

September 5, 2017

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution authorizing execution of an amendment to the Professional Services Contract with Solarc Energy Group, LLC, by \$80,950 for a total contract value of \$169,227, plus any applicable taxes, to continue engineering and design services for the Air Handler Units upgrade at City Hall.

FISCAL IMPACT

Staff propose to increase the Professional Services Contract to a maximum contract amount of \$169,227, plus any applicable taxes. This project was anticipated and sufficient funding exists in the 2017-18 Facility Services Fund to fully fund the amended contract.

STAFF CONTACTS

Nora Johnson, Director, 452-4167

John Koffley, Facility Manager, 452-6153

Emma Johnson, Resource Conservation Manager, 452-5246

Civic Services

POLICY CONSIDERATION

City Purchasing Policy:

The City Council must authorize contracts that exceed \$90,000.

BACKGROUND

The City Hall building was originally constructed in 1983 and renovated in 2005. Twelve air handling units (AHUs) provide conditioned air to occupied floors throughout City Hall — typically one on each floor wing. While driveline components, bearings, belts, and pulleys have been replaced on an as needed basis, the AHUs are largely intact as originally installed. These are now 34 years old.

In August 2014, it became evident that many AHU components had started to reach the end of their useful life. Facility Services staff reviewed Statements of Qualifications from the following three firms on the city's architectural and engineering services roster:

- Solarc Energy Group
- Bogard Engineering
- FSi consulting engineers

Solarc Energy Group was selected based on their qualifications specifically related to rebuilding air handlers, and the City executed a professional services contract with them for \$34,627. Under this initial contract, the consultant provided options and a recommendation on the best approach for refurbishing the AHUs.

The actual refurbishment work is split into four phases, with Solarc Energy Group providing support with technical drawings, specifications, construction meeting management, and commissioning of the

final installations. The contract was increased by \$53,650 to assist with phases 1 and 2 (AHUs that serve floors Lower Level, 1 and 2). The engineering support for phases 3 and 4 (AHUs that serve floors 3 – 7) will cost an additional \$80,950, for a total contract amount of \$169,227, to complete all AHUs in City Hall.

EFFECTIVE DATE

If approved, this Resolution becomes effective immediately upon Council adoption.

OPTIONS

1. Adopt the Resolution authorizing execution of an amendment to the Professional Services Contract with Solarc Energy Group, LLC, by \$80,950 for a total contract value of \$169,227, plus any applicable taxes, to continue engineering and design services for the Air Handler Units upgrade at City Hall.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1

MOTION

Move to adopt Resolution No. 9303 authorizing execution of an amendment to the Professional Services Contract with Solarc Energy Group, LLC, by \$80,950 for a total contract value of \$169,227, plus any applicable taxes, to continue engineering and design services for the Air Handler Units upgrade at City Hall.

ATTACHMENTS

Proposed Resolution No. 9303

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Proposal