



FLOYD COUNTY BOARD OF EDUCATION
Stephen A. Trimble, Interim Superintendent
106 North Front Avenue
Prestonsburg, Kentucky 41653
Telephone (606) 886-2354 Fax (606) 886-8862
www.floyd.kyschools.us

Sherry Robinson- Chair - District 5
Dr. Chandra Varia, Vice-Chair - District 2
Linda C. Gearheart, Member - District 1
William Newsome, Jr., Member - District 3
Rhonda Meade, Member - District 4

Consent Agenda Item (Action Item): Consider/Approve CMTA to provide Professional Commissioning Services for Betsy Layne High School Phase I Addition.

Applicable Statute or Regulation: Chapter 01 (01.11) General Powers and Duties of the board.

Fiscal/Budgetary Impact: Lump sum fee of \$28,500.00 to be billed throughout the construction phase of the project.

History/Background:

Two (2) proposals were submitted, Facility Commissioning Group for the sum of \$29,250.00 and CMTA for the sum of \$28,500.00.

The commissioning was also done at Floyd Central High School.

Recommended Action: To approve accepting low proposal of CMTA.

Contact Person(s): Gregory Adams/606-874-9569


Director


Superintendent

Date: August 28, 2017



July 31, 2017

Floyd County Public School System
106 North Front Ave.
Prestonsburg, KY 41653

Attn: Mr. Stephen Trimble

Re: Betsy Layne High School
Phase I Addition Commissioning
CMTA Project No.: XFBL17
Commissioning Fee Proposal

Dear Stephen:

We are pleased to provide a proposal for Professional Commissioning Services for the above referenced project. We understand the scope of work to be:

- a. Develop detailed commissioning plan to include responsibility matrix and milestone dates to be able to meet the contractors completion dates.
- b. Develop system verification checklists for the contractor to fill out prior to equipment startup.
- c. Verify sampling of contractors submitted pre-functional checklists.
- d. Include commissioning for the following systems: Building automation system, outside air energy recovery unit, VRF system, exhaust fans, split system unit, Locker Room AHUs, RTUs, building envelope pressure test, and lighting controls.
- e. We have included monthly progress meetings in this proposal and understand there will likely be a need for weekly construction meetings when the project is nearing completion.
- f. Review start up procedures of equipment and monitor the equipment startups to ensure manufacturer recommendations are followed.
- g. Develop functional testing procedures for equipment to be commissioned.
- h. 100% of exterior lights to be tested and 35% of interior spaces to be tested.
- i. Monitor and witness a sampling of the test and balance. We will perform a full review of the test and balance procedures and final report.
- j. Provide off season testing after the job is complete. We will come back to the site approximately 6 months after the initial functional performance tests to verify system performance in the opposite (heating or cooling) season than originally tested.
- k. Maintain an open issues log to track the resolution of issues discovered through the commissioning process.
- l. Oversee training and the submission of operating and maintenance manuals
- m. At the conclusion of the project, CMTA will prepare a commissioning report that will include the commissioning plan, issues log, prefunctional test reports, equipment startup reports, test and balance report, and functional test reports.

For the above scope of work, we request a lump sum fee of \$28,500 to be billed throughout the construction phase of the project.

2429 Members Way | Lexington, KY 40504
T 859-253-0892 | F 859-231-8357 | www.cmtaegrs.com

Kentucky | Texas | Indiana
Mechanical | Electrical | Net Zero Engineering



Please do not hesitate to call if you have any questions.

SINCERELY,

A handwritten signature in blue ink that reads "Sam Claxton".

SAM CLAXTON, PE

cc: FBL15-D
FBL15-B

AGREED:

Mr. Stephen Trimble

Date



Facility Commissioning Group

158 Burt Road | Lexington, KY 40503 | Tel. (859) 278-5552 | Fax (859) 278-6501

2611 Waterfront Parkway, Suite 340 | Indianapolis, IN 46214 | Tel. (317) 536-2618

December 20, 2016

CMTA Consulting Engineers
ATTN: Devin Cheek, PE
2429 Members Way
Lexington, Kentucky 40504

RE: Floyd County Board of Education – Betsy Lane High School Phase 1 Addition
Fundamental Commissioning Scope of Work Request for Fee Proposal Response

Mr. Cheek,

Facility Commissioning Group (FCG) has reviewed the construction documents dated November 28, 2016 and we acknowledge addendums 1, 2, and 3.

