

Issue Analysis Form



Date: 10/22/19
Item: Award of Contract and Appropriation for Replacement of HVAC System within County Administration/ IT Department Server Room
Lead Department(s): General Services
Contact Person(s): Mike Purvis

Description and Current Status

Replacement of the HVAC System in the County Administration Building's IT Server Room was submitted as a CIP project during the FY2021-2030 cycle. The CIP Committee members agreed the replacement of the HVAC System in the County's Information Technology Server Room was of an urgent nature as the current system is malfunctioning and in need of replacement.

Warwick Mechanical Group, the County's contracted HVAC repair company [Contract 19-0610-2; awarded from IFB 19-0610-2 on June 27, 2019] can provide the repairs and maintenance for this project.

A cost estimate from Warwick is provided as **Attachment A**.

If the Board chooses to add this item to the Order of Business for action, the requested Board actions are:

Appropriation of funds from the CIP Fund, Fund Balance (SNAP investment interest; 2014CDE issuance)

Award of Contract to Warwick Mechanical Group

A draft resolution is provided for consideration.

Government Path

- | | | |
|--|---|--|
| Does this require IDA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require BZA action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does This require Planning Commission Action? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does this require Board of Supervisors action? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No 10-22-19 |
| Does this require a public hearing? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If so, before what date? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Fiscal Impact Statement

Use of \$79,418 from the CIP Fund Accumulated SNAP Interest Revenue, Series 2014 CDE

County Impact

The replacement of the HVAC System within the IT Department Server room will assure County Technology functions will remain working normally without a system failure.

Notes

Board of Supervisors
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia this 22nd day of October, 2019:

Present:

Vote:

Donald R. Hunter, Chairman
Floyd M. Brown, Jr., Vice-Chairman
Alan R. Carmichael, Jr.
Marlene J. Waymack
T. J. Webb

A-6

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

RESOLUTION; AWARD OF CONTRACT AND APPROPRIATION (\$79,418 REPLACEMENT OF HVAC IN COUNTY ADMINISTRATION INFORMATION TECHNOLOGY SERVER ROOM)

WHEREAS, The Director of General Services and former Director of Information Technology identified that the HVAC system in the County’s Information Technology Server Room is functioning poorly and in need of replacement; and

WHEREAS, The Director of General Services received pricing from the County’s contracted HVAC repair company, Warwick Mechanical Group, of \$79,418 and submitted the project through the County’s annual Capital Improvement Project (CIP) process; and

WHEREAS, the CIP Committee members agreed this project was of an urgent nature and should be taken to the Board of Supervisors for immediate consideration; and

WHEREAS, the County is currently under contract with Warwick Mechanical Group for HVAC repairs and maintenance through IFB #19-0610-2 and Contract #19-0610-2; and

WHEREAS, staff is recommending the purchase of HVAC replacement equipment and labor from Warwick Mechanical Group for \$79,418 and;

WHEREAS funding is not currently available in the adopted FY2020 County operating budget and funds are available from State Nonarbitrage Program (SNAP) investment interest, Series 2014CDE.

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Warwick Mechanical Group in the amount of \$79,418 and approval of an appropriation from SNAP investment interest reflected in the Capital Improvement Fund, Fund Balance.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 22nd day of October, 2019, hereby awards the Information Technology Server Room HVAC replacement contract to Warwick Mechanical Group in the amount of \$79,418 and authorizes the County Administrator to execute a contract with Warwick Mechanical Group.

NOW, THEREFORE, BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 22nd day of October, 2019, does hereby authorize the following increase of funds within the 2019-2020 Budget, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<u>Expenditure:</u>		
0311-01-002-3 ____ -48 ____	IT Server Room HVAC Upgrade Project	\$79,418
<u>Revenue:</u>		
0311-40-900-8208-399999	CIP Fund, Fund Balance*	\$79,418

*Accumulated SNAP Interest Revenue, Series 2014 CDE

A Copy Teste:

Percy C. Ashcraft
County Administrator



Service Division - 11048 Warwick Blvd., Newport News, VA 23601

Service Department Fax (757) 826-3220 Service Department Phone (757) 826-1200

Date: October 16, 2019

To: Prince George County

Project: Installation of HVAC system for 3rd floor IT room

Warwick Mechanical Service is pleased to submit our proposal to provide the following:

- * Reclaim refrigerant from existing 5 ton split system and remove equipment
 - * Install (2) new piping tees with ball valves into condenser water loop
 - * Provide and set in IT room, (2) new Liebert 3 ton Model PX011UW1AD self contained units
 - * New units shall have factory installed controllers
 - * Install drain pans and moisture detecting devices
 - * Existing duct work shall remain. Duct work shall be connected to new units
 - * Install backdraft dampers in each supply off units
 - * Install water lines for steam humidifier
 - * Install condensate piping
 - * Install new condenser water lines and insulate
 - * Provide factory authorized start up
 - * Customer to provide controls for notifications
- Add option: Provide electrical for new equipment

We propose to furnish all labor and material in accordance of the above specifications for the amount of: Base bid: \$75,114.00 With add option: \$79,418.00

General Provisions:

1. Above prices are complete including labor, materials, applicable taxes, and permit fee's unless otherwise noted.
2. Parts, materials, and labor are warranted for a period of one year from the date of installation. Additional parts and material warranties may be available but limited to the manufacturers terms
3. Acceptance of this proposal, written or otherwise, constitutes your understanding and acceptance of the proposed work.
4. This proposal will remain valid for ninety (90) days.
5. There will be a 3.5% convenience fee with the use of a credit card

Authorized Signature: _____ Date: _____

Acceptance Signature: _____ Date: _____