

CONSULTING SERVICE AUTHORIZATION

DATE: _____

SERVICE AUTHORIZATION NO. 12-24 FOR CONSULTING SERVICES

CITY P.O. NO. _____ CITY EXPENSE CODE _____

CITY PROJECT NO. 17-092 WGI PROJECT NO. 1004

TITLE: Old School Square HVAC Renovations

This Service Authorization, when executed, shall be incorporated in and shall become an integral part of, the "Agreement for General Consulting Services" contract, as amended, executed January 24, 2012.

Title: Old School Square HVAC Renovations

Title: Agreement for General Consulting Engineering Services

I. PROJECT DESCRIPTION

The CITY has requested Wantman Group Inc. (WGI) to prepare design documents and provide assistance through construction for the Old School Square HVAC Renovation project. The scope of this work is based on the Mechanical, Electrical, and Plumbing Building Systems Evaluation for Old School Square dated September 2016. Consultant services are for the following:

The Fieldhouse

1. AHU/CU-1 shall be replaced with a similar DX split system.
 - a. Demand control ventilation will be provided through a CO2 sensor.
 - b. Refrigerant lines must be verified if they can be reused for the new system.
 - i. Existing system has R-22 refrigerant while the new has R-410A.
 - ii. If new refrigerant lines are required, we will have to further investigate how this will be achieved. Existing refrigerant lines are routed underground in PVC sleeve.
 - c. Condensing unit pad may need to be replaced. This will be further verified.
 - d. Condensate piping shall either be reconnected and/or new. This will be investigated further as to avoid leaking and puddles accumulating in the mechanical room.
2. Electrical panel will be replaced. New panel shall have stainless steel rainproof enclosure.

Cornell Art Museum

1. AHU/CU-1, 4 & 6 shall be directly replaced with the same ton DX split systems.
 - a. As requested these systems will have means of humidity control.
 - b. Refrigerant lines must be verified if they can be reused for the new system.
 - i. Existing system has R-22 refrigerant while the new has R-410A.
 - c. Reconnect condensate piping to existing drain system.
 - i. Auxiliary Condensate Float Switches shall be provided.
 - d. Motorized damper shall be retrofit in existing OA ductwork to each unit
 - e. CU pad may need to be replaced. This will be further verified.

Crest Theatre

1. AHU/CU-14 A & B shall be replaced with a similar DX split system.
 - a. Further investigation of indoor AHU shall be conducted with manufacturer's representative on site. As stated in the report, I was unable to fully inspect inside unit enclosure. Regardless, CU's will be replaced.
 - b. Demand control ventilation will be provided through a CO2 sensor.
 - c. Refrigerant lines must be verified if they can be reused for the new system.
 - i. Existing system has R-22 refrigerant while the new has R-410A.
 - ii. If new refrigerant lines are required, we will have to further investigate how this will be achieved. Existing refrigerant lines are routed underground in PVC sleeve and into building.
 - d. Reconnect condensate piping.
 - i. Auxiliary Condensate Float Switches shall be provided if required.
 - e. Condensing unit pad may need to be replaced. This will be further verified.

II. SCOPE OF SERVICES

Phase I- Study and Report Phase

Not Applicable. Completed under separate authorization.

Phase II - Preliminary Design Phase

Not Applicable.

Phase III - Final Design Phase

WGI shall provide final design services in accordance with Section III "Duties of the Consultant" (Subsection C 1-7) of the Agreement for Engineering Services with the City, dated January 24, 2012.

The scope of services within this phase include:

- A. Prepare Final Construction Plans and Specifications of the HVAC and electrical systems conforming to the requirements of the City;
- B. Prepare Construction Cost Estimate;
- C. Coordination with Utility Agencies for the relocation or removal of existing utilities;
- D. Plans, Specifications, and Estimates will be submitted to the City at the 50% and 100% Design Phase;
- E. Attend two meetings with the City, following the 50% and 100% Design Phase Submittal for review purposes; and

Phase IV – Bidding/Negotiation Phase

WGI shall provide final bidding phase services in accordance with Section III "Duties of the Consultant" (Subsection D 1-5) of the Agreement for Engineering Services with the City, as amended, dated January 24th 2012.

The scope of services within this phase include:

- A. WGI shall assist City in advertising for and obtaining bids or negotiating proposals for construction (including materials, equipment and labor). It is anticipated that work shall be awarded under a single construction contract. WGI shall provide five (5) sets of bidding documents to the City to issue bid package. The City shall receive and process deposits for bidding documents and shall maintain a record of prospective bidders to whom bidding documents have been issued.
- B. WGI shall attend one mandatory pre-bid conference and provide a written summary of issues discussed via addendum.
- C. WGI shall issue addenda and shall provide supplemental information or clarification as appropriate to interpret, clarify, or expand the bidding documents to all prospective bidders during the bid period.
- D. WGI shall attend the bid opening, prepare bid tabulation sheets and assist City in evaluating bids and proposals, and in assembling and awarding contract for construction. WGI shall

submit to City a written recommendation concerning contract award.

- E. WGI shall furnish all bid information to the City in electronic format to be used in conjunction with "Demand Star" or other bidding services the City will utilize to procure construction services.

