



City Commission Agenda Item

Meeting Date: March 17, 2026

From: Randy Frazer, City Manager

Item: Cowley County Humane Society - HVAC Replacement Project

Motion: A Resolution authorizing the City of Arkansas City to approve the Cowley County Humane Society HVAC replacement project consisting of the Base Bid and Alternate #1 in the total amount of \$59,977, plus applicable sales tax, and authorize the City Manager and City Clerk to execute all necessary agreements and documents, with project cost shared equally between the City of Arkansas City and the City of Winfield, each paying 50% of the total project costs. **(Voice Vote)**

Background: The Cowley County Humane Society facility serves residents of both Arkansas City and Winfield and is a jointly supported regional asset. The existing commercial packaged ventilation, heating, and air conditioning (HVAC) system serving the large dog kennel area has reached the end of its useful life and requires replacement to ensure proper ventilation, temperature control, and overall animal welfare.

A proposal dated January 28, 2026, was received from Ark City Service for replacement of the existing system. The Base Bid includes removal of the existing unit and installation of a new commercial packaged HVAC system designed to provide enhanced ventilation, energy efficiency, and integration with the existing exhaust and pressure control systems.

Alternate #1 relocates the HVAC unit away from the washdown area and from beneath the open-air shed roof. This relocation will improve the quality of ventilation air drawn into the kennel space, reduce exposure to odors and moisture, and improve long-term system performance and durability.

The City of Arkansas City and the City of Winfield have agreed to treat this as a shared capital improvement project, with each city responsible for 50% of the total project cost.

Project Costs

- Base Bid: \$44,539
- Alternate #1: \$15,438
- Total Project Cost: \$59,977 (plus applicable sales tax)
- Arkansas City Share (50%): \$29,988.50 (plus applicable sales tax)
- City of Winfield Share (50%): \$29,988.50 (plus applicable sales tax)

Commission Options:

1. Approve the Resolution
2. Disapprove of the Resolution
3. Table the Resolution for further discussion

Fiscal Impact: Amount: **\$29,988.50**

Fund: **01 - General Fund**

Department: **201 - Commission**

Expense Code: **6217 - Contributions**

Included in budget

Grant

Bonds

Other Not Budgeted

Attachments: Resolution & Proposal

Approved for Agenda by:

Randy Frazer, City Manager