

OMB Granicus Review

Granicus Title	Agreement with Trane US Inc. for central energy plant maintenance and service agreement.				
Granicus ID#	23-1174A	Reference #	23-0573-N	Date	August 9, 2023

Mark all Applicable Boxes:

Type of Review									
CIP		Grant		Other	X	Revenue		Project	

Fiscal Information:

New Contract (Y/N)	Y	Original Amount	\$	760,244.00
Fund(s)	0001	Amount of Change (+/-)		N/A
Cost Center(s)	361525	Total Amount	\$	760,244.00
Program(s)	1903	Amount Available (FY24)	\$	260,000.00
Account(s)	5340001	Included in Applicable Budget? (Y/N)	Y	
Fiscal Year(s)	FY24 – FY26			

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

Summary

- The proposed contract will have a not-to-exceed threshold of \$760,224.00 for 36-months.
- This only creates a not-to-exceed threshold, it does not guarantee an exact amount to be paid. The Department of Administrative Services (DAS) may use the full \$760,224.00 or less.
- DAS has budgeted \$260,000.00 in FY24, which is sufficient to meet the obligations of the contract annual average.
- This purchase authorization is expected to meet the needs of County operations without significant amendments to the contract in the foreseeable future.

Background

The Department of Administrative Services (DAS) is requesting a new contract for 36 months with Trane US Inc. (Trane) in the amount of \$760,244.00 for ongoing operational and maintenance support for the Pinellas County Central Energy Plant (CEP), which provides chilled water and air conditioning to buildings in downtown Clearwater. This will replace the current contract with Trane (145-0269-M), which was originally approved for a 60-month term on October 2, 2015, for \$1,067,870.00, or \$213,574.00 annually (Table 1). On April 27, 2020, a First Amendment to this contract increased the not-to-exceed total by \$1,292,075.42, or 121.0%, for a revised not-to-exceed total of \$2,359,945.42, or \$235,994.54 annually. First Amendment also extended the term for an additional five years through May 19, 2025. On April 27, 2021, Second Amendment was approved, however, it only acknowledged the corporate acquisition of Tampa Bay Trane by Trane US Inc (Trane) and did not have a fiscal impact.

Contract 145-0269-M Summary		
Description	Amount	Year
Total Approved to Date:	\$ 2,359,945.42	2023
Original Contract	\$ 1,067,870.00	2015
First Amendment	\$ 1,292,075.42	2020
Second Amendment	\$ -	2021

Table 1: Contract 145-0269-M Summary

Spending on the current contract has had fairly consistent growth from FY16 to FY22, with an average year-over-year increase of 4.3% and has been above the annual contract average of \$235,994.54 three times from FY15 to FY23 (Table 2/Figure 1).

CPA 420052 PO Summary				
Year	Amount	YoY Percent Change	Utilization	YoY Percent Change
FY15	\$ 96,500.00	-	1	-
FY16	\$ 197,825.00	105.0%	2	100.0%
FY17	\$ 207,725.00	5.0%	2	0.0%
FY18	\$ 218,110.00	5.0%	2	0.0%
FY19	\$ 229,710.00	5.3%	2	0.0%
FY20	\$ 238,474.00	3.8%	2	0.0%
FY21	\$ 229,664.58	-3.7%	4	100.0%
FY22	\$ 253,745.36	10.5%	2	-50.0%
FY23 YTD	\$ 265,270.03	4.5%	6	200.0%
FY15 - FY23 Expensed	\$ 1,937,023.97		23	

Table 2: CPA 420052 PO Summary

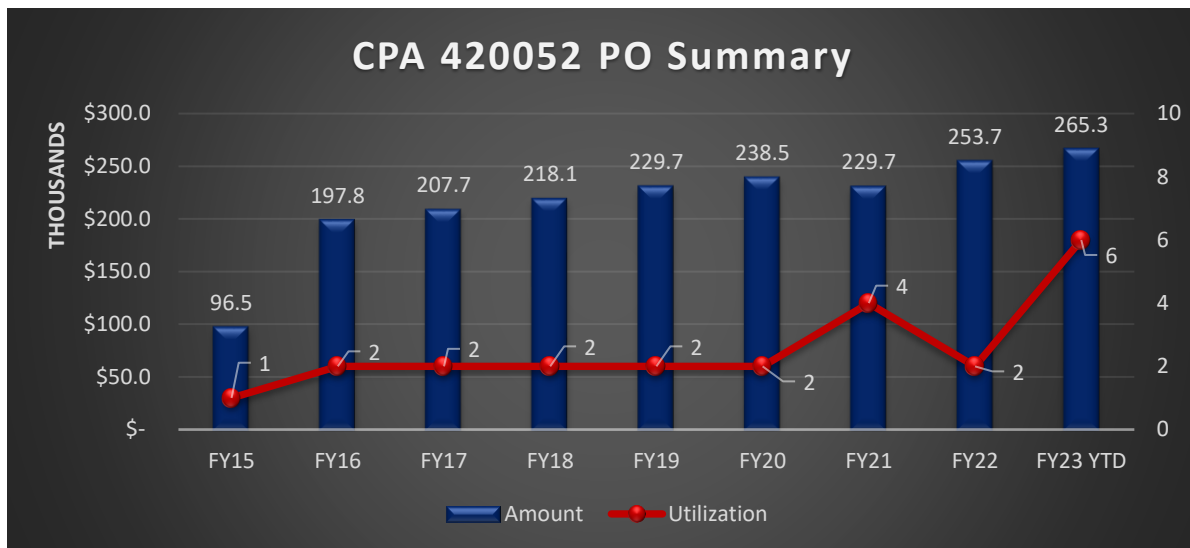


Figure 1: CPA 420052 PO Summary

This contract is used only by the Department of Administrative Services (DAS) and is budgeted at \$260,000.00 in the FY24 Proposed Budget, which is enough to meet the obligations of the contract annual average. DAS did surpass \$260,000.00 in FY23 and with an average YoY growth of 4.3%, it is likely spending could go above budget for this contract in FY24. The department will need to adjust spending in other areas if this occurs. It is likely this contract will meet the operational needs of the County without an amendment foreseeable future, however, if spending continues to increase, an amendment may be necessary in the third year.

Analyst: Shane Kunze

Ok to Sign:

1. Upon receipt of a request for review and notification in Granicus, review the Agenda and document for language and accuracy. Make sure there are available funds, the dept. is not overextending itself, was it planned, etc.
2. Use the Staff Report section to give a summary of the contract and include your thoughts and pertinent information.
3. Complete the form above using the Granicus attachments and the County's accounting & budgeting systems (i.e., OPUS, Chart of Accounts, Questica Budget Software).
4. Include a statement in both the Fiscal Impact section of the Staff Report and the Granicus Review form to indicate if the activity is planned in the current budget.
 - a. Sample language: **“The (contract, agreement, MOU, activity, etc.) is included in the FY23 Adopted Budget and the preliminary FY24 budget submission from the department. The annual amount expected to be spent on the (contract, agreement, MOU, activity, etc.) is approximately the same as has been spent in most recent years (or is ____ percent higher or lower due to ____)”**.
5. Save the form with the following naming convention:
 - a. **OMB.Review_XX-XXXX_Department_Subject_Date)**
 - b. (e.g., OMB Review_22-529A_PW_Sidewalk_28-DEC-2022).
6. Upload to Granicus as a numbered attachment.
 - a. Upload a copy of the Granicus review into the appropriate department review folder on SharePoint. (OMB/OMB Document Library/GRANICUS.RVW).