DATE: July 23, 2019

TO: Mayor and Council Members

FROM: Public Works Department

SUBJECT: Payment of Invoice 11689 to AMPSS Industrial, Inc.

RECOMMENDATION:
It is recommended that the Mayor and Council Members approve payment of invoice number 11689, received from AMPSS Industrial, Inc., on June 5, 2019, in the amount of $9,519.50, for emergency repairs to the City Hall Air Handler S1 (S1), building ventilation system.

BACKGROUND:
The Maintenance and Operations Division of the Public Works Department is responsible for maintaining mechanical equipment of the ventilation system for City Hall. This system consists of two (2) air supply fan belts driven by two (2) electric motors.

The ventilation equipment is over forty-four (44) years old; however, on the 4th week of May of 2019, a bearing in the fan assembly failed, thereby preventing the fan from rotating. This failure disabled and disrupted the transmission of air into the building, adversely affecting the building temperature and air supply of City Hall.

DISCUSSION:
On Thursday, May 23, 2019, staff contacted AMPSS Industrial, Inc., to schedule an emergency inspection of S1. Upon completion, AMPSS Industrial, Inc., recommended replacing the pillow block bearing and damaged belts.

On the same day, May 23, 2019, AMPSS Industrial, Inc., acquired all the parts needed and did the required repairs. City staff troubleshoot and did primary repairs to the Air Handler S1. The total cost of emergency repairs performed by AMPSS Industrial, Inc., is $9,519.50.

FINANCIAL/FUNDING ISSUES AND SOURCES:
Sufficient funds are available in the Fiscal Year 2018-2019 under account code no. 001.060.6064.44860.00 (General Fund-Public Works-Contract Services) to pay invoice number 11689.

LEGAL REVIEW VERIFICATION: ✓
Administrative staff has verified that the legal documents accompanying this report have been submitted, reviewed, and approved by the Office of the City Attorney.
FINANCE REVIEW VERIFICATION: ✓
Administrative staff has verified that this report, in its entirety, has been submitted, reviewed, and approved by, the Finance Department.

DESCRIPTION OF ANY ATTACHMENTS:
Attachment No. 1 - Invoice 11689 – AMPSS Industrial, Inc.
Attachment No. 2 - Business Tax Certificate
APPROVAL VERIFICATION SHEET

PREPARED BY:
Harry M. Frisby, Jr., Chief Public Works Superintendent-Public Services
Juan Trinidad, Energy Operations Supervisor
Angie Primm, Management Assistant
Joi L. Aldridge, Management Assistant

COUNCIL PRESENTER:
Louis A. Atwell, P.E., Assistant City Manager/Public Works Director

DEPARTMENT HEAD/
ASSISTANT CITY MANAGER APPROVAL: Louis A. Atwell,
Assistant City Manager/Public Works Director

CITY MANAGER APPROVAL: Artic Fields, City Manager
ATTACHMENT NO. 1
# Invoice

**Invoice Number:**
11669

**Invoice Date:**
Jun 5, 2019

**Page:**
1

## AMPSS INDUSTRIAL, INC

3121 W. 139th St. Unit B
Hawthorne, CA 90250
Tel: 424-374-6166 Fax: 424 374-8094

### Sold To:

CITY OF INGLEWOOD  
ONE MANCHESTER BLVD  
FINANCE / ACCOUNTS PAYABLE  
INGLEWOOD, CA 90301  
USA

### Ship to:

JUAN TRINIDAD  
ONE MANCHESTER BLVD  
FINANCE / ACCOUNTS PAYABLE  
INGLEWOOD, CA 90301  
USA

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| 1.000/1 | LABOR | EMERGENCY REPAIR FOR MAY23, 2019 AIR HANDLER # S1  
RUSH EMERGENCY REPAIR AIRHANDLER # 1. INSPECTION, WE FOUND DAMAGED PILLOW BLOCK BEARINGS WE PROCEEDED TO REPAIR & REPLACED ..  
DISMANTLE AIR HANDLER DRIVE MECHANICALS, REMOVE & REPLACED PILLOW BLOCKS ON AIR HANDLER, REPLACED GREASE FITTING TUBING & COMPRESSION FITTINGS, V BELTS ARE ASSEMBLED ALL AIR HANDLER MECHANICALS AND TESTED UNIT ..  
PARTS & MATERIAL: PILLOW BLOCKS, V BELTS, HARDWARE, COPPER TUBING, COMPRESSION FITTING, | 6,500.00 | 6,500.00 |
| 1.000/P/M | | | 2,745.00 | 2,745.00 |

Subtotal: 9,245.00
Sales Tax: 274.50
Freight: 
Total Invoice Amount: 9,519.50
Payment Received: 
**TOTAL**: 9,519.50

THANK YOU FOR YOUR BUSINESS, WE LOOK FORWARD TO SERVING YOUR NEEDS IN THE NEAR FUTURE. 1 YEAR WARRANTY ON ALL REWINDS, 90 DAY WARRANTY ON MECHANICAL PARTS, 1 YEAR ON WORKMANSHIP.
ATTACHMENT NO. 2
OUTSIDE CITY BUSINESS TAX
The person, firm or corporation named below is granted this certificate as evidence that the business has paid the required taxes to conduct business in City of Inglewood. This certificate is not a business license and it shall not be construed as authorizing the right to conduct or continue any business. This certificate is issued without verification that the taxpayer is subject to or exempt from licensing by the State of California.

Name: A.M.P.S.S. INDUSTRIAL, INC
Location: 3121 W 139TH ST
Owner Name: ALFREDO TERCERO

A.M.P.S.S. INDUSTRIAL, INC
3121 W 139TH ST
HAWTHORNE, CA 90250

OUTSIDE CITY BUSINESS TAX
Number: S-038940
Description: Distributors
Issued Date: January 01, 2017
Expiration Date: December 31, 2019

TO BE POSTED IN A CONSPICUOUS PLACE

NOT TRANSFERABLE