

## **Clarinda Community School District**

**Date: October 8, 2021**

**To: Board of Education and Superintendent Bergman**

**From: Craig Hill, Maintenance Supervisor**

**Re: Moore Services maintenance agreement**

**In the spring of 2019, the district replaced the high school auditorium chiller. This unit is located outside and needs to be winterized each fall. We have done this in the past with the help of a Trane technician. The cost was \$1,250.00 for labor plus the cost of the glycol needed. I contacted Moore Services to get a quote for the same service. They are the company that installed the chiller and the Garfield gym roof top unit. They proposed a maintenance agreement for the sum of \$2095.00. This would include the following;**

- 1. A spring start-up and inspection.**
- 2. A fall shut down and winterization.**
- 3. One coil condenser cleaning.**

**All labor and materials necessary to perform the scope of work above are included. Any repairs would be quoted before the work would be started and labor would be billed at a rate of \$105.00 per hour.**

**I believe this agreement would be a wise at this time. The cost of the chiller was \$141,000.00 and we need to protect that investment. This is a one year agreement with the option to renew each year if you choose to do so.**

**It is my recommendation that we accept Moore Services annual maintenance agreement for the cost of \$2095.00 .**

**Sincerely,**

**Craig Hill  
Maintenance Supervisor, Clarinda Schools**