

# Memorandum

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**From:** Data Services Division

**Date:** December 21, 2018

**Re:** Maintenance Services for Mechanical and Controls Equipment  
IFB No. 2018-01DS  
Recommendation of Award

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The Data Services Division of ITS is seeking to contract with a qualified maintenance provider for preventative and break/fix maintenance service to its mechanical and controls equipment.

ITS will contract with a single provider for a contract period beginning on March 26, 2019, and ending on March 25, 2023; and may have up to one (1) one-year contract renewal.

ITS released the Information for Bid (IFB) No. 2108-01DS on October 20, 2018. In response to the IFB, ITS received sealed bids and opened them on December 12, 2018, from the following:

Bidder:

Johnson Controls, Inc.                      Option 2 -                      \$642,616.62

ITS staff reviewed the bid submitted to ensure that it met the minimum requirements set forth in IFB No. 2018-01DS. After review, ITS confirmed that the bid met the minimum requirements in the IFB.

**Recommendation:** The Procurement Officer recommends the contract for Maintenance Services for Mechanical and Controls, IFB No. 2018-01DS, be awarded as follows:

Johnson Controls, Inc.

JCI has over 100 years experience in providing maintenance service. JCI has 6,000 factory trained technicians working from over 150 branches in North America. JCI provided references and received maximum scores on customers with similar size and scope.

ITS intends to submit the IFB No. 2108-01DS procurement file to the Public Procurement Review Board (PPRB) Office of Personal Service Contract Review (OPSCR) for board approval at the February 6, 2019, monthly meeting. Pending approval, the contract will be available for public inspection in the office of the Chief Procurement Officer.

## **AWARDED VENDOR REPORT**

On December 12, 2018, at 10:00 a.m. we opened bid response(s) received to the Information for Bid No. 2018-01DS for Maintenance Services for Mechanical and Controls Equipment for the Mississippi Department of Information Technology Services (ITS). The following response(s) was received:

- Johnson Controls, Inc.

The award recommendation decision was based on information provided in the bid response. After evaluating the bid response to make sure it met all bid specification requirements and complied with all requirements for being responsive, responsible and references obtained the required scoring, we recommend that Johnson Controls, Inc. be awarded the contract for the ITS Maintenance Services for Mechanical and Controls Equipment IFB No. 2018-01DS. Even though we only received one bid response it has been determined that the pricing submitted is fair and reasonable based upon quotes received from multiple bidders previously for a prior year's contract.