



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

Date: February 13, 2007
To: Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee
Subject: **Building Commissioning Services for the proposed Hiawatha Public Works Facility located at 1901 E. 26th St.**

Recommendation: Authorize the proper City Officials to negotiate and execute a Commissioning Services Agreement for the Hiawatha Public Works Facility with the firm of Engineering Design Initiative Ltd. for a fee not to exceed of \$104,000.

Previous Directives:

- July 21, 2006 – Resolution of the City Council - 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.
- September 26, 2006 – Authorization to obtain Proposals for Commissioning Services for the proposed Hiawatha Public Works Facility
- Approved and included in the 2005 Five-Year Capital Improvement Program.

Prepared by: Paul Miller, Project Manager Property Services (612) 673-3603
Greg Goeke, Director of Property Services

Approved by:

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 is proceeding with the design and re-construction of the Hiawatha Maintenance Facility to be located at E. 26th Street and Hiawatha Ave. S., in Minneapolis. 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, Sewer Maintenance, Sewer Construction, and Bridge Maintenance. Specifically, the project will provide consolidated, functional working space for approximately 300 employees, including approximately 20,000 sq. ft. of office space, 50,000 sq. ft. of shop and interior storage space, and 250,000 sq. ft. of yard space.

On July 21, 2006, the City Council and Mayor approved Resolution 2006R-381 that adopted LEED[®] 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, as a goal; attempt to become a Certified LEED[®] GOLD building under the LEED[®]-NC 2.2 Rating System. Per the requirements of "LEED[®]-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[®]-NC 2.2 Rating System.

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 per the City's Project requirements, the basis of design, and the construction documents. In order to affect this intent, the City will utilize an independent Commissioning Authority in conjunction with the design and construction of the Project. The Commissioning Authority shall actively participate in all Project phases throughout design, construction, post construction, and warranty periods. It is the City's intent that the Commissioning Authority be an integral member of the design and construction team in order to enhance the performance of the team, help to achieve LEED[®] certification of the building, and to ensure that the City's design intent is realized. Authorization to obtain proposals for Commissioning Services was received in October of 2006.

Subsequently, proposals from six (6) Commissioning firms were received on November 27, 2006. An evaluation team composed of representatives from PW Property Services, PW Engineering Services, and Hennepin County reviewed and evaluated proposals on January 2, 2007 to determine the "short-list" for formal presentation/interview. Three (3) Commissioning firms were selected and the presentation/interviews were conducted on January 22, 2007. Based upon the results of the formal presentation/interviews the evaluation team selected the commissioning firm of Engineering Design Initiative, Ltd. to provide the requested services. Therefore we are requesting authorization to negotiate and execute a Commissioning Services Agreement for the Hiawatha Public Works Facility Project with Engineering Design Initiative, Ltd, for a fee not to exceed of \$104,000 (Fund 4100 923 9242 Project No. PSD02550).