



MAYFIELD
VILLAGE

MAYOR BRENDA T. BODNAR
mayfieldvillage.com

SERVICE DEPARTMENT

Frank Stupczy, Director
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MEMORANDUM

To: Council President Schutt and Members of Council
From: Service Director Frank Stupczy
Date: July 31, 2026
Re: **HVAC Systems Maintenance Contract**

Our current HVAC maintenance contract with R&D Heating and Sheet Metal Co is set to expire. We have received a renewal quote from R&D for \$23,805.00. There is no change in contract price from last year.

I request approval to renew R&D Heating and Sheet Metal Co as Mayfield Village's HVAC maintenance contractors for this upcoming year.

Respectfully,

Frank Stupczy



This letter is regarding the Routine Service & Maintenance Agreement for each location. These agreements cover the labor for 1-2 Yearly Inspections and the Filters and Belts, where applicable. The contract price is to be paid annually. Any other service calls that may be required throughout the year would be billed on a time and material basis.

There are benefits to signing a contract with us:

Exclusive Benefits of Our Commercial HVAC Maintenance Contract:

- \$25.00/hour discount on labor
- \$25.00 trip charge (a savings of \$75 per trip)
- Priority response for service calls
- Having your HVAC equipment serviced by trained Union workers with at least 5 years of industry experience

Routine Service & Maintenance Agreement Contract Prices:

<u>Civic Center</u>	\$5145.00
<u>Community Room</u>	\$2205.00
<u>Fire Department</u>	\$5100.00
<u>Old State Yard</u>	\$1520.00
<u>Police Department</u>	\$3475.00
<u>Service Garage</u>	\$2200.00
<u>Pool</u>	\$4160.00

TOTAL FOR ALL LOCATIONS:	\$23,805.00
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