



Alachua County Parks and Open Space

Jason Maurer, *Operations Manager*

Memorandum

To: Marihelen Wheeler, Chair
Alachua County Board of County Commissioners

From: Jason Maurer, Parks and Open Space Director

Subject: Special Pay W.W. Gay Mechanical Contractor, INC.

During Late November, Parks was advised by the Tennis Center Operator that there was an unidentifiable leak in the system. This leak resulted in the need to turn off the water for the tennis facility, including the building until the leak could be found and repaired. Staff and the County Contract Plumber could not locate the leak. The Contract Plumbers usual sub-contractor was unavailable for several weeks. Because of the urgency of the needed repair, it was more expedient to directly hire W.W. Gay, who could respond in a matter of days. The Contractor, W.W. Gay found and repaired the leak.

We were able to get on the schedule for the investigation / repair however the cost proposal could not be defined until the investigation was started. We proceeded with a not to exceed number which is what we used to authorize the work

In accordance with the Alachua County Purchasing Manual and F&A's Department Processing Handbook, we respectfully request your approval for payment of \$3,920.00 to W.W. Gay Mechanical Contractor, INC invoice # 984005802 under Parks account code 25% 001.41.4100.572.46.00 and 75% 008.41.4100.572.46.00 - Special Pay 6-2