

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only
(X) Action

FROM (DEPT/ DIVISION): Dan Lonai, Administrative Services

PROGRAM: Facilities Maintenance

SUBJECT: Stafford Hansell HVAC Controls and Energy Trust

Umatilla County is eligible for a \$17,000 grant to upgrade the VAV controllers at the Stafford Hansell building. This grant is set to expire on December 31st. Out of three solicited bids, two responses were received:

1. Holaday Parks: \$25,196.62
2. HMS: \$103,495

ACTION REQUESTED:

Approval of the bid from Holaday Parks for \$25,196.62 to upgrade the VAV controllers at the Stafford Hansell building.

ATTACHMENTS: Three-Bid Comparison Form for Construction Project, Proposal from Holaday Parks, HMS Proposal, Apollo Mechanical Stafford VAV Email

Date: 10/28/25 Submitted By: (Dan Lonai)

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Human Resources (copy)
- () Budget (copy)
- () Fiscal
- () Legal (copy)
- () (Other - List:)

To be notified of Meeting:
Martie McQuain

Needed at Meeting:

Scheduled for meeting on: November 5, 2025

Action taken:

Follow-up:

Three-Bid Comparison Form for Construction Project

Project Information

Project Name: Stafford VAV Upgrade
 Project Location: Stafford Hansel Hermiston
 Project Description: Upgrade 24 VAV controlers and stats
 Deadline for Completion: Prior to Jan 1 2026
 Bid Submission Deadline:

Contractor Information

Details	Bidder 1	Bidder 2	Bidder 3
Company Name	Holaday Parks	HMS Commercial Services	Apollo Mechanical Co
Contact Person	Michael Christenson	Ryan Sweet	Jeff Lakey
Phone Number	253-202-9597	503-686-3007	509-727-7660
Email Address	michaelch@holadayparks.com	Ryans@hnsinc.us	Phone Contact
License Number			

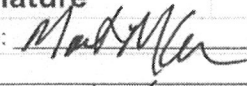
Bid Details

Criteria	Bidder 1	Bidder 2	Bidder 3
Total Bid Amount	\$25,196.62	\$103,495.00	N/A **
Labor Costs	\$16,560.00	N/A	
Material Costs	\$8,636.62	N/A	
Equipment Costs	N/A	N/A	
Timeline (Start-End)	N/A	N/A	
Payment Schedule	N/A	N/A	
Warranty/Guarantees	N/A	N/A	
Insurance Coverage	N/A	N/A	
Additional Notes	This Project is a compleation from the AHU upgrade and will qualify for the Energy Trust Rebate of \$17K		

Evaluation

Lowest Bidder: Holaday Park N/A ** Not able to provide a Quote
 Preferred Bidder: Holaday Park
 Reason for Selection: Price

Signature

Name: 
 Title: _____
 Date: 10/14/25

Date | August 26th, 2025
To | Martie McQuian
From | Michael Christenson
Project | Stafford Hansil
Basis for Scope | VAV Controls Replacement

Proposal

HOLADAY-PARKS' Building Automation Division is pleased to offer the following proposal for the above-referenced project.

Stafford Hansil

- Holaday Parks to demo 24 Allerton VAV controllers and Thermostats
- Holaday Parks to Install 24 new Distech VAV controllers and thermostats
- Provide trending, alarming, programming and points integration to existing BMS system for 24 newly installed VAVs
- Provide check-out and functional testing on newly installed BMS equipment
- Provide Verification that installed VAVs will meet energy trust requirements
- Provide As-Built drawings

Thank you again for considering the Holaday-Parks, Inc. Building Automation Division. Please feel free to contact me with any questions or concerns you may have about this budgetary proposal.

Clarifications & Inclusions:

- Installation of 24 Distech VAV controllers
- Installation of 24 Distech thermostats
- Equipment operation verification
- Quote is valid for 90 days
- Pricing assumes zero retention

Exclusions:

- Overtime, weekend or holiday working hours
- Washington State sales tax
- Others provide lift if applicable
- Installation/Replacing of ONLY thermostats and VAV controllers

Pricing Breakdown:

Materials: \$8,636.62
Labor: \$16,560.00

BMS Scope Price: \$25,196.62

Respectfully,

Michael Christenson

Michael Christenson
Project Manager
Building Automation Division
HOLADAY-PARKS, Inc.
Direct: 253-202-9597

Customer Signature



Construction Contractors Board Numbers
OR: 195212 WA: HMSCOCS84101

Attention: Martie
Client: Umatilla County
Reference: Stafford Hansell (24) VAV Upgrade

Proposal #	RS01112025
Date	8/26/2025

We are pleased to submit to you our proposal for your consideration regarding the above-referenced project and subject matter. HMS Commercial Service Inc will install Direct Digital Controls per scope provided.

Scope: Controls for (24) VAV Controllers

- Provide and install (24) Distech MS/TP BACnet VAV controllers.
- Provide and install (24) Distech communicating thermostats.
- Provide and install (24) Discharge Air Temperature (DAT) sensors.
- Provide and install (1) power supply. (Line voltage by others)
- Utilize all existing heating water and chilled water valves and actuators.
- Utilize existing low voltage power cabling.
- Utilize existing low voltage communication cabling.
- Provide programming, graphical updates, and integration to the existing Building Management System.
- Provide functional testing and functional testing documents.
- Provide updated control as-built drawings, updated Sequence Of Operation (SOO), and O&Ms: Electronic copy of closest documentation.

Scope: Engineering

- Provide labor to create Cad type drawing of new controls being installed.

bid Total.....\$103,495 plus tax if required.

NOTES:

- All work will be performed during normal business hours Monday-Friday 7:00am-4:00pm.
- Provide DDC low voltage electrical permit.
- Any deficiencies identified will be documented and the client will be notified.
- Travel and Subsistence included.

Exclusions:

- Labor or material not defined in the scope of work.
- Demolition other than what is defined in the scope of work.
- Power or line voltage wiring.
- Cutting, patching, texturing, painting, or roofing.
- Electrical raceways other than required by code.
- Painting of conduit.
- Code updates.
- Structural engineering, structural modifications, or structural penetrations.
- Handling of hazardous materials.
- Bid or performance bonding.
- Special insurance requirements.
- Shift differential, overtime, or double time labor.
- Asbestos insulation testing or removal.
- Concrete work, x-ray, or GPR.
- Test, adjust, and balance (TAB).
- Third party commissioning.
- Providing or installing fire, life safety devices.
- Providing or installing control valves.
- Providing or installing actuators.
- Integration of lighting controls.
- Any manufacturer price increases prior to approval.
- Providing, installing, terminating cabling, programming, or modifications to the Sequence of Operation (SOO) of all OEM/Factory Provided Controls or equipment.

This proposal is valid for 30 days.

Terms: Net 30 billed progressively.

HMS Commercial Service, Inc. standard warranty of one-year parts and labor will apply to this proposal.

Please do not hesitate to contact me if you have any further questions regarding this proposal.

Thank you,

Ryan Sweet
Controls Sales
Ryans@hmsinc.us
Cell: (503) 686-3007

Acceptance Signature

P.O. if required



afford VAV upgrade

message

Martie McQuain <martie.mcquain@umatillacounty.gov>
Jeffl@apollosm.com

Thu, Oct 16, 2025 at 2:02 P

eff,
Thank you for your time on the phone today. I just wanted to confirm our conversation for procurement purposes
You are not able to provide the Distech products in our scope. So you would not be able to provide a quote.
Once again thank you for your time on the phone today.
Martie

//R

Martie McQuain
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