



Livingston County Facility Services

420 South Highlander Way
Howell, MI 48843
(517) 546-6491

DATE: March 24, 2023

TO: Livingston County Board of Commissioners

FROM: Kevin Eggleston

RE: Resolution Authorizing an Agreement with William E. Walter, Inc. to Provide HVAC Services

Livingston county has a need for utilizing an outside contractor to perform HVAC services, repair, and replacement services throughout various county buildings on an as-needed basis.

Per County procurement policy, a competitive bid process was performed in which the RFP was posted publicly with the help of CoPro+. As a result, the solicitation reached a large group of qualified companies, and we received Three (3) proposals for evaluation. An evaluation committee was formed by representatives of Facility Services, Fiscal Services, and the Building Department.

Based on the recommendation of the evaluation committee, I am requesting the attached resolution be approved to award a base contract with William E. Walter, Inc. to perform HVAC services, repairs, and replacement services on an as-needed basis for a five (5) year term and continuing at the discretion of the county based on satisfactory performance.

Thank you for your consideration. If you have any questions or concerns regarding this matter, please do not hesitate to contact me.