

**BILL NO. S-18-05-23**

**SPECIAL ORDINANCE NO. S-\_\_\_\_\_**

**AN ORDINANCE** approving the awarding of  
CONTRACT FOR FIRE STATION #15 HVAC  
REPLACEMENT PROJECT - RESOLUTION NO.  
105-1-9-18-1 - \$249,593.00 by the City of Fort  
Wayne, Indiana, by and through its Department of  
Purchasing and SHAMBAUGH & SON, L.P. for  
the Fort Wayne Fire Department.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL  
OF THE CITY OF FORT WAYNE, INDIANA;**

**SECTION 1.** That CONTRACT FOR FIRE STATION #15 HVAC  
REPLACEMENT PROJECT - RESOLUTION NO. 105-1-9-18-1 between the  
City of Fort Wayne, by and through its Department of Purchasing and  
SHAMBAUGH & SON, L.P. for the Fort Wayne Fire Department, respectfully  
for:

All labor, insurance, material, equipment, tools, power,  
transportation, miscellaneous equipment, etc. necessary for  
removal and replacement of the HVAC system at Fire Station  
#15, located at 1415 Northland Blvd.

involving a total cost of TWO HUNDRED FORTY-NINE THOUSAND FIVE  
HUNDRED NINETY-THREE AND 00/100 DOLLARS - (\$249,593.00) all as  
more particularly set forth in said CONTRACT FOR FIRE STATION #15  
HVAC REPLACEMENT PROJECT - RESOLUTION NO. 105-1-9-18-1 -  
\$249,593.00 which is on file in the Office of the Department of Purchasing,  
and is by reference incorporated herein, made a part hereof, and is hereby in  
all things ratified, confirmed and approved.

1  
2                   **SECTION 2.** That this Ordinance shall be in full force and effect  
3 from and after its passage and any and all necessary approval by the Mayor.  
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7                   \_\_\_\_\_  
8                   Council Member  
9

10                   APPROVED AS TO FORM AND LEGALITY  
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14                   \_\_\_\_\_  
15                   Carol Helton, City Attorney  
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## CONSTRUCTION CONTRACT

Resolution No. 105-1-9-18-1

Work Order

THIS CONTRACT made and entered into in triplicate this 8 day of May, 2018 by and between Shambaugh & Son herein called CONTRACTOR, and the CITY OF FORT WAYNE, INDIANA, an Indiana Municipal Corporation, acting by and through the MAYOR and the Board of Public Works, herein called OWNER;

WITNESSETH, that the CONTRACTOR and the OWNER, for the considerations hereinafter named, agree as follows:

### ARTICLE 1: SCOPE OF WORK

CONTRACTOR shall furnish all labor, insurance, material, equipment, tools, power, transportation, miscellaneous equipment, etc., necessary for the following: FIRE STATION #15 HVAC REPLACEMENT PROJECT

All according to all provisions of RESOLUTION NO. 105-1-9-18-1, and do everything required by this contract and the other documents constituting a part hereof.

### ARTICLE 2: THE CONTRACT SUM

The OWNER shall pay CONTRACTOR for the performance of the contract the amount of \$249,593.00. In the event the amount of work is increased or decreased by OWNER, the contract sum shall be increased or decreased according to the unit price schedule set forth in the CONTRACTOR'S Proposal.

### ARTICLE 3: PROGRESS PAYMENTS AND RETAINAGE

The CONTRACTOR may submit requests for payments no more often than every thirty (30) days for work performed and accepted under the contract. If the contractor is in compliance with the provisions of the contract, the Board will make payments for such work performed and completed. However, in any such case, the Board will retain five percent (5%) of the total amount owing to insure contractor's compliance with the E.B.E. provisions in Article 10 attached to this contract. Payments to the contractor are not to exceed 95% of the total contract amount until the OWNER has verified that the CONTRACTOR has made good faith efforts to attain the E.B.E. goal stipulated in Article 10.

