

RESOLUTION NO. 25-15

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA MEMORIALIZING A DECLARATION OF EMERGENCY AS TO THE PURCHASE AND REPLACEMENT THE TOWN OF DUNDEE TOWN HALL AIR CONDITIONING UNIT; MAKING FINDINGS; MAKING A FINDING OF EMERGENCY UNDER STATE LAW AND SECTION 2-159(c)(2) OF THE CODE OF ORDINANCES OF THE TOWN OF DUNDEE; AND APPROVING AND/OR AUTHORIZING THE TOWN MANAGER TO TAKE ANY AND ALL NECESSARY FURTHER ACTIONS TO EFFECTUATE THE INTENT OF THIS RESOLUTION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR ADMINISTRATIVE CORRECTION OF SCRIVENER'S ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Dundee (the "Town") is a Florida municipal corporation vested with home rule authority pursuant to the Municipal Home Rule Powers Act (F.S. Chapter 166) and Article VIII, §2 of the Florida Constitution; and

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166, Florida Statutes, the Town is vested with governmental, corporate, and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services, including the general exercise of any power for municipal purposes; and

WHEREAS, circumstances have arisen requiring emergency action on the part of Town of Dundee management to ensure the health, safety, and general welfare of the citizens, employees, and residents of the Town of Dundee, Florida; and

WHEREAS, pursuant to *Section 2-159(3) of the Code of Ordinances of the Town of Dundee, Florida* (hereafter the "Code"), which is entitled *source selection*, an "*emergency purchase*" means a procurement made in response to a requirement when the delay incident for complying with all governing rules, regulations, and procedures would be detrimental to the health, safety and welfare of the town and/or its citizen.

WHEREAS, the Town Commission of the Town of Dundee (the "Commission") acknowledges the health, safety, and general welfare concerns created by permitting citizens, employees, and residents of the Town to access an unsafe structure and/or building; and

WHEREAS, on April 25, 2025, the Town solicited four (4) quotes (the "Quotes")

for the replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit; and

WHEREAS, the Town of Dundee Price Quote Sheet and Quotes are attached hereto as **Composite Exhibit “A”** and made a part hereof by reference; and

WHEREAS, pursuant to the Quotes (see **Composite Exhibit “A”**), **Richmonds Refrigeration & AC, LLC**, an active Florida limited liability company, was determined to be the lowest responsive and responsible bidder; and

WHEREAS, **Richmonds Refrigeration & AC, LLC**, quoted and/or estimated (the “Invoice”) that the cost(s) of and/or for the necessary replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit totaled \$17,848.94; and

WHEREAS, a copy of the Invoice is attached hereto as **Exhibit “B”** and made a part hereof by reference; and

WHEREAS, the Town Commission acknowledges that the Town has a necessary and immediate need for the emergency repair and/or replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit; and

WHEREAS, on May 13, 2025, at a duly noticed public meeting, the Town Commission acknowledges and agrees that circumstances and conditions existed requiring the Town to direct and authorize the Town Manager to take any and all necessary further action(s) in order to negotiate, approve, and enter into an agreement with **Richmonds Refrigeration & AC, LLC**, for the emergency repair and/or replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit in order to ensure that Town Hall remains fully-operational; and

WHEREAS, pursuant to *Section 2-159(3)b of the Code*, the Town Commission acknowledges and agrees that the emergency repair and/or replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit constitutes an emergency purchase made in order to resolve a situation which is germane to the health, safety, and general welfare of the citizens, employees, and residents of the Town of Dundee; and

WHEREAS, pursuant to *Section 2-159(3)b of the Code*, the Commission acknowledges, agrees, and finds that any delay incident to complying with all governing rules, regulations, and procedures would be detrimental to the health, safety and general welfare of the Town of Dundee, its residents, and/or the general public; and

WHEREAS, the Town Commission of the Town of Dundee, Florida, finds that the approval and adoption of this **Resolution No. 25-15** is intended to enhance the present advantages that exist within the corporate limits of the Town of Dundee, Florida; is consistent with the public interest; and this **Resolution No. 25-15** is intended to promote, protect, and improve the public health, safety, and general welfare of the citizens and residents of the Town of Dundee, Florida.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF DUNDEE, FLORIDA:

Section 1. Incorporation of Recitals.

The above-referenced factual recitals (WHEREAS clauses) and referenced exhibits are incorporated herein as true and correct statements which form a factual and material basis for the adoption of this **Resolution No. 25-15**, and the Town Commission of the Town of Dundee, Florida, hereby adopts the above-referenced factual recitals as the legislative findings supporting the adoption of this **Resolution No. 25-15**. The above factual recitals are hereby incorporated herein and serve as a factual and material basis for the passage of this **Resolution No. 25-15**.

Section 2. Emergency Finding.

The Town Commission of the Town of Dundee, Florida (the "Town Commission"), finds that an "*emergency*" as defined in *Section 2-159(c)(2), Code of Ordinances of the Town of Dundee, Florida*, exists as related to the emergency repair and/or replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit in order to ensure that Town Hall remains fully-operational.

