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**PURCHASING OFFICE**

**INTER-DEPARTMENTAL MEMO**

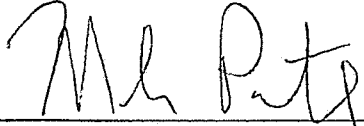
TO: Mike Martindale  
DATE: April 7, 2017  
SUBJECT: HVAC Units for South Knoll Elementary

The Facilities Department has identified several air cooled HVAC units at South Knoll Elementary that are becoming very expensive to operate because they use R-22 refrigerant. The recommendation is the remaining indoor and outdoor HVAC units that use R-22 refrigerant be replaced with new units. R-22 refrigerant is being phased out and these units are at the end of their life expectancy. This purchase was specifically identified in the 2013 Bond Package deferred maintenance section.

The attached proposal from Entech Sales and Service is to remove all existing indoor and outdoor R-22 units at South Knoll Elementary and replace with new Daiken R410A indoor/outdoor matched units.

Entech Sales and Service is an approved vendor of the Texas Local Government Statewide Purchasing Cooperative. The Buy Board is the secured website for this cooperative which is administered by TASB. All items on the Buy Board have been competitively bid and awarded by the Cooperative's Board of Trustees based on state statutes.

It is the recommendation of Mark Pantel, Director of Purchasing and Jon Hall, Executive Director of Facilities to purchase Daiken R410A indoor/outdoor matched replacement units installed at South Knoll Elementary from Entech Sales and Service per contract #461-14 for \$421,986.00. The intent would be to order these units immediately after board approval and them installed and operational prior to classes beginning in late August. The funds for this purchase will be provided from the 2013 Bond Package, Deferred Maintenance budget.

  
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Mark Pantel, Director of Purchasing

  
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Jon Hall, Executive Director of Facilities