

January 31, 2018

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

RE: Contract Award Recommendation for Commissioning Services  
Jackson Early Childhood Center / Buchanan Elementary / Webster Elementary  
Livonia Career Technical Center / Data Center Relocation

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 Projects 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 these Projects.

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, 2016 and 2017 Projects. The Bond Team has been satisfied with their work and is recommending Sellinger Associates be re-engaged for the 2018 Projects. Attached is a proposal for the five (5) Projects listed above for the lump sum fee amount of \$45,500.00 plus \$4,550.00 in project contingency for a total project cost of \$50,050.00.

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		
<b>Building</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Jackson / Buchanan / Webster	\$ 50,000	\$ 45,500	\$ 4,500
LCTC / Data Center			
<b>Totals</b>	<b>\$ 50,000</b>	<b>\$ 45,500</b>	<b>\$ 4,500</b>

	Commissioning Contingency		
<b>Building</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Jackson / Buchanan / Webster	\$ 5,000	\$ 4,550	\$ 450
LCTC / Data Center			
<b>Totals</b>	<b>\$ 5,000</b>	<b>\$ 4,550</b>	<b>\$ 450</b>

	Total Project Costs		
<b>Building</b>	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
Jackson / Buchanan / Webster	\$ 55,000	\$ 50,050	\$ 4,950
LCTC / Data Center			
<b>Totals</b>	<b>\$ 55,000</b>	<b>\$ 50,050</b>	<b>\$ 4,950</b>

## Sellinger Associates, Inc.

Consulting Engineers

19821 Farmington Rd.  
Livonia, Michigan 48152

TEL 248.482.0045  
FAX 248.482.0052

January 9, 2018

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

Re: REVISED Commissioning fee for the Livonia Public Schools – 2013 Bond Program. This proposal is for the 2017/2018 projects, year 5 of the bond.

The project involves commissioning per ASHRAE 0-2005 guidelines and the scope of services based on the Bid set prepared by French Associates and SES engineers dated December 2017.

The project involves a major mechanical and electrical refurbishment to The Career Tech Center, (55,000 sf), Jackson Early Childhood Center, (45,000 sf), Webster elementary School (60,000 sf) and control upgrades work to Buchanan Elementary School, (50,000 sf).

In addition a small project in the LPS Administration Building relocating the Computer Center to the second level will be commissioned.

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

HVAC equipment and systems to be performance tested includes approximately 74 unit ventilators, 35 exhaust fans, 7 split system AC systems, 22 cabinet unit heaters, 1 air handling unit, VAV boxes, 7 rooftop units and 3 HV units. Emergency generators, water heater systems and lighting controls will be commissioned.