

Single/Sole Source Justification

Vendor: Greens Energy Services Inc.

Commodity/ Service: Remove & Replace HVAC System at Winter Garden Branch

Estimated expenditure for the current term of contract or annually, whichever is greater, for the above Commodity/Service: \$503,000 (\$478,000 for equipment and installation, \$25,000 for controls and permits)

Initial the entry below that applies to the proposed purchase:

 SINGLE SOURCE REQUEST is for: licensed, patented goods/services, the original manufacturer, for existing equipment, software, or is required from this source to permit standardization.

XX SOLE SOURCE REQUEST is for: the only qualified supplier possessing the unique and singular available capability to meet the requirements of the department. Please obtain and include a letter from manufacturer regarding the product or service.

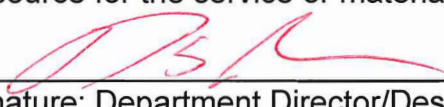
*** Single & Sole sources are required to be publicly posted by the Organization for a minimum of 15 days prior to approval.

In all cases, negotiations have been performed in order for the Organization to receive the best value.

The undersigned requests that competitive procurement be waived and that the vendor identified as the supplier of the service or material described in this single/sole source justification be authorized as a single source for the service or material.

Brian Dornbush 407-835-7618

Requested by: Telephone


Signature: Department Director/Designee

08-03-2026

Date

Finance
Department

Kristopher Shoemaker
Department Director/Designee

(Organization Management Division Use Only)

Single/Sole Source No. OCLS-SS-2026-003 Received Date: 08/26/2026

Posted Date(s) From 08-27-2026 To 09-11-2026 (Minimum of 15 days)

☒ Approved ☐ Disapproved


Signature of Director/Designee

08/26/2026

Date

Reason For Disapproval: _____

Revised: 08/18/2022 Pursuant to Section 838.22(2), Florida Statutes. It is unlawful for a public servant, with corrupt intent to obtain a benefit for any person or to cause unlawful harm to another, to circumvent a competitive bidding process required by law or rule by using a sole-source contract for commodities or services. Any person who violates this section commits a felony of the second degree, punishable as provided in s. 775.082 s. 775.083 ors. 775.084.

Single/Sole Source Justification

Amount: \$503,000

Vendor: Greens Energy Services, Inc

Single/Sole Source No: OCLS-SS-2026-003

- 1) Detailed Description of Services and/or items: Describe the product/service you are requesting and its function:

Remove and replace HVAC system at the Winter Garden Branch Library per specifications provided by C&S Engineering.

- 2) Justification for Single/Sole Source/Special Circumstances: Explain why this vendor is the only source from which to obtain this product or service:

Greens Energy Services Inc is uniquely qualified to perform these services as 1) they have replaced two similar systems in the last 3 years and 2) they are the Library's HVAC service provider for all branch locations and will be the company servicing the units once they are installed.

- 3) Efforts to Identify Other Vendors: Describe the steps taken to make this determination vendors contacted etc.

The Library contacted MSI, the other Trane service provider and they declined due to workload.

- 4) If required by the Director, attach a letter from the vendor declaring sole source.
N/A

- 5) Funding Source: Library District Ad Valorem Taxes Identify if State, Federal or other outside County Funding.

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Greens Energy Services South Creek Branch Scope Of Work

Greens Energy Services, Inc. will remove and replace the Winter Garden Branch's HVAC system between December 1, 2026 and March 31, 2027.

The project will include but will not be limited to the following:

Background:

The Winter Garden Branch was constructed in 2005 and is served by (2) air handling units (AHUs), and (4) air-cooled condensing units (CUs), with two refrigerant circuits of cooling each. The AHUs are original to the facility and are coming to the end of their useful life. Three of the 4 CUs were replaced in 2017 and the 4th was replaced in 2014. The current system uses R-410A refrigerant and needs to be replaced with R-454B refrigerant.

Scope:

The project will focus on the removal and replacement of the AHU's and the CUs as the new system has to be R-454B compliant.

Remove AHU-1 and AHU-2, disconnecting electrical system, duct work and sensors while capturing the current refrigerant.

Replace AHU-1 and AHU-2 with similar Trane equipment, with dual supply fans, R-410A refrigerant, upgraded electrical and updated controls. Reconnect duct work and sensors and rework the filter enclosure. Install refrigerant leak detection alarm system.

Remove CU-1, CU-2, CU-3 and CU-4, disconnecting electrical system, duct work and sensors while capturing the current refrigerant.

Replace CU-1, CU-2, CU-3 and CU-4 with similar Trane equipment, with dual supply fans, R-454B refrigerant, upgraded electrical and updated controls. Reconnect duct work and sensors and rework the filter enclosure.

Add refrigerant purge system for mechanical room(s) containing AHUs. Provide R-454B refrigerant sensor with audible and visual notification. Install exhaust fans.

Current CUs, Linesets, condensate lines and Variable Frequency Drives to be re-used.

Commission system to ensure it operates per manufacturer and engineer's specifications.

Contractor to provide 5 year compressor, 1 year parts, 1 year labor warranty: