




# Central Services Department

Ron Lampkin, Interim Director  
Maria Rivera-Rivera, Deputy Director

2760 Peach Orchard Road, Augusta, GA 30906  
(706) 828-7174 Phone (706) 796-5077 Fax

## MEMORANDUM

**TO:** Geri Sams, Director, Procurement Department

**FROM:** ~~Ron Lampkin~~, Interim Director, Central Services Department  


**DATE:** July 12, 2024

**SUBJECT:** Emergency Memo – Charles B. Webster Kitchen HVAC

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In accordance with §1-10-57 Emergency Procurements, we respectfully ask you to accept this communication as notification of an emergency at the Charles B. Webster Detention Center kitchen regarding the failure of the 30-ton rooftop HVAC unit.

The 30-ton rooftop HVAC unit that services the Charles B. Webster Detention Center kitchen area is no longer in operation. An inspection revealed that the complete replacement of the unit would be required. The failure of the HVAC unit, coupled with the current outside temperature, is causing room temperatures to increase. The kitchen is utilized by inmates and staff, and it is imperative that the replacement of the unit takes place to ensure proper air circulation throughout the facility. Augusta Chiller Service has been deemed qualified to make the necessary installations.

Please process a purchase order for Augusta Chiller Service, in the amount of \$69,353.41 for the replacement of the 30-ton rooftop unit.

If you have any questions or concerns, please contact the Central Services Department.

AUGUSTA-RICHMOND COUNTY GEORGIA  
PURCHASING DEPARTMENT

DEPARTMENT NAME: Central Services Department  
DEPARTMENT NUMBER: SPL OST VIII, see below  
DEPARTMENT HEAD: 

REQUISITION

REQUISITION:  
REQUISITION DATE: 7/12/2024  
PURCHASE ORDER NUMBER:  
PURCHASE ORDER DATE:

		VENDOR		NAME OF BIDDER		NAME OF BIDDER		NAME OF BIDDER	
		PHONE NUMBER		Augusta Chiller Service					
		QUOTED BY		(706) 364-4314					
		Russell Scott							
ITEM NO	DESCRIPTION	Quantity	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	
1	REPLACE AN EXISTING TRANE HORIZON PACKAGE COOLING, GAS HEAT W/ ELECTRIC REHEAT WITH NEW DAIKEN 20 TON UNIT IN THE CHARLES B WEBSTER KITCHEN AREA	1	\$64,207.21	\$64,207.21					
2	CONTROLS ALLOWANCE	1	\$ 5,146.20	\$ 5,146.20					
3									
4	*Emergency								
5	Quote: Charles B Webster Detention Center Kitchen cooling unit								
6									
7	Funding is available in the following SPL OST VIII account:								
8	GL 330-05-1120 / 5413120								
9	JL 224056119 / 5413120								
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
21									
22									
TOTAL BID			\$	69,353.41	\$	-	\$	-	
SHIPPING CHARGES									
DELIVERY TIME FROM RECEIPT OF PURCHASE ORDER									





# Augusta Chiller Service

Post Office Box 1331  
Clearwater, SC 29822  
(706)364-4314 FAX (706-364-4317)  
[Augusta\\_CHILLER@yahoo.com](mailto:Augusta_CHILLER@yahoo.com)

City of Augusta  
Facilities-Maintenance & Operations  
Mr. Timothy Howard

June 28<sup>th</sup> 2024

Subject: Charles Webster Detention Center Kitchen cooling unit

Dear Mr. Howard,

Thank you for allowing Augusta Chiller Service Inc. the opportunity to provide you with a price and scope to replace an existing Trane Horizon package cooling, gas heat with electric reheat heat with a new 20 ton unit manufactured by Daiken. There are two Horizon units that serve the kitchen area. Both are connected to each other through the "Reliable building controls system". Our scope would be to replace the that has two bad compressors, and wire it in as a standalone unit with its own dedicated thermostat. The twin to this unit would have to be wired or reconfigured so it will be able to operate as a standalone system too.

The Trane Horizon units are fairly complicated units that control Humidity using hot gas reheat. You have requested us to provide you with a standard unit that operates as a stand alone system with out all of the options the Horizon unit has. We have down sized the unit from a 30 ton to a 20 ton unit so it won't cycle as much.

We are not a licensed contractor for Reliable Control Systems. We have included an allowance for Integration Control Solutions to provide the control wiring modifications needed.

