

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 8<sup>th</sup> day of August, 2017:

Present:

William A. Robertson, Jr., Chairman  
Donald R. Hunter, Vice-Chairman  
Alan R. Carmichael  
Hugh G. Mumford  
T. J. Webb

Vote:

C-3

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

**RESOLUTION; APPROPRIATION AND BUDGET TRANSFER (\$33,475  
HUMAN SERVICES BUILDING HVAC PROJECT – PHASE I)**

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 8<sup>th</sup> day of August, 2017, does hereby authorize the following increase of funds and transfers among accounts within the 2017-2018 Budget, such line items increased and changed 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>
<b>Budget Transfer:</b>	
<i>Expenditure – Transfer From / Reduce:</i>	
0100-09-401-0917-49199                      General Fund Contingency	\$33,475
<i>Expenditure – Transfer To / Increase:</i>	
0100-09-401-0917-49172                      General Fund Transfer to CIP	\$33,475
 <b><u>Appropriation:</u></b>	
<b><u>Revenue</u></b>	
0311-90-901-8207-399100                      CIP – Transfer from General Fund	\$33,475
<b><u>Expenditure</u></b>	
0311-05-113-3167-48120                      CIP – Human Services HVAC	\$33,475

A Copy Teste:

\_\_\_\_\_  
Percy C. Ashcraft  
County Administrator



# COUNTY OF PRINCE GEORGE

Finance Department

P.O. Box 68


Prince George, VA 23875

Phone (804) 722-8710 Fax (804) 732-1966

Betsy Drewry  
Director of Finance

July 21, 2017

To: Mr. Percy C. Ashcraft  
County Administrator

From: Betsy Drewry, Director of Finance 

Re: Appropriation – Human Services Building HVAC Work – Phase I

The Prince George County Board of Supervisors approved completion of Phase I of HVAC work at the Human Services Building at its July 11, 2017 meeting. Additionally, the Board approved an evaluation of remaining needed work to make the Human Services HVAC system fully operational. Proposed costs for Phase I (\$29,600) and the evaluation of remaining needed work to the Human Services Building HVAC system (\$3,875) totaled \$33,475, and the work will be completed by Cii. There is no funding available or appropriated in the adopted FY2018 budget for this project. A transfer from contingency is recommended for project completion. The budget transfer and appropriation are shown below.

Please place on the Board of Supervisors agenda the appropriation and budget transfer. I am available should you require further information.

## **Budget Transfer:**

### ***Expenditure – Transfer From / Reduce:***

0100-09-401-0917-49199	General Fund Contingency	\$33,475
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### ***Expenditure – Transfer To / Increase:***

0100-09-401-0917-49172	General Fund Transfer to CIP	\$33,475
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## **Appropriation:**

### **Revenue**

0311-90-901-8207-399100	CIP- Transfer from General Fund	\$33,475
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### **Expenditure**

0311-05-113-3167-48120	CIP – Human Services HVAC	\$33,475
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cc: George Poulson, Director of General Services  
Shel Bolyard-Douglas, Director of Social Services



June 29, 2017

Prince George County  
Attn: George  
P O Box 68  
Prince George, VA 23875  
Phone 804-722-0775 Email: gpoulson@princegeorgecountyva.gov

*Approved*

Re Human Service Bldg. (HVAC System) Recommendations:

1. **Phase 1:**

Replace (5) water source heat pumps to include new hose connections.  
Reconnect to existing duct work, electrical and controls.

Our price for the above work is.....\$29,600.00

2. **Evaluate** the (12) other Heat Pumps and Report Heat Pump Condition & System Operation.  
Make final recommendations for replacement based on the report findings.

Our price for the above work is.....\$3,875.00

Note: Cii **does not** include relocation of sprinkler piping or electrical conduits

*\$ 33,475*  
*AM*  
*TW*

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner at normal work hours. Any deviation from the above specifications involving extra cost will be executed only upon your orders and will become an additional charge to estimate. If not accepted, this proposal may be withdrawn by Cii Service after 60 days.

We appreciate the opportunity to quote this project and look forward to working with you.

Sincerely,

*Mark Woodcock*  
V P Operations

