



FAIRFAX TOWN COUNCIL MEETING

STAFF REPORT

MEETING DATE: August 2, 2023

PREPARED FOR: Mayor and Town Council

PREPARED BY: Loren Umbertis, Public Works Director

SUBJECT: Adopt a Resolution Authorizing the Town Manager to execute contract with Marin Heating to install new electric heating and cooling HVAC system in Woman's Club in an amount not to exceed \$29,500 and include a 10% contingency of \$2,950 for a total of \$32,450

RECOMMENDATION

Authorize Town Manager to execute contract with Marin Heating and Air to install new electric heating and cooling HVAC system in Woman's Club in an amount not to exceed \$29,500 and include a 10% contingency of \$2,950 for a total of \$32,450.

BACKGROUND

The Woman's Club currently has a natural gas, heating-only system that is located above the Council dais/stage. When operating, it produces a great deal of noise and due to its location has a difficult task in delivering heat to the area of the main room closest to the entrance. The intent of the new system is to convert the existing system to electric and to add the ability to provide cooling as well and add exposed ductwork to distribute air condition more efficiently to the entire room.

Mini-split air conditioning systems were also considered as an alternative, but these systems are smaller and so would require at least two units to be mounted on the walls and these would also require lines to the exterior for condenser units. Mini-split systems also only condition the existing interior air. The proposed system from Marin Heating and Air will exchange fresh air from the outside which will improve the quality of air within the building, particularly when the doors and windows are closed.

DISCUSSION

The Woman's Club of Fairfax is the site of the Fairfax Town Council and hosts many other events and gatherings. The main floor area is currently served by a natural gas heating system that is located above the stage/Council dais. When the system is in operation, noise generated from the fans and heating unit are significant. The supply registers for the room are in the proscenium wall just above the stage. Because of this location, the opposite area of the room does not receive warm air due to the extended distance. The system does not provide cooling.

Staff solicited proposals from three HVAC contractors and asked them to review the room and provide designs that would more evenly distribute heating and cooling with all electric equipment and provide estimates. The three quotes are as follows:

Contractor	Estimate
Marin Heating and Air	\$29,500
Trahan Mechanical	\$37,660
Ongaro and Sons	\$117,424

The system will be installed in the same area above the stage but will also include ductwork that will originate at the stage and extend to the other side of the main room to provide air conditioning to the entire space. The system should be quieter than the existing system due to length of the ductwork (noise is lower when ductwork is longer in length) and that gas burners will no longer be used, which will also eliminate noise. Equipment will also be installed on the outside of the building for a heat exchanger/condenser.

FISCAL IMPACT

Funds are available in General Ledger Account 05-905. Staff recommends including a 10% contingency of \$2,950 to address any unforeseen issues for a total of \$32,450.

RECOMMENDED ACTION

Adopt a resolution authorizing the Town Manager to execute a contract with Marin Heating and Air for the installation of the new electric heating and cooling system for \$32,450.

ATTACHMENTS

- A. Resolution authorizing the Town Manager to execute a contract with Marin Heating and Air for the installation of the new electric heating and cooling system.
- B. Marin Heating and Air Proposal dated May 12, 2023.

RESOLUTION 23-__

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFAX
AUTHORIZING THE TOWN MANAGER TO EXECUTE A CONTRACT WITH MARIN
HEATING AND AIR TO INSTALL A NEW ELECTRIC HEATING AND COOLING HVAC
SYSTEM IN THE WOMAN'S CLUB IN AN AMOUNT NOT TO EXCEED \$29,500 AND
INCLUDE A CONTINGENCY OF 10% FOR A TOTAL AMOUNT OF \$32,450**

WHEREAS, the Woman's Club currently has a natural gas, heating-only system that is located above the Council stage, and, when operating, it produces a great deal of noise and due to its location has a difficult task in delivering heat to the area of the main room closest to the entrance; and

WHEREAS, the intent of the new system is to convert the existing system to electric and to add the ability to provide cooling as well, and add exposed ductwork to more efficiently distribute conditioned air to the entire room; and