The Town Commission finds that, pursuant to *Section 2-159(c)(2), Code of Ordinances of the Town of Dundee, Florida*, the Town is under a significant requirement such that the delay incident in strictly complying with all of the current governing procurement rules, regulations, and procedures would be detrimental to the health, safety and general welfare of the Town of Dundee, its employees, its residents, and/or the general public.

Section 3. Authorization.

Accordingly, the Town Commission directs, authorizes, approves, confirms, and ratifies: (1) the Town Manager's actions in negotiating, approving, and executing on behalf of the Town of Dundee, Florida, an agreement for the emergency replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit in order to ensure that Town Hall remains fully-operational; (2) the Town Manager's actions in selecting **Richmonds Refrigeration & AC, LLC**, as the lowest responsive and responsible bidder; (3) the Town Manager's approval of the quoted and/or estimated cost(s) (the "Invoice") (see **Exhibit "B"**) of and/or for the necessary replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit totaling \$17,848.94; (4) the Town Manager's action(s) in negotiating and entering into an agreement with **Richmonds Refrigeration & AC, LLC**, in accordance with the Invoice (see **Exhibit "B"**) for the necessary replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit on an emergency basis; and (5) the Town Commission of the Town of Dundee, Florida, further waives the requirement of strict compliance with the Town's procurement code for the emergency replacement of the Town of Dundee Town Hall 10-Ton Air Conditioning Unit.

Section 4. Administrative Correction of Scrivener's Errors.

It is the intention of the Town Commission that sections of this **Resolution No. 25-15** may be renumbered or re-lettered and the word "resolution" may be changed to, "section", or such other appropriate word or phrase in order to accomplish such intentions; and sections of this **Resolution No. 25-15** may be re-numbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the Town Manager or designee, without need of public hearing, by filing a corrected or re-codified copy of same with the Town Clerk.

Section 5. Conflicts.

All resolutions in conflict with this **Resolution No. 25-15** are repealed to the extent necessary to give this **Resolution No. 25-15** full force and effect.

Section 6. Severability.

The provisions of this **Resolution No. 25-15** are severable. If any section, subsection, sentence, clause, phrase of this **Resolution No. 25-15**, or the application thereof shall be held invalid, unenforceable, or unconstitutional by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby. The Town Commission of the Town of Dundee hereby declares that it would have passed this **Resolution No. 25-15**, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared invalid, unenforceable, or unconstitutional, or unenforceable. If any word, sentence, clause, phrase, or provision of this **Resolution No. 25-15** for any reason is declared by any court of competent jurisdiction to be invalid, unenforceable, or unconstitutional, then all remaining provisions and portions of this **Resolution No. 25-15** shall remain in full force and effect. If any section, subsection, sentence, clause or phrase of this **Resolution No. 25-15** is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this **Resolution No. 25-15**. The Town of Dundee, Florida, by and through its Town Commission, hereby declares that it would have passed this **Resolution No. 25-15**, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

Section 7. Effective Date.

This **Resolution No. 25-15** shall take effect immediately upon passage by the Town Commission of the Town of Dundee, Florida.

READ, PASSED AND ADOPTED at a duly called meeting of the Town Commission of the Town of Dundee, Florida, assembled on the 13th day of May, 2025.

TOWN OF DUNDEE

Samuel Pennant, Mayor

ATTEST WITH SEAL:

Erica Anderson, Town Clerk

Approved as to form:

Frederick J. Murphy, Jr., Town Attorney

**TOWN OF DUNDEE
PRICE QUOTE SHEET**



DATE: 4/25/2025

DEPARTMENT: Public Facilities (519)

NAME OF PERSON SECURING THE QUOTE: John Vice

GENERAL DESCRIPTION OF ITEM: replace 10ton A/C unit on rear of Town Hall

Vendor Selected: ☒

VENDOR #1

COMPANY NAME: RICHMONDS REFRIDGERATION & AC LLC

CONTACT NUMBER: 863-207-9984

NAME OF REPRESENTATIVE: Jack

PRICE: \$17,848.94

SHIPPING: N/A

COMMENTS: replace 10ton A/C unit on rear of Town Hall

Vendor Selected: ☐

VENDOR #2

COMPANY NAME: PREMIER HEAT AND AIR LLC

CONTACT NUMBER: 863-221-0893

NAME OF REPRESENTATIVE: CHRIS

PRICE: \$20,000.00

SHIPPING: N/A

COMMENTS: replace 10ton A/C unit on rear of Town Hall

Vendor Selected:

VENDOR #3

COMPANY NAME: BROWN'S A/C INC

CONTACT NUMBER: 863-213-5129

NAME OF REPRESENTATIVE: RObert

PRICE: \$21,200.00

SHIPPING: N/A

COMMENTS: replace 10ton A/C unit on rear of Town Hall

DEPARTMENT DIRECTOR/SUPERVISOR:

DATE: 4/25/2025

FINANCE DIRECTOR APPROVAL:

