



MEMORANDUM

To: Mayor and City Council

From: Steve Shore, Facilities Manager
Michael Garza, Director of Public Works

Date: March 26, 2024

Reference: Consider approval of Change Order #1 to TD Industries for HVAC Controls upgrade at the Cozby Library; in the amount of \$79,278.00; as budgeted in the Infrastructure Maintenance Fund (IMF); and authorizing the City Manager to sign any necessary documents.

2040: Sustainable Government

Introduction:

The purpose of this agenda item is to consider approval of Change Order #1 to TD Industries for HVAC Controls upgrade at the Cozby Library in the amount of \$79,278.00 as budgeted in the Infrastructure Maintenance Fund; and authorizing the City Manager to sign any necessary documents.

Background:

The Cozby Library and Community Commons had a complete replacement of all Heating, Ventilation and Air Conditioning (HVAC) units during its remodel in 2016. The City's HVAC vendor at the time recommended and installed York units. These units are not 100% compatible with the Building Automation System the City uses. This limits the ability of the units to control the humidity in the conditioned space. Over time, this has become more of an issue and the units currently cannot maintain the humidity levels needed for book storage and customer comfort.

The City of Coppel's Facilities Division worked with our current HVAC vendor, TDI, to determine the best course of action to correct these issues. It was determined that replacing the current control boards with models that are 100% compatible with our Building Automation System would give us the ability to maintain humidity levels in the correct range, which will improve the comfort level in the space and prevent humidity damage to books. In addition to the installation of these controls, graphics and control options will be upgraded to the City's HVAC Building Automation System to allow the HVAC units to sense and control humidity levels in the conditioned space.

Benefit to the Community:

Currently, though the library maintains a temperature that is cool enough, the high humidity makes it uncomfortable. Lower humidity will allow for a greater comfort level for users of the library. This will also allow us to maintain the library at a warmer temperature, saving energy and still providing a greater level of comfort. The lower humidity will also help prevent damage to books.

Legal Review:

The Procurement Division has reviewed the documents and determined that this is an appropriate method of contracting with the vendor.

Fiscal Impact:

The fiscal impact of this agenda item is \$79,278.00, funded through Infrastructure Maintenance Funds.

Recommendation:

Public Works recommends approval of this item.