It is the intent of this proposal to meet and exceed conditions and requirements detailed in the specifications, specifically sections 230800 and 260800. FCG services will comply with applicable federal, state, and local laws, codes, and regulations. The commissioning process will be conducted in accordance with the following references:

ACG Commissioning Guideline – 2005: For Building Owners, Design Professionals and Commissioning Service Providers
ASHRAE Standard 202 – 2013: Commissioning Process for Buildings and Systems
ASHRAE Guideline 0 – 2005: The Commissioning Process
ASHRAE Guideline 1 – 2013: The HVAC Commissioning Process
ASHRAE Guideline 1.1 – 2014: HVAC&R Technical Requirements for the Commissioning Process
AABC National Standards – 2002: For Total System Balance
BICSI: Telecommunications Distribution Methods Manual, 11th Edition – 2006
NFPA 72: National Fire Alarm Code - 2007
NECA 90 – 2004: Recommended Practice for Commissioning Building Electrical Systems
NETA-ATS – 2003: Acceptance Testing Specifications for Electrical Power Distribution Equipment and Systems
The Kentucky Building Code–2013: *10th Edition Revised June 2013*

The above noted documents are the primary source references for the training of FCG personnel and would be the primary basis of our evaluation of the overall project testing program. For proprietary systems we would certainly reference appropriate manufacturer's information and prevailing industry standards. Our personnel are carefully trained to monitor application of relevant criteria through national standards, client design and installation standards, and proprietary documentation as required.



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Facility Commissioning Group is a certified independent third party direct for owner commissioning services provider agency singularly dedicated to our mission statement of "optimal performance through accountability" by developing and executing state of the art commissioning process. FCG does not conduct non-commissioning business: we do not design, construct, or manage in other venues; therefore, our professional relationships are developed and maintained through the commissioning context. Likewise, FCG personnel understand commissioning perspectives and we continually educate ourselves as processes and training evolve. FCG possesses full capability within our organization to deliver exceptional services for the systems to be commissioned on this project. Our firm includes numerous associates, along with the principals, that have extensive direct experience in monitoring and analyzing system operation using energy management control system trending and stand-alone data-logging equipment.

Facility Commissioning Group offers 6 ACG Certified Commissioning Authorities (CxA's), 2 ACG Certified Commissioning Technicians (CtT's), 2 USGBC LEED Accredited Professionals (LEED AP), 1 USGBC LEED Green Associate (LEED GA), and 2 P.E.'s with Kentucky registration (1 mechanical and 1 electrical). FCG is based in Lexington, Kentucky and we maintain a branch office located in Indianapolis, Indiana. FCG has performed successful commissioning services for more than 500 projects including similar scope and building types as requested for this project. We have demonstrated verifiable performance for HVAC, mechanical, plumbing, electrical, security, controls systems and exterior building envelope diagnostic testing.

The contents of this proposal are factual to the best of our knowledge and the information contained herein is valid for ninety (90) days for the purpose of entering into a consulting agreement with the owner, Floyd County Board of Education, according to the laws of the State of Kentucky to provide professional services to the Commonwealth of Kentucky as governed by provisions of Kentucky Revised Statutes, Section 45A.800 to KRS 45A.835. Facility Commissioning Group will have direct communication with the Owner regarding commissioning services as required.

Please let me know if you have any questions or comments.

Thank you,

FACILITY COMMISSIONING GROUP, INC.

V. Todd Yates, PE
Vice President



Facility Commissioning Group

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Floyd County Board of Education Betsy Lane High School Addition Phase 1 Floyd County, KY

COMMISSIONING SERVICES FEE PROPOSAL

December 20, 2016

IECC 2012 C408.2.3 HVAC and Lighting Controls Commissioning

Commissioning Base Bid:

Commissioning Alternate #1:

Commissioning Alternate #2:

\$29,250

\$21,625.00

\$4,750.00

\$2,875.00

Please be advised of the following:

- 1) Each contractor must include in their proposal time to perform stipulated tests. The costs associated with any other contractor's work are not included in the Facility Commissioning Group fee amount.
- 2) The owner must provide time at their cost to witness stipulated tests.
- 3) Any contractor not adhering to the commissioning schedule will assume responsibility for lost time of other participating contractors, consultants, and owner's personnel.
- 4) Failed tests resulting from concealed conditions or due to design or installation negligence will be retested at the responsible party's expense.
- 5) Commissioning work will be performed in sequence with the actual phasing of the project, to the extent possible.
- 6) Scope of lighting controls testing and sample rate for interior occupied spaces is as specified in 260800-3.2.B.