



Brownsville Independent School District

Agenda Category: General Function Board of Education Meeting: 05/06/2025

Item Title: CSP #23-158 BISD Burns HVAC Upgrades, X Action
Phase I Project Information
Substantial Completion Discussion

BACKGROUND:

CSP#23-158 BISD Burns ES HVAC Upgrades Phase I Project, is ready for Substantial Completion acceptance by the Brownsville ISD Board of Trustees. The Project Engineer, General Contractor and, BISD Facilities Department Administration staff conducted a walk-thru to provide a M.E.P. Field Report #01. As a result, the Administration recommends substantial completion acceptance for this project.

Attached for reference find the following document(s).
BISDBurns ES HVAC Upgrades Phase I Project:

- AIA Document G704-2017
- M.E.P. Field Report #01
- CSP #23-158

FISCAL IMPLICATIONS:

None

RECOMMENDATION:

Recommend approval to authorize the BISD Burns ES, HVAC Upgrades Phase I Project, under CSP # 23-158, as substantially complete.

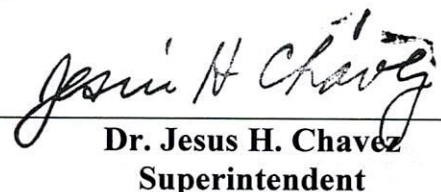

Manuel Hinojosa, FAIA

Submitted by: Principal/Program Admin.


Alonso Guerrero,
Recommended by: Health Services & Operation


Alejandro Cespedes
Approved by: Chief Financial Officer

Approved for Submission to Board of Education:


Dr. Jesus H. Chavez
Superintendent

When Necessary, Additional Background May Follow This.

AIA® Document G704® – 2017

Certificate of Substantial Completion

PROJECT: <i>(name and address)</i> BISD ESSER Burns ES HVAC Upgrades Phase I 1974 Alton Gloor Blvd. Brownsville, TX 78526	CONTRACT INFORMATION: Contract For: HVAC Upgrades Date: November 17, 2022	CERTIFICATE INFORMATION: Certificate Number: 001 Date: September 14, 2023
OWNER: <i>(name and address)</i> Brownsville Independent School District 1900 Price Road Brownsville, Texas 78521	ARCHITECT: <i>(name and address)</i> Ethos Engineering 1126 South Commerce Street Harlingen, Texas 78550	CONTRACTOR: <i>(name and address)</i> Carrier Corporation 9011 S. Sam Houston Pkwy. W. Ste 100 Missouri City, Texas 77489

The Work identified below has been reviewed and found, to the Architect's best knowledge, information, and belief, to be substantially complete. Substantial Completion is the stage in the progress of the Work when the Work or designated portion is sufficiently complete in accordance with the Contract Documents so that the Owner can occupy or utilize the Work for its intended use. The date of Substantial Completion of the Project or portion designated below is the date established by this Certificate.

(Identify the Work, or portion thereof, that is substantially complete.)

Brownsville Independent School District
Burns Elementary School
1974 E. Alton Gloor Blvd,
Brownsville, Texas 78526

Ethos Engineering

ARCHITECT *(Firm Name)*



SIGNATURE

Cesar Gonzalez, Principal/
PE

PRINTED NAME AND TITLE

September 13, 2023

DATE OF SUBSTANTIAL COMPLETION

WARRANTIES

The date of Substantial Completion of the Project or portion designated above is also the date of commencement of applicable warranties required by the Contract Documents, except as stated below:

(Identify warranties that do not commence on the date of Substantial Completion, if any, and indicate their date of commencement.)

WORK TO BE COMPLETED OR CORRECTED

A list of items to be completed or corrected is attached hereto, or transmitted as agreed upon by the parties, and identified as follows:

(Identify the list of Work to be completed or corrected.)

Field Report #1

See attached

The failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract Documents. Unless otherwise agreed to in writing, the date of commencement of warranties for items on the attached list will be the date of issuance of the final Certificate of Payment or the date of final payment, whichever occurs first. The Contractor will complete or correct the Work on the list of items attached hereto within thirty (30) days from the above date of Substantial Completion.

