



ALEDO ISD BOARD MEETING TEMPLATE

MEETING DATE: May 18, 2021

AGENDA ITEM: Consider Approval of Commissioning Agent for McAnally Intermediate School Conversion to Elementary School Construction Project

PRESENTER: Earl Husfeld, Chief Financial Officer and Tyler Boswell, Director of Construction & Facilities

BACKGROUND INFORMATION:

- Texas Government Code, Chapter 2269.058, states a school district (a) independently of the contractor, construction manager at-risk, or design-build firm, shall provide or contract for the construction materials engineering, testing, and inspection services and the verification testing services necessary for the acceptance of the facility by the governmental agency and (b) the school district shall select the services for which it contracts under this section in accordance with Section 2254.004.
- Texas Government Code, Chapter 2254.004, states a school district must select and award a contract for professional services on the basis of demonstrated competence and qualifications to perform the services for a fair and reasonable price.
- Commissioning firms, or agents, review the plans and specifications, submittals (what equipment is ordered), and what is installed to make sure that our new mechanical equipment meets requirements. The commissioning agent ensures that mechanical equipment startups are done correctly to validate warranties and the equipment, including plumbing and electrical systems, operates per the project plans and specifications.
- PBK provided four (4) qualified firms for consideration by the District. District staff reviewed all firms' references and availability to meet the District's timelines. The District received pricing proposals from four (4) firms.
- After checking references, verifying pricing, etc., the Administration is recommending Leaf Engineers be hired as the District's commissioning agent for the amount of \$35,500.00 for the McAnally Intermediate School Conversion to Elementary School construction project.

FISCAL INFORMATION:

The cost of \$35,500.00 for these services will be paid from 2019 bond funds allocated for this project.



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ATTACHMENTS:

Proposal from Leaf Engineers for McAnally Intermediate School Conversion to Elementary School construction project

ADMINISTRATIVE RECOMMENDATION:

The Administration recommends the Board of Trustees approve the hiring of Leaf Engineers as the District's Commissioning Agent for the McAnally Intermediate School Conversion to Elementary School construction project as presented.



14001 Dallas Parkway, Suite 400
Dallas, Texas 75240
Phone: 214-442-5808
www.leafengineers.com

May 3, 2021

via email

Mr. Tyler Boswell
Director of Construction & Facilities
Aledo ISD
1 Dean Drive
Aledo, Texas 76008

RE: Proposal for Commissioning Consulting Services for new addition and renovation for Vandagriff ES (McAnally IS)

Dear Tyler,

Leaf Engineers is thankful for the opportunity to provide this fee proposal for commissioning consulting services for the new 9,483 sq.ft. addition and renovation of Vandagriff ES (McAnally IS) for Aledo ISD. This letter will serve as our Fee Proposal, and the following is a description of Leaf Engineers' services and fees.

SCOPE OF WORK

1. Provide a peer review of the drawings.
2. Provide commissioning consulting services for new Rooftop HVAC systems (100%), New plumbing service water heating systems (100%) as well as associated controls components. New electrical lighting and associated controls systems.
3. Provide retro-commissioning consulting services for existing Rooftop HVAC systems (100%). Electrical lighting and associated controls systems.
4. Review construction phase and installation of the HVAC, Plumbing, and Electrical lighting systems.
5. Develop and submit a commissioning plan and conduct a pre-commissioning conference with A/E team, Owner, and General Contractor, including appropriate sub-contractors and Owner's Test and Balance firm.
6. Complete Pre-Functional Inspections of the installed HVAC, Plumbing, Electrical and associated controls systems.
7. Carry out Functional Performance Testing of the HVAC, Plumbing and Electrical and associated control systems.
8. Distribute Commissioning Issues Log, with periodic updates to track resolution
9. Generate Final Commissioning Report
10. Proof and Evaluate General Contractor's Owner Training and OEM documentation

Mr. Tyler Boswell
Director of Construction & Facilities
Aledo ISD

of commissioned systems for completeness.

FEES:

New Addition: \$6,500.

Retro-commissioning: \$29,000.

Leaf Engineers will perform the commissioning consulting services for this project for the lump sum indicated plus reimbursable expenses related to printing and reproduction of documents. Reimbursable expenses will be billed with a 1.0 multiplier (straight pass through without markup) and are not expected to exceed \$1,000.00 for this project. Total for this project is \$35,500.00

Leaf Engineers Commissioning Consulting not to exceed fee \$35,500.00

PROPOSAL APPROVAL:

If these fees and terms are acceptable, please sign and return a copy of this proposal letter with the appropriate approval signatory to Leaf Engineers for our files.

Sincerely,
Leaf Engineers



Mark Madorsky, P.E., CxA, LEED AP BD+C
President

Signature, Approved by:

Title

Date