

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20120309**

**1. ACTION REQUESTED/PURPOSE:**

- (A) Approve Waiver # W-120229 to waive the formal quoting procedure for the purchase of HVAC parts and supplies, for Facilities Services as the primary department and other County Departments/Divisions (Utilities, Parks.....etc.) that may need to utilize this waiver as long as current conditions exist.
- (B) A waiver has been requested due to the fact that there is currently no standardization of HVAC equipment in our buildings county wide. Installation requires the selection of system/units that is best suited for the job.
- (C) Furthermore unlike plumbing and electrical parts which have few manufacturers and in many cases the parts are interchangeable, HVAC parts on the other hand are not interchangeable.
- (D) Additionally at times when services are required service personnel must be able to obtain materials from the closest source to bring units back on line within a critical small window of time.
- (E) Request approval of annual expenditures with a "Not to Exceed" amount of \$500,000.

**2. FUNDING SOURCE:**

Multiple

**3. WHAT ACTION ACCOMPLISHES:**

Allows Facilities Services and other various departments to purchase HVAC parts and supplies in timely and efficient manner to maintain critical comfort levels in County buildings.

**4. MANAGEMENT RECOMMENDATION:** Approve

**5. Departmental Category:** <DeptCategory>

**6. Meeting Date:** 4/24/2012

**7. Agenda:**

Administrative

**8. Requirement/Purpose:** (specify)

- ☐ Statute  
☐ Ordinance  
☒ Admin Code AC-4-1  
☐ Other

**9. Request Initiated**

**Commissioner:**

**Department:** PROCUREMENT  
MANAGEMENT

**Division:** No Divisions

**By:** Robert Franceschini

**10. Background:**

In 2002 the Procurement Management Division (Purchasing in '02) set up the original waiver request for the purchase of HVAC parts and supplies with annual expenditure estimated at \$100,000 annually to cover approximately 1 million square feet of facilities. Since that initial '02 waiver there has been a continual growth of square footage to the tune of 5 million square feet with corresponding escalating annual costs.

Account Strings: Various

**Attachments:**

- (1) Facilities Division's Waiver Request (Primary User)  
(2) Original Waiver Bluesheet



**11. Required Review:**

<Signature>	<Signature>	<Signature>	<Signature>	<Signature>	<Signature>
<Department>	<Department>	<Department>	<Department>	<Department>	<Department>
<Signature>	<Signature>	<Signature>	<Signature>	<Signature>	<Signature>
<Department>	<Department>	<Department>	<Department>	<Department>	<Department>

**12. Commission Action:**