WHEREAS, staff solicited proposals from three HVAC contractors and asked them to review the room and provide designs that would more evenly distribute heating and cooling with all electric equipment and provide estimates; and

WHEREAS, the proposals were Marin Heating and Air at \$29,500, Trahan Mechanical at \$37,660 and Ongaro and Sons at \$117,424; and

WHEREAS, the system will be installed in the same area above the stage but will also include ductwork that will originate at the stage and extend to the other side of the main room to provide air conditioning to the entire space; and

WHEREAS, Staff recommends that the Council include a 10% contingency to address unforeseen conditions;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Fairfax, California hereby authorizes the Town Manager to execute a contract with Marin Heating and Air for the installation of the new electric heating and cooling system for \$29,500 with a 10% contingency for a total amount of \$32,450.

The foregoing resolution was duly passed and adopted by the Town Council of the Town of Fairfax at a duly noticed meeting held in said Town on the 2nd day of August 2023 by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Chance Cutrano, Mayor

Attest: _____
Michele Gardner, Town Clerk



Marin Heating And Air

Trey Wilson and Spencer Heaphy
 Business Number # 1074408
 18 Napa Ave
 Fairfax Ca.94930
 ☎ 4157480081
 ☒ 4152501414
 MarinHeatingAC.com
 marinheatingac@gmail.com

ESTIMATE
EST0372

DATE
05/12/2023

TOTAL
USD \$29,500.00

TO

Loren Umbertis

46 Park Rd Fairfax, CA 94930
 ☎ +1 (415) 794-7049
 Lumbertis@townoffairfax.org

DESCRIPTION	RATE	QTY	AMOUNT
-------------	------	-----	--------

Install new 3 1/2 ton Mitsubishi heat pump in Women's Club hanging above stage in the back.	\$29,500.00	1	\$29,500.00
---	-------------	---	-------------

- We will hanging a Mitsubishi air handler up above the main stage. It will be hung as far back of stage as possible. We will be hanging the unit with 3/8" all thread and 7/8" unistrut. It will be attached to the roof joists with 3" dottie.

- We will run refrigerant line set from indoor air handler to out side condenser/heat pump. (Route TBD)

- Install new condensate drain line from indoor air handler to outside soil.

- Install communication wire from indoor air handler to outside condenser, test and secure wiring connections.

- We will install a wireless thermostat (location TBD)

*Seal all joints and connections with mastic tape or duct sealant.

Outdoor Condenser:

- Install new Mitsubishi 36k condenser/heat pump on wall mount brachet on back side of building.

- Once refrigerant lines are connected at both ends of system, we will

DESCRIPTION	RATE	QTY	AMOUNT
pressurize unit with nitrogen to 500 PSI to test for leaks.			
<ul style="list-style-type: none"> • Once we have determined that there are no leaks in the system we will then vacuum out lines and pull system down to 500 microns to prevent unit damage from moisture in lines. • We will then fill system with refrigerant and adjust to appropriate levels. 			
Duct work			
<ul style="list-style-type: none"> •We will be running two 14" round spirial ducts exposed in hall down center. We will be hanging ducts with specific straping for spirial ducts. The straps will be hung from roof truss. •We will be cutting in register saddles and registers in supply trunk lines. •We will be fabricating a custom rectangle return air duct in back of stage. It will be run from air handler in ceiling to crawl space under stage. Once under stage, we will be installing two return air grills in front of stage. •Seal all joints and connections with mastic tape or duct sealant. 			
Electrical:			
<ul style="list-style-type: none"> • System will require a 240 volt 20 amp circuit from breaker panel to exterior of home where condenser will be placed. (Circuit will need to be installed by electrical contractor.) 			
Start Up:			
<ul style="list-style-type: none"> • Once we have inspected and double checked the system wiring and refrigerant connections we will test run units to make sure they are performing properly and adjust where needed. 			
Warranty: 10 year pars and 2 year labor			
TOTAL			USD \$29,500.00

WARRANTY-10 year parts and 2 year labor.