



## AGENDA REQUEST & STAFF REPORT

**MEETING DATE:** June 3, 2026

**SUBJECT:** Approval of a Notice of Intent to Award a contract for the Deschutes County Community Development Roof Top Units replacement project

**RECOMMENDED MOTION:**

Move approval of Board Chair signature of Document No. 2026-0419, a Notice of Intent to Award a contract for the Deschutes County Community Development Roof Top Units replacement project.

**BACKGROUND AND POLICY IMPLICATIONS:**

Deschutes County Facilities Department prepared bid solicitation documents for the Community Development Roof Top Units (RTU) replacement project. The project scope includes the removal and replacement of eight (8) RTUs at the Community Development Building which have reached the end of their serviceable life. The project was advertised in the *Daily Journal of Commerce* and posted on the Deschutes County website on April 29, 2026 through May 01, 2026. The Department reviewed the bids on May 27, 2026.

Seven (7) HVAC contractors attended the mandatory pre-bid site visit. Six bids were submitted, each of which was determined to be responsive. The bidders and bid amount are:

<u>BIDDER</u>	<u>TOTAL BID AMOUNT</u>
Temp-Rite Mechanical LLC	\$367,286.00
Cascade Heating & Specialties Inc.	\$372,862.00
Apollo Mechanical Contractors	\$408,735.00
Bend Heating and Sheetmetal	\$472,310.00
Copper Mechanical LLC	\$459,000.00
Apex Mechanical LLC	\$510,000.00

This action issues a Notice of Intent to Award the contract to the apparent low bidder, Temp-Rite Mechanical LLC., and allows seven days for concerned parties to protest the award. If there is no protest within the seven-day period, the contract will be awarded to the apparent low bidder.

**BUDGET IMPACTS:**

The project cost has been identified as part of the FY 2026 Facilities Department capital maintenance plan.

**ATTENDANCE:**

Brent Harding, Facilities Project Coordinator  
Lee Randall, Director