



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-117**

1. Agenda Item Number:
17

2. Council Meeting Date:
January 23, 2014

TO: MAYOR & CITY COUNCIL

3. Date Prepared: January 10, 2014

THROUGH: CITY MANAGER

4. Requesting Department: City Manager

5. SUBJECT: Project Agreement with Taylor Rymar Corporation, for Main Police Department Retro-Commissioning services.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Taylor Rymar Corporation, for Main Police Department Retro-Commissioning services, Project No. BF1406-101, pursuant to Annual Mechanical, Electrical, and Plumbing Professional Services Contract, No. EN1401-101, in an amount not to exceed \$48,000.00.

7. BACKGROUND/DISCUSSION:

The project scope is to provide HVAC retro-commissioning services at the Chandler Main Police Building. For the past several years employees who work in the building have expressed concerns with the overall comfort of the building. This contract will provide for review, exploration and discovery of existing conditions and compare with the original design intent of the HVAC system. Once the building systems have been reviewed a report will be presented which will recommend effective engineering solutions to existing problems. The report will also recommend efficiency improvements with simple payback calculations.

Systems to be functionally tested include, 2- water cooled chillers, 2- chilled water pumps with variable frequency drives (VFD), 134- variable air volume units (VAV), 21-fan coils, 7-air handlers, 1- hot water boiler and 2-heating hot water pumps.

Arizona Public Services does provide rebates for retro-commissioning to existing buildings. Initial estimates from the engineer have determined that the city may be entitled to a \$15,000.00 - \$20,000.00 rebate for this project

8. EVALUATION: This project is being performed under the Annual Mechanical, Electrical, and Plumbing Services Contract, No. EN1406-101, to Taylor Rymar Corporation. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is 240 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$48,000.00

Savings:

Long Term Costs:

Fund Source:

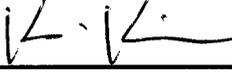
<u>Account No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
401.3210.5219	Bldg Renov & Repair	Police HVAC Improv		\$48,000.00

10. PROPOSED MOTION: Move City Council award a Project Agreement to Taylor Rymar Corporation, for Main Police Department Retro-Commissioning services, Project No. BF1406-101, pursuant to Annual Mechanical, Electrical, and Plumbing Professional Services Contract, No. EN1401-101, in an amount not to exceed \$48,000.00.

ATTACHMENTS: Project Agreement, Location Map

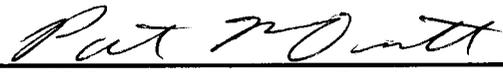
APPROVALS

11. Requesting Department



Kris Kircher, Facilities Maintenance Manager

13. Department Head



Pat McDermott, Assistant City Manager

12. Transportation & Development



Bob Fortier, Capital Projects Manager

14. City Manager



Rich Dlugas

**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1401-101**

PROJECT AGREEMENT NO: BF1406-101

This PROJECT AGREEMENT is made this _____ day of _____, 2013, by and between the City of Chandler, a municipal corporation (hereinafter referred to as "CITY") and **Taylor Rymar Corporation, incorporated in the state of Arizona**, (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1401-101.

CITY and Taylor Rymar Corporation, incorporated in the state of Arizona, in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Main Police Department Retro-Commissioning, Project Number BF1406-101. The scope of work consists of retro-commissioning services at the Chandler Police Building, all as more particularly set forth in Exhibit A attached hereto and incorporated herein by reference.

The Annual Consultant shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract amendment and signed by the Contract Administrator.

ARTICLE 2 - CONTRACT PRICE:

CITY shall pay Annual Consultant for completion of the Work in accordance with the Contract Documents a fee not to exceed Forty Eight Thousand Dollars (\$48,000) determined and payable as set forth in Annual Contract EN1401-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is two hundred forty calendar days and Annual Consultant agrees to complete all work within Two Hundred Forty (240) calendar days of the date CITY issues a Notice to Proceed.

ARTICLE 4 - GENERAL:

This Project Agreement is entered into pursuant to Annual Contract No. EN1401-101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

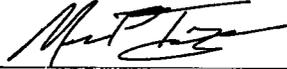
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

This Project Agreement will be effective on this _____ day of _____, 2013.

