



**Contra  
Costa  
County**

To: Board of Supervisors  
From: Brian M. Balbas, Public Works Director/Chief Engineer  
Date: March 19, 2019

Subject: APPROVE a purchase order with Air Products Group

**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute on behalf of the Public Works Director, a purchase order with Air Products Group in an amount not to exceed \$400,000 for heating, ventilation and air conditioning filtration components for the period of March 1, 2019 through February 28, 2022, Countywide.

**FISCAL IMPACT:**

This cost is to be funded through Public Works building maintenance budget. (100% General Fund)

**BACKGROUND:**

Facilities Services maintains all County buildings. Heating, ventilation and air conditioning filtration is part of this maintenance. Each building maintained by Facilities uses several types and sizes of air filters, each designed for specific purposes (e.g., pollen removal, bio hazard, prevention, etc.). Solicitation of air filtration components was completed on Bidsync #1901-316. This request is for a three-year purchase order.

**CONSEQUENCE OF NEGATIVE ACTION:**

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/19/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I  
Supervisor  
Candace Andersen, District II  
Supervisor  
Federal D. Glover, District V  
Supervisor

ABSENT: Diane Burgis, District III  
Supervisor  
Karen Mitchoff, District IV  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 19, 2019

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: Ted Lavelle  
925-313-7077

cc:

If this purchase order is not approved, then purchasing through Air Products Group for heating, ventilation and air conditioning filtration will discontinue.