If the contract is in excess of \$100,000, the contract will be subject to the standard Board of Public Works escrow agreement. However, payment of the final 5% of the total contract amount will be dependent upon good faith efforts to comply with the E.B.E. goals stipulated in Article 10 attached hereto, and subject to appropriate reduction in the event of non-compliance, as provided in paragraph 6 of the aforementioned Article 10.

### ARTICLE 4: ACCEPTANCE AND FINAL PAYMENT

Final payment shall be due at the time the work is fully completed and accepted and the contract, including the E.B.E. provisions in Article 10 attached hereto, is fully performed. Payments to the CONTRACTOR are not to exceed 95% of the total contract amount until the OWNER has verified that the CONTRACTOR has made good faith efforts to attain the E.B.E. goal stipulated in Article 10.

Upon filing of a Completion Affidavit by the CONTRACTOR that the work is ready for final inspection and acceptance, the Board of Public Works will direct the Engineering Department of the OWNER to promptly make such inspection, and will direct the CONTRACT COMPLIANCE DEPARTMENT of the OWNER to make a final recommendation on whether the CONTRACTOR made good faith efforts to attain the B.B.E. goal stipulated in Article 10.

When the Property Management Department finds the work acceptable under the contract, and the contract is fully performed, it shall so inform the Board of Public Works. Likewise, when the Contract Compliance Department determines that the CONTRACTOR'S efforts constitute good faith efforts to attain the B.B.E. goal as agreed in Article 10 and that all required contract compliance reports have been submitted, it shall so inform the Board of Public Works through an B.B.E. Compliance Final Report.

Upon receiving both the Property Management Department's and the Contract Compliance Department's recommendations, the Board of Public Works shall issue a final certificate stating that the work provided for in this Contract has been completed and is accepted, and further stating that the aforementioned B.B.E. goal in Article 10 has been met. Thereupon, the entire balance of the Contract sum shall be due and payable to the CONTRACTOR; provided only that CONTRACTOR shall first furnish OWNER, if requested to do so, satisfactory evidence that all persons who have supplied labor, material, or equipment for the work have been fully paid, and all required contract compliance reports for this project have been submitted.

In the event that the Board of Public Works determines that good faith compliance with the B.B.E. goals and provisions in Article 10 has not occurred, appropriate reduction in the final payment will be made, pursuant to paragraph 6 of the aforementioned Article 10 attached hereto. Said amount shall be added to the City of Fort Wayne B.B.E. Bond Guarantee Fund and the contractor agrees to accept the reduced amount as full payment under the terms of his/her contract.

If the contract is in excess of \$100,000, the contract will be subject to the standard Board of Public Works escrow agreement. However, payment of the final 5% of the total contract amount will be dependent upon good faith efforts to comply with the B.B.E. goals in Article 10, and subject to appropriate reduction in the event of non-compliance, as provided in paragraph 6 of the aforementioned Article 10 attached hereto.

#### **ARTICLE 5: WORKMEN'S COMPENSATION ACT**

The CONTRACTOR will furnish immediately a certificate from the Worker's Compensation Board of Indiana, that he has complied with the Workmen's Compensation Act in accordance with Statutes of the State of Indiana and Ordinances of the City of Fort Wayne.

Any judgment rendered against the City of Fort Wayne in any suits for Damages for injury to real or personal property, or for injury sustained by any person growing out of any act or doing of CONTRACTOR, or its agents, employees or workmen or any judgment of any court or award of any Board of Arbitrators or of the Worker's Compensation Board of Indiana rendered against the City of Fort Wayne in any suit or claim arising under said Workmen's Compensation for accidental injuries or death suffered by his employees or the employees of any Subcontractor(s) in the course of their employment, when notice of the pendency of such suit, hearing or arbitration shall have been given said CONTRACTOR, shall be conclusive against CONTRACTOR as to amount, liability and all other things pertaining thereto; it being the intent of the parties hereto that CONTRACTOR indemnify and hold harmless OWNER in the premises.

#### ARTICLE 6: NONDISCRIMINATION OF LABOR

The CONTRACTOR further agrees to be bound by Chapter 93.036, of the Code of the City of Fort Wayne, Indiana of 1974, passed by the Common Council of the City of Fort Wayne, Indiana as General Ordinance No. G-34-78 (as amended) on December 12th, 1978. The successful bidder shall file a Manpower Utilization Report for this project with the Compliance Office within ten (10) days after completion of construction or upon request of the Office of Compliance.

#### ARTICLE 7: [Reserved]

#### ARTICLE 8: COMPONENT PARTS OF THIS CONTRACT

The following documents are as fully a part of the contract as if hereto attached or herein repeated:

- a. Notice to Contractors for Resolution 105-1-9-18-1.
- b. Instructions to Bidders for Resolution 105-1-9-18-1.
- c. Contractor's Proposal dated April 10, 2014.
- d. Bid documents and drawings as prepared by MSKTD & Associates.
- e. Supplemental Specifications for Resolution 105-1-9-18-1.
- f. Workmen's Compensation Act, Statutes of the State of Indiana and Ordinances of the City of Fort Wayne.
- g. Non-Discrimination of Labor, Chapter 93.036, Code of City.
- h. [Reserved]
- i. Performance and Guaranty Bond, if required.
- j. Labor and Material Payment Bond, if required.
- k. Right-of-Way Cut Permit.
- l. Comprehensive Liability Insurance Coverage.
- m. Form 96.
- n. Article 10: Emerging Business Enterprise
- o. Contract Compliance Reports.
- p. Vendor Disclosure Form.
- q. E-Verify Affidavit.
- r. Drug Policy Acknowledgement Form (Contract less than \$150,000) or Written Drug Testing Plan (Contract \$150,000 or more)
- s. Completion Affidavit

#### ARTICLE 9: GUARANTEE OF WORKMANSHIP

At the time of execution of this contract, if required by the terms of the Notice to Contractors, the CONTRACTOR shall furnish a Performance and Guaranty Bond in favor of the City of Fort Wayne in the amount of the total value of the materials supplied and/or work performed under the terms of this contract. The said bond shall ensure the completion of the work covered hereunder and shall guarantee the materials and workmanship for a period of TWO (2) YEARS following written acceptance of the work by the OWNER. "The requirement of a Performance/Payment and Guaranty Bond shall be waived for EMERGENCY projects under TEN THOUSAND DOLLARS (\$10,000)."

#### ARTICLE 10: INDEMNITY

CONTRACTOR shall furnish to OWNER, within ten (10) days of the date hereof, a certificate from an insurer acceptable to OWNER showing personal injury and property damage insurance, in force and issued in connection with the work to be performed under this Contract, in amounts satisfactory to OWNER and in accordance with the Statutes of the State of Indiana.

#### ARTICLE 11: ADJUSTMENTS OF DISPUTES

All questions or controversies which may arise between the CONTRACTOR and the OWNER under the provisions of this Contract shall be subject to the decision of the Chairman of Board of Public Works of the OWNER, and his/her decision shall be final and conclusive upon the parties. Provided, however, no changes in the plans, specifications, or other phases of work covered by this Contract will be permitted except on prior written authorization by the Board of Public Works.

#### ARTICLE 12: COMPLETION DATE

The CONTRACTOR agrees to complete the work specified in the contract within/by SEPTEMBER 5, 2018 after having been ordered by the OWNER to commence work under this contract.

#### ARTICLE 13: COUNCILMANIC APPROVAL

This Agreement, although executed on behalf of the OWNER by the Mayor and Board of Public Works of the City of Fort Wayne, Indiana, shall not be binding upon the OWNER unless and until the same shall have been ratified and approved by the Common Council of the City of Fort Wayne, Indiana, and should said Common Council fail to approve the contract within ninety (90) days after the date of the bid opening, then the contractor shall not be bound to the contract unless he/she/it elects to be so bound.

#### ARTICLE 14: CITY OF FORT WAYNE ALCOHOL AND DRUG POLICY

The City of Fort Wayne has in place an Alcohol and Drug Policy that also applies to any Contractors doing business with the City when the Contract is less than \$150,000. A copy of this policy is available for inspection in the office of Risk Management, 200 East Berry Street, Suite 470 or on the City of Fort Wayne website at: <http://www.cityoffortwayne.org/finance/purchasing/drugpolicy.htm>. The successful bidder will be furnished a copy of said policy and, as a condition of being awarded any contract, the successful bidder shall execute an acknowledgment of receipt of said policy and agree to be bound by those provisions of the policy that may be applicable. A copy of this form will be retained by the Risk Management Department of the City of Fort Wayne.

Pursuant to IC 36-1-12-24, when the contract is at least \$150,000, the Contractor shall implement the employee drug testing program submitted as part of its Bid. Owner may cancel this Contract if it determines that the Contractor:

A: Has failed to implement its employee drug testing program during the term of this Contract;

- B: Has failed to provide information regarding implementation of the Contractor's employee drug testing program at the request of Owner; or
- C. Has provided to the Owner false information regarding the Contractor's employee drug testing program.

#### ARTICLE 15: EMPLOYMENT ELIGIBILITY VERIFICATION

Pursuant to IC 22-5-1.7, CONTRACTOR shall enroll in and verify the work eligibility status of all hired employees of CONTRACTOR through the E-Verify Program ("Program"). CONTRACTOR is not required to verify work eligibility status of all hired employees through the Program if the Program no longer exists.

CONTRACTOR and its subcontractors shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that CONTRACTOR or its subcontractor subsequently learns is an unauthorized alien. If CONTRACTOR violates this Section 16.23, OWNER shall require CONTRACTOR to remedy the violation not later than thirty (30) days after OWNER notifies CONTRACTOR. If CONTRACTOR fails to remedy the violation within the thirty (30) day period, OWNER shall terminate the contract for breach of contract. If OWNER terminates the contract, CONTRACTOR shall, in addition to any other contractual remedies, be liable to OWNER for actual damages. There is a rebuttable presumption that CONTRACTOR did not knowingly employ an unauthorized alien if CONTRACTOR verified the work eligibility status of the employee through the Program.

If CONTRACTOR employs or contracts with an unauthorized alien but OWNER determines that terminating the contract would be detrimental to the public interest or public property, OWNER may allow the contract to remain in effect until OWNER procures a new contractor.

CONTRACTOR shall, prior to performing any work, require each subcontractor to certify to CONTRACTOR that the subcontractor does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. Contractor shall maintain on file a certification from each subcontractor throughout the duration of the Project. If CONTRACTOR determines that a subcontractor is in violation of this section, CONTRACTOR may terminate its contract with the subcontractor for such violation. Such termination may not be considered a breach of contract by CONTRACTOR or the subcontractor.

In addition, prior to commencing performance of the Contract, each Contractor and Subcontractor(s) shall submit to Owner the E-Verify case verification number for each individual required to be verified under IC 22-5-1.7. An individual may not commence performance of the Contract if the individual's final case result is "Final Nonconfirmation." If Owner suspects a violation of this requirement, Owner is required to refer the matter to the Indiana Department of Labor.

#### ARTICLE 16:

This contract is governed by Laws of the State of Indiana.

#### ARTICLE 10: EMERGING BUSINESS ENTERPRISE

THIS AGREEMENT made and entered into by and between the CITY OF FORT WAYNE, hereinafter referred to as OWNER and Shambaugh & Son, hereinafter referred to as CONTRACTOR,

**WITNESSETH:**

WHEREAS, the CONTRACTOR is the apparent low bidder on construction project commonly referred to as the FIRE STATION #15 HVAC REPLACEMENT PROJECT, which project was bid under RESOLUTION NUMBER 105-1-9-18-1; and

