Steele County
Agenda Item

Subject: Courthouse Boiler Replacement & Air Handler Design

Department: Building & Grounds

Committee Meeting Date: February 11, 2021

Board Meeting Date: February 23, 2021

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Policy Committee Recommendation:

Committee Recommends Approval of the ISG proposal for the Courthouse Boiler Replacement and Air Handler Design.

Recommendation:

To approve the proposal from ISG for the Courthouse Boiler Replacement and Air Handler Design in the amount of $94,000.00

Background *(Including Budget Impact)*:

The Courthouse Boiler Replacement project is included in the 2021 budget along with its design in the amount of $29,000.00. After further discussion and collaboration with ISG it was decided that the Air Handler Replacement Project design, which is scheduled for 2022 in the CIP budget, be incorporated in the boiler design to capture any technical issues with the phased project since the two systems work simultaneously throughout the year. This will also aid with dialing in our Air Handler Replacement project budget since this will be a complex project. Once design is complete for both projects, the boiler project will be let out to bid in 2021 and the air handler project will be let out in 2022. The additional $65,000.00 funds would come from reserves or any savings.

Attachments:

ISG Proposal

February 12, 2021

Jake Rysavy
Steele County
111 East Main Street
Owatonna, MN 55060
507.444.7400
jacob.rysavy@co.steele.mn.us

RE: Professional Design Services Proposal for Boiler Replacement at the Steele County Courthouse Owatonna, Minnesota

ISG

Jake,

As Steele County continues improvements to the equipment located within the Steele County Courthouse in Owatonna, Minnesota, ISG stands ready as your dedicated design partner. ISG understands that Steele County seeks professional engineering services to evaluate replacement options for the existing boiler and future replacement of the air handler. Boiler replacement installation will require a reconfiguration of piping and pumps located in the mechanical room.

With these considerations in mind, ISG proposes to provide the following scope of services to meet the requirements of this project.

300+
EMPLOYEES

43
STATES LICENSED

ZWEIG GROUP
HOT FIRM LIST FOR 2020

TOP 500
2020 ENR FIRM

SCOPE OF SERVICES

Task 1 - Boiler Replacement

Services in Task 1 include the following:

- Adjust and redesign chiller plans for future construction of air handler(s) in the boiler room.
- Maintain steam boiler operation until air handlers are replaced.
- Design new boiler plant and pumping system for entire building.
- New boiler and chiller plant controls provided by Paape

Task 2 - Air Handler Design

ISG will design air handler(s) and a new intake louver on the east wall of the boiler room, and reuse relief louver(s) in the attic. Services in Task 2 include the following:

- Design VAVs
- Design building hydronic piping
- Design ductwork system (reuse what is possible)
- New building controls provided by Paape

Permitting + Plan Review

ISG is prepared to assist with coordination and navigation of the local permitting and approvals process. It is anticipated that this will involve development and submittal of preliminary site plans, as well as assistance with applicable permit applications, project narratives, and other supplemental information that may be required by the City. In addition, ISG can provide correspondence and representation on Steele County's behalf throughout the process.

Bidding + Construction Administration

This proposal anticipates that ISG will provide bidding and construction administration services for this project on a time and material basis. These services will involve shop drawing and submittal review, site visits and observations as requested by Steele County, review and approval of change orders and payment requests, and project close-out activities, including a site walk-through and preparation of a final punchlist.

ISG will prepare an advertisement to assist with solicitation of competitive general contractor bids and are prepared respond to contractor questions and issue clarifications via addendum if necessary. ISG will also provide assistance with bid evaluation, issuance of a recommendation of award, and preparation of the Notice to Proceed and Agreement between the Owner and Contractor.

ISG will provide a maximum of one (1) bidding or construction related meeting with one ISG professional in attendance per month.

COMPENSATION

ISG proposes to provide the scope of services described within this proposal for compensation in accordance with the following schedule:

SERVICE	COMPENSATION
Task 1 - Boiler Replacement	$29,000
Task 2 - Air Handler Design	$65,000
Bidding + Construction Administration	Time and Material not to exceed $18,000
TOTAL	**$112,000**

Reimbursable Expenses

Anticipated reimbursable expenses such as travel, mileage, and printing are included within the compensation listed above.

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible to accommodate the requirements of this project. Upon request, ISG is able to provide Steele County with a subsequent proposal to assist with any additional professional design, and construction phase services that will be necessary to facilitate construction of this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of Steele County. Upon acceptance of this proposal, please sign the acknowledgment box below and return a copy to our office. We look forward to providing you with responsive service, a collaborative approach, and timely delivery.

Sincerely,

Bob Mickelson

Bob Mickelson
Senior Project Manager

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of _____, 2021.

Name: _____

Title: _____

Signature: _____

This proposal is valid for 30 days.