

**RESOLUTION 23-62**

**A RESOLUTION TO APPROVE HVAC CONTRACT SERVICES FOR FIRE DEPARTMENT FACILITIES**

**WHEREAS**, the City of Spring Hill maintains three fire station facilities; and

**WHEREAS**, maintaining the HVAC systems in working order in each facility is imperative for day to day operations; and

**WHEREAS**, the Fire Department conducted a Request for Proposal advertisement and selection process for the preventative maintenance of the HVAC systems; and

**WHEREAS**, the vendor selected provided the lowest contract cost meeting all required selection criteria;

**NOW, THEREFORE BE IT RESOLVED**, the City of Spring Hill Board of Mayor and Aldermen approve for the Spring Hill Fire Department to enter into contract with the Lee Company of Franklin, TN for HVAC services commencing on July 1, 2023 thru June 30, 2025 at a cost of \$1,934 per quarter for total annual cost of \$7,736 which is included in the fiscal year budget for building and grounds maintenance.

**Passed and Adopted by the Board of Mayor and Aldermen of the City of Spring Hill, Tennessee on the 17th day of April, 2023.**

  
Jim Hagaman, Mayor

ATTEST:

  
April Goad, City Recorder

LEGAL FORM APPROVED:

  
Patrick Carter, City Attorney



**REQUEST:**            **Approval of Resolution 23-XX**

**SUBMITTED BY:**   **Graig Temple, Fire Chief**

**DATE:**                **April 11, 2023**

**RE:**                    **Permission to enter into a Preventative Maintenance Contract  
for HVAC services**

---

**PURPOSE:**

To establish a contract with an HVAC Company for Preventative Maintenance services on the HVAC Units at City Firer Stations.

**BACKGROUND:**

The Fire Department uses service contracts to maintain certain building systems including the HVAC. HVAC systems perform more efficiently if they are properly maintained and serviced on a regular basis. Additionally, the need exists to have a vendor that will perform emergency call outs if the systems stop working because fire stations operate 24/7/365.

**FINANCIAL IMPACT:**

Financial impact to the city carries a cost of \$1,934 per quarter for total annual cost of \$7,736 which is included in the fiscal year budget for building and grounds maintenance.

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 23-XX to enter into contract with the Lee Company of Franklin, TN for a duration of July 1, 2023 to June 30, 2025.