

# VIRGINIA BEACH CITY PUBLIC SCHOOLS

## CHARTING THE COURSE

OFFICE OF PURCHASING SERVICES  
2512 GEORGE MASON DRIVE  
VIRGINIA BEACH, VA 23456  
(757) 263-1175

### PUBLIC NOTICE

### SOLE SOURCE PROCUREMENT

Date: 6/30/2020  
Vendor/Contractor: Blue Box Air LLC  
Contract Amount: Not to exceed \$250,000  
Description of Services: HVAC coil cleaning and disinfection services.  
Sole Source Determination: Only company providing non-chemical, no HAZMAT, HVAC coil cleaning in the country, while the equipment is operating.  
Date of Award: TBD

**J. Kevin Beardsley**  
Director of Purchasing  
6/30/2020 3:47 PM

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



**VIRGINIA BEACH CITY PUBLIC SCHOOLS**  
**CHARTING THE COURSE**

*Office of Facilities & Maintenance Services*

**MEMORANDUM**

**TO:** J. Kevin Beardsley, CPPO, CPPB, Director  
Office of Purchasing Services

**FROM:** Anthony L. Arnold, P.E., Executive Director   
Eric Woodhouse Director   
J. Ryan Hersey, PE, LEED AP BD+C Mechanical Systems Engineer 

**SUBJECT:** Sole Source Purchase: Blue Box Air LLC HVAC Coil Cleaning Service

**DATE:** June 30, 2020

The sole source request is to hire Blue Box Air LLC for HVAC coil cleaning and disinfection services at buildings as identified by Maintenance Services. Total estimated cost for annual coil cleaning and disinfection services shall not exceed two-hundred and fifty-thousand dollars (\$250,000.00).

Coil cleaning is a critical aspect of routine HVAC maintenance. It affects equipment efficiency, energy consumption, air quality, heat transfer, and occupant comfort to name a few. Traditional coil cleaning techniques are often hindered by the lack of adequate coil access and operational downtime, so many coils remain uncleaned. Additionally, Blue Box has established a COVID-19 disinfection protocol that VBCPS is considering implementing as part of their COVID-19 response program for the upcoming school year.

While any mechanical contractor can clean coils, Blue Box is the only HVAC coil cleaning service that provides non-chemical, no HAZMAT, HVAC coil cleaning in the country and offers a COVID-19 disinfection protocol. They do not outsource or subcontract services or equipment. All service is provided solely by Blue Box Air. Blue Box is the only company to complete the service while the equipment is running, thus eliminating downtime and affording access to coils with limited or no service clearance that would otherwise be unable to be cleaned. Additionally, VBCPS has confirmed that no mechanical services contractor (RFP 4860-1, 2, 3, 4, & 5) can offer similar services.

Blue Box Air LLC warrants that no other items or products are available for purchase that would serve the same purpose or function and there is only one price for the above-named product because of exclusive distribution and marketing rights. There are no agents or dealers authorized to represent this service.

During FY19-20, VBCPS engaged Blue Box Air LLC to perform fifteen (15) elementary school coil cleanings and disinfections that addressed over one-hundred and fifty-five (155) air handling systems.

If additional information is required, please contact J. Ryan Hersey at (757) 263-2500 or email [james.hersey@vbschools.com](mailto:james.hersey@vbschools.com). Thank you.

Attachments

Approved:  6/30/2020  
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 J. Kevin Beardsley, Director Date  
 Office of Purchasing Services