



Stanley H. Kellerhouse Municipal Building
One Van Wyck Street
Croton-on-Hudson, NY 10520-2501

Mayor
Brian Pugh

Trustees
Len Simon
Nora M. Nicolson
Stacey Nachtaler
Maria Slippen

Village Manager
Bryan T Healy

Treasurer
Genette Toone

Village Clerk
Pauline DiSanto

To: Bryan T. Healy, Village Manager
From: Frank Balbi, P.E., Superintendent of Public Works
CC:
Date: August 19, 2026
Re: HVAC Maintenance contract
Bid # 08-2026 - Project award

The Department of Public Works went out to bid for a comprehensive Heating, Ventilation, and Air Conditioning (HVAC) Maintenance Contract to ensure that the Village's HVAC systems are properly maintained, reliable, safe, and operated as efficiently as possible. Consistent preventive maintenance can identify developing problems before they become major equipment failures, potentially reducing downtime and avoiding more significant repair expenses.

The Village relies on HVAC equipment to maintain appropriate heating, cooling, and ventilation in its municipal buildings and facilities. A formal maintenance contract also provides the Village with a predictable and organized approach to servicing its HVAC equipment.

On July 23, 2026, the Village of Croton-on-Hudson advertised for invitations to bid on the **HVAC Maintenance Services** contract (Bid # 08-2026). On August 13, 2026, three bids were received and publicly read. The following results were returned:

Bid Results:

	<u>Bidder</u>	<u>Bid Amount</u>
1.	<u>Clean Air Quality Services</u>	<u>\$ 523,210.00</u>
2.	<u>Lee Mechanical</u>	<u>\$ 156,400.00</u>
3.	<u>HVAC Now</u>	<u>\$ 49,375.00</u>

The bid documents were structured as a proposed five-year contract. The low bid numbers reported above are the proposed price for the entire five-year contract.

The lowest responsible bid was submitted by HVAC Now, 1 Robert Road, Poughkeepsie NY 12603. HVAC Now has performed many repairs for the Village in the past. They have always been responsive and have knowledge about the Village HVAC systems. We spoke with them about their proposed pricing, and they informed us that they are comfortable with their proposal and can meet the scope of work included in the contract documents.

I recommend approving HVAC Now's proposal for the *HVAC Maintenance Services* contract in the amount of \$ 49,375.00. Funding for this contract is included in the FY 26/27 operating budget in the appropriate operating accounts.