BILL NO.: 20-1108 ORDINANCE NO.: 20- 0481

INTRODUCED BY: COUNCIL MEMBER (s) Hendrickson

AN ORDINANCE TO AUTHORIZE THE COUNTY EXECUTIVE TO EXECUTE CHANGE ORDER NO. 1 FOR THE ON-CALL HVAC SERVICES 2020 CONTRACT FOR THE JEFFERSON COUNTY, MISSOURI, DEPARTMENT OF PUBLIC WORKS.

WHEREAS, Pursuant to Ordinance 20-0267, Jefferson County, Missouri and the Department of Public Works, Division of Facility Services entered into a Contract, known as the On-Call HVAC Services 2020 Contract, with Townsend Heating & Cooling, Crystal Heating and Cooling, and SMCI for $100,000.00 per term; and,

WHEREAS, the Department of Public Works, Division of Facility Services of Jefferson County, Missouri finds that it is now necessary to adjust the estimated amount of the On-Call HVAC Services 2020 Contract; and

WHEREAS, the need for the adjustment is to cover expenses associated with labor, material and equipment needed for SMCI to replace two package units, six furnaces, four coils, six condensing units, and one energy wheel; and

WHEREAS, the adjustment is to cover the addition of a air purification system, which includes all ductwork, piping and etc; and

WHEREAS, the Department of Public Works, Division of Facility Services for Jefferson County, hereby requests an increase of an additional One Hundred Thousand

FILED
NOV 13 2020
KEN WALLER
COUNTY CLERK, JEFFERSON COUNTY, MO

Dollars (**$100,000.00**) to the On-Call HVAC Services 2020 Contract with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI; and,

WHEREAS Jefferson County, Missouri, Council finds that it is now necessary and in the best interest of the County to execute Change Order No. 1 to the On-Call HVAC Services 2020 Contract with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI, for an increase of One Thousand Thousand Dollars (**$100,000.00**) to the contract sum, subject to budgetary limitations; for a revised total of Two Hundred Thousand Dollars (**$200,000.00**) for the On-Call HVAC Services 2020 Contract upon approval by the County Council and County Executive.

BE IT ENACTED BY THE JEFFERSON COUNTY, MISSOURI, COUNCIL, AS FOLLOWS:

Section 1. The Contract with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI, for the On-Call HVAC Services 2020 Contract shall be increased by One Hundred Thousand Dollars (**$100,000.00**) for a revised total cost of Two Hundred Thousand Dollars (**$200,000.00**), subject to budgetary limitations, upon approval by the County Council and County Executive.

Section 2. The Jefferson County, Missouri, Council hereby authorizes the County Executive to execute Change Order No. 1 to the On-Call HVAC Services 2020 Contract with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI, and any agreements or contracts necessary to effectuate the award of the bids and proposals set forth in this Ordinance. The County Executive is further authorized to take any and all actions necessary to carry out the intent of this Ordinance.

Section 3. Copies of all Invitations for Bid, response thereto, any contract agreements and change orders shall be maintained by the Department of the County Clerk consistent with the rules and procedures for the maintenance and retention of records as promulgated by the Secretary of State.

Section 4. This Ordinance shall be in full force and effect from and after its date of approval. If any part of this Ordinance is invalid for any reason, such invalidity shall not affect the remainder of this Ordinance.

THIS BILL BEING DULY INTRODUCED, THE MEMBERS OF THE JEFFERSON COUNTY, MISSOURI, COUNCIL VOTED AS FOLLOWS:

Council Member District 1, Brian Haskins	yes
Council Member District 2, Renee Reuter	yes
Council Member District 3, Phil Hendrickson	yes
Council Member District 4, Charles Groeteke	yes
Council Member District 5, Tracey Perry	yes
Council Member District 6, Daniel Stallman	yes
Council Member District 7, James Terry	yes

THE ABOVE BILL ON THIS 9th **DAY OF** November**, 2020:**

✓ **PASSED** ____ **FAILED**

Phil Hendrickson, County Council Chair

Pat Schlette, Council Executive Assistant

THIS BILL WAS X APPROVED BY THE JEFFERSON COUNTY EXECUTIVE AND ENACTED AS AN ORDINANCE OF JEFFERSON COUNTY, MISSOURI, THIS 12th DAY OF November 2020.