WHEREAS, CONTRACTOR agrees that the goal for qualified Emerging Business Enterprises, hereinafter sometimes referred to as E.B.E.'s as subcontractors on this project is 10% of the contract amount; and

WHEREAS, OWNER has, pursuant to Executive Order 90-01 (as amended 05-08-06), adopted a goal of at least 10% of the contract amount to Emerging Business Enterprises as defined under said Executive Order (as amended 05-08-06); and

WHEREAS, said Executive Order (as amended 05-08-06) states:

"Section 2, Paragraph C. Each contractor shall be required to make a good faith effort to subcontract 10% of the contract amount to Emerging Business Enterprises on each construction contract he/she is awarded.

In the event a contractor is unable to subcontract 10% of the contract amount or secure services of an Emerging Business Enterprise, he/she will be required to submit a completed Request for Waiver form on which he/she will provide a written description of the efforts taken to comply with the participation goals."

NOW, THEREFORE, in consideration of the foregoing and of the mutual agreements hereinafter contained, the sufficiency of which consideration is hereby acknowledged, the parties hereto agree as follows:

1. Conditional Award - Subject to approval by the Common Council of the City of Fort Wayne as stipulated in the construction contract to which this Article is attached, OWNER awards the construction contract to the CONTRACTOR.
2. E.B.E. Retainage requirements - If the contractor is in compliance with the provisions of the construction contract to which this Article is attached, the Owner will make payments for such work performed and completed. However, in any such case, the Owner will retain five percent (5%) of the total amount owing to insure compliance with this Article. Upon final inspection and acceptance of the work, and determination by the Fort Wayne Board of Public Works that the contractor has made a good faith effort to subcontract 10% of the contract amount to emerging business enterprises, the contractor will be paid in full.

In the event there is a determination that good faith compliance with this Article has not occurred, appropriate reduction in the final payment pursuant to paragraph 6 of this Article will be made.

If the contract is in excess of \$100,000, the contract will be subject to the standard Board of Public Works escrow agreement. However, payments to the CONTRACTOR are not to exceed 95% of the total contract amount until the OWNER has verified that the CONTRACTOR has made good faith efforts to attain

the E.B.E. goal stipulated in this Article.

Payment of the final 5% of the total contract amount will be dependent upon good faith efforts to comply with this Article, and subject to reduction in the event of non-compliance as provided in paragraph 6 of this Article

3. Request for Waiver - If, at the time final payment application is made, contractor has not attained the ten 10% E.B.E. goal, contractor shall file with the final payment application a "Request for Waiver." Said Request for Waiver shall contain a written description of the efforts taken by Contractor to attain the 10% E.B.E. goal.
4. Determination of Waiver Requests - The Contract Compliance Department of the City of Fort Wayne shall examine all Requests for Waiver to determine if Contractor's efforts constitute good faith efforts to attain such goal and shall submit recommendations concerning said requests for Waiver for the final determination of the Board of Public Works of the City of Fort Wayne.
5. Good Faith Per Se. - In any case, a Contractor shall be deemed to have made good faith efforts at compliance where E.B.E.'s have subcontracted for every sub-contract for which there are qualified E.B.E.'s available.
6. Consequence of noncompliance - In the event the Board of Public Works approves a recommendation that contractor failed to make good faith efforts at compliance, the contract shall be reduced by the amount calculated as the difference between 10% and the percentage level met. Said amount shall be added to the City of Fort Wayne E.B.E. Bond Guarantee Fund and contractor agrees to accept the reduced amount as full payment under the terms of his/her contract.
7. Waiver approved - In the event the Board of Public Works determines that a good faith effort to comply with this Article has been made, the contract shall not be reduced, and the balance owing to the contractor shall be paid in full.

#### ARTICLE 18: PREMATURE WORK COMMENCEMENT

Contractor shall not commence any work or operation as described in these Project Specifications and/or Project Bid Items, in part or whole, prior to the Notice-to-Proceed. Work performed prior to the date of the Notice to Proceed shall be considered work outside of the scope of the contract for purposes of payment. Contractor agrees that any work or operation, as described in the Project Specifications and/or Project Bid Items, in part or whole, prior to the Notice to Proceed shall be deducted from the project Bid Quantities and Project Cost. Contractor agrees that such action is at the Contractor's risk and without liability on the part of the City.

