



FINANCIAL & ADMINISTRATIVE SERVICES

DATE: February 17, 2026

TO: Tiffany Oliva, Assistant City Manager

FROM: Melanie A. Anderson, Contracts Analyst

DEPARTMENT: Financial & Administrative Services
Procurement Services Division

SUBJECT: Requesting approval to award contract 12988 for citywide chiller maintenance and repair services for the Engineering & Inspections Department.

Solicitation:

The Procurement Services Division conducted a solicitation for chiller maintenance and repair services for the Engineering and Inspections (E&I) Department, through the Greensboro e-Procurement System (GePS) under event number 12199. One responsive bid was received. The responsive bid was reviewed and scored by a committee of five, consisting of E&I, Transportation, Solid Waste & Recycling, and Office of Business Opportunity employees. Of the one bid received, the contractor is not an M/WBE but the subcontractor is from a registered M/WBE firm with the State of North Carolina. Systems Contractors, Inc., was determined to be the vendor best qualified to provide these services for the E&I Department. Systems Contractors Inc. is not a registered M/WBE firm with the State of North Carolina, but will subcontract with Sustainable Water Treatment, LLC, which is an M/WBE with the State of North Carolina.

Recommendation:

The Procurement Services Division concurs with the recommendation of the E&I Department to award the contract to Systems Contractors Inc. Systems Contractors Inc. is a local vendor and will use Sustainable Water Treatment, LLC, as a registered M/WBE subcontractor. It is estimated that chiller maintenance services will cost \$99,424.62 annually, and chiller repair services will cost \$150,000.00 annually. Chiller repairs will only be encumbered when urgent repairs are identified.

Outreach:

- Solicitation notifications were sent out in GePS to one hundred and sixty-four potential bidders.
- Solicitation notifications were sent directly by email to eighty-three potential M/WBE bidders.
- Systems Contractors, Inc. is not a registered M/WBE in the state of North Carolina, but will use Sustainable Water Treatment, LLC, as a registered M/WBE subcontractor.

Financial information:

- Account #: Maintenance services will be charged to multiple accounts citywide.
 - Repairs will be encumbered as invoiced using departmental account numbers when urgent repairs are identified. Repairs are estimated at \$150,000.00 annually.
- Contract Term: April 1, 2026 – March 31, 2029
- FY26
- Estimated annual maintenance and repair contract value: \$249,424.62
- Estimated total maintenance and repair contract value: \$748,273.86