



## MEMORANDUM

DATE: April 27, 2020

TO: Dr. Mary Ann Ranells, Superintendent  
Board of Trustees

FROM: Mike Carrithers. Purchasing Agent *Mike Carrithers*

RE: BID 010502: HVAC Upgrades to the District Office's Server Room

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An invitation to bid for the making HVAC Upgrades to the District Office's Server Room was distributed and advertised pursuant to Idaho Code 67-2806 and District policy 802.50. Bid packets were sent to local known vendors.

Bid results are as follows:

American Chiller Service	\$95,955
YMC, Inc.	\$123,999
Cascade Enterprises	\$130,000

American Chiller Service failed to acknowledge receipt of Addendum 1. This addendum served to clarify the bid due date and the bid opening date and had no direct financial impact on the bidding for this project. American Chiller Service submitted their bid timely per the information provided in Addendum 1. Therefore, the District will waive this omission as a minor informality.

It is our recommendation that the bid for making HVAC Upgrades to the District Office's Server Room be awarded to American Chiller Service.

Thank you.