



## AGENDA MEMORANDUM

*Public Works Department*

City Council Regular Meeting Date: January 13, 2026

**To:** City Council  
**From:** Scott Krawczuk, Deputy Public Works Director  
**Date:** December 23, 2025

**SUBJECT:** Replacement of City Hall Finance & IT Wing Heating, Ventilation and Air Conditioning System (HVAC)

Consider awarding a contract for replacement of City Hall Finance & IT Wing HVAC system to Jacaranda Air Const, Inc. in the amount of \$200,104.30 and authorize the City Manager to execute the contract.

**BACKGROUND:** The Finance & IT wing air conditioning systems were installed in 2015 and were scheduled for replacement in FY2025. The existing system is currently slightly beyond the desired replacement cycle. An engineering evaluation report prepared in 2015 recommended replacement of the attic mounted air handler units and the exterior compressor units every ten years. Replacement every ten years is required to avoid costly repairs and potentially lengthy repair times due to an aging system. The existing metal ductwork will be reused with minor modifications. This project also includes replacement of the two ductless split HVAC systems in the administrative IT server room due to ongoing issues with these units and control system.

An Advertisement for Bids for the project appeared in the November 3, 2025 Edition of the Fort Myers News-Press. In response to the ad, three contractors submitted a bid for the project. The bids were opened and read aloud on December 4, 2015 in the presence of Scott Krawczuk and Brett Schira, both from the City. The low bid was submitted by Jacaranda Air Const Inc. in the amount of \$200,104.30

**FUNDING SOURCE:** Project funding is available in the fiscal year 2026 adopted budget at follows:

Funding Source	Amount
Line Item: City Hall HVAC Replacement (FY2025 carry forward)	\$147,500.00
Line Item: IT Server Rooms (FY2025 carry forward)	\$125,000.00
City Hall Finance & IT Wing HVAC Replacement Project	(\$200,104.30)
<b>Funding Balance:</b>	<b>\$72,395.70</b>

**RECOMMENDED ACTION:**

*Sanibel is and shall remain a barrier island sanctuary*

Staff recommends that Council award the City Hall Finance & IT Wing HVAC System Replacement Project to Jacaranda Air Const, Inc. in the amount of \$200,104.30 and authorize the City Manager to execute the contract (copy attached).

*Sanibel is and shall remain a barrier island sanctuary*