACT STATEMENT

Staff performed a cost analysis to determine whether the fiscal impact was in the City's best interest. When comparing the current contract, first established in February 2019, and the bid prices submitted under ITB 2025-068-DF reveals an average cost reduction of 12%. Notably, the Consumer Price Index for All Urban Consumers (CPI-U) in the Miami-Fort Lauderdale-West Palm Beach area increased by approximately 26.4% between October 2019 and October 2024, which corresponds to the current contract period. Considering this CPI-U increase, the City is achieving an effective average cost savings of 38.4%. The costs of the related services are subject to funds availability approved through the City's budgeting process.

Does this Ordinance require a Business Impact Estimate? (FOR ORDINANCES ONLY)

If applicable, the Business Impact Estimate (BIE) was published on: Click or tap here to enter text.

See BIE at: <https://www.miamibeachfl.gov/city-hall/city-clerk/meeting-notice/>

FINANCIAL INFORMATION

520-1720-000325-34-413-592-00-00-00-	\$245,000.00
520-1720-000342-34-413-592-00-00-00-	\$300,000.00
168-9964-000325-34-402-592-00-00-00-	\$30,000.00
	\$575,000.00

CONCLUSION

Based on the foregoing, It is recommended that the Mayor and City Commission of the City of Miami Beach, Florida, approve the award of a contract to Master Mechanical Services, Inc., the lowest responsive and responsible bidder, as the primary vendor, Southern Comfort Solutions, Inc. as the second-lowest responsive and responsible bidder, as the secondary vendor, and Pilar Services, Inc as the third-lowest responsive and responsible bidder, as the tertiary vendor, pursuant to Invitation to Bid (ITB) No. 2025-068-DF for HVAC controls, maintenance, and repairs.

LOBBYIST DISCLOSURE

In accordance with Resolution No. 2023-32857, adopted by the City Commission on December 13, 2023, the following information has been provided by the Administration:

1. Was the Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481, includes a principal engaged in lobbying? **No.**

2. If so, specify name of lobbyist(s) and principal(s): Not applicable.

Applicable Area Citywide

Is this a "Residents Right to Know" item, pursuant to City Code Section 2-14?

No

Does this item utilize G.O. Bond Funds?

No

Legislative Tracking

Facilities and Fleet Management /Procurement

Applicable Area

Citywide

**Is this a “Residents Right to Know” item,
pursuant to City Code Section 2-17?**

No

**Is this item related to a G.O. Bond
Project?**

No

**Was this Agenda Item initially requested by a lobbyist which, as defined in Code Sec. 2-481,
includes a principal engaged in lobbying?** No

If so, specify the name of lobbyist(s) and principal(s):

Department

Procurement

Sponsor(s)**Co-sponsor(s)****Condensed Title**

Award ITB 2025-068-DF, HVAC Controls, Maintenance, and Repair (FF/PR)

Previous Action (For City Clerk Use Only)