



## Interoffice Memorandum

February 28, 2019

TO: Mayor Jerry L. Demings  
and the Board of County Commissioners

FROM: Carrie Mathes, Manager, Procurement Division

CONTACT: Crystal Mudd, Project Manager, Orange County Convention Center  
407-685-5704

SUBJECT: Approval of Purchase Order M95019, Purchase of 5 Trane Air  
Handler Units

### ACTION REQUESTED:

Approval of Purchase Order M95019, Purchase of 5 Trane Air Handler Units, with Trane US, Inc. in the amount of \$257,457.50.

### PROCUREMENT:

This purchase order pertains to the purchase and installation support of five air handler units, including a three-year parts and labor warranty. The units will be installed as part of the Convention Center food service renovations located in the West Building Food Courts B, C, and E/F Café. These food service locations have not had any significant infrastructure upgrades since their original construction completion ranging from 1989 to 1996.

### FUNDING:

The funds are available in account number 4430-035-0960-58-6210.

### APPROVALS:

The Orange County Convention Center concurs with this recommendation.

### REMARKS:

In March 2014, the Procurement Division approved the standardization of air handler units for use at the Convention Center. Trane US, Inc. is the sole distributor authorized to sell and repair Trane air handlers in Central Florida. In addition, Trane mechanical equipment has been installed throughout the entire facility which interacts with the life safety fire alarm system and chilled water loop. The equipment has standardized maintenance plans that Convention Center staff have been trained to perform. A supply of similar repair parts is kept for efficiency.

Although the units are on a GSA schedule, it could not be considered due to customization. The pricing is considered fair and reasonable based on prior purchases of similar equipment in the past.