

**OELWEIN POLICE DEPARTMENT  
CITY OF OELWEIN, IOWA**



**MEMORANDUM**

**FROM:** Jeremy P. Logan, Chief of Police

**DATE:** July 6, 2020

**TO:** City Administrator Dylan Mulfinger – Mayor Brett DeVore – Oelwein City Council

**SUBJECT: Building Air Conditioning Unit**

The Oelwein Police Department heating and cooling system is comprised of an air source heat pump design that also includes a stand-a-lone cooling system for the I.T. room. The I.T. room has a separate system due to the need to constantly cool, year-round, this room as it contains numerous pieces of electronic equipment such as the department server, E911 equipment, building surveillance server, building access server, recording systems, and other components.

Eighteen months ago, the I.T. room system ceased cooling. At that time, we were advised that it was low on refrigerant. The system was charged and maintained a charge for approximately nine months. At this time, the system was recharged again and a dye was placed into the system to aid in determining where the leak is. After many months of testing the system, the leak or actually leaks have been determined to be internal within the condensing unit. Ken's Electric has advised that the system, which is housed in the garage, needs to be installed on the exterior of the building and has to be replaced, because of the type of leak.

The estimated cost to replace and relocate this unit is \$6,105.00. This is an unbudgeted item as it was not anticipated to have to replace this unit this soon. I recognize that normal practice would be to acquire two or three quotes for a purchase such as this. However, the building design for our heating and cooling system has proven to be complex for all that have attempted to work on it. Ken's Electric has taken the time and spent many hours, at no charge to the city, to learn the system and design. They have assisted us through many issues, often at no charge. Out of urgency for the need to maintain a workable temperature to increase the longevity of the I.T. room equipment and out of consideration for Ken's Electric's efforts to learn the system, I am recommending we accept their attached proposal.

Thank you for your time and consideration.