

Issue Analysis Form

Date: 04/14/2020
Item: Appropriation – Human Services Cooling Tower
Lead Department(s): General Services, Finance
Contact Person(s): Mike Purvis; Betsy Drewry



Description and Current Status

Human Services building HVAC replacement was submitted as a CIP project for the FY2021-2030 cycle. The current cooling tower base at the Human Services Building is in need of replacement. The air conditioning will not be functional for this cooling season if the cooling tower base is not replaced.

Pricing was obtained to replace the blower and fan section of the cooling tower from Warwick Mechanical Group, the County's contracted HVAC company. The price to make needed improvements is **\$38,917** and the cost summary is shown as **Attachment A**. Mr. Purvis recommends **adding \$2,000 as a contingency** in the event unanticipated costs are encountered as repairs are underway. The **total funding request is \$40,917**. Because the cost is under \$50,000, the County Administrator can approve the award to Warwick (purchase order), and the Board does not need to formally approve an award of contract.

This purchase is not currently budgeted in the County's adopted budget and an appropriation is needed. The recommended funding source is an appropriation from the Capital Improvement Fund, Fund Balance from accumulated SNAP interest revenues (bond issuance Series 2014 C, D & E).

An appropriation of \$40,917 from the Capital Improvement Fund, Fund Balance is being recommended for approval.

The Board of Supervisors approved an appropriation of \$75,427 to replace the boiler and pump system on November 26, 2019.

Board Action Requested:

Approve an appropriation of \$40,917 funds from the CIP Fund, Fund Balance (SNAP Interest Series 2014 C, E & E).

Appropriation Entry

Revenues

0311-40-900-8208-399999 CIP Fund, Fund Balance \$40,917

Expenditures

0311-05-113-3202-48120 Human Services Cooling Tower Repair - \$40,917

Government Path

- Does this require IDA action? Yes No
- Does this require BZA action? Yes No
- Does This require Planning Commission Action? Yes No
- Does this require Board of Supervisors action? Yes No
- Does this require a public hearing? Yes No
- If so, before what date? Yes No

Fiscal Impact Statement

CIP Fund, Fund Balance from SNAP accumulated interest from Series 2014 C, D & E bonds will be used for this cooling tower base (blower and fan) replacement.

County Impact

Making this blower and fan replacement will restore air conditioning to the Human Services Building.

Notes



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

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

Date: March 31, 2020

To: Prince George County

Project: Replacement of blower and fan section of cooling tower

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

- * Secure water to tower
- * Secure all power and disconnect conduits
- * Disconnect top section of tower and set aside
- * Provide and set into place new tower fan and sump base
- * Set existing top section back into place
- * Reconnect all conduits and makeup water line
- * Customer to install supply and return lines

Breakdown:

2 Techs 61 Hrs. @ \$90.00 per Hr. \$5,490.00
 Equipment and material: 20% markup \$31,552.00
 Crane and insulator: \$1,875.00

We propose to furnish all labor and material in accordance of the above specifications for
 the amount of: \$38,917.00

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: _____

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 14th day of April, 2020:

Present:

Vote:

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

A-5

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

RESOLUTION; APPROPRIATION STATE NONARBITRAGE PROGRAM (SNAP) INTEREST PROCEEDS – SERIES 2014 C, D & E (\$40,917 TO COVER HUMAN SERVICES COOLING TOWER FAN AND BLOWER REPLACEMENT)

BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 14th day of April, 2020, 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:

APPROPRIATIONS

| <u>FUND/ORGANIZATION</u> | | <u>AMOUNT</u> |
|---------------------------------|------------------------------|---------------|
| <u>Expenditures (CIP FUND):</u> | | |
| 0311-05-113-3202-48120 | Human Services Cooling Tower | \$40,917 |
| <u>Revenue:</u> | | |
| 0311-40-900-8208-399999 | CIP Fund, Fund Balance | \$40,917 |

A Copy Teste:

Percy C. Ashcraft
County Administrator