



Agenda Item Summary Report

Meeting Date:
February 9, 2026

Submitted by:
Purnell Hall, Public Works Supervisor
Michelle Bailey-Hedgepeth, Town
Administrator
Vito Tinelli, Town Treasurer

Item Title: BUDGET ORDINANCE 15-2026: FISCAL YEAR 2026 BUDGET AMENDMENT FOR EMERGENCY PURCHASE AND REPAIRS TO THE ROOFTOP HEATING AND AIR CONDITIONING UNIT IN AN AMOUNT NOT TO EXCEED \$ 35,000.

Budget Adjustment | ORDINANCE NO. 15-2026 | FISCAL YEAR 2026 BUDGET AMENDMENT FOR EMERGENCY PURCHASE AND REPAIRS TO THE ROOFTOP HEATING AND AIR CONDITIONING UNIT IN AN AMOUNT NOT TO EXCEED \$ 35,000.

**Work Session Item [X] Council
Meeting Item [X]**

Documentation Attached:
Budget Ordinance 15-2026
RFB on Annex AC

Recommended Action:

Approval of a budget adjustment for expenses related to the replacement of the Rooftop AC unit at the Police Department Annex and approval for the Town Administrator to sign an emergency contract.

Item Summary: The Town of Bladensburg, recognizing the expertise and capacity of local firms, is soliciting proposals to repair or replace the rooftop HVAC unit serving the Police Department Annex, located at 4217 Edmonston Road, Bladensburg, MD 20710. The Town intends to execute this project in February 2026, and proposers must confirm their ability to perform the work on an expedited schedule.

Due to recent winter storms, the bid process has experienced delays. While the Town intended to select a vendor earlier, staff are currently collecting quotes to support this time-sensitive procurement.

This project is critical to the Police Department's continued operations, as it involves replacing the existing rooftop unit and completing associated ductwork and system connections. The Town is seeking a reliable, experienced local contractor to ensure timely and code-compliant completion.

Scope of Work

- The selected firm will be responsible for, at a minimum, the following:
- Removal and proper disposal of the existing rooftop HVAC unit
- Furnishing and installing a new 4-ton rooftop unit (Model # 48FEEA05A2A5-0A0A0)
- Integration with the existing curb configuration, which includes:
- Original curb (model number unknown)
- Field-fabricated transition
- Existing curb adaptor (Model # M-48PGEMOS-A-50---)
- Installation of a compatible curb adaptor to transition from the existing unit to the new unit, per manufacturer specifications
- Completion of any required ductwork modifications or repairs
- Electrical and control connections necessary for full system operation
- System start-up, testing, and commissioning
- Compliance with all applicable codes, permits, and manufacturer requirements

- Coordination with Town staff to minimize operational disruption

Urgency and Recommendation

The current HVAC unit is at the end of its service life. While temporary repairs to the heat exchanger have restored limited functionality, staff has significant concern that the unit may fail again prior to March 9, 2026. Given the essential nature of police operations, staff is requesting expedited Council consideration to authorize an emergency purchase once quotes are finalized.

Should the Mayor and Council have any questions, the Town Administrator and Mr. Purnell Hall, Public Works Supervisor, will be available to provide additional information.

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Budgeted Item: Yes [] No [X] Budgeted Amount: One-Time Cost: 35K Contingency Building Repairs Ongoing Cost:	Continued Date:
Council Priority: Yes [] No []	Approved Date: