

January 31, 2017

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

RE: Contract Award Recommendation for Commissioning Bids  
Churchill High School

Dear Mr. Francis:

This letter transmits an update from Plante Moran Cresa (PMC) as it relates to the assignment to assist and advise Livonia Public Schools (LPS) in its selection of a Commissioning Agent for the Project listed above. This update represents the mutual efforts of PMC and LPS administration and staff (the Bond Team) to present a framework in order to identify, evaluate and recommend Firms for this Project.

In the fall of 2013, an RFP was publically issued and after subsequent discussions and deliberations Sellinger Associates was selected to be the Commissioning Agent for the 2014 Projects. They were retained again to provide similar services for the 2015 and 2016 Projects. The Bond Team has been satisfied with their work and is recommending Sellinger Associates be re-engaged for the 2017 Project. Attached is a proposal for Churchill High School for the lump sum fee amount of \$43,500.00 plus \$8,700.00 in project contingency for a total project cost of \$52,200.00.

For the Commissioning Agent, the costs for this work will be detailed in a Purchase Order issued by the District, and in a Change Order to their original contract, pending final review and approval of terms by district legal counsel.

The Project Team is available at the Board's convenience to answer any questions regarding this process and/or the recommendations of the Bond Team. Please direct all questions through me via email.

Sincerely,

PLANTE MORAN CRESA



Scott Smith, LEED AP  
Senior Consultant

Enclosures: Budget Summary  
Proposal Letter

COMMISSIONING - BUDGET SUMMARY

	Commissioning Costs		
Building	Budget	Actual	Variance
Churchill High School	\$ 45,000	\$ 43,500	\$ 1,500
Totals	\$ 45,000	\$ 43,500	\$ 1,500

	Commissioning Contingency		
Building	Budget	Actual	Variance
Churchill High School	\$ 9,000	\$ 8,700	\$ 300
Totals	\$ 9,000	\$ 8,700	\$ 300

	Total Project Costs		
Building	Budget	Actual	Variance
Churchill High School	\$ 54,000	\$ 52,200	\$ 1,800
Totals	\$ 54,000	\$ 52,200	\$ 1,800

## **Sellinger Associates, Inc.**

Consulting Engineers

19821 Farmington Rd.  
Livonia, Michigan 48152

TEL 248.482.0045  
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January 5, 2017

Mr. Phillip Francis  
Director of Operations  
Livonia Public Schools  
15125 Farmington Road  
Livonia, MI 48154

A.3.

Re: Commissioning fee for the Livonia Public Schools – 2013 Bond Program. The RFP is dated October 15, 2013. This proposal is for the 2016/2017 projects, year 4 of the bond.

The project involves commissioning per ASHRAE 0-2005 guidelines and the scope of services as outlined in the SES Schematic Design Manual dated September 27, 2016 and the DD set reviewed.

The project involves a major mechanical and electrical refurbishment to Churchill High School. The approximate area is 355,000 sf.

Commissioned systems will include HVAC and controls, domestic hot water, lighting and day lighting controls, UPS systems and emergency generators.

HVAC equipment and systems to be performance tested includes approximately 50 unit ventilators, 50 exhaust fans, 10 split system AC systems, 20 cabinet unit heaters, 5 air handling units, 2 ERV's, VAV boxes and 4 rooftop units. Emergency generators, UPS systems and lighting controls will be commissioned at the High School.

The existing boiler systems will be performance tested.