Phase V - Construction Administration

WGI shall provide construction phase services in accordance with Section III "Duties of the Consultant" (Subsection E 1-18) of the Agreement for Engineering Services with the City, dated January 24, 2012.

The scope of services within this phase include:

- A. Attend Pre-Work Meeting with the City and Contractor;
- B. Review shop drawings and respond to Requests for Information from the contractor;
- C. Site visits to observe construction progress as required;
- D. Review As-Built plan information and test results and provide certification of construction completion; and
- E. This scope does not include a full time resident project representative.

Other - Permitting

Not Applicable. Contractor will obtain City Building Permit.

III. COMPENSATION

The compensation for services provided shall be billed on an hourly basis, plus reimbursable expenses for each phase of work, in accordance with Article VII, Method II, up to the following not-to-exceed cost for each phase.

<u>Engineering Services</u>	<u>Estimated Fees</u>
Phase I - Study and Report Phase (Not Applicable)	---
Phase II - Preliminary Design Phase (Not Applicable)	---
Phase III - Final Design Phase	\$5,325.16
Phase IV - Bidding/Negotiating Phase	\$5,242.04
Phase V - Construction Administration Phase	\$4,882.80
Other Services - HVAC Design and Construction Administration	\$19,500.00
Reimbursable -	<u>\$1,048.50</u>
<u>Total Compensation</u> \$35,998.50	

IV. COMPLETION DATE

Construction is expected to be completed in May of 2018.

This service authorization is approved contingent upon the City's acceptance of and satisfaction with the completion of the services rendered in the previous phase or as encompassed by the previous service authorization. If the City in its sole discretion is unsatisfied with the services provided in the previous phase or service authorization, the City may terminate the contract without incurring any further liability. WGI shall commence work on any service authorization approved by the City to be included as part of the contract without a further notice to proceed.

Approved by:

CITY OF DELRAY BEACH:

Date _____

Cary D. Glickstein, Mayor

WGI: Wantman Group, Inc. (CONSULTANT)

Date

May 25, 2017

by:

Michael J. Davis

Michael Davis,
Senior Vice President
(Seal)

Witness

Witness

(Thomas Mueller)

(Stephen Cherry)

Attest: _____

Approved as to Legal
Sufficiency and Form

R. Max Lohman, City Attorney

BEFORE ME, the foregoing instrument,
this _____ day of _____, 2017,
was acknowledged by _____
on behalf of the Corporation
_____ and said person
executed the same free and voluntarily
for the purpose there-in expressed.

Witness my hand and seal in the County
and State aforesaid this _____ day of
_____, 2017.

Notary Public
State of Florida
My Commission Expires

City of Delray Beach - Old School Square									
Prepared by: Thomas Mueller, PE, rev by Brett Oldford, PE			This list was completed based on the Fee Schedule "Exhibit B" - Delray Beach						
6/16/2017									
City Project no. 17-061			\$ 175.00	\$ 204.81	\$ 172.60	\$ 144.99	\$ 127.86	\$ 106.44	
WGI PHASE	TASK	TASK DESCRIPTION	Senior Planner	Principal Engineer	Senior Project Manager	Project Manager	Senior project Engineer	Engineer	TOTAL
1		Final Design Phase (City Phase III)							
	a	Plans (Plans plus Details)			4		2		\$ 946.12
	b	Specifications and Cost Estimate			3		2		\$ 773.52
	b	Coordination with Utility Agencies for relocation/removal of Utilities			2		4		\$ 856.64
	d	City Meeting/Preparation/Minutes			6		6		\$ 1,802.76
	e	QC			4		2		\$ 946.12
		FINAL DESIGN SUBTOTAL	\$ -	\$ -	\$ 3,279.40	\$ -	\$ 2,045.76	\$ -	\$ 5,325.16
2		Bidding / Negotiation Phase (City Phase IV)							
	a	Prepare Bid Documents and Specification			6		6		\$ 1,802.76
	b	Assistance in the advertisement of the project			6		2		\$ 1,291.32
	c	Issue Addenda			4		2		\$ 946.12
	d	Respond to RFI's			2		2		\$ 600.92
	e	Review Bids and issue an Award Recommendation Letter			2		2		\$ 600.92
		BIDDING / NEGOTIATION SUBTOTAL	\$ -	\$ -	\$ 3,452.00	\$ -	\$ 1,790.04	\$ -	\$ 5,242.04
3		Construction Administation (City Phase V)							
	a	Attend Pre-Work Meeting			4		4		\$ 1,201.84
	b	Shop Drawing Review / Contractor RAI			2		2		\$ 600.92
	c	Periodic Contruction Observation			4		6	12	\$ 2,734.84
	d	Certification			2				\$ 345.20
		CONSTRUCTION ADMINISTRATION	\$ -	\$ -	\$ 2,071.20	\$ -	\$ 1,534.32	\$ 1,277.28	\$ 4,882.80
		SUBTOTAL							\$ 15,450.00
4		Other Services (LUMP SUM)							
		HVAC Design and Construction Observation							\$ 19,500.00
		OTHER SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,500.00
		Reimbursables							\$ 1,048.50
		TOTAL							\$ 35,998.50