The scope of removing the old unit and installing the new unit is based on our walk through of the job and information you provided to us. **Work is to be performed during standard work hours 7:30am to 4:30pm.**

## PROJECT SCOPE:

1. Inform user of our presence on site.
2. Sign in at guard station
3. Conduct a short meeting with owner and their representatives of our scope and requirements to perform the work.
4. Set a time line for completion and completion expectations.
5. Conduct a walkthrough of the space and work area.
6. Conduct a safety meeting and note any possible safety issues.
7. Document existing conditions.
8. Get safe work permit.
9. Lock out disconnect.
10. Remove electrical
11. Remove low voltage controls
12. Set crane next to building, unit weighs 4,850lbs.
13. Remove existing curb.





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14. Remove old unit from roof
15. Lift new unit and set in place
16. Install new duct work to supply and return
17. Re-connect electrical
18. Install new t-stat in kitchen
19. Remove and rewire existing controls to unit 41-B
20. Report operation to owner
21. Remove all debris from work area

**Customer Investment ..... 64,207.21**

**Add for controls allowance    5,146.20**

**Total Customer Investment .....\$69,353.41**

**Unit availability is approximately 2 weeks.**

Customer authorization to proceed:

Augusta Chiller Service Company

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Purchase order: \_\_\_\_\_

Proposal # \_\_\_\_\_

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## SPECIAL NOTES:

- ◆ Above price is firm and valid for 30 days, project will be re-quoted at the time of release if the beyond these dates.
- ◆ Smoke and fire detection done by others
- ◆ Owner to remove and retain old unit
- ◆ Owner to coordinate site specific critical lift requirements
- ◆ Once materials and or equipment is delivered to job-site, it is considered the owners property.
- ◆ Customer agrees not to copy or disclose Company's proprietary information to others and agrees to provide free access to work site as described in the scope of work.
- ◆ Electrical reconnection is included in this price.
- ◆ Company shall not be liable for personal injuries or property damage arising from causes beyond its reasonable control or without its fault or negligence. Company does not insure against equipment failure under this scope of work. In no event shall Company liability for direct or compensatory damages exceed the payments received by Company from Customer under this contract.





## Augusta **Chiller** Service

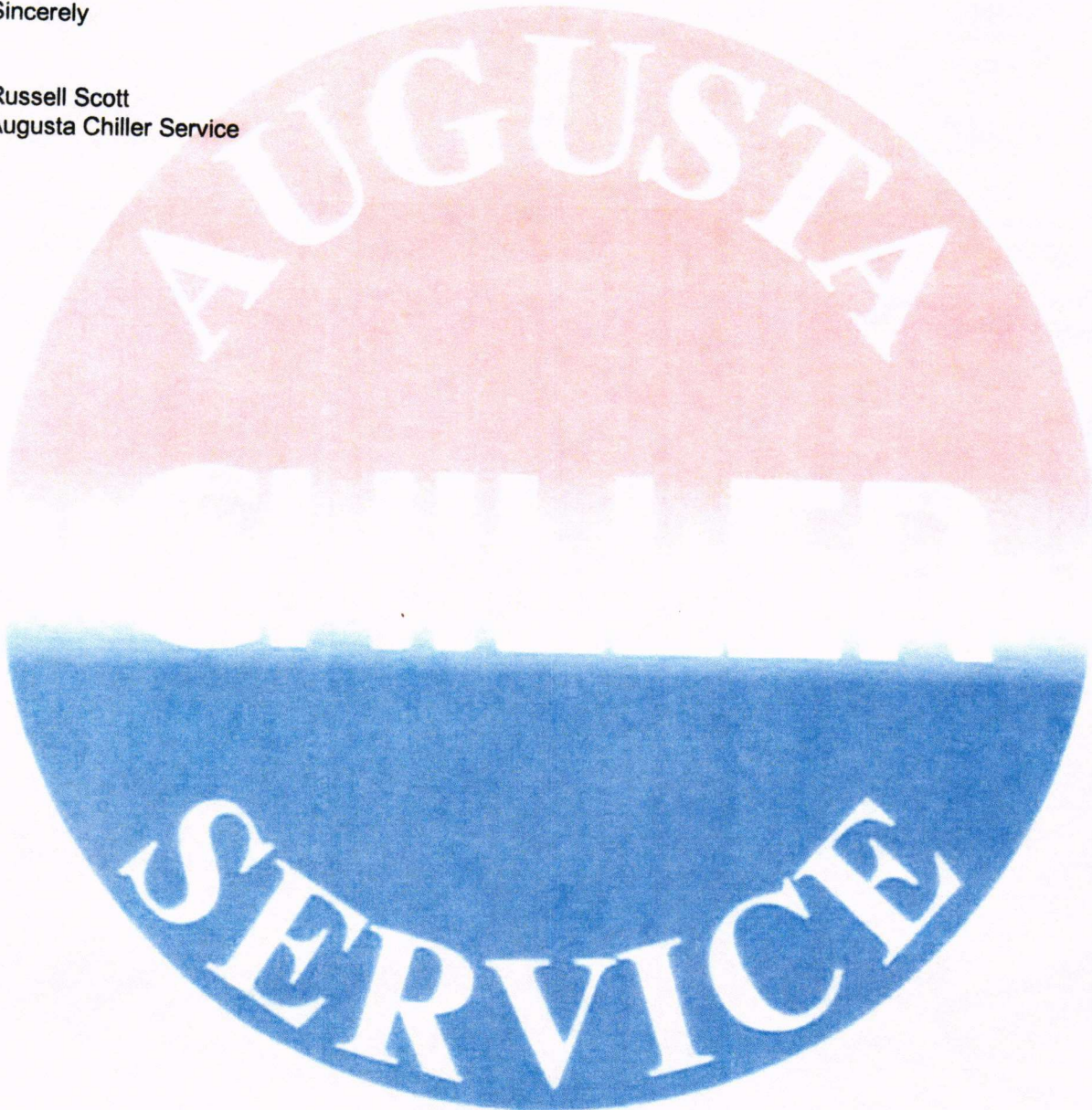
Post Office Box 1331  
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Augusta Chiller Service appreciates the opportunity to serve you. Please feel free to call if you should have any questions.

