



# City Of Delray Beach

*Department of Environmental Services*

## M E M O R A N D U M

[www.mydelraybeach.com](http://www.mydelraybeach.com)

### ACQUISITION APPROVAL

TO: Donald Cooper, City Manager

THROUGH: Dale Sugerman, Assistant City Manager  
Jeff Snyder, Chief Financial Officer  
John Morgan, Director of Environmental Services  
Missie Barletto, Assistant Director of Environmental Services

FROM: Clayton Gilbert, Building Maintenance Superintendent

DATE: August 29<sup>th</sup>, 2016

SUBJECT: City Hall Chiller – Emergency Replacement

RECEIVED  
AUG 29 2016  
CITY MANAGER

#### BACKGROUND:

Building Maintenance is requesting the approval for the emergency purchase of a 80 ton Trane Chiller which is used to provide cooling to City Hall. ConServ Building Services has quoted \$110,603.00 to remove and replace the chiller.

This equipment is critical to the cooling system at City Hall, if it fails the entire cooling system does not function.

ConServ Building Services currently has an agreement with the City of Delray Beach to provide service, maintenance and repairs to the chiller system; refer to bid number 2014-43.

The existing chiller is approximately 20 years old, and has been repaired in the past, and has reached the end of its useful life expectancy. Building Maintenance checks the Chiller Unit every morning for failures, and almost every day the unit is in alarm state, most recently it has been shutting down on a high temperature alarm. In an effort to reduce unexpected failures, and to increase the reliability of the overall system, staff recommends the replacement of this piece of equipment as soon as possible.

Delivery time of the equipment and the installation is estimated at 8 – 10 weeks after receipt of the order.

**PURCHASING AUTHORITY:**

This purchase is in compliance with the Code of Ordinance(s) No. 29-13, Chapter 36, Section 36.03 - Acquisitions of Twenty-Five Thousand Dollars (\$25,000.00) or Greater. Acquisitions of or contracts for non-real property, goods or services where the expenditure by the City (including expenditures during renewal periods, but not expenditures relating to Change Orders) is estimated to be twenty-five thousand dollars (\$25,000.00) or greater shall be subject to prior approval by the City Commission, except for emergency acquisitions, which are subject to subsequent ratification by the City Commission pursuant to Section 36.02 (C) (5).

Section 36.02 (C) (5) Emergency Acquisitions: The City Manager may acquire or contract for non-real property, goods, or services required in contemplation of, preparation for, or during an Emergency without utilizing a Sealed Competitive Method or the Written Quotations Method regardless of the amount. Emergency acquisitions of non-real property, goods or services where the expenditure by the City is estimated to be twenty-five thousand dollars (\$25,000.00) or greater shall be subject to ratification by the City Commission as soon as practicable.

**FUNDING ACCOUNT NUMBER:**

Funding is available from Account No.

334-6111-519.64-90

 8/29/2016

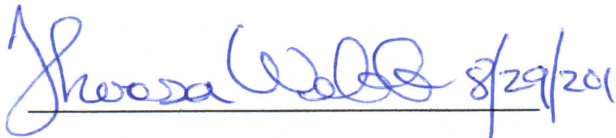
Department Head

Date

 8/30/16

City Manager

Date

 8/29/2016

Purchasing

Date

Attachments: ConServ Quote  
Picture - Chiller

/cg



Corporate Office  
 6354 118th Avenue N.  
 Largo, FL 33773  
 Office: 727.541.5503  
 Fax: 727.544.1924  
 service@conservonline.com  
 www.conservonline.com  
 License #CAC1814721

**QUOTE**

**Quote Number:**  
 56602  
**PO#:**  
**Work Order Id:**  
**Date:**  
 08/02/2016  
**Submitted By:**  
 Laura Catlow  
**Page: 1 of 1**

**Proposal To:**  
 City of Delray  
 100 N.W. 1st Avenue  
 Delray Bch FL 33483-2612

**Service Location:**  
 City of Delray Beach City Hall 1015  
 100 NW 1st Avenue  
 Delray Beach FL 33444  
 1015CDB

**Option # 1**  
**Equipment**                      **Manufacturer**                      **Model**  
 CHILLER                              TRANE                                      RTAA080AYH03A3D0B  
**Serial #**                      U97D01683                              **Year: 0000 Size 0.00** -

Remove the existing chiller system. Install and exact Trane replacement chiller system. Disconnect and reconnect water lines. Disconnect and reconnect all electrical. Program all of the controls. Re-insulate all chilled water piping. Perform start up and check all operations.

Units	Description	Unit Price	Ext Price
40.00	HVAC Overtime Labor	120.00	4,800.00
30.00	HVAC Labor	80.00	2,400.00
1.00	80Ton Trane Chiller Part #: CGAM080A2	80,000.00	80,000.00
1.00	Pipe Fitter	6,500.00	6,500.00
1.00	Anchoring Materials	700.00	700.00
1.00	Windload Calculations	800.00	800.00
1.00	Misc HVAC Hardware	500.00	500.00
1.00	Controls	3,000.00	3,000.00
1.00	Insulation	3,500.00	3,500.00
1.00	Electrical Reconnect	1,000.00	1,000.00
1.00	Permit	3,703.00	3,703.00
1.00	Crane Rental	2,500.00	2,500.00
1.00	Handling/Disposal	1,200.00	1,200.00
<b>Initial: _____</b>		<b>Total</b>	<b>110,603.00</b>

Terms and Conditions  
 - All work will be done during normal working hours (7:30 AM to 5:00 PM)  
 - WARRANTY: All materials, parts and equipment will be warranted by manufacturer where applicable. ConServ Building Services, Inc warrants labor used to complete the repairs or project above for (90) ninety days. THIS EXPRESS WARRANTY IS IN LIEU OF AND EXCLUDES ALL OTHER WARRANTIES, GUARANTEES, OR REPRESENTATIONS, EXPRESS OR IMPLIED. THERE ARE NO IMPLIED WARRANTIES ON PARTS OR EQUIPMENT SUPPLIED BY CUSTOMER OR OTHERS. ConServ Building Services, Inc CBS assumes no responsibility for repairs made by others.  
 - Any additional repairs or services required or recommended will be quoted separately  
 - This Proposal will be honored for a period of 30 days

**Accepted By:** \_\_\_\_\_ **PO#:** \_\_\_\_\_ **Date:** \_\_\_\_\_