THIS BILL WAS _____ VETOED AND RETURNED TO THE JEFFERSON COUNTY, MISSOURI, COUNCIL WITH WRITTEN OBJECTIONS BY THE JEFFERSON COUNTY EXECUTIVE, THIS _____ DAY OF _____, 2020.

Dennis J. Gannon, Jefferson County, Missouri, Executive

ATTEST:

Ken Waller, County Clerk

BY: _____

Reading Date: 11-09-2020

ORDINANCE
No. 20-0481

C01

CHECKLIST FOR BILLS

BILL NAME:	On-call HVAC Services 2020	BILL #:		
	TIME SENSITIVE _____	(YES)	NO	N/A
	IN MEMORANDUM	DEPT.: Public Works / Facilities		
1.	Contract term – The term should read that the contract will be awarded after approval and signature of both Jefferson County Executive and the awarded vendor for a time period specified on the bid.	(YES)	NO	N/A
2.	Amount of the award to reflect the actual amount previously spent, or an explanation for increases or decreases	(YES)	NO	N/A
3.	Account string(s) for the purchase	(YES)	NO	N/A
4.	Funds that were spent in the last year, if applicable $: 22,131.98 2020 Start date: _____ End date: _____	(YES)	NO	N/A
	IN ADDITIONAL DOCUMENTATION			
5.	Any detailed information regarding the contract submitted by the Department Director or Elected Official overseeing the bid	(YES)	NO	N/A
6.	Bid tabulations – Award or Renewal	YES	NO	(N/A)
7.	Exhibit(s), if applicable	(YES)	NO	N/A
8.	Renewal letter(s), if applicable	YES	NO	(N/A)
9.	Previous ordinance(s), if applicable	(YES)	NO	N/A
10.	Certificate of Insurance for potential awarded vendor(s)	YES	NO	(N/A)
11.	E-Verification for potential awarded vendor(s)	YES	NO	(N/A)
12.	Delinquent Taxes	YES	NO	(N/A)
13.	Letter stating vendor(s) does not own any real or personal property in Jefferson County	YES	NO	(N/A)

County of Jefferson
State of Missouri
Administration Center
729 Maple Street - PO Box 100
Hillsboro, Missouri 63050

Dennis Gannon
County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES
David Courtway - Director
Web Address: www.jeffcomo.org

Dana Downs
Human Resources Manager
(636)797-5563 / Fax (636)797-5596

Jackie Talarski
General Services/Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

PROPOSED BILL MEMORANDUM

To: County Executive, Director of Administration

From: Jackie Talarski

Date: 10-26-2020

Subject Matter of Proposed Bill: ON-CALL HVAC SERVICES 2020, TOWNSEND HEATING & COOLING, CRYSTAL HEATING & COOLING, AND SMCI, CHANGE ORDER #1 FOR $100,000.00

Council Districts(s) Affected: All

County Department(s) Affected: Public Works, Division of Facility Services

SUMMARY

The Department of Public Works, Division of Facility Services requested an increase to the current contract for On-Call HVAC Services 2020 with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI. On October 26, 2020.

Ordinance 20-0267 was approved in May 2020 for the contract for On-Call HVAC Services 2020 with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI in the amount of $100,000.00. The Change Order is needed to cover expenses associated with labor, material & equipment needed for SMCI to replace the following: 2-package units, 6 furnaces, 4 coils, 6 condensing units, 1 energy wheel, and 1 air purification system including all ductwork, piping, etc., the Public Works Department is asking for an increase of $100,000.00.

The Department of Public Works, Division of Facility Services requested the change order to the current contract for On-Call HVAC Services 2020 with Townsend Heating & Cooling, Crystal Heating & Cooling and SMCI, with an increase of $100,000.00, subject to budgetary limitations.

Account string charged: 101-0068-5201-9999-999999, 101-0506-5501-9999-999999 and 319-0532-5815-9999-999999

Funds spent from in 2020: $22,131.98

This Bill proposes to renew the bid based on the recommendation of the Department of Public Works, Division of Facility Services.

