



Committee of the Whole

Debbi Mock

Council Initiated:

Yes

No

ECAF: 2026-0939

Motion: 26-182

Type:

- Contract
- Board Appt.
- Code Amendment
- Budget Action
- Other

Requested Handling:

- Normal
- Expedite
- Urgent

Fund Source:

- General Fund
- Other
- N/A

Executive Rec:

- Approve
- Do Not Approve
- N/A

Approved as to

Form:

- Yes
- No
- N/A

Subject: Retroactive Approval of Micro Services Agreement with Air Reps, LLC

Scope: Services provided by Air Reps, LLC included diagnostics, leak repair, pressure testing, and recharging of two HVAC units at Denney Juvenile Justice Center.

Duration: N/A

Fiscal Impact: Current Year Multi-Year N/A

Expenditures	Current Year	2027	2028	Total
511.5180314832	\$6,310.35			\$6,310.35 plus applicable sales tax
Totals	\$6,310.35			\$6,310.35 plus applicable sales tax

Revenue	Current Year	2027	2028	Total
Fund 511	\$6,310.35			\$6,310.35 plus applicable sales tax
Totals	\$6,310.35			\$6,310.35 plus applicable sales tax

Authority Granted: Approve and authorize the County Executive to retroactively sign the Micro Services Agreement with Air Reps, LLC. for HVAC repair services already provided at Denny Juvenile Justice Center.

Background: In September 2025, the Denney Juvenile Justice Center was experiencing a lack of heating. Air Reps, LLC, an HVAC repair company, was contacted for immediate repair services. The Facilities Maintenance Division erred in the process by authorizing work to begin without prior approval of a written estimate and a signed Micro Service Agreement (Prevailing Wage), as indicated within the attached procurement compliance form. All work was completed in 2025. Expedited processing is requested to facilitate payment to the vendor.

Requested Action: For Council consideration.