

AGENDA ITEM FOR ADMINISTRATIVE MEETING

( ) Discussion only  
( X ) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen  
County Counsel

SUBJECT: Maintenance Payable

<p>Background: The payment for repairs to the chiller unit at the Stafford Hansell Government Center is before the Board for approval due to the amount.</p>	<p>Requested Action: Approve payment to HMS Commercial Service, Inc. in the amount of \$16,886.52</p>
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ATTACHMENTS: Payable

\*\*\*\*\*For Internal Use Only\*\*\*\*\*

Checkoffs:

- ( ) Dept. Head (copy)
- ( ) Budget (copy)
- ( ) Fiscal
- ( X ) Legal (copy)
- ( ) (Other - List:)

To be notified of Meeting:

Needed at Meeting:

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Scheduled for meeting on: March 2, 2022

Action taken:



# Invoice

HMS COMMERCIAL SERVICE, INC.

4103 SE International Way  
Suite 300  
Milwaukie OR 97222  
503-220-0394 FAX: 503-841-6245

Invoice # 318791  
Date: 1/25/2022  
Page # 1 of 2

Account # 100499

Bidding Code 20

Object Code 53400

UMATILLA COUNTY COURTHOUSE  
216 SE FOURTH STREET  
PENDLETON OR 97801

Service At:  
STAFFORD HANSELL GOVERNMENT  
CENTER  
915 SE COLUMBIA  
HERMISTON OR 97838

Service Date 9/7/2021 PO # Job # 247004 Contract # Claim #

WENT OUT ON LOW PRESSURE CONTROL OPEN CKT 1 AND CKT 2. IT WAS RUNNING AT AROUND 45 TO 50 PSI SUCTION PRESSURE ON BOTH CIRCUITS. CHECKED THE WATER FLOWS, GLYCAL LEVEL, AND PRESSURE DROP. THE PUMP IS LEAKING PRETTY GOOD. HAVE ONE ON ORDER. CLEANED THE STRAINER. EXPANSION TANK IS WATER LOGGED SO I DRAINED IN DOWN TO HALF AND FILLED WITH AIR. BUT IT FILLED BACK UP. LEAK CHECKED THE BOTH CIRCUITS. FOUND A LEAK ON CKT-2 COND COIL. WRITING UP TO REPLACE THE COIL. PULLED THE REF. CHARGE ON BOTH CIRCUITS. REPLACED THE LOW PRESSURE SWITCHES WITH 25 PSI SWITCHES. PUT REF. BACK IN WITH SOME NEW R-22 TO GET BOTH CIRCUITS TO FACTORY CHARGE. RAN CHILLER AND BOTH CIRCUITS STILL HAVE LOW SUCTION PRESSURE. IF ONLY CIRCUIT 1 RUNS IT WILL STAY ON LINE. BUT ONCE I STARTED CIRCUIT 2 THEY BOTH DROPPED SUCTION PRESSURE. SO I DISABLED CKT-2 FOR NOW UNTILL I FIGER OUT WHAT IS GOING ON. NEED TO REPLACE THE PUMP AND FIX THE EXPANSION TANK ISSUE AND SEE IF THAT CORRECTS THE PROBLEM. I TALKED TO MARK AND LET HIM KNOW WHAT I HAVE DONE AND WERE WE ARE AT. FILLED OUT MY WORK ORDERS AND REFRIGERANT REPORTS. THEN ID'ED THE PARTS AND WROTE UP A GREEN SHEET TO REPLACE CIRCUIT 2 CONDENSER COIL AND TURNED IN TO JOSH.

Description Of Service	Quantity	Unit Price	Extended Price	Tax
LABOR	42.5	\$170.00	\$7,225.00	
OVERTIME LABOR	4.5	\$255.00	\$1,147.50	
REFRIGERANT & LOW PRESSURE SWITCHES	1	\$8,414.02	\$8,414.02	
TRUCK CHARGE	1	\$100.00	\$100.00	

Terms: Due 2/24/2022

Please pay from this Invoice

Please Detach and Return with Remittance

Check Enclosed [ ]	Method of Payment
Master Card [ ] Visa [ ]	
Acct # _____	Exp Date _____
Name on Card _____	
Signature _____	

Invoice # 318791  
Date : 1/25/2022  
Account # 100499

UMATILLA COUNTY COURTHOUSE

Remit To:

HMS COMMERCIAL SERVICE, INC.  
P.O. BOX 50245  
Bellevue WA 98015

Amount Due **\$16,886.52**

Amount Paid