

InterOffice Memorandum

March 20, 2018

To: Michalyn Rains/Purchasing Agent

From: Dan James/Facilities Director

RE: Change Order: Power Systems Engineering, Uninterruptible Power Supply Systems (UPS) Refresh Year 1, IFB No. 2017-182

Request approval of a Change Order to the Power Systems Engineering, Uninterruptible Power Supply Systems (UPS) Refresh Year 1 Purchase Order, Contract No. 2017-182, to allow for the electrical, installation and assembly of the UPS's that will be placed in the Courthouse. The total cost of this Change Order is \$75,397.00 to be expended from account #001-4019-560.90-02.

It is in the best interest of the County to allow an outside vendor to perform these tasks due to the size, expertise, lack of manpower and complexity of this equipment. Due to the new, updated equipment casing the electrical must be relocated. This will require the equipment to be off-line from the grid and UPS for at least one (1) hour; but, this job will take about sixteen (16) hours to complete. It will take three (3) experienced electricians with assistants to complete this task which is beyond Facilities expertise and manpower.

If I can be of further assistance please do not hesitate to contact me at extension 5331.