



Staff Report

December 12, 2017

TO: Honorable Mayor and Members of the Town Council
FROM: Roger Carroll, Finance Director
DATE: November 28, 2017
RE: Library Heat and Air Conditioner Units Replacement

Recommendation

Adopt resolution authorizing the Town Manager to contract with American Energy to replace the HVAC units at the library.

Issue Statement and Discussion

The Town has a ten-year commitment to rent from the County the building that houses the Loomis Library Community Learning Center (Library) for \$1 per year. The County made it clear that the HVAC units in the building were old and that it would be the Town's responsibility for upkeep or replacement.

During this past, very hot, summer, it became obvious that the units would need to be replaced. After numerous "patches" by local HVAC companies, a commercial HVAC company was contacted to bring the units up to snuff. They did their best, but recommended a complete replacement of the three units at a total cost of \$23,119.

In an effort to find the best replacement plan and cost, three additional companies were contacted: two came out to the facility and checked out the units, but neither made a proposal.

Now that winter has arrived, the units are not producing sufficient heat to keep the building at a comfortable temperature. The units must be replaced. Fortunately, the budget as adopted already has sufficient revenue and the ¼ cent Transaction Tax is producing revenue in excess of the current budget.

The attached resolution waves the formal bid process in accordance with municipal code section 3.12.110.C, amends the budget for the cost and authorizes the Town Manager to contract for the replacements.

CEQA Requirements

There are no CEQA issues.

Financial and/or Policy Implications

This requires that the budget for the Community Services department be amended. The attached resolution adds \$25,000 to the General Fund department 0900, Community Services, account number 51210 – Loomis Library Community Learning Center. The revenue is already included in the General Fund Revenue line item 30031 – ¼ cent Transaction Tax.

Attachments

- A. Resolution
- B. Proposal – American Energy

TOWN OF LOOMIS

RESOLUTION NO. 17- XX

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOOMIS
APPROVING THE PROPOSAL FOR HVAC REPLACEMENT AT THE LIBRARY BUILDING**

WHEREAS, comfortable temperatures are necessary for patrons to enjoy the benefits of a library;
and

WHEREAS, the Town is responsible for maintenance or replacement of the heat and air
conditioning (HVAC) units in the library building; and

WHEREAS, the HVAC units in the library building have reach the end of their useful lives; and

WHEREAS, the Town has attempted to get competing bids to replace the units, but only one
contractor has replied

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Town Council of the Town of
Loomis waves the bidding process in compliance with Town Municipal Code section 3.12.110. C and
authorizes the Town Manager to contract with American Energy to replace the three HVAC units.

IT IS FURTHER RESOLVED that the Town Budget for the Fiscal Year Ending June 30, 2018 be
amended as follows:

Increase Department 0900 – Community Services, account number 51210 – Loomis Library
Community Learning Center by \$25,000.

PASSED AND ADOPTED this 12th day of December 2017 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor

ATTEST:

Town Clerk

Proposal

Attachment B

American Energy

8615 Laurel Mist Court
Granite Bay, CA 95746
Lic. #538702



Phone (916) 628-9252 / Fax (916) 782-7999

www.americanenergyair.net

Email: Amenergyac@msn.com

Proposal Submitted: Town of Loomis	Phone: 916-652-1840	Date: 11/11/2017
Street 3665 Taylor Road	Job Name Loomis Library	
City Loomis,	State CA	Zip code 95650
Job Location 6050 Library Drive		
Billing Email: cparker@loomis.ca.gov	City Loomis	State CA
		Zip Code 95650

We hereby submit specifications and estimates to: Gut existing systems, and install new HVAC systems.

We will take out and haul away 3 old systems and install 3 new 5-ton heating and air conditioning systems down flow. Replace all control systems and wiring with complete independent thermostat controls, sheet metal and disconnect boxes and fuses.

Complete with the new 401A refrigerant and also a 5 year parts warranty. Complete with crane servicer and welding and charging of all 3 systems.

The new systems will be 14 seer and will have new coils thermostats, controls with sealing of plenums to existing duct work.

Trane unit model number #TTRTTR060 5 ton systems with gas furnaces model # 80TTUD08060517A and new evaporator coils with new 410A refrigerant. Complete with startup, work will be done in a professional business like manor and finish to completion.

Payment to be made as following: Payment plan 12 month \$1927.00 per month or \$23,119.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any Alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____ / _____ / _____

Signature _____

Signature _____