

Memorandum

DATE: March 3, 2015

TO: City Council

THROUGH: City Manager Judie Zimomra

FROM: Public Works Director Keith Williams

RE: Replacement of City Hall Air Conditioning Units

Recommendation: Approve replacement of MacKenzie Hall and Legal Office air conditioning systems and repairs to Administrative Wing IT room with FHSI Mechanical Contractor in the amount of \$95,642 as an emergency project.

MacKenzie Hall and the Legal Office air conditioning systems were installed in 2006 and are scheduled for replacement in FY-16. Prior to this planned replacement, one of the two condensing coils of the MacKenzie Hall air handler unit has failed. MacKenzie Hall has also experienced issues with the significant distance between the compressor unit and the building. This project proposes to relocate the condenser unit to the roof of City Hall to improve operational efficiency. The Legal Office air handler coil has an unrepairable refrigerant leak. Repairs to the existing units would be costly and due to the age of the existing systems a full replacement of each system is recommended. The existing Administration Wing IT room system has control and cooling issues, which has been problematic for the IT Department in maintaining the technology equipment located within the space.

FHSI Mechanical Contractor, who installed and currently maintains the Police Wing IT room system, was asked to provide a proposal for design/build for each of the three required repairs:

- MacKenzie Hall = \$66,516
- Legal Office = \$4,887
- Administrative IT room = \$24,239
- PROJECT TOTAL = \$95,642

The FY-15 Public Works Capital budget includes \$150,000 for the scheduled replacement of the air conditioning units in the Administrative/Finance Wing. This funding will be utilized for the necessary replacement work in MacKenzie, Legal and Administrative IT Room in FY-15 and the replacement project for Administration/Finance is proposed to be delayed until FY-16.

Staff recommends that Council approve the replacement of MacKenzie Hall and Legal Office air conditioning systems and repairs to the Administrative Wing IT room with FHSI Mechanical Contractor in the amount of \$95,642 in accordance with the City's emergency procurement policy. The Public Works Department FY-15 Capital Improvement budget includes \$150,000 to fund this project.

cc: Finance Director Sylvia Edwards
City Attorney Ken Cuyler