



Facilities and Construction Services

Departmental Correspondence

TO: Ruth Anne Hall
Purchasing Agent

Date: June 16, 2022

FR: Carl Kirar
Director

**RE: EMERGENCY PROCUREMENT, COMMUNITY BASED
CORRECTIONAL CENTER CONDENSER COIL REPLACEMENT**

The Lake County Sheriff's Office Community Based Corrections Center building, located at 15 S. Martin Luther King, Jr. Ave, Waukegan, IL, is an essential function of the Sheriff's Office Corrections Division and is key to inmate rehabilitation. During an inspection, a leak was discovered in the heating and air condition unit condenser coils. Upon a thorough investigation, it was determined the leak was not repairable and the equipment must be replaced immediately. Failure to perform this work would present a threat to the safety and welfare of the occupants, as well as severely disrupt the governmental functions of the building.

An emergency purchase order is necessary to perform this repair. The work will remove and replace the condenser coils, ensure the system does not have any further leaks, and will charge they system with refrigerant. Due to the height of the work area, a crane is necessary to perform the lifts of the heater to/from the penthouse of the building.

The Facilities and Construction Services, Engineering staff has received a quote to perform the work from Trane U.S., Inc, of Willowbrook, IL, in the amount of \$62,246. It is our recommendation that this contract be awarded immediately in response to this emergency.

Sincerely,

Carl Kirar
Director of Facilities & Construction