Sincerely

Russell Scott  
Augusta Chiller Service



## Katie Cornelius

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**From:** Nancy M. Williams  
**Sent:** Wednesday, July 3, 2024 12:11 PM  
**To:** Katie Cornelius; Darrell White  
**Cc:** Ron Lampkin; Geri Sams; Maria Rivera-Rivera; Audrey Sutton; Scarlet Green; Arlene New  
**Subject:** RE: Emergency Request - CBWDC HVAC Units

Approved

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**From:** Katie Cornelius <KCornelius@augustaga.gov>  
**Sent:** Wednesday, July 3, 2024 11:48 AM  
**To:** Darrell White <DWhite2@augustaga.gov>  
**Cc:** Ron Lampkin <RLampkin@augustaga.gov>; Geri Sams <gsams@augustaga.gov>; Maria Rivera-Rivera <MRivera-Rivera@augustaga.gov>; Audrey Sutton <ASutton@augustaga.gov>; Nancy M. Williams <NWilliams@augustaga.gov>; Scarlet Green <SGreen@augustaga.gov>; Arlene New <anew@augustaga.gov>  
**Subject:** Emergency Request - CBWDC HVAC Units  
**Importance:** High

Good morning,

This communication serves as notification of an emergency at the following location:

- Charles B. Webster Detention Center
  - AHU 2D, AHU 5D, AHU 10E, AHU 4B, AHU 5B, AHU 9E, AHU 1D, AHU 3D, AHU 3A, AHU 1B, AHU 4A, AHU 2B, Kitchen area unit
  - Numerous HVAC units (as listed above) are not operational within various areas of the facility. The failure of these units is causing room temperatures to increase, and air is not being properly circulated within the affected areas. It is imperative that the deficiencies be assessed in order to regulate temperatures and provide air circulation throughout the facility. Several vendors will need to be contacted to ensure all affected units are assessed as soon as possible.

We are requesting authorization to proceed with Augusta Chiller Service, CGL Company and Trane Service on an emergency service call to assess the deficiencies with the units.

Thank you,  
Katie

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**Katie Cornelius | Administrative Assistant**  
**Augusta – Richmond County | Central Services Department**  
2760 Peach Orchard Rd | Augusta, Georgia 30906  
(p) 706-312-4152  
[KCornelius@augustaga.gov](mailto:KCornelius@augustaga.gov) | [www.augustaga.gov](http://www.augustaga.gov)





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AED:104.1