



**Wharton County  
Junior College**

**Proposed Agenda Item  
Board of Trustees Meeting**

Complete this form and submit it to the Office of the President by noon on Monday of the week before the Tuesday evening meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version **as long as you follow the format specified below.**

Date of Board Meeting: May 19, 2020

Date of This Proposal: May 4, 2020

**SUBJECT:**

Approve the transfer of \$28,139.00 from the Plant Repair and Replacement Fund to replace the air valve actuator and gear on thirty one variable air volume (VAV) boxes at the Richmond Campus.

**RECOMMENDATION:**

Approve the transfer of \$28,139.00 from the Plant Repair and Replacement Fund to replace the air valve actuator and gear on thirty one variable air volume (VAV) boxes at the Richmond Campus.

**BACKGROUND/RATIONALE:**

The VAV boxes are part of the air condition system and are original from when the building was built in 2001. The internal actuator and gears in the boxes are failing and need to be replaced. We are proposing to replace all of the actuators and gears in the 31 VAV boxes that serve the second floor of the building. This is a phased approach and next year we would propose to do the same repairs on the first floor. The proposed estimate of \$28,139.00 was submitted by Hunton Services of Houston.

**Estimated Cost & Budgetary Support (how will this be paid for?): \$28,139.00**

Transfer from the Plant Repair and Replacement Fund

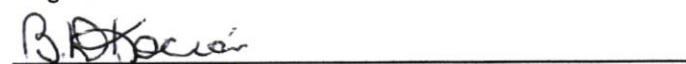
**RESOURCE PERSON(S) [name(s) and title(s)]:**

Bryce D. Kocian, Vice President of Administrative Services  
Mike Feyen, Director of Facilities Management  
Philip Wuthrich, Director of Purchasing

**SIGNATURES:**

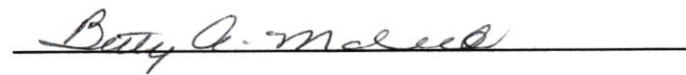
  
Originator

5-5-20 5/8/20  
Date

  
Cabinet-Level Supervisor

5/11/2020  
Date

**PRESIDENT'S APPROVAL:**



5-11-20