



DISTRICT SCHOOL BOARD OF PASCO COUNTY

Kurt S. Browning, Superintendent of Schools

7227 Land O' Lakes Boulevard • Land O' Lakes, Florida 34638

Purchasing Services

Michael J. Woodall, CPPO, Purchasing Agent

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October 1, 2013

MEMORANDUM

TO: Honorable School Board Members

FROM: Michael J. Woodall, CPPO, Purchasing Agent *MJW*

RE: Pine View Middle School – Emergency HVAC System Repairs

Mark Fox, Director of Maintenance Services has determined that the HVAC system for the gymnasium at Pine View Middle School is in need of emergency repair. The current units are no longer operable and the school has a new gymnasium floor, that without properly functioning climate control, humidity could cause the floor to buckle. Board Policy 6320 allows for the declaration of an emergency when there is a situation that endangers the life, health, safety or welfare of students, staff or public, or where the District would suffer severe financial loss. Please refer to the attached memo from Mark Fox for additional information. At this time we are informing the Board of this declared emergency, as required by Board Policy 6320.

Pricing information was obtained from three (3) vendors and is on file in the Purchasing Services Department. The not to exceed cost for the purchase and installation of two (2) 50-ton split system air conditioning units in the gymnasium is \$98,654.22. The funds for this repair will be from local capital improvement funds. A purchase order for this amount will be issued to Keller Mechanical.

Should you have any questions regarding this matter, please contact Mark Fox or me at your earliest convenience.

MJW/acf

Attachments

Date/Time: September 25, 2013 08:39:00



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Department of Maintenance & Facilities Services
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Mark A. Fox, Director


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MFS-047-14

MEMORANDUM

September 20, 2013

TO: Michael J. Woodall, CPPO, Purchasing Agent
Amy Flack, Buyer
Deb Mateo, Buyer Assistant

FROM: Mark A. Fox, Director 
Rich McInnis, Crew Chief of HVAC Services

SUBJECT: Emergency Purchase Order – Pine View Middle School

The maintenance and facilities services department is requesting an emergency purchase order to replace two (2) 50-ton split system air conditioning units in the gymnasium at Pine View Middle School. The previous units are no longer operable. This facility has a brand new gym floor which, if the a/c is not working properly, the relative humidity will cause the new floor to buckle and could prove to be very costly.

A requisition will need to be addressed to Keller Mechanical in Lakeland, FL (vendor #72955). The funding for this project will come from the following coding strip: 3712.0921.12.85110.568000.7400.9061.

Thank you in advance for your assistance regarding this request. Please feel free to contact me at extension #47900 or Rich McInnis at extension #47912, for any questions or concerns you may have.

MAF/RM/tas