	PIGGYBACK AWARD RECOMMENDATION	

To: Council Chair Through: Dave Somers, County Executive		Date: 12/4/2025
From: Purchasing		Bidding Agency: Washington State
General Legislative Session:		Agency's Contract No: 27723
Product: HVAC Supplies		Agency's Contract Term: 8/15/2024-8/14/2027 w/ up to 24 month extension
Requestor/User Department: Purchasing/County-wide Use		Recommended Suppliers: Refrigeration Supplies Distributor; Mechatronics Controls, LLC dba HVAC USA; MIControls, Inc.; Parts Town, LLC
Estimated Award Amount: $200,000		Proposed Piggyback Term: Four (4) years

BRIEF DESCRIPTION:

The Purchasing Division requests the use of a "piggyback" or "cooperative purchase" under SCC 3.04.220 utilizing a competitive bid issued and awarded by the Office of Washington State Department of Enterprise Services (DES). A Contract Usage Agreement between Snohomish County and DES authorizing cooperative purchases was approved by the County Council under Motion 24-232 and is currently in effect.

DES issued competitive solicitation number 27723 for HVAC Supplies on April 8, 2024. The solicitation contained two categories: one for specified essential manufacturers and the other for non-specified generic manufacturer HVAC parts; and six regions: where Snohomish County falls within the Northwest Region. Awards were made to the lowest, responsive and responsible bid by manufacturer and region. It is in the County's best interest to take advantage of the State contract's volume discounts on HVAC supplies. The estimated spend for HVAC supplies is $200,000 over the ultimate four year term.

AWARD AUTHORITY:

This contract award recommendation is before the County Council for approval to award in accordance with Snohomish County Code section 3.04.120, "Formal sealed bidding," and Section 3.04.140(5) "Award, execution, by whom," which establish the County Council as the award authority for contracts subject to bidding requirements greater than $500,000. The County Council approves this recommendation and authorizes the County Executive or designee to execute agreements for the products/services described above.

AWARD RECOMMENDATION:

The Director of Facilities Management endorses the award recommendation.
The Purchasing Manager has electronically reviewed and recommends this award on ECAF 2025-3801.
The County Executive has electronically reviewed and recommends this award on ECAF 2025-3801.

N Nehring 12/17/2025

Council Chair Date