

**BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

Meeting Date: September 19, 2007

Division: Public Works

Bulk Item: Yes X No     

Department: Facilities Maintenance

Staff Contact Person: John W. King, 292-4431

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**AGENDA ITEM WORDING:** Approval to pay outstanding SubZero, Inc. invoices required for emergency air conditioning repair and maintenance in the amounts of \$1,052.00, \$209.00 and \$461.50.

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**ITEM BACKGROUND:** Two emergencies arose (Key West Library chiller and Lester Building 3<sup>rd</sup> floor) and proposals were requested from three companies. Prior to installing new equipment for the above two emergencies, SubZero was called to keep the current equipment running. Board approval is needed to authorize the payment of these three vendor invoices in the amounts of \$1,052.00, \$209.00 and \$461.50 because the vendor has received payments in excess of \$25,000 during the current fiscal year.

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**PREVIOUS RELEVANT BOCC ACTION:** On September 17, 2003, the BOCC awarded the bid and contract to Sub Zero, Inc. for the Lower Keys A/C Maintenance and Repair; on August 18, 2004, the BOCC approved the first of two one-year renewal options; and on July 20, 2005, the BOCC approved the second and final one-year renewal option which expired on October 19, 2006. On October 18, 2006, the BOCC approved a month-to-month contract extension but on May 16, 2007, the month-to-month contract was rescinded as SubZero elected not to continue on that basis. On August 15, 2007, the BOCC approved payment of outstanding SubZero, Inc. invoices required for emergency air-conditioning repair and maintenance totaling \$30,926.28.

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**CONTRACT/AGREEMENT CHANGES:** N/A

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**STAFF RECOMMENDATIONS:** Approval

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**TOTAL COST:** \$1,722.50

**BUDGETED:** Yes X No     

**COST TO COUNTY:** same

**SOURCE OF FUNDS:** Ad Valorem

**REVENUE PRODUCING:** Yes      No X **AMOUNT PER MONTH**      **Year**     

**APPROVED BY:** County Atty      OMB/Purchasing      Risk Management     

**DOCUMENTATION:** Included X Not Required     

**DISPOSITION:**     

**AGENDA ITEM #**