



8/10/2021

Honorable Clay County Judge  
214 N. Main Street  
Henrietta, TX 76365  
Attention: Judge Campbell

**Subject: Federal Coronavirus Local Fiscal Relief (CLFRF) Funding Program Feasibility Assessment**

With public concern growing about potential air-borne health risks, addressing your county's indoor air quality is more important than ever. Additionally, with the passage of the 2020 Coronavirus relief and the 2021 American Rescue Plan Act, the Federal Government has provided counties a potential to address their Indoor Air Quality (IAQ) and related HVAC infrastructure issues directed at preventing and mitigating the spread of COVID 19 in county buildings and associated congregate areas. Federal Stimulus investments in county facilities will assist in improving long-term health of county staff, building occupants and the community at large.

Trane is committed to helping Clay County address potential health risks by evaluating current conditions and identifying recommended improvements to meet industry guidelines through a Trane Feasibility Assessment. During this assessment, we will also look for opportunities to optimize HVAC systems to help lower operating costs for county while addressing deferred maintenance issues as allowed through the federal stimulus funding program supporting the prevention and mitigation of virus spread. The goal of this assessment is to provide Clay County with a preliminary understanding of potential program investment as well as cost associated with further study resulting in a fully developed specific solution for execution of the resulting projects.

It is the intent of Clay County to move forward with a Trane Feasibility Assessment in order to evaluate above aforementioned needs. By executing this Feasibility Assessment Authorization, the Clay County authorizes Trane to proceed with the Trane Feasibility Assessment described below.

**Trane agrees to the following:**

- Review available operations, energy and capital expense data provided by Clay County to determine an estimate of potential project costs and savings.
- Where applicable, remotely connect to the Building Automation System (BAS) for verification of HVAC system performance with respect to original equipment operating conditions.
- As determined by Trane, supplement information provided by Clay County by completing on-site review of a sample of county buildings to identify key drivers for improving indoor air quality: building ventilation, humidity control, filtration, and clean air, in accordance with Trane's procedures and industry standards.
- Present findings to County Commissioner's and leadership sharing the Feasibility Assessment Report that includes recommendations for specific improvement, estimated program cost and related economics as well as Letter of Commitment (LOC) fee for a fully developed program.
- Upon mutual agreement, develop the Trane Letter of Commitment to fully develop projects. It is understood the LOC fee is to be rolled into overall program investment and not charged upfront.

**County agrees to the following:**

- Provide Trane with a listing of all Clay County buildings for consideration, along with the physical address and square footage of each building.
- Provide Trane access to the buildings, floor plans & HVAC system drawings, and appropriate annual operating & maintenance budget information, including major repair bills and service agreements, needed to assist in completion of the Feasibility Assessment.

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- Provide Trane with the historical and or current capital replacement plan and associated budget related to HVAC, temperature controls, and other environmental and infrastructure systems.
- Provide Trane unrestricted access to the building BAS systems for the remote verification of existing system performance, as applicable.
- Provide Trane access to HVAC equipment asset lists or any additional data that may be available including the county's Computer Maintenance Management System (CMMS) - (Facility Dude Solutions for Government or equivalent software platform). At minimum, provide filter replacement inventory for all program affected equipment, to include filter quantities, physical size including thickness and MERV rating.
- Allow Trane to present findings to the County Commissioners and leadership that will be involved in the decision-making process of federal funding budget allocation.
- Review Letter of Commitment and complete legal review of procurement considerations for projects that may be developed under the federal stimulus program.

**Mutual Agreement**

Time is of the essence and Trane is ready to work with you to position Clay County to take advantage of potential Federal Stimulus Programs and make long lasting indoor air, health, and capital improvements. It is imperative that data is shared quickly and reliably in order for Clay County to be ready to move forward with projects under current guidelines. Trane is prepared to deliver the Feasibility Analysis in 30-60 days contingent upon the county fulfilling its covenants in a timely manner. Failure to provide such information (or the ability to provide the information in a timely manner) will result in Feasibility Assessment development delays and may result in the county becoming ineligible to proceed with the Feasibility Analysis noted herein. In conjunction with Clay County, Trane looks forward to providing the Feasibility Assessment for improving IAQ and HVAC infrastructure in county buildings and congregate areas. It is understood Federal Stimulus Funding Program eligible use of funds determination will be the responsibility of Clay County and others.

In consideration of the mutual covenants, terms and conditions and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Clay County and Trane agree to aforementioned commitments set out herein. It is further agreed, the initial Feasibility Analysis is being provided at no cost to Clay County and is intended to provide the framework for the future Letter of Commitment to develop projects as provided and under the Federal Stimulus Programs.

**County**

**Trane U.S. Inc.**

By: MIKE CAMPBELL

By: \_\_\_\_\_

Signature: [Handwritten Signature]

Signature: \_\_\_\_\_

Title: COUNTY JUDGE

Title: \_\_\_\_\_

Date: 8/27/2021

Date: \_\_\_\_\_