

ADMINISTRATION RECOMMENDATION/REPORT

The District President recommends the Board of Trustees approves the expenditure of additional funds for the purchase of replacement air filters from Filter Systems LLP for the District

BACKGROUND

Filter Systems has provided replacement air filters for the District for the last 12 years while consistently providing excellent customer service and quality products. Additional funds are needed to cover the costs of air filters for additional campuses and ensure funds are available in emergencies.

Invitation To Bid (ITB) Number 4238 was issued to procure replacement air filters.

IMPACT OF THIS ACTION

The HVAC systems regulate and maintain conditioned air in buildings throughout the District. Routine replacement of air filters will allow the District's HVAC units to operate more efficiently while maintaining a comfortable environment.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board has approved a total spend authorization of \$100,000 for three years. This purchasing request is for spend authorization for an additional \$125,000, which is budgeted in the District Facility Plant Operations Department's FY21 operating budget and subsequent year's budgets subject to Board approval.

MONITORING AND REPORTING TIMELINE

The contract term is three years beginning July 25, 2019 through July 31, 2022.

RESOURCE PERSONNEL

Christopher Eyle, VP of Facilities & Construction
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