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Abilene Independent School District

3757 Amarillo Street • Abilene, Texas 79602

Date: May 29, 2024

To: Dr. Joseph Waldron

From: Lisa Metcalf

RE: Hartford Professional Learning Center (Gymnasium) – HVAC System and Installation – TIPS Job Order Contract 22010602

Batjer Service provided a quote for removal of the existing and installation of two (2) new packaged HVAC units for Hartford Learning Center Gymnasium where training and professional development are held for district staff. Abilene ISD engaged Bradshaw and Associates Consulting MEP Engineers to design the new system to provide an efficient outcome. Please refer to supporting attachment from Mr. Johnny Rose as to the design of the new system.

The gymnasium is one of the largest areas at Hartford Professional Learning Center for trainings and professional development which makes this project necessary. Due to timing or lack thereof, the district did not have sufficient time to let its own competitive procurement; therefore, relying on an awarded Job Order Contract for Comprehensive HVAC through The Interlocal Purchasing System (TIPS), a purchasing cooperative.

The Board of Trustees approved the Interlocal Agreement with TIPS Purchasing Cooperative that is facilitated through Region VII Education Service Center on March 15, 2015. This Agreement automatically renews annually unless terminated by either party. An Interlocal Agreement is one of the viable methods of procurement for a local government, Government Code Chapter 791.

If awarded, this project will be funded by the 2023-24 facilities departmental budget.

The administration asks the AISD Board of Trustees to accept the quote from Batjer Service for \$109,205.00 and authorize administration to negotiate a contract with Batjer Service to proceed with the removal of the existing and installation of two (2) new packaged HVAC units for Hartford Learning Center Gymnasium per The Interlocal Purchasing System (TIPS) Comprehensive HVAC Job Order Contract 22010602.

Attachments include the Batjer Service quote, memorandum from AISD Facilities Director, memorandum from Bradshaw and Associates Consulting MEP Engineers and TIPS contract document.