



To: Steve Rapson
 Through: Ted L. Burgess 
 From: Natasha M. Duggan 
 Date: October 19, 2021
 Subject: **Contract #1997-A: Fire Station 1 HVAC Replacement**

The Purchasing Department issued Request for Quotes #1997-A to secure a contractor to replace two HVAC units at Fire Station 1. Notice of the opportunity was emailed to 50 companies. Another 621 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91017 (Energy Computerized Control System, HVAC, Lighting, Utilities, etc., Installation, Maintenance and Repair Services). The offer was also advertised through Georgia Local Government Access Marketplace and the Fayette County website.

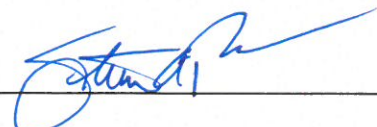
Two (2) Companies submitted quotes:

Maxair Mechanical	\$19,546.00
Comfort By Design, Inc.	\$12,765.14

Fire & EMS recommends awarding to Comfort By Design. A Contractor Performance Evaluation is unavailable since this is the first contract with Comfort By Design. The Purchasing Department checked references and received a favorable response.

Specifics of the proposed contract are as follows:

Contract Name	#1997-A: Fire Station 1 HVAC Replacement	
Contractor	Comfort By Design, Inc., dba AComfort	
Contract Amount	\$12,765.14	
Budget:		
Fund	270	Fire Fund
Org Code	27030550	Fire Services
Object	542160	Other Motorized Equipment
Project	na	
Available	\$12,766.00	As of 10/19/2021

Approved by:  _____ Date: 10/21/2021

**Request for Quote #1997-A: Fire Station 1 HVAC Replacement
Tally Sheet**

	Maxair Mechanical	Comfort By Design, Inc.
Bunkroom Unit	\$ 10,196.00	\$ 6,331.95
Dayroom Unit	\$ 9,350.00	\$ 6,433.19
Total Quote	\$ 19,546.00	\$ 12,765.14

REFERENCE REQUEST
Spoke to: Scott Purdy, Manheim Auto Auction
Date: 10/1/2021

The Fayette County Purchasing Department is currently reviewing our Request for Quotes #1997-A Fire Station 1 HVAC Replacement. You have been listed as a reference for Comfort By Design.

If you would, please answer the following questions as they pertain to the firm listed above:



1. Brief Project Description:

2. Was the Firm *Prime* x or *Sub* _____ on the above project?

3. Please rate the following questions 1 - 5 (5 being the best) as it pertains to the firm listed above:

- Quality of work 5
- Adherence to specifications or scope of work 5
- Problem solving 5
- Working relationship 5
- Service call response time 5
- Deliverables performed on schedule 5
- Completed work within the specified budget 5

Other comments:

To: Steve Rapson
 Through: Ted L. Burgess 
 From: Natasha M. Duggan 
 Date: October 19, 2021
 Subject: **Contract #1997-A: Fire Station 1 HVAC Replacement**

The Purchasing Department issued Request for Quotes #1997-A to secure a contractor to replace two HVAC units at Fire Station 1. Notice of the opportunity was emailed to 50 companies. Another 621 were contacted through the web-based Georgia Procurement Registry, who had registered under commodity code #91017 (Energy Computerized Control System, HVAC, Lighting, Utilities, etc., Installation, Maintenance and Repair Services). The offer was also advertised through Georgia Local Government Access Marketplace and the Fayette County website.

Two (2) Companies submitted quotes:

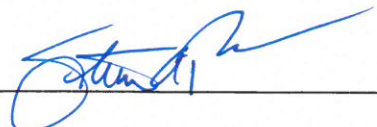
Maxair Mechanical	\$19,546.00
Comfort By Design, Inc.	\$12,765.14

Fire & EMS recommends awarding to Comfort By Design. A Contractor Performance Evaluation is unavailable since this is the first contract with Comfort By Design. The Purchasing Department checked references and received a favorable response.

Specifics of the proposed contract are as follows:

Contract Name	#1997-A: Fire Station 1 HVAC Replacement	
Contractor	Comfort By Design, Inc., dba AComfort	
Contract Amount	\$12,765.14	
Budget:		
Fund	270	Fire Fund
Org Code	27030550	Fire Services
Object	542160	Other Motorized Equipment
Project	na	
Available	\$12,766.00	As of 10/19/2021

Approved by: _____



Date: _____

10/21/2021

**Request for Quote #1997-A: Fire Station 1 HVAC Replacement
Tally Sheet**

	Maxair Mechanical	Comfort By Design, Inc.
Bunkroom Unit	\$ 10,196.00	\$ 6,331.95
Dayroom Unit	\$ 9,350.00	\$ 6,433.19
Total Quote	\$ 19,546.00	\$ 12,765.14

REFERENCE REQUEST
Spoke to: Scott Purdy, Manheim Auto Auction
Date: 10/1/2021

The Fayette County Purchasing Department is currently reviewing our Request for Quotes #1997-A Fire Station 1 HVAC Replacement. You have been listed as a reference for Comfort By Design.

If you would, please answer the following questions as they pertain to the firm listed above:

1. Brief Project Description:

2. Was the Firm *Prime* x or *Sub* _____ on the above project?

3. Please rate the following questions 1 - 5 (5 being the best) as it pertains to the firm listed above:

- Quality of work 5
- Adherence to specifications or scope of work 5
- Problem solving 5
- Working relationship 5
- Service call response time 5
- Deliverables performed on schedule 5
- Completed work within the specified budget 5

Other comments: