

Memo



To: Mayor and Board of Aldermen
From: Liza Walker, Assistant City Administrator
Date: Thursday, March 14, 2024
Re: City Hall HVAC Equipment Replacement

Under the existing City Hall Facility Maintenance Program with Premium Mechanical and Automation, Inc., Premium Mechanical recommends replacement of two roof-top units and a furnace exhaust at City Hall as they are failing. Included in the 2024 Annual Budget was the replacement of one roof-top unit and one furnace exhaust. The recommendation for replacement of the second roof-top unit came just after the budget was approved.

Staff recommends replacement of both units and the furnace exhaust concurrently to save the City about \$1,000.00 in cost. Total cost will be \$40,820.00