



**SOLE SOURCE JUSTIFICATION  
 DETERMINATION AND FINDINGS**

**Description:** Cooling Tower Repair at Mount Vernon High School

**Date:** January 26, 2018

**Department:** Office of Facilities Management  
 Infrastructure & Environmental  
 Engineering Section (IEE)

**Vendor Number:** 1000017601

**Dollar Value:** \$9,319.00

**Work Order # :** not yet assigned

**STATEMENT OF REQUIREMENT:**

The cooling tower manufactured by Baltimore AirCoil Company (BAC) at Mount Vernon High School was installed in 1997. After 20 years of services, the existing vibration isolators at the bottom of the cooling tower have rusted out and cannot perform the duty. Those isolators need to be replaced. In addition, the stainless steel cold water sump leaks. The maintenance shop has tried multiple times to seal the leaks and were un-successful. The leaks might be the cause of the broken vibration isolators.

**FINDINGS:**


CT/HX, LLC a service division of The Morin Company is the factory authorized Service Company in this territory for the BAC cooling tower and they are equipped to perform the work (see attached letter).


**DETERMINATION:**

It is recommended that a contract be issued to CT/HX, LLC for the replacement of the Mount Vernon High School cooling tower vibration isolators and cold water sump leak repairs in the amount of \$9,319. The proposal cost is in line with past projects with the same equipment and scope of work.

**APPROVED:**

**Program Manager:**  **Date:** 1/26/18  
 David M. Bennett

**Director:**  **Date:** 26 Jan 18  
 Mike Coughlan

**Assistant Superintendent:**  **Date:** 1.29.18  
 Jeffrey K. Platenberg



**BALTIMORE AIRCOIL COMPANY**



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January 15, 2018

Ms. Lucy Dong  
Mechanical Engineer, P.E.  
Fairfax County Public Schools  
Infrastructure and Environmental Engineering  
5025 Sideburn Road  
Fairfax, VA 22032

Re: Mt. Vernon High School BAC Cooling Tower  
Model JE 707 Serial # 97- 400054

Dear Ms. Dong,

Please regard this letter as confirmation that The Morin Company LLC is the exclusive Baltimore Aircoil Company (BAC) HVAC and light industrial manufacturer's representative for the Maryland sales territory. CTHX LLC is the service division of The Morin Company and as such qualified to perform inspection and service repair for BAC's complete line of cooling tower products.

The Morin Company and CTHX have inspected the existing BAC cooling tower and have proposed repairs in accordance with BAC recommendations.

Baltimore Aircoil Company appreciates your business and continued support. Please advise us if you require additional assistance with this matter.

Sincerely,

BALTIMORE AIRCOIL COMPANY

Tony Leoncini  
Regional Sales Manager

Cc: Mr. Bob Leyden, CTHX LLC  
File



COOLING TOWERS AND HEAT EXCHANGERS

9305 Gerwig Lane, Suite V-Y, Columbia, MD 21046

Washington: (301) 953-0252 Baltimore: (410) 792-2178 Facsimile: (410) 290-5165

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Mt Vernon HS  
8515 Old Vernon Road  
Alexandria, VA 22309

Attention: Lucy Dong  
Baber Maqbool

Reference: BAC Cooling Tower  
Model JE 707  
S/N 97-400054

Greetings,

As requested we inspected the referenced cooling tower to determine a scope of work required to replace the corroded vibration isolation point isolators and seal the sump basin. Based on our inspection and conversation, please note the following.

VIBRATION POINT ISOLATOR REMOVAL AND INSTALLATION

- Furnish and place jacks between tower lift points and existing support steel.
- Remove existing hardware (one at a time) at the (4) vibration isolator locations.
- Raise tower and support for removal of (4) existing vibration isolators.
- Remove the existing aged point isolators and dispose of (performed one at a time)
- Furnish and install (4) new Vibro Acoustics point type vibration isolators on the support steel in the locations of original isolators and tack in place by use of welding.
- Lower cooling tower to rest on newly installed vibration point isolators and install necessary hardware.
- Adjust isolators to level towers as per manufacturer's deflection specifications.

**Price: \$6,383.00**

**Accepted Initial \_\_\_\_\_**

STAINLESS STEEL COLD WATER SUMP LEAK REPAIRS:

- Where necessary, remove hardware to disassemble the seams in the area of the leaks, separate the panels at the seam and where hardware attaches, and remove existing failed tape sealer. This procedure will be required where original sealer has migrated from the seam or the seam is misaligned from the adjacent panel.
- Scrape clean accessible joints to remove old caulking and debris.
- Install new butyl strip sealer, reassemble and where necessary, we will add additional hardware by drilling new holes in the sheet metal joints and then furnishing and installing new stainless hardware where needed.
- To all accessible interior seams in the sump basin, we will apply a 3M caulking specifically used in this application.
- Tighten all hardware as required and back-up stripped hardware with nuts and/or replace with new oversized hardware.

**Price: \$2,936.00**

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**SPECIAL NOTES:**

1. Above prices do not include labor at Overtime/Weekend rates.
2. Above prices do not include Certified Payroll, Davis Bacon Wage Rates, permits or bonding.
3. Tower will need to be isolated prior to proposed work being performed.
4. Neither draining, isolation, filling of the cooling tower nor the condition of the isolation valves is the responsibility of CTHX, LLC.
5. All mechanics will come equipped with personal protective equipment, (PPE).
6. Price does not include time needed for Site Specific Safety Orientation/Certification and or D&A testing if needed.

The proposal price includes the estimated labor, parts, materials, travel, and expenses specifically noted and required to perform these services; it does not include any additional repairs or services, which may become apparent during the course of the original work. Any additional repairs or required/requested work would be extra and would require additional written confirmation. The proposal pricing presupposes that work will be performed during normal working hours.

Please acknowledge acceptance by signing and dating area below and returning the complete proposal to **CTHX**. Thank you for this opportunity to be of service. If you should have any questions concerning this quote, please feel free to contact me.

Sincerely,

Bob Leyden  
Direct: (410) 910-7462  
Cell: (301) 467-8293  
bleyden@cthx.com

Terms and Conditions

CT/HX, LLC shall not be liable for delays beyond our control nor for special, indirect or consequential damages of any kind under our contract.

Workmen's Compensation Insurance as well as General and Automobile Liability Insurance cover CT/HX, LLC personnel and vehicles.

Unless otherwise stated, prices are firm for thirty (30) days from the date of this proposal and are based on work being performed during normal working hours of 8:00AM to 4:00PM, Monday through Friday exclusive of holidays. Labor performed outside regular hours will be charged extra at applicable overtime or holiday rates.

The contract balance is payable net 30 days following completion of the work. The account is subject to a finance charge for late payment computed at a monthly rate of 1 ½% of the total past due balance. Please be advised that we now accept American Express, VISA and MasterCard.

All labor and material furnished by CT/HX, LLC is warranted to be free from defects in material and workmanship for a period of one year unless stated differently elsewhere. Warranty period begins at date of installation.

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Acceptance of Proposal By:

Printed: \_\_\_\_\_ Signature: \_\_\_\_\_ Title: \_\_\_\_\_

Date: \_\_\_\_\_ Purchase Order # \_\_\_\_\_ Amount: \_\_\_\_\_

Credit Card Information:     American Express     Discover     Master Card     Visa

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

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