



**BRAZOS COUNTY
BRYAN, TEXAS**

DEPARTMENT: Purchasing

NUMBER:

DATE OF COURT MEETING: 7/1/2025

ITEM: Approval of Service Contract #CIP 25-602 Replacement of HVAC System for Brazos County Employee Clinic and Elections Building with Carrier Commercial Services in the amount of \$89,250.00.

TO: Commissioners Court

FROM: Celina Nava

DATE: 06/25/2025

FISCAL IMPACT: True

BUDGETED: False

DOLLAR AMOUNT: \$89,250.00

BUDGET DETAIL: Budget amendment is also on this agenda for approval.

NOTES/EXCEPTIONS:

This contract includes the parts and labor required to service the existing Variable Refrigerant Flow HVAC system at the McLeod Building, that is occupied by Election Services and the Employee Health Clinic. This includes the replacement of the compressors and cassettes, as well as the installation of refrigerant pipe isolation valves to allow for easier future servicing of the equipment. A new, networkable controller is also part of the work, which will allow for remote monitoring and e-mail-based notifications from the system. Currently, there are many active leaks in the refrigerant piping at the terminations of the cassettes, requiring recharging of the compressors on a bi-weekly basis. The VRF system is currently 8 years old and was installed as part of the remodel of the building. There are no monies currently budgeted for this work, and a budget amendment for the total cost of the work is on the agenda for approval, utilizing funds from the General Fund Contingency account. Failing to approve will delay our ability to fix the current issue, preventing us from properly maintaining temperature and humidity levels in the space. We would like to have this approved ASAP, as there is a 6-8 week lead time on getting hardware, placing us in the hottest part of the year before we can begin the work. The work site location will be at the Brazos County McLeod Building – Office location for the Employee Health Clinic and the Elections Administration departments.