CITY OF CHANDLER

FOR THE ANNUAL:

MAYOR DATE:

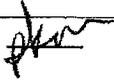
By: 
Title: Principal

ADDRESS FOR NOTICE
City of Chandler
P.O. Box 4008, Mail Stop 407
Chandler, AZ 85244-4008
480-782-3307

ADDRESS FOR NOTICE
Mr. Mario Torregrosa
Taylor Rymar Corp.
60 E. Rio Salado Pkwy., Ste. 1010
Tempe, AZ 85281

APPROVED AS TO FORM:

Phone: 480-951-0517
Fax: 480-951-2353

City Attorney By: 
ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide Retro-Commissioning services at the Chandler Police Building. Systems to be commissioned as part of this project with the 100% functional testing shall include:

- Mechanical
 - 2 – Water Cooled Chillers
 - 2 – Chilled Water Pumps & VFDs
 - 134 – Variable Air Volume Units
 - 21 – Fan Coils
 - 7 – Air Handling Units
 - 1 – Heating Hot Water Boiler
 - 2 – Heating Hot Water Pumps

- Mechanical Products Building Automated System, (MPBAS)

RCx Process Steps and Scope of Work:

1. Pre-Planning & Development

- a. Review existing systems and related documentation.
- b. Review the original “design intent” documentation, as available.
- c. Develop a retrocommissioning plan.

2. Exploration and Discovery

- a. Coordinate with COC approved controls contractor (MP BAS) for functional testing.
- b. Review monthly energy consumption records for at least 12 months.
- c. General building information: size, function, major equipment, and occupancy schedules.
- d. O&M records, as available.
- e. Analyze the monitoring / trending and test data collected from the EMS system.
- f. Review building operating schedules and sequence of operations.
- g. Description of any problems in the building, such as thermal comfort, indoor air quality, moisture, or mildew.
- h. Check the indoor and outdoor building sensors.
- i. Inspection of damper and valve controls/actuators to make sure they are functioning properly.
- j. Functional test of all HVAC equipment as listed above.

3. Building and Systems Specific Planning and Development

- a. Provide cost effective recommendations and present engineering solutions to existing problems and the improved operational and control schedules.
- b. Create list of building systems that may require seasonal testing to best determine capacity and functionality.

4. Reporting

- a. Provide Retrocommissioning report and recommendations for improvements with simple payback calculations.

Work includes a one-time deferred or seasonal testing during the summer months consisting of performance/capacity review and review of a two week period of trends to be setup by the City's controls contractor of the mechanical systems tested as part of this retrocommissioning effort.

Work includes one retest of any individual component that fails the first functional test during commissioning.

Responsibilities of Others:

1. COC shall provide completed architectural, mechanical, electrical and special systems construction documents in electronic format as necessary for use in providing retrocommissioning services for this project.
2. COC and/or controls contractor shall provide access to the control system in order for ANNUAL CONSULTANT to use as part of the re-commissioning and central plant scope of work.
3. Controls contractor shall set up, collect and provide trends in a CSV or Excel format as directed by ANNUAL CONSULTANT for equipment in this scope of work.

Deliverables:

At completion, ANNUAL CONSULTANT will have delivered to COC:

1. Two (2) copies of ANNUAL CONSULTANT retrocommissioning documents in a complete Systems Manual in electronic format on compact disk.

Work Not Included:

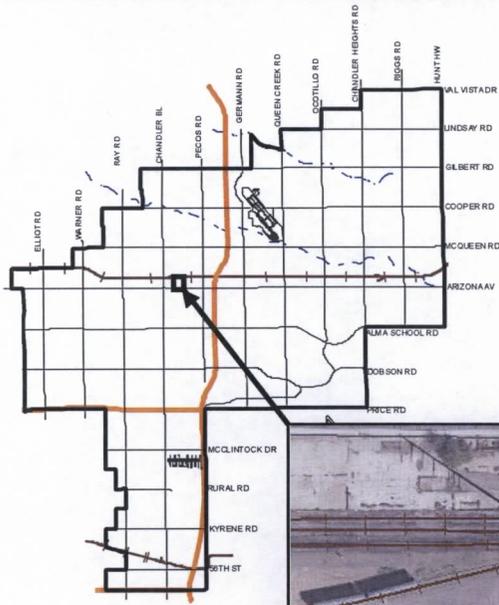
1. Additional meetings or site visits, other than previously listed.
2. Reproductions, other than previously listed.
3. Engineering Design Services.

**EXHIBIT B
FEE SCHEDULE**

ANNUAL CONSULTANT shall provide all services as described in Exhibit A for an amount not to exceed \$48,000.00.



**MAIN POLICE DEPARTMENT
RETRO-COMMISSIONING
PROJECT NO. BF1406-101**



MEMO NO. CP14-117

 **PROJECT SITE**

