



State of Utah

SPENCER J. COX  
Governor

DEIDRE M. HENDERSON  
Lieutenant Governor

## Department of Human Services

TRACY S. GRUBER  
Interim Executive Director

### Office of Fiscal Operations

JENNIFER C. EVANS  
Director

## MEMORANDUM

Date: April 21, 2021  
To: Nate Checketts, Deputy Director  
From: Curt Williams, Financial Analyst III, DHS Office of Fiscal Operations  
RE: Utah State Hospital – Pediatric Building

Please see attached information regarding repairs needed to domestic heat exchangers providing hot water to the Pediatric Building at the Utah State Hospital (USH). Repairs are estimated to be **\$2462.00**.

On April 16, 2021 after an attempt to fix the hot water with parts failed, Utilities Supervisor made management aware there was an emergency situation with the heater exchange supplying hot water to the Payne Building (Pediatric Building). Bureau of Finance was notified within one business day the following Monday April 19, 2021.

Due to urgency of restoring hot water the Utilities Supervisor did not solicit bids but instead contacted a technician who had previously worked on the system and had knowledge of the site. Other considerations included the knowledge of technician's dependability, efficiency, and competitive price. Safety and logistic risks due to patients going to another building for showers was provided by USH for why time for solicitations could not be afforded.

Tyler Hinsley of Ty's Machine Co. was contacted and agreed to access the problem Saturday April 17<sup>th</sup>. Parts needed to be ordered and installation was expected to be completed Wednesday April 21<sup>st</sup>.

Attachments:

- Email notification from USH informing Bureau of Finance of Emergency.

Approval of emergency payment

Nate Checketts

Nate Checketts (Apr 24, 2021 15:03 MDT)

Nate Checketts, DHS Deputy Director  
On behalf of Department Executive Director's Office



Curt Williams (DHS) <chwilliams@utah.gov>

---

## Emergency Procurement/Repair

5 messages

---

**Stacey Rosewaren DHS** <slevans@utah.gov>

Mon, Apr 19, 2021 at 10:44 AM

Reply-To: dhsfinance@utah.gov

To: DHSFINANCE <dhsfinance@utah.gov>

Cc: "Thomas Riley (DHS)" <thomasriley@utah.gov>, Brad Cox DHS <bcox@utah.gov>

To whom it may concern:

We had an emergency situation arise at USH late Friday night in which we lost both Pediatric domestic heat exchangers. In the past we have used J. Wilcox Company's specialist, Tyler Hinsley to work on this particular type of heat exchanger. He has proven to be extremely knowledgeable as well as very dependable and efficient in getting what we need the fastest and a competitive price. Tyler was called directly due to the emergent need for remediation and it was found that he's no longer with J. Wilcox but works under Ty's Machine Co. With no hot water in a patient housing building, the maintenance supervisor called the vendor he knew would be able to remedy the situation in the shortest period of time. The vendor came out Saturday morning to diagnose and repair the problem. The repair estimate is approximately \$2462.00.

--

**Stacey Rosewaren**

Purchasing Agent

P: 801.344.4297 F: 801.344.4225

[slevans@utah.gov](mailto:slevans@utah.gov)

**UTAH STATE HOSPITAL**

*In Office: Mon/Wed*

*Teleworking: Tue/Thur*

---

**Curt Williams (DHS)** <chwilliams@utah.gov>

Mon, Apr 19, 2021 at 10:59 AM

To: Stacey Rosewaren DHS <slevans@utah.gov>

Cc: "Thomas Riley (DHS)" <thomasriley@utah.gov>, Brad Cox DHS <bcox@utah.gov>, DHSFINANCE <dhsfinance@utah.gov>, "Justin Garner (DHS)" <justingarner@utah.gov>

Stacey,

Thank you for the Emergency Procurement notification and information. Please forward the invoice once received and I will begin working on obtaining approval for this payment. To confirm, the repair was completed and there is now hot water in the patient housing building?

