

## Facility and Support Services

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December 12, 2012

To: Dee F. Bruemmer  
County Administrator

From: Dave Donovan, Director  
Facility and Support Services

Subj: Approval of Annex Building HVAC repairs

Recently, we completed testing for several roof top HVAC units at the Annex Building. These units provide heating and air conditioning for spaces in the Secondary Roads Department, Planning and Development Department and the Juvenile Detention Center. During that assessment we found several units (all installed in about 1993) have heat exchangers components that are in need of replacement. Since we are entering heating season and in need of these units, we have immediately solicited quotes from several local HVAC service companies.

We expect the low bid to fall in the \$11-14,000 range, which will require Board action. As soon as we have all the quotes in hand, I will share those with you and the Board and prepare a resolution for Board consideration at their next regularly scheduled Board meeting. I will be available at the next Committee of the Whole to present the quotes and discuss this repair project further. This expenditure is funded from the Annex General Repair line item within the Capital Plan.

CC: FSS Management Team