

ITEM #:	<u>28</u>
DATE:	<u>04-23-24</u>
DEPT:	<u>W&PC</u>

COUNCIL ACTION FORM

SUBJECT: **LEED COMMISSIONING SERVICES FOR THE WATER POLLUTION
CONTROL FACILITY NUTRIENT REDUCTION MODIFICATIONS PHASE 1
PROJECT**

BACKGROUND:

The Nutrient Reduction Modifications Phase I project at the Water Pollution Control Facility includes the relocation of the Administration Building to accommodate construction of new aeration basins. The new Administration Building is designed to achieve certification as a Leadership in Energy and Environmental Design (LEED) compliant building. To achieve LEED certification, the facility must achieve a set number of mandatory requirements and a specified minimum number of additional requirements. One of the requirement areas is the commissioning of the building. While much of the work relates to the building's heating, ventilation, and air conditioning (HVAC) systems, it also extends to reviewing the contractor-prepared operations and maintenance (O&M) manuals, reviewing the contractor's training materials that will be given to the facility's staff, and follow-up on punch list and warranty items to ensure that the final system performs to the design expectations.

Staff issued a Request for Proposals for LEED commissioning services. A single response was received from TUNE Facilities. Staff and its design consultant have reviewed the proposal and found that the proposal from TUNE satisfies the desired qualifications and experience requirements. Based on staff's experience with commissioning at the Water Treatment Plant, the fees proposed appear appropriate for the scope of work being requested.

Staff is recommending that a contract be awarded for the fundamental (mandatory) commissioning elements. It is also being recommended that the contract include additional commissioning services that are to be performed only if authorized by staff. This approach gives staff the flexibility to adjust the scope as needed during construction.

The Capital Improvements Plan includes an allowance of \$2,000,000 for construction phase engineering services, which includes the LEED commissioning activities.

It should be understood that Staff is preparing to bring the full construction contract to Council on May 14 for a Notice to Bidders. A change order with the engineering design firm will also be brought on that date to add construction phase services to their agreement.

ALTERNATIVES:

1. Award a contract for LEED commissioning services for the WPCF Nutrient Modifications Phase I Project to TUNE Facilities of Omaha, NE for Fundamental Commissioning in an amount not to exceed \$46,600; plus Enhanced Commissioning. In this alternative, additional Commissioning and Fire Alarm Commissioning, as desired by staff, is being authorized in an additional amount not to exceed \$28,000, with the total contract award not to exceed \$74,600.
2. Direct staff to solicit additional proposals for commissioning services.

3. Take no action to contract for commissioning services. Because commissioning is a mandatory part of LEED certification, the new Administration building would then not be eligible to be LEED certified.

CITY MANAGER'S RECOMMENDED ACTION:

Ensuring the energy efficiency of new City facilities is a notable element of the City's climate action plan. By contracting for commissioning services, a third-party will inspect and verify that the energy efficiency elements designed into the new Administration building at the Water Pollution Control Facility perform as intended. Additionally, commissioning is a required element for the building to receive LEED certification from the US Green Building Council.

Staff undertook an open, competitive proposal process. The single proposal received appears to include the services requested by staff, and the level of effort as well as associated fees are consistent with what staff was anticipating. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.