

Action Brief

ACC Board of Directors

Open Session Agenda Number **8B**

CONTACT	Aaron Baker, Executive Director Mike Krask, Director of Parks, Facilities and Construction
MEETING DATE	January 28, 2026
AGENDA ITEM	Resolution 2026-R-01-Community Center Locker Room ERV Modification
RECOMMENDATION	Adopt Resolution 2026-R-01

LINKAGE TO STRATEGIC PRIORITIES

- Operational Excellence - Manage community resources with care and pride.
- Fiscal Stewardship - Maintain an assessment rate with low volatility.

BUDGETARY IMPLICATIONS

Fiscal Impact	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Amount	\$ Amount not to exceed \$53,268 (\$38,268 known, + \$15,000 contingency)	
Duration	<input checked="" type="checkbox"/> One-time <input type="checkbox"/> On-going <input type="checkbox"/> Other _____	
Fund Source	<input type="checkbox"/> Operations <input checked="" type="checkbox"/> Reserve <input type="checkbox"/> Enhancement <input type="checkbox"/> Other _____	
Budgeted expense	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Exceeds budgeted amount	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Notes	The Board is considering this item since the amount exceeds administrative spending level approvals.	
Long-term Impact		
Impact on Reserves	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Notes		
Impact on Annual Assessments	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Notes		

PREVIOUS BOARD ACTION/ACTIVITY

September 25, 2024	Community Center Remodel
October 22, 2025	Authorization to proceed and report back in November
November 19, 2025	The Board approved the separation of the HVAC/ERV Modifications from the current scope of work for the Locker Room Remodel

ISSUE SUMMARY/DESCRIPTION

During the October meeting, the Board directed staff to separate the HVAC/ERV Modifications from the current scope of work for the Locker Room Remodel to be revisited in January 2026 as a completely new reserve repair project.

In November, an RFP was distributed to a wide range of vendors—posted to the ACC bid page, Bidnet, and the Arizona State Procurement Office. Additionally, the RFP was directly mailed to six known local HVAC service companies. In the end, the ACC received five responses. Below are the four most responsive submittals.

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Vendor	Solution Type	Estimated Cost	Lead Time
NextGen Heating and Cooling	Provide (2) ERV module + integration with existing Rheem units	\$38,268	4-6 weeks
Vendor 2	Replace existing units with modified Gas pack units	\$55,138	7 days
Vendor 3	Replace existing units with modified Gas pack units-	\$139,603* (not turn-key)	7 weeks
Vendor 4	Replace existing units with modified Gas Pack units and fans- Balanced system	\$82,089	12-15 weeks

Upon further examination, the HVAC units in question were installed in September of 2023 and replacement of them was deemed unnecessary. A true ERV modification seemed the best option consistent with restoring the full functionality at the best possible cost to the community. The existing ducting is not visible and may require revision necessitating additional work or materials upon exposure.

SUGGESTED MOTION

I move to adopt Resolution 2026-R-01.

ATTACHMENTS

- Resolution 2026-R-01