#### ARTICLE 19: FINDING DETERMINATION OF RESPONSIBILITY FOLLOWING COMMENCEMENT OF WORK

A determination of responsibility may be made after work has commenced if the contractor fails to remedy certain violations under IC 5-16-13 within thirty (30) days. For purposes of this determination, the term "contractor" refers generally to a contractor in any contractor tier. For example, a contractor may be found not responsible for a period up to forty-eight (48) months if one of the following occur:

- (1) The contractor does not maintain general liability insurance in the amount of \$1,000,000 for each occurrence and \$2,000,000 for the general aggregate;
- (2) The Tier 1 contractor does not contribute 15% of the contract in work, materials, or services;
- (3) The contractor does not fit within the "contractor tier" structure, as that term is defined under IC 5-16-13-4;
- (4) The contractor pays cash to any individual for work performed in connection with the contract; or
- (5) The contractor fails to provide the City with the E-verify case verification number for those individuals required to be verified prior to beginning work on the contract.

When making a determination of responsibility after work has commenced, the severity of the violation will be taken into consideration when determining the length of time the contractor will be found not responsible. The period during which the contractor is considered not responsible begins on the date of substantial completion of the public works project.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

CONTRACTOR

BY: W. J. M. M.

CITY OF FORT WAYNE

BY: Thomas C. Henry  
THOMAS C. HENRY, MAYOR

BOARD OF PUBLIC WORKS

BY: ABSENT  
SHAN GUNAWARDENA, CHAIRMAN

BY: Mike Avila  
MIKE AVILA, MEMBER

BY: [Signature]  
KUMAR MENON, MEMBER

ATTEST: Michelle Fulk 5-8-18  
MICHELLE FULK, CLERK

ACKNOWLEDGMENT

STATE OF INDIANA)

SS: )

COUNTY OF ALLEN)

BEFORE ME, a Notary Public, in and for said County and State, this 3<sup>rd</sup> day of May, 2018, personally appeared the within named William J. Meyer who being by me first duly sworn upon his oath says that he is the Sr. Vice President of and as such duly authorized to execute the foregoing instrument and acknowledged the same as the voluntary act and deed of Shanbaugh & Son, L.P. for the uses and purposes therein set forth.

IN WITNESS WHEREOF, hereunto subscribed my name, affixed my official seal.



Rita E. Bailey  
Notary Public

Rita E. Bailey  
Printed Name of Notary

My Commission Expires:

Resident of Allen County.

ACKNOWLEDGMENT

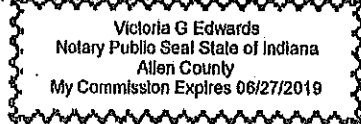
STATE OF INDIANA )

SS: )

COUNTY OF ALLEN)

BEFORE ME, a Notary Public, in and for said County and State, this 8<sup>th</sup> day of May, 2018, personally appeared the within named Thomas C. Henry, ~~SEAN GUNAWARDENA~~, Mike Avila, Kumar Menon and Michelle Fulk, by me personally known, who being by me duly sworn said that they are respectively the Mayor of the City of Fort Wayne, and Chairman, Members, and Clerk of the Board of Public Works of the City of Fort Wayne, Indiana, and that they signed said instrument on behalf of the City of Fort Wayne, Indiana, with full authority so to do and acknowledge said instrument to be in the voluntary act and deed of said City for the uses and purposes therein set forth.

IN WITNESS WHEREOF, hereunto subscribed my name, affixed my official seal.



Victoria Edwards  
Notary Public

Victoria Edwards  
Printed Name of Notary

My Commission Expires: 6/27/19

Resident of Allen County.

# COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

## RFPs, BIDS, OTHER PROJECTS

|                               |                                                                          |
|-------------------------------|--------------------------------------------------------------------------|
| Bid/RFP#/Name of Project      | Resolution Number 105-1-9-18-1 Fire Station #15 HVAC Replacement Project |
| Awarded To                    | Shambaugh & Son, L.P.                                                    |
| Amount                        | \$249,593.00                                                             |
| Conflict of interest on file? | No – in process of obtaining                                             |
| Number of Registrants         | N/A                                                                      |
| Number of Bidders             | N/A                                                                      |
| Required Attachments          | Contract                                                                 |

## EXTENSIONS

|                              |     |
|------------------------------|-----|
| Date Last Bid Out            | N/A |
| # Extensions Granted To Date |     |

## SPECIAL PROCUREMENT

|                                                            |                           |
|------------------------------------------------------------|---------------------------|
| Contract #/ID<br>(State, Federal,<br>Piggyback--Authority) | Resolution # 105-1-9-18-1 |
| Sole Source/<br>Compatibility Justification                | NA                        |

## BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

|                                        |     |
|----------------------------------------|-----|
| Most Responsible,<br>Responsive Lowest | Yes |
| If not lowest, explain                 |     |

# COUNCIL DIGEST SHEET

## COST COMPARISON

|                                                                                                  |              |
|--------------------------------------------------------------------------------------------------|--------------|
| <i>Increase/decrease amount<br/>from prior years<br/>For annual purchase<br/>(if available).</i> | \$249,593.00 |
|--------------------------------------------------------------------------------------------------|--------------|

## DESCRIPTION OF PROJECT / NEED

|                                                                                                                |                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Identify need for project &amp;<br/>describe project; attach<br/>supporting documents as<br/>necessary.</i> | Removal of existing HVAC system , reconfiguration of HVAC system space and replacement of HVAC system at Fire Station #15 located at 1415 Northland Blvd |
|                                                                                                                |                                                                                                                                                          |
|                                                                                                                |                                                                                                                                                          |
|                                                                                                                |                                                                                                                                                          |
|                                                                                                                |                                                                                                                                                          |

## REQUEST FOR PRIOR APPROVAL

|                                                                            |                                                                                                                                                                                                 |
|----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <i>Provide justification if<br/>prior approval is being<br/>requested.</i> | To help assure the project is started on the planned timeline; completed before the onset of cold weather and to help avoid any potential price increases in materials required for the project |
|                                                                            |                                                                                                                                                                                                 |
|                                                                            |                                                                                                                                                                                                 |
|                                                                            |                                                                                                                                                                                                 |
|                                                                            |                                                                                                                                                                                                 |
|                                                                            |                                                                                                                                                                                                 |

## FUNDING SOURCE

|                             |           |
|-----------------------------|-----------|
| <i>Account Information.</i> | Fire Fund |
|                             |           |
|                             |           |
|                             |           |
|                             |           |
|                             |           |



# CITY OF FORT WAYNE

THOMAS C. HENRY, MAYOR

May 16, 2018

City Council Members  
City of Fort Wayne

RE: City of Fort Wayne/Shambaugh & Son, L.P. Contract for Fire Station #15 HVAC Replacement Project

Dear Council Members:

The City has entered into a contract with Shambaugh & Son, L.P. in the amount of \$249,593.00 to remove and replace the HVAC system at Fire Station #15, located at 1415 Northland Blvd. A copy is attached.

The City of Fort Wayne Board of Public Works has approved this project.

We are asking for Council to approve this project.

If you have any questions on the above, please feel free to contact me at 427-5402.

Sincerely,

A handwritten signature in cursive script that reads "Daniel A. Brenner".

Daniel A. Brenner  
Property Manager

ENGAGE • INNOVATE • PERFORM

CITIZENS SQUARE

200 E. Berry St. • Fort Wayne, Indiana • 46802 • [www.cityoffortwayne.org](http://www.cityoffortwayne.org)  
An Equal Opportunity Employer