Thank you,

**Curt Williams**

Financial Analyst III

O: 385-272-4220

[chwilliams@utah.gov](mailto:chwilliams@utah.gov)

[hs.utah.gov](http://hs.utah.gov)

[Quoted text hidden]

---

**Curt Williams (DHS)** <chwilliams@utah.gov>

Mon, Apr 19, 2021 at 11:23 AM

To: Stacey Rosewaren DHS <slevans@utah.gov>, "Justin Garner (DHS)" <justingarner@utah.gov>

Cc: "Thomas Riley (DHS)" <thomasriley@utah.gov>, Brad Cox DHS <bcox@utah.gov>

Hi Stacey,

In 2020 when USH went with J.Wilcox for water heating repair, it appeared there was an attempt to work with contracted vendors, and obtain quotes before choosing J. Wilcox.

Was this procedure followed in this instance as well? Could you let me know if any attempts were made to use a contracted vendor first?

Thank you in advance for the clarification,

**Curt Williams**

Financial Analyst III

O: 385-272-4220

[chwilliams@utah.gov](mailto:chwilliams@utah.gov)

[hs.utah.gov](http://hs.utah.gov)

utah department of  
**human services**  
FISCAL OPERATIONS

On Mon, Apr 19, 2021 at 10:44 AM Stacey Rosewaren DHS <slevans@utah.gov> wrote:

[Quoted text hidden]

---

**Stacey Rosewaren DHS** <slevans@utah.gov>

Mon, Apr 19, 2021 at 12:15 PM

To: "Curt Williams (DHS)" <chwilliams@utah.gov>

Cc: "Justin Garner (DHS)" <justingarner@utah.gov>, "Thomas Riley (DHS)" <thomasriley@utah.gov>, Brad Cox DHS

<bcox@utah.gov>

Hi Curt,

In speaking with the maintenance supervisor, Geoff, who oversees the plumbing and energy departments (he's the one who is familiar with these systems and the repairs done in the past) he only called the technician who had been able to do the repairs in the past. He said due to time constraints and need to remedy the situation as quickly as possible in a patient-care building he did not spend time contacting the contracted vendor(s) based on knowledge and experience of past situations when they weren't able to provide the services needed for various reasons. To my understanding, there is a part(s) being waited on to be able to complete the job so the hot water has NOT been restored at this point. I will forward you the emails that were sent out hospital-wide over the weekend notifying all staff of the situation.

[Quoted text hidden]

---

**Thomas Riley (DHS)** <thomasriley@utah.gov>

Mon, Apr 19, 2021 at 3:23 PM

To: "Curt Williams (DHS)" <chwilliams@utah.gov>

Cc: "Justin Garner (DHS)" <justingarner@utah.gov>, Brad Cox DHS <bcox@utah.gov>, Stacey Rosewaren DHS

<slevans@utah.gov>

Curt,

Due to timely issues, we did not have the time to solicit the bids. Patients have had to go to the admin building to shower to have access to hot water. Like Stacey mentioned, we were able to be estimated to have the part in and ready to install tomorrow.

By taking the process to solicit bids, this would only create time deficiencies and create a safety risk and logistic risk for the hospital where staffing levels are at critical low amounts. This event was unforeseen.

Feel free to reach out for further questions.

[Quoted text hidden]

—

Tommy Riley, Chief Financial Officer

Utah State Hospital

1300 E Center St

Provo, UT 84606

[thomasriley@utah.gov](mailto:thomasriley@utah.gov)

385-224-1932

Ty's Machine Co.  
801-450-7907

5035 SOUTH LAMBETH STREET  
TAYLORSVILLE, Utah  
84129  
United States

Billed To  
Utah State Hospital  
1300 E Center St.  
Provo, Utah  
84606  
United States

Date of Issue  
04/23/2021  
  
Due Date  
05/23/2021

Invoice Number  
0000065

Amount Due (USD)  
**\$2,462.00**

---

Description	Rate	Qty	Line Total
Upgrade actuators on heat exchangers Upgrade 3 of the Areco Heat exchangers with Belimo actuators. This quote includes 4 new actuators, all labor, supplies to install and program. 3 of the actuators were installed on 3 units and the 4th was left as a spare for any of the units that have been retrofitted or any new unit they want to retrofit.	\$2,462.00	1	\$2,462.00
	Subtotal		2,462.00
	Tax		0.00
	Total		2,462.00
	Amount Paid		0.00
	Amount Due (USD)		\$2,462.00

Terms

Due upon Receipt.  
Customer is responsible for any legal fees to obtain payment.