



## Request for City Council Committee Action From the Department of Public Works

**Date:** September 26<sup>th</sup> 2006  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Subject:** **Approval to issue Request For Proposals for Commissioning Services for the proposed Hiawatha Public Works Facility located at 1901 E 26<sup>th</sup> Street**

**Recommendation:** That the proper City officials are hereby authorized to issue Request For Proposals for Commissioning Services related to the design and construction of the Hiawatha Public Works Facility as required per the Leadership in Energy and Environmental Design (LEED) building standards (Fund 4100 923 9242 Project No. PSD02550).

### Previous Directives:

- July 21, 2006 – Resolution of the City Council
  1. Adopting the Leadership in Energy and Environmental Design (LEED) standards in the planning, design, construction, and commissioning of municipal facilities financed by the City of Minneapolis and utilized by the City's Charter Departments
- Approved and included in the Capital Improvement Program.

**Prepared by:** Paul Miller, Project Manager Property Services (612) 673-3603

**Approved by:**

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Steven A. Kotke, P.E., City Engineer, Director of Public Works

**Presenters:** Paul Miller, Project Manager Property Services

Permanent Review Committee (PRC) Approval YES Not applicable \_\_\_\_\_

Policy review Group (PRG) Approval \_\_\_\_\_ Not applicable NA

### Financial Impact (Check those that apply)

- No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Business Plan:  Action is within the plan.  Action requires a change to plan.
- Other financial impact (Explain):
- Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

## **Community Impact**

Neighborhood Notification: NA

City Goals: NA

Comprehensive Plan: NA

Zoning Code: NA

## **Background/Supporting Information**

The City of Minneapolis proposes the complete design and reconstruction of the Hiawatha Public Works Facility located at E 26<sup>th</sup> Street and Hiawatha Avenue S. This Project will provide for the office, shop, storage and operational needs of the City of Minneapolis Department of Public Works Field Services Division including the following construction and maintenance functions: Street Maintenance, Paving Construction, Paving Lab, Sewer Maintenance, Sewer Construction, Bridge Maintenance, and Central Stores. In addition, the Project will also consider the potential addition of operational space for the Public Works Water Division Traffic Division, and Hennepin County Public Works. Specifically, the project will provide consolidated, functional working space for approximately 300 employees, including approximately 20,000 s.f. of office space, 50,000 s.f. of shop and interior storage space, and 250,000 s.f. of yard space.

Commissioning is a quality process, focusing on the mechanical and electrical systems in a building. The City of Minneapolis is committed to commissioning this facility to systematically optimize the building systems so they operate efficiently and effectively, and that the facilities staff has adequate systems documentation and training. It is the intent of the City to verify and ensure that the fundamental building systems are designed, installed, calibrated and operating as required by the City's Project requirements, the basis of design, and the construction documents.

On July 21, 2006, the City Council and Mayor approved Resolution 2006R-381 that adopted LEED<sup>®</sup> standards for planning, design, construction, and commissioning of all municipal facilities financed by the City. Subsequently, this Project has been registered with the U.S. Green Building Council (USGBC) and shall, at a minimum, become a certified LEED<sup>®</sup>-NC building under the LEED<sup>®</sup>-NC 2.2 Rating System. Per the requirements of "LEED<sup>®</sup>-NC, Energy and Atmosphere Prerequisite 1: Fundamental Commissioning of the Building Energy Systems", the City shall designate a Commissioning Authority to lead, review, and oversee the completion of all commissioning processes as required per the LEED<sup>®</sup>-NC 2.2 Rating System.

In order to affect this intent, the City will utilize an independent Commissioning Authority (CxA) in conjunction with the design and construction of the Project. The CxA shall actively participate in all Project phases throughout design, construction, post construction, and warranty periods. It is the City's intent that the CxA be an integral member of the design and construction team in order to enhance the performance of the team, help to achieve LEED<sup>®</sup> certification of the building, and to ensure that the City's design intent is realized.

Therefore, Public Works is requesting permission to issue a Request For Proposals (RFP) for Commissioning Services for this Project. Property Services staff presented the RFP to the Permanent Review Committee at their meeting held on September 14, 2006.