Cost estimate of Work to be completed or corrected: \$321,825.00

The responsibilities of the Owner and Contractor for security, maintenance, heat, utilities, damage to the Work, insurance, and other items identified below shall be as follows:

(Note: Owner's and Contractor's legal and insurance counsel should review insurance requirements and coverage.)

The Owner and Contractor hereby accept the responsibilities assigned to them in this Certificate of Substantial Completion:

Carrier Corporation

CONTRACTOR (Firm
Name)

Brownsville Independent
School District

OWNER (Firm Name)

Aaron Shifflett

SIGNATURE

Aaron Shifflett Sr. Assoc Field SVC 9/16/2023

PRINTED NAME AND TITLE

DATE

SIGNATURE

PRINTED NAME AND TITLE

DATE



M.E.P. FIELD REPORT #01

Project: **BISD HVAC Replacement Group I –**

Pkg #3 Burns ES

Contractor: Carrier

Weather: Mostly Sunny - 90°

Date: 09/08/2023

Project #: 21v84

Time: 8:30 AM

Est. % Complete: 90%

Present: Jose G. Leal III (Ethos)

The following items require the attention of the contractor for completion or correction. Please notify our office for a subsequent site inspection. References to direction are from plan north. This list may not be all-inclusive, to include any items on this list does not alter the responsibility of the contractor to complete all work in accordance with the contract documents.

ITEMS WILL REMAIN OPEN UNTIL CONTRACTOR PROVIDES WRITTEN RESPONSE OF ITEMS HAVING BEEN TAKEN CARE OF AND A SUBSEQUENT INSPECTION.

GENERAL COMMENTS:

- 1) HVAC Equipment:
 - a) Adjust all doors to newly installed RTU's.
 - b) RTU door handles have been overly tightened. Adjust door handles.
 - c) Replace or repair damaged doors or door handles.
 - d) Ensure that all existing duct smoke detectors have been reconnected and reprogram.
 - e) Provide MERV 13 filters (2" throwaway type) for all RTU's during start up. Owner may wish to continue with MERV 13 filters during flu season or indefinitely.
 - f) Provide 2" galvanized filter frames and replaceable filter media for RTU's.
 - g) Provide caps for test ports drilled in RTU access panels after testing has been completed.
 - h) Provide engraved nameplates for roof/exterior mounted equipment as per specs.
 - i) RTUs: Ensure equipment condenser coils to be "e-coated" as per "ROOFTOP UNIT SCHEDULE".
 - j) Ensure that all outdoor air hoods and associated screens are installed correctly.
 - k) Ensure to provide correct condensate drain line size as per detail #05 on sheet ME2.1.
 - l) Provide 1" air gap between condensate line and condensate receptor as per detail #05 on sheet ME2.1.
 - m) Ensure that RTU electrical conduits are not obstructing the opening of the RTU doors.
 - n) Ensure that condensate lines are not obstructing the opening of the RTU doors.
 - o) Provide missing screws on RTU's.
 - p) Remove debris from condensate drain pan.
 - q) Submit start-up reports as per specifications. See specifications for those that call for factory-authorized service representative start-up in lieu of the contractor.
- 2) HVAC Ductwork:
 - a) Remove all debris from return ductwork inside of air filter access section of RTU's.
- 3) HVAC Accessories:
 - a) Attached condensate roof support to roof as per manufacture's recommendation. Condensate roof supports are loose.
- 4) HVAC Test and Balance:
 - a) Submit test and balance report for review.
 - b) Submit documentation indicating completed checkout of HVAC controls as per specifications.
- 5) HVAC Controls:
 - a) Remove existing controls wirings inside of return ductwork. Patch ductwork as necessary.
 - b) Flexible conduit and wiring for all RTU's controls should not be running inside the return ductwork. Please move conduit and wiring away from inside the return ductwork.
 - c) Finish installation of clear perforated locking covers for t'stats, CO2 sensors, etc.
 - d) Finish programming t'stats.

