



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Betsy Dirks
District No. 1

Kollin Kosmicki
District No. 2
Vice Chair

Peter Hernandez
District No. 3
Chair

Bob Tiffany
District No. 4

Bea Gonzales
District No. 5

Item Number: 2.15

MEETING DATE: 09/13/2022

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Steve Loupe

DEPT HEAD/DIRECTOR: Steve Loupe

SUBJECT:

RESOURCE MANAGEMENT AGENCY- S. LOUPE, ASSISTANT DIRECTOR PUBLIC WORKS

Approve contract with Pacific Coast Sales and Service Inc. (Pacific Coast Trane Services) for routine maintenance and inspections on the proprietary TRANE HVAC system at the County Jail, to comply with warranty provisions, in an amount not to exceed \$223,363.00, for five years of service beginning on July 1, 2022 and ending on June 30, 2026.

SBC FILE NUMBER: 105

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Pacific Coast (Trane) is the sole contractor authorized for parts and service on the proprietary TRANE HVAC units installed at the San Benito County Jail. This service contract is proposed for a duration of five years beginning on June 28, 2022 and ending on June 30, 2026. Pacific Coast Sales and Service Inc. will provide routine maintenance and inspections to be performed throughout the year, to include the following:

1. ANNUAL INSPECTIONS: report in with COUNTY representative; record and report abnormal conditions, measurements taken, etc.; and review customer logs with the COUNTY for operational problems and trends
2. GENERAL ASSEMBLY: inspect for leaks and report leak check results; calculate refrigerant loss rate and report to the COUNTY; check the sheaves and pulley for wear and alignment; check the belts for tension, wear, cracks, and/or glazing; verify clean condenser and evaporator; verify clean evaporator fan;

replace air filters; verify proper damper operation; check mechanical linkage for wear, tightness, and clearance; check the operation and setup of the RTM Module; check the VFD if applicable; verify the starter operation; verify smooth operation of the compressors and fans; review operating procedures with operating personnel; and provide a written report of completed work, operating log, and indicate any uncorrected deficiencies detected.

3. CONTROLS AND SAFETIES: verify the operation of the discharge air temperature control device; verify the operation of the outside air temperature control device; verify the operation of the mixed air temperature control device; test the operation of the high condenser pressure safety device, calibrate if applicable and record setting; test the operation of the low temperature safety device, calibrate if applicable and record setting; test the operation of the low temperature safety device, calibrate if applicable and record setting; test the operation of the low oil pressure safety device if applicable, calibrate and record setting; and verify the operation of the static pressure control.

4. LUBRICATION: lubricate damper bearings if applicable; lubricate motor bearings if applicable; lubricate fan bearings; check oil level in the compressor(s) if applicable; and visually check oil for discoloration and make recommendations to the COUNTY based on appearance

5. MOTOR AND STARTER: clean the start and cabinet; inspect wiring and connections for tightness and signs of overheating and discoloration; check the contractors for free and smooth operation; meg the compressor motor(s) and record readings; verify the tightness of the compressor motor terminal connections; and verify the operation of the compressor oil heater(s)

6. QUARTERLY INSPECTIONS (X3): check the general condition of the units; log the operating condition after system has stabilized; verify the operation of the control circuits; replace air filters; analyze the recorded data and compare data to the original design conditions; review operating procedures with operating personnel; and provide a written report of completed work, operating log, and indicate any uncorrected deficiencies detected.

7. CONDENSER COIL CLEANING: condenser coil cleaning and visual inspection of condenser coils to be performed once per year.

8. EMERGENCY SERVICES: emergency services and repairs are available on a 24-hour per-day basis and will be invoiced at the prevailing straight time or overtime rate; emergency services are available 7 days per week for the purpose of diagnosis of trouble, adjustments, minor repairs, resetting of controls, or of major repairs; and any service performed, which is beyond the scope of work under this contract, will be billed at preferred customer discount rates.

9. REPLACEMENT PARTS: parts and material shall be provided as authorized and invoiced extra to the contract price.

10. WRITTEN REPORTS: written reports will be provided to the COUNTY representative following each regular inspection or emergency call.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

Yes

CONTRACT AND RFP HISTORY:

This is a new contract. Pacific Coast (Trane) is the sole contractor authorized for parts and service on the proprietary TRANE HVAC units installed at the San Benito County Jail, pursuant to the County's Purchasing Ordinance (San Benito County Code section 05.009.010(N)). The County has previously contracted with this contractor for routine maintenance and inspections regarding this HVAC system.

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

This is a new contract. However, the County has previously contracted with this contractor for routine maintenance and inspections regarding this HVAC system.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

Yes

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

No

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

No

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

Yes

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

No

SBC BUDGET LINE ITEM NUMBER:

101.70.1290.1000.619.158

CURRENT FY COST:

\$0

STAFF RECOMMENDATION:

Staff respectfully recommends that the Board:

1. Approve contract with Pacific Coast Sales and Service Inc. (Pacific Coast Trane Services) for routine maintenance and inspections on the proprietary TRANE HVAC system at the County Jail, to comply with warranty provisions, in an amount not to exceed \$223,363.00, for five years of service beginning on July 1, 2022 and ending on June 30, 2026, and authorize the Chair to sign it.

ATTACHMENTS:

[Pacific Coast Trane - SBC Jail HVAC Maintenance Services - Exp 6.30.26.pdf](#)