PLEASE COMPLETE FORM AND RETURN TO CONTRACTS AND GRANTS. FAX 636-797-5067 OR EMAIL: jtalarski@jeffcomo.org, amassow@jeffcomo.org, and Purchasing@jeffcomo.org

Call with any questions: 636-797-5380

CHECK ONE OPTION

☐ AWARD ☐ REJECT ☑ CHANGE ORDER ☐ RENEW **If no Bid or Bids have not been awarded by the County Council within forty-five (45) days following the opening of the bids then all bids will be deemed Rejected.**			
DATE	10/26/2020	DEPARTMENT	Public Works - Facility Services
CONTACT NAME	Matt Stinchcomb	PHONE NUMBER	636-797-5574
BID NAME	On-Call HVAC Services 2020	BID OPENING DATE	01/28/2020
TIME SENSITIVE	If yes, explain:	Yes, need to have on Nov. 9th Council agenda	

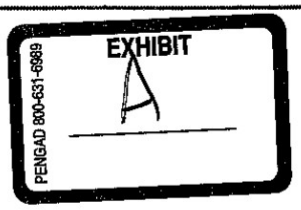
AWARD BID REJECT BID CHANGE ORDER ___ (give detailed information)	Change Order Increase for: Crystal Heating & Cooling Townsend Heating & Cooling Sheet Metal Contractors, Inc. (SMCI)
ANNUAL EXPENDITURE	Increase by $100,000.00 (from $100,000.00 to $200,000.00)
ACCOUNT STRING(S) TO CHARGE	101-0068-5201 / 101-0506-5501 / 319-0532-5815
TERM OF CONTRACT	05/26/2020 to 05/25/2021
CONTRACT NAME	C20ONCALLHVAC
COMMENTS (give detailed information and attach any documentation if needed)	Change order needed to cover expenses associated with labor, material & equipment need for SMCI to replace the following: 2-package units; 6-furnaces; 4-coils; 6-condensing units (2-County furnished); 1-energy wheel; add 1-air purification system; all ductwork, piping, etc. Estimates are attached.

Director/Elected Official Signature: _____ Date: 10/26/2020

SMCI

EXCELLENCE PREVAILS • SINCE 1980

October 22, 2020



Jason Jonas, P.E. - Director
Jefferson County Department of Public Works
725 Maple St, P.O. Box 100
Hillsboro, MO 63050

RE: JEFFERSON COUNTY ANIMAL RESOURCE CENTER HVAC UNIT REPLACEMENTS

Jason,

We propose to do the following HVAC unit replacements. I have three separate prices for your consideration:

BID #1 – REPLACE 2 PACKAGE UNITS

1. Remove 2 – existing units which are not repairable and all ductwork from units to enclosed chase.
2. Disconnect and reconnect all gas lines, power and control wiring.
3. Provide 2 – new thermostats.
4. Provide 2 – "DAIKIN" MPS 410A refrigerant package units with factory disconnects, LP gas, GFCI, and horizontal economizer.
5. All new duct with insulation from new unit to chase.
6. Gas piping and condensate traps.
7. Crane rental.
8. Sales tax not included.
9. 1-Year parts and labor warranty.
10. 5-Year compressor only warranty (NO LABOR AFTER FIRST YEAR).
11. 10-Year heat exchanger warranty (NO LABOR AFTER FIRST YEAR).

QUOTE $65,167.00

BID #2 – VENMAR ERV REPAIR

1. To replace energy wheel.
2. To replace belts.
3. 1-Year parts and labor warranty.

QUOTE $10,955.00

Sheet Metal Contractors, Inc.