- e) Submit documentation indicating completed checkout of HVAC controls as per specifications.
- f) Finish labeling space sensors with their corresponding unit/equipment as per specifications section 230900/3.4/E/1.
- 6) Electrical Panels:
 - a) Provide typewritten up to date as-built list directories with room numbers/names to meet NEC requirements.
- 7) Electrical Raceway:
 - a) Provide a watertight seal connection to RTU. Ensure to provide a watertight seal gasket at the point of electrical connection to RTU.
- 8) Electrical Disconnects:
 - a) Finish installation of screw-in engraved nameplates for RTU integral disconnects as per detail #06 on sheet ME4.1.
- 9) Electrical:
 - a) Provide a cap on unused openings inside of RTU's.
- 10) Fire Alarm:
 - a) Flexible conduit and wiring for all RTU's should not be running inside the return ductwork. Please move conduit and wiring away from inside the return ductwork.
- 11) The following systems will not be substantially accepted until the Owner has received demonstration, training, and testing in the presence of the MEP Engineer and submitted list of attendees:
 - a) HVAC Controls.

COMMENTS:

- 1) RTU-11:
 - a) HVAC Equipment:
 - i) Remove hat from inside of blower access section of RTU.
- 2) RTU-13:
 - a) HVAC Equipment:
 - i) Fix falling insulation inside blower access section of RTU.
- 3) RTU-14:
 - a) HVAC Equipment:
 - i) Replace or repair damaged blower access door and door handle on RTU.
- 4) RTU-21:
 - a) HVAC Equipment:
 - i) Remove unnecessary strap on RTU.
- 5) RTU-28:
 - a) HVAC Equipment:
 - i) Replace or repair damaged air filter door on RTU.
- 6) RTU-32:
 - a) HVAC Equipment:
 - i) Fix falling insulation inside blower access section of RTU.



Brownsville Independent School District

Agenda Category: Bids / Proposals Board of Education Meeting: 10/04/2022

Item Title: CSP #23-158 ESSER Burns ES X Action
HVAC Upgrades, Phase 1 (Package 3) Project Information
Discussion

BACKGROUND:

On September 20, 2022, BISD Purchasing Department received and opened bid packages from four (4) vendors for CSP #23-158 ESSER Burns ES HVAC Upgrades, Phase 1 (Package 3) project. On September 21, 2022, the ranking committee members evaluated the four (4) qualified vendors and selected Carrier Corporation of McAllen, Texas, which has received the highest-ranking scores and is recommended for Construction Services. Administration recommends approving Carrier Corporation for Construction Services for the project as mentioned above in the amount not to exceed \$2,150,000.00. The construction project is scheduled to achieve substantial completion in one hundred eighty (180) days contingent upon equipment delivery from the Notice to Proceed date. For reference, please find the attached documents as follows:

- Department Recommendation Forms
- The Bid Tabulation Sheet
- The average ranking scores for the one (1) competitive sealed proposal received
- The bid opening report received from submitted vendors
- Agenda – Project Authorization and Delivery method from Board of Trustees

FISCAL IMPLICATIONS:

ESSER III Fund 282 – \$2,150,000.00

RECOMMENDATION:

Recommend awarding of CSP #23-158 ESSER Burns ES HVAC Upgrades, Phase 1 (Package 3) project to Carrier Corporation of McAllen, Texas in the amount not to exceed \$2,150,000.00, to authorize the Administration to enter negotiations, and to execute the contract. ESSER III Fund 282.

Fernando E. Villarreal / Rosario Peña

Submitted by: Principal / Purchasing Director

Manuel Enríquez, FAIA / David Robledo

Recommended by: District Architect / CFO

Dr. Nellie Cantu

Approved by: Deputy Superintendent

Approved for Submission to Board of Education:

Dr. René Gutiérrez
Superintendent

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