

TOWN OF GRANBY

MEMORANDUM

DATE: April 17, 2023

TO: Board of Selectmen

FROM: Kirk Severance, Director of Public Works

REGARDING: **V. BUSINESS – ITEM E**

Consideration and Approval of American Rescue Plan Act (ARPA) Project:
Town Hall Complex HVAC System Evaluation

Background

As part of the ARPA project proposals, the Board of Selectmen approved an estimated \$400,000.00 for upgrades to the Town Hall campus HVAC system. The first step of the process is to hire an engineering firm to evaluate the four buildings (Police Station, Town Hall, Senior Center, and Library) and make recommendations for improvements. After determining which approach is affordable and would work best, designs will then be completed and put out to bid.

A request for proposals was issued and three companies responded. Russell and Dawson was the low bidder at \$59,200. An interview was conducted on March 30, 2023. It has been determined their proposal will meet our needs. Therefore, \$59,200 is requested to be allocated from the ARPA HVAC project to move forward with this project.

If the Board is in agreement, the following motion is offered for consideration:

PROPOSED MOTION:

The Board of Selectmen authorize and approve the use of \$59,200 of ARPA funds to hire an engineering firm to evaluate HVAC system in the Town Hall complex buildings.