

**INDIAN RIVER COUNTY, FLORIDA  
MEMORANDUM**

**TO:** Jason E. Brown, County Administrator

**FROM:** Richard B. Szpyrka, P.E., Public Works Director

**SUBJECT:** Ratification of Emergency PO (86941) to Trane U.S. Inc. for Courthouse A/C Chilled Water Air Handler Refurbishment

**DATE:** September 9, 2020

**DESCRIPTION AND CONDITIONS**

The Courthouse HVAC system includes 20 air handlers that have been in service since 1993. One of those units located on the first floor requires immediate refurbishment due to leaks caused by rust and degradation to the drain section. The existing units were manufactured by Trane U.S., therefore OEM refurbishment must be completed by Trane.

Section 105.01, Indian River County Code provides that “in an emergency, contracts for purchase of parts or repairs to then-existing county equipment or machinery may be purchased or contracted by the county administrator in his capacity as the county administrator, provided the county administrator certifies that a true emergency exists, and routes a copy of the purchase order or contract to the commission for its inspection with a memorandum describing the emergency situation.” The purchasing manual states that “approved requests exceeding \$75,000 will be presented to the Board of County Commissioners for ratification.”

The County Administrator authorized issue of Emergency PO 86941 to Trane on September 3, 2020 to facilitate the order of parts necessary to complete the replacement and repairs as quickly as possible.

The work to be completed includes factory refurbishment on the existing Chilled Water Air Handler Unit (AHU 1-1), sealing and coating of the entire return and outside air section of the existing CHW AHU and CHW Coil; furnish and install new “like for like” chilled water coil, blower wheel, shaft, bearings, motor, and sheaves, repair Outside/Fresh Air bottom section of the ductwork, and install (2) Bi-polar ionization (BPI) devices on the discharge duct.

The Public Works Director has tasked Trane to develop a multi-year refurbishment program for the remaining air handlers at the Courthouse for CIE purposes.

**FUNDING**

The estimated cost of the refurbishment is \$83,530.00, which is available in Optional Sales Tax/Facilities Management/Other Improvements Except Buildings, Account # 31522019-066390.

**RECOMMENDATION**

Staff recommends the Board of County Commissioners ratify the issue of PO 86941 to Trane U.S., Inc. for \$83,530. Staff also recommends the Board Authorize the County Administrator to authorize a change order up to \$10,000 to cover unanticipated costs that may be identified during the refurbishment and determined necessary by the Public Works Director.

**ATTACHMENT**

PO 86941  
Trane Quote

**APPROVED AGENDA ITEM FOR SEPTEMBER 15, 2020**