CITY OF GREENBELT
Department of Public Works
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M E M O R A N D U M

Date: April 5, 2016

To: Michael McLaughlin, City Manager MPM

From: James Sterling, Acting Director of Public Works JS.

Regarding: Community Center HVAC Improvements

Background

In November 2012, a HVAC system assessment was done by the engineering firm Mendoza, Ribas, Farinas and Associates (MRFA) of the Community Center. Staff then evaluated the findings and made a recommendation in November 2014 to hire MRFA to develop drawings and specifications to correct the deficiencies identified.

A work session with the City Council regarding the proposed improvements was held on December 3, 2014. At the work session, MRFA described two system deficiencies that needed to be addressed as a first priority as well as other improvements including the replacement of malfunctioning fan coil units. The first deficiency is the ventilation unit for the 1937 wing. The design for this unit is flawed in that it did not fully dehumidify the outside air introduced into the space which contributes to the mold and mildew discovered in the 1937 wing. The second deficiency is the gym HVAC unit. This unit is extremely noisy because the return air duct is too small.

In January 2016, MRFA finalized the specifications and plans for the Community Center HVAC Improvement project. A Request For Proposals (RFP) dated January 6, 2016, was sent to three contractors who were recommended and pre-qualified by MFRA and specialize in HVAC installation in buildings that are assembly and educational occupancies.

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The RFP mandated attendance at a pre-proposal meeting. All three contractors who submitted proposals were at the meeting which provided an opportunity to review building conditions, examine the scope of work, and to answer questions. MFRA and City Staff were in attendance as well. I have attached a copy of the RFP dated January 6, 2016 and the sign- in sheet for the pre-proposal meeting. At the pre-proposal meeting, a few questions and concerns were raised that resulted in two addendums being issued. The addendums clarified the requirements for the contractors and the specifications for some of the fan coil units.

In the RFP document, the submission form broke down the project into four areas that included:

Adult Day Care Work
Gym Unit #1 MEP Work
Air Handling Unit #2 MEP Work
Fan Coil Units Labor MEP Work

The proposals do not include the pricing for the fan coil units. The City has negotiated directly with the manufacturer to purchase the fan coil units in order to save money on the project. A separate proposal for the fan coil units is attached.

Pricing

Below are the results of the RFP pricing proposals:

Community Center HVAC Proposal Results For 2-12-16 Deadline			
	Shapiro & Duncan	W. L. Gary	Densel Co.
Day Care Center MEP Work	$313,175	$211,000	$350,000
Gym Unit #1 MEP Work	$37,639	$80,500	$50,000
AHU #2 MEP Work	$70,645	$79,000	$80,000
Fan Coil Unit Labor MEP Work	$184,520	$236,500	$200,000
Bonds	$6,060 or 1% of	1.2% included in	$13,493

	contract	pricing above	
TOTAL	$612, 039	$607,000	$693,493
Add Alternates			
Adult Care "off hours" Work	$69,311	$17,000	Not Provided
3 Yr. Warranty	$16,000	Not Provided	$9,587

After reviewing the proposals, the Engineer and Staff met with the contractors to discuss their proposal costs. What we found out is they did not follow the addendum when bidding the job. All the fan coil units were supposed to be included in the fan coil price not in the Adult Day Care pricing. After reviewing the pricing and scope of work a decision was made to focus on the three aspects of the job that absolutely have to be done; installing the fan coil units, gym unit #1 and air handler #2. In order to solve the dehumidification problem in the 1937 wing air handler #2 will need a new dehumidification coil that is connected to a new boiler that was designed both for air handler #2 and the Adult Day Care area. The Adult Day Care area proposed independent system will be done at a later date but the boiler and some of the piping will be installed now for future use. The boiler installation was originally part of the pricing for the adult day care renovation work. It has now been broken out separately.

We asked all three contractors to submit revised pricing for the new scope of work. Below is the pricing:

Community Center HVAC Proposal Comparisons- Revision #1			
	Shapiro & Duncan	W. L. Gary	Densel Co.
Fan Coil Unit Labor MEP Work	$184,520	$210,000	Chose not to submit
Gym Unit #1 MEP Work	$37,639	$54,500	

AHU #2 MEP Work	$62,645	$79,000	
Boiler Room Work	$64,400	$175,000	
Bonds	$6,060 or 1% of contact	1.2% included in pricing above	
TOTAL	$355,264	$518,500	

Analysis of Proposals

MRFA and Staff carefully reviewed the original proposals, met with the contractors, tweaked the scope of work, and received new proposals more in line with the FY16 budget. The fan coil pricing from Boland Trane was revised based on the new scope of work. The revised cost for 70 two pipe fan coil units is $181,792. The cost for installation of the fan coil units and all other work including labor and materials for Shapiro and Duncan, Inc. to do the work identified in the plans and specifications is $355,264. The total for the fan coil purchase and mechanical work is $537,056. This will address the most immediate deficiencies at the Community Center. $545,000 is currently budgeted for this work.

Recommendation

Staff recommends that the City contract with Shapiro and Duncan Inc. for the Community Center HVAC Improvements for $355,264 and that staff be authorized to purchase the fan coil units for the project directly from Boland Trane (manufacture) for $181,792.

The fan coil units are an eight week lead item. Once the fan coil units are ordered and the contractor is hired we will work on scheduling the work. The project is most likely going to begin after Labor Day.