

| Agenda Item | cover sheet

for consideration by the Apex Town Council

Item Type: CONSENT AGENDA

Meeting Date: November 13, 2025

Item Details

Presenter(s): Matt Wetherell, Facilities and Grounds Manager

Department(s): Public Works

Requested Motion

- A. Motion to award an HVAC Construction and Repair Contract between Comfort Systems USA (Mid Atlantic) LLC and Town of Apex, for Public Safety Station No. 4 HVAC system renovation, and to authorize the Town Manager, or their designee, to execute the contract on behalf of the Town.
- B. Motion to approve Budget Ordinance Amendment No. 6 appropriating funds for the Public Safety Station No. 4 HVAC Renovation Project in Fiscal Year 2025-2026.

Approval Recommended?

Yes

Item Details

The HVAC system at Public Safety Station No. 4 (PSS No. 4) is nearing the end of its service life and has been experiencing recurring temperature and humidity control issues. The fiscal year 2025-2026 Budget includes \$525,000 for the renovation of the system. The project was originally bid on October 21, 2025; however, the bids could not be opened because fewer than three were received. The Town re-advertised the project and received one bid on October 29, 2025, from Comfort Systems USA (Mid Atlantic), LLC, with a base bid amount of \$521,000.

After review of the bid documents, staff recommends awarding the construction contract for the PSS No. 4 HVAC Renovation project to Comfort Systems USA (Mid Atlantic), LLC, for the base bid amount of \$521,000. This amount is within the approved project budget of \$525,000.

To provide adequate contingency funding, Budget Ordinance Amendment No. 6 allocates an additional \$40,000 from the General Fund Balance to the PSS No. 4 HVAC Renovation project.

Attachments

- CN5-A1: Bid Tabulation - Construction Contract Award - Comfort System Systems USA (Mid Atlantic), LLC - HVAC Renovation at Public Safety Station No. 4 and Budget Ordinance Amendment No. 6

- CN5-A2: Bid Package - Construction Contract Award - Comfort System Systems USA (Mid Atlantic), LLC - HVAC Renovation at Public Safety Station No. 4 and Budget Ordinance Amendment No. 6
- CN5-A3: Construction Contract - REFERENCE ONLY - Comfort System Systems USA (Mid Atlantic), LLC - HVAC Renovation at Public Safety Station No. 4 and Budget Ordinance Amendment No. 6
- CN4-A4: Budget Ordinance Amendment No. 6 - Construction Contract Award - Comfort System Systems USA (Mid Atlantic), LLC - HVAC Renovation at Public Safety Station No. 4 and Budget Ordinance Amendment No. 6