



**Official Form
of
Ogden Preparatory Academy**

3. Fiscal Management

3.06.TPL.1 Procurement Comparison Form

Effective/Revision Date: 05/11/2020

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Item(s) and/or Service(s) being procured

HVAC Quarterly Service Company Agreement. The agreement will procure a Service company that will provide quarterly maintenance services for all of our RTUs (Roof Top Unit).

Vendor #1	Total Cost/time frame	Date Received
Just Right Air	\$16,908	12/17/20
Contact Name	Contact Number/Email	Website/other
Bonnie	801-467-4328	
Specific Characteristics of Proposal		
Quarterly Services. Filter Replacement, AC Belt repair/replacement, Checklist of quarterly services		
Vendor #2	Total Cost	Date Received
CRM Heating & Air Conditioning	\$13,960	1/14/20
Contact Name	Contact Number/Email	Website/other
Scot Madsen	801-941-4212	
Specific Characteristics of Proposal		
Quarterly Services Filter Replacement, AC Belt repair/replacement, Checklist of quarterly services		
Vendor #3	Total Cost	Date Received
Mountain Air	N/A	N/A
Contact Name	Contact Number/Email	Website/other
N/A	N/A	N/A
Specific Characteristics of Proposal		

Declined to bid.

Specific documents to support bids should be attached to this form.

- Check if a second form is attached for additional vendor proposals. If completing digitally, additional vendor fields may be copied and pasted above in lieu of an additional form.

OPA Employee Contact Name	Date of Review
Andrew Smith	
Considerations for Decision	
My recommendation is to use CFM Heating. We had a broken unit over the summer and received bids from both companies. CFM Bid for repair was significantly less than Just Right. If we have repairs needed outside our service contract, it's good to use the same company that works on the units regularly.	
Vendor Selected	Date of Approval

Document History

Approved: 05/11/2020

Legal References

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