1661 Veterans Drive • De Soto, MO 63020 | Phone: 636.337.2150 | Fax: 636.337.6074 |
www.smcihvac.com

SMCI

EXCELLENCE PREVAILS • SINCE 1980

Jason Jonas
JCARC HVAC REPLACEMENT
October 22, 2020

BID #3 – REPLACE ALL SPILT SYSTEMS AND RELOCATE CONDENSING UNITS TO THE ROOF PER THE FOLLOWING:

1. The existing units are all Freon 22 for air conditioning. We need to convert all units to 410A Freon; therefore, the pipe sizes are too small and the length of the piping is too long in order to leave condensing units on grade where previously installed.
2. We will replace all furnaces, coils, condensing units, and thermostats. Owner has 2 5 -Ton condensing units and coils we will install. We will furnish 6 gas furnaces, 4 coils and 4 condensing units (1 – 5-Ton, 2 – 4-Ton, and 1 – 3-Ton).
3. Disconnect and reconnect all ducts, gas, condensate, and flues.
4. Provide 3 –roof platforms to support condensing units. Platforms will have cricket on high side and roofed into shingles.
5. Refrigerant lines will be run from each mechanical through wall and above roof over to condensing units. Pipe insulation will have PVC jacketing. All refrigerant lines will be all new and sized properly.
6. Power wiring with new circuits.
7. 1-Year parts and labor warranty.
8. 5-Year compressor only warranty (NO LABOR AFTER FIRST YEAR).
9. 10-Year heat exchanger warranty (NO LABOR AFTER FIRST YEAR).
10. No sales tax.

QUOTE $74,265.00

BID #4 – AIR PURIFICATION FOR VIRUSES

1. Furnish and install GPS -iMOD Modular Needlepoint Bipolar Ionization Air Purification System on 2 – RTU's on grade for main building.
2. Furnish and install GPS-FC24-AC Auto Cleaning Needlepoint Bipolar Ionization System for 6 – indoor coils in Mechanical Rooms.
3. Furnish iMOD Modular Needlepoint Bipolar Ionization Air Purification System on 1 – DOAS unit for new building.
4. 1-Year warranty.
5. No sales tax.

QUOTE $14,795.00

Sheet Metal Contractors, Inc.

1661 Veterans Drive • De Soto, MO 63020 | Phone: 636.337.2150 | Fax: 636.337.6074 |
www.smcihvac.com

SMCI

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Jason Jonas
JCARC HVAC REPLACEMENT
October 22, 2020

Thank you for this opportunity. Please call with any questions.

Larry Krodinger

Larry Krodinger, Estimator

ATTACHMENTS: GPS-iMOD submittal sheet for RTU's and DOAS
GPS-iMOD submittal sheet for Furnaces

NOT INCLUDED: PATCHING, STRUCTURAL FRAMING, LINTELS, TRASH REMOVAL, PAINTING, POWER WIRING, ELECTRICAL STARTERS OF ANY KIND, ROOFING, EXTERIOR SHEET METAL, CONCRETE PADS, DUCT CLEANING, DOMESTIC WATER HEATER FLUES, ASBESTOS ABATEMENT, ANYTHING NOT SPECIFICALLY MENTIONED ABOVE.

Sheet Metal Contractors, Inc.

1661 Veterans Drive • De Soto, MO 63020 | Phone: 636.337.2150 | Fax: 636.337.6074 |
www.smcihvac.com

Jackie Talarski

From: Jason Jonas
Sent: Monday, October 26, 2020 6:08 PM
To: Jackie Talarski; Adrianne Massow
Cc: David Courtway; Kristy Apprill; Matthew Stinchcomb
Subject: On-Call HVAC Services - Change Order No. 1
Attachments: 2020 CHANGE ORDER NO 1 - On-Call HVAC Services (signed).pdf; 2020 CHANGE ORDER NO 1 - On-Call HVAC Services Back Up Docs.pdf

Jackie

Attached is a requested Change Order No. 1 for the subject contract. Also included are the backup documents that provide more details for this change order request. This needs to be on the November 9th Council agenda for approval. The County will utilize the needed funds increase for an effort that will replace the existing HVAC system within the Animal Resource Center building. This was not part of the ARC Remodeling & Addition project with Boyer Building & Design. This replacement work is on existing HVAC systems that was not anticipated to need immediate replacement at the time of the ARC project design.

Please let me know if you have any questions.

Thanks
Jason

I hereby certify under section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the treasury, to the credit of the funds from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

County Auditor

Approved as to Form:

Carl W. Yates III, County Counselor
Jefferson County, Missouri