



DATE: October 9, 2019
 TO: Darrel Pyle, City Manager
 FROM: Brenda Hall, City Clerk *BH*
 Matthew T. Smith, Facilities Maintenance Superintendent
 SUBJECT: Emergency Repairs of HVAC System at Animal Welfare

office memorandum

The Animal Welfare Center (AWC) has been experiencing problems with the HVAC system in their facility. Staff has spent an enormous amount of time and money trying to address the needs, but the AWC still does not have all units functioning properly. City Council approved a Capital Project in the FYE 2020 Budget in the amount of \$245,000 for repair/replacement of the system.

Staff met with Streets Mechanical to provide an assessment of the system and make recommendation for repair/replacement. During the meantime, the system was still experiencing problems and down time on an almost daily basis. The Facility Maintenance Division is doing its best to keep the system going but continues to pour money into the facility on an ongoing basis. Streets Mechanical has completed its initial assessment and is willing to begin work immediately to address the problems.

Section 8-204(b)(4) provides an exception to competitive bidding for immediate preservation of peace, health or safety and Section 8-203(a)(2) provides an exception to Council approval for the purchase of emergency supplies, materials, equipment, or contractual services which are necessary to maintain operations. It further stipulates such purchases shall receive prior approval from the City Manager. Pursuing the standards competitive bidding process would delay the repair/replacement of the HVAC system an additional four to six weeks.

Time is very crucial to prevent further cost and down time to the system in order to keep the building at optimal temperatures for staff and the animals. Staff recommends moving forward with Streets Mechanical to replace the one unit that is down and provide an overall assessment of the entire system to determine what repairs are needed to get the system working properly. Replacement of the one unit will be at a cost of \$18,416 and the recommissioning and assessment is not to exceed \$25,000. Contract and bonds would be submitted to Council once the overall project is known and all emergency action will be ratified on a future Council agenda. I respectfully request you approval for this project.

cc: Anthony Francisco, Finance Director
 Major David Tuescher, Norman Police Department

Request Approved: *Darrel Pyle* Date: 10-14-19
 Darrel Pyle, City Manager

Request Denied: _____ Date: _____
 Darrel Pyle, City Manager



Streets, LLC
MECHANICAL CONTRACTORS

OKLAHOMA LICENSE NUMBERS
PLUMBING 3530
MECHANICAL 4583
ELECTRICAL 2982

100 SE 25th Street
Oklahoma City, Oklahoma 73129
Phone (405) 632-6664
Fax (405) 632-0732

City of Norman Oklahoma
Norman Animal Welfare Center
Attn: David Teuscher

October 10, 2019

RE: Norman Animal Welfare Center HVAC systems Recommissioning

Streets LLC. is pleased to provide the following proposal for your review and acceptance.

Scope of Work

Item Description

- 1) Building HVAC Recommissioning- test, inspect, clean and maintain all building HVAC systems.
 - Includes testing all electrical and controls components for proper operation
 - Includes checking and adjusting refrigerant charge
 - Includes testing adjustment and cleaning of heating systems and components
 - Includes checking and adjusting economizer operation
 - Includes replacing or cleaning filters and belts
 - Includes adjustment and minor repairs to standard maintenance items
 - All work to be performed during normal business hours
 - Includes providing a detailed report of findings, deficiencies and recommendations upon completion

Price for above service not to exceed \$25,000.00

Exclusions:

Excludes anything not specifically listed above

Price good for 30 days from the date listed above.

Should you have any questions, please don't hesitate to contact me at 405-632-6664

Respectfully submitted,
Troy Watson

Troy Watson

Streets LLC

Phone 405-632-6664

Fax 405-632-0732

Acceptance of Proposal By

Name: _____

Signed: _____

Title: _____

Date: _____

Purchase Order: _____



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October 10, 2019

RE: Norman Animal Welfare Center Cat Area RTU replacement

Streets LLC. is pleased to provide the following proposal for your review and acceptance.

Item	Description	Scope of Work
1)	Provide mechanical labor and materials to remove existing rooftop packaged HVAC unit serving cat and replace with new direct replacement York model ZR049H06B2B5EAA2A2 equipped with the following: 4 Ton, Single Packaged, R-410A Air Conditioner, 14.5 SEER / 12.1 EER, MagnaDry with Reheat, 60 MBH Input Aluminized Steel, Single Stage, Gas Heat, 208/230-3-60, Dry Bulb Low Leak Economizer w/Barometric Relief and Hoods, 1.5 HP Standard Static Belt Drive Blower, 2" Pleated Filters (MERV 8), Smart Equipment Controller including Discharge Air, Return Air, and Outdoor Air Temperature Sensors, Non-Powered Convenience Outlet, HACR Circuit Breaker/Disconnect, Return Air Smoke Detector Micro-Channel "all-aluminum" condenser coil, Copper tube/aluminum fin evaporator coil, Composite Drain Pan - Front Connection, Hail Guard Kit- Diamond Pattern, Corrosion resistant protective coating on condenser and evaporator coils <ul style="list-style-type: none"> • Includes installation, hoisting and rigging, start-up and operational checks • All work to be performed during normal business hours 	
	Price for above service.....	\$18,416.00

Exclusions:

Excludes anything not specifically listed above

Price good for 30 days from the date listed above.

Should you have any questions, please don't hesitate to contact me at 405-632-6664

Respectfully submitted,
Troy Watson

Troy Watson

Streets LLC

Phone 405-632-6664

Fax 405-632-0732

Acceptance of Proposal By

Name: _____

Signed: _____

Title: _____

Date: _____

Purchase Order: _____