DATE: 4/25/25

TOWN MANAGER APPROVAL

DATE:

ADDITIONAL COMMENTS: 519-640

Facility Repair + Maintenance

SOLE SOURCE JUSTIFICATION:



Proposal

Jack Richmond
 270 W Cummings St Lake Alfred, FL 33850
 (863)207-9984
 RichmondRefrigeration@gmail.com
 CAC1820280

Date: 04/24/2025

To: Town of Dundee

Location	Job Name	Payment terms	Quote Good Through
Town Hall Building	AC Replacement	Due on receipt	05/24/2025

Qty	Description	Unit price	Line total
	<p>Furnish and install new 10ton straight cool split system with 10kw heat. Reattach duct work, freon lines and electrical. Pressure test for leaks and vacuum. Charge system, start and check operations.</p> <p>Note: Price includes permit fees.</p>		
		Total	\$17,848.94

JACK RICHMOND

All material is guaranteed to be as specified. All work is to be completed in a professional workman like

ESTIMATE

Premier Heat and Air LLC
P.O. Box 81
Haines City, FL 33845

PremierHeatandAirLLC@gmail.co
m
+1 (863) 221-0893
[https://www.premierheatandair.c
om](https://www.premierheatandair.com)



Bill to
Dundee Townhall

Estimate details

Estimate no.: 1021
Estimate date: 04/24/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Install	10-ton Carrier A/C with 10kw heat all necessary equipment for operation labor	1	\$20,000.00	\$20,000.00
Total						\$20,000.00

Accepted date

Accepted by

ESTIMATE

BROWN'S A/C INC

916 van dr

Auburndale, FL 33823

Brownsacoffice@gmail

+1 (863) 213-5129

Bill to

Dundee Townhall

Estimate details

Estimate no.: 1026

Estimate date: 04/24/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		New	Remove existing system Replace 10 ton ac equipment with new Goodman 10 ton airhandler and condenser With 10 kw heat Install new thermostat	1	\$21,200.00	\$21,200.00
Total						\$21,200.00

Accepted date

Accepted by

INVOICE

**Richmonds Refrigeration & A/C
LLC**
270 W Cummings St
Lake Alfred, FL 33850

richmondrefrigeration@gmail.com
+1 (863) 207-9984



Bill to
dundee
Town Of Dundee

Ship to
dundee
Town Of Dundee

Invoice details

Invoice no.: 1675
Terms: Due on receipt
Invoice date: 04/26/2025
Due date: 04/26/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Quoted Job	PO#25001096	1	\$17,848.94	\$17,848.94

Total **\$17,848.94**

Ways to pay



Note to customer

Town Hall Office Building

Replaced 10ton split system with 10kw heat for town hall office building.

[View and pay](#)

Town of Dundee

P.O. BOX 1000

DUNDEE, FL 33838

TEL (863)438-8330 FAX (863)438-8333

EXHIBIT B

SHIP TO	
VENDOR	VENDOR #: RICHM015
	RICHMONDS REFRIGERATIONS & AC 270 W CUMMINGS ST LAKE ARLRED, FL 33850

PURCHASE ORDER	
THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKING LISTS, CORRESPONDENCE, ETC.	
NO.	25001096

ORDER DATE: 04/25/25

REQUISITION NO:

DELIVERY DATE:

STATE CONTRACT:

F.O.B. TERMS:

PAYMENT RECORD
CHECK NO.
DATE PAID

NOTICE: TAX ID #59-6000309 - TAX EXEMPT

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	replace 10ton a/c at Town Hall Catalog #: TOWN HALL AC	001-519-460 Repair & Maintenance	17,848.9400	17,848.94
			TOTAL	17,848.94

CLAIMANT'S CERTIFICATION & DECLARATION	OFFICER'S CERTIFICATION	APPROVAL TO PURCHASE
<p>I do solemnly declare and certify under penalties of the law that the within bill is correct in all its particulars; that the articles have been furnished or services rendered as stated therein; that no bonus has been given or received by any person or persons within the knowledge of this claimant in connection with the above claim; that the amount therein stated is justly due and owing; and that the amount charged is a reasonable one.</p> <p>X</p> <p>_____ VENDOR SIGN HERE</p> <p>_____ OFFICIAL POSITION</p> <p>_____ DATE</p> <p>_____ TAX ID NO. OR SOCIAL SECURITY NO.</p>	<p>I, having knowledge of the facts, certify that the materials and supplies have been received or the services rendered; said certification being based on signed delivery slips or other reasonable procedures.</p> <p><i>John Marshall</i> 4/29/25 _____ DEPT. HEAD</p> <p>_____ DATE</p> <p>VENDOR MUST SIGN CERTIFICATION STATEMENT ON THIS VOUCHER. MAIL VOUCHER & ITEMIZED BILLS TO:</p> <p>Town of Dundee P.O. BOX 1000 DUNDEE, FL 33838</p>	<p>DO NOT ACCEPT THIS ORDER UNLESS IT IS SIGNED BELOW.</p> <p>_____ JOSEPH CARBONE</p>