

Keri Hinton

From: Ken Huffer
Sent: Friday, August 04, 2017 1:04 PM
To: Stan Primozych; Mary Starrett; Rick Olson; Laura Tschabold
Cc: Joe Moore; Crystal Cox; Keri Hinton; Christian Boenisch
Subject: Approval for Webster Heating and Air for Planning Department HVAC and Amend 2017-18 Capital Project List to include this project
Attachments: scan.pdf

Greetings,

Attached is a memorandum from Joe Moore, requesting authorization to proceed with approving Webster Heating and Air Conditioning to replace an HVAC unit for the Planning Department. The unit unexpectedly failed and cannot be repaired. Joe attempted to get multiple quotes, but Webster Heating and Air Conditioning was the only respondent and quoted the work at \$8,870.

Facilities currently has portable air conditioning units in place to provide some cooling during this heat wave, but the HVAC unit needs to be replaced as soon as possible for efficiency purposes and to ensure the portable units are readily available, should there be an issue with another facility.

In order to pay for this project, we are also requesting that the current 2017-18 Capital Projects List be amended to include this project.

Should you have any questions, please let either Joe or me know.

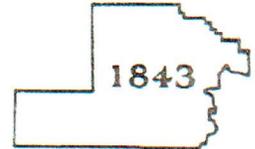
Thank you,
Ken Huffer
Deputy County Administrator
Yamhill County
535 NE 5th St.
McMinnville, Oregon 97128
Ph: 503-474-6270 Fax: 503-434-7553
Email: hufferk@co.yamhill.or.us
Website: www.co.yamhill.or.us

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Accepted by Yamhill County
Board of Commissioners on
8-10-17 by Board Order
17-317

Yamhill County



DEPARTMENT OF ADMINISTRATIVE SERVICES FACILITIES DIVISION

COURTHOUSE • 535 NE 5TH St. • McMinnville, OR 97128-4523 • (503) 434-7471 • FAX (503) 434-4358

August 1, 2017

Re: Planning HVAC Replacement

To: Board of Commissioners

Cc: Laura Tschabold, Ken Huffer

In July it was determined that one of the oldest HVAC systems in the planning office had failed beyond repair due to the nature of the failure. The company who was called out to confirm the failure was Webster Heating & Air conditioning. After they confirmed my diagnosis I requested they provide a quote for the replacement and I contacted three other local companies for quotes, they are as follows;

Webster HTG & A/C	14 SEER \$8,870.00	15 SEER \$11,825.00
Comfort Control Heating INC.	No response	
Advanced Mechanical Services	No Response	
Dr. HVAC HTG & A/C	No Response	

I believe the time of year and work load is what lead to the "No responses". Based on this and that Webster HTG & A/C says they can do the work in a timely manner I respectfully recommend we except their Quote for the 14 Seer unit in the amount of \$8,870.00

Sincerely,

Joe Moore

Yamhill County Facilities Manager

535 NE 5th Street, Room 31

McMinnville, OR 97128

503-434-7471 desk

503-883-1499 cell

503-434-4358 Fax

moorej@co.yamhill.or.us



Exhibit "A"