



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 04/18/2023

SUBJECT: APPROVAL OF A PROFESSIONAL SERVICES CONTRACT WITH HUITT-ZOLLARS, INC. FOR THE PROVISION OF DESIGN, BIDDING, AND CONSTRUCTION ADMINISTRATION SERVICES FOR THE ADDITION OF A HEATING, VENTILATION, AIR CONDITIONING SYSTEM AND ENVELOPE IMPROVEMENTS AT THE CENTRAL GARAGE

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested the Commissioners Court approve a Professional Services Contract with Huitt-Zollars, Inc. (HZ) for the provision of design, bidding and construction administration services for the addition of a heating, ventilation, air conditioning (HVAC) system and building envelope improvements at the Central Garage located at 2650 Premier St., Fort Worth.

BACKGROUND

The existing Central Garage was constructed in 1981 and did not include the installation of a HVAC system. This project seeks to improve the indoor environmental conditions in the shop areas by adding a HVAC system and improving the building envelope. The addition of the HVAC system will require the installation of an air handling unit and an air-cooled condensing unit. Supply and return ductwork will also be installed and will deliver conditioned (heated or cooled) filtered dehumidified air into the space. The building envelope improvements will include the removal of the outdated translucent openings and the addition of insulation on the walls and bay doors.

On May 2, 2017, the Commissioners Court, through Court Order #125086, approved a Request For Qualification (RFQ) 2017-071 - Professional Architectural/Engineering (A/E) Services for Various Tarrant County Projects. With approval of RFQ 201-071, the Facilities Management Department and Purchasing Department were granted approval to utilize the selected A/E firms for indefinite quantities of work, as outlined in the RFQ, at the hourly rates in the respective rate schedules for each firm. Firms are issued a Tarrant County purchase order or are required to sign a contract for individual projects, depending on the type and cost of the work. HZ, Inc. was one (1) of the firms that received the highest evaluated ratings from the evaluation committee as having qualifications to meet the County's needs for indefinite quantities of work as outlined in the RFQ.

The purpose of this contract is for HZ to provide design, bidding and construction administration services for the HVAC and Envelope Improvements at the Central Garage as follows:

1.1 Survey Existing Building

- I. Obtain and review existing documents.
- II. Site visits to confirm MEP (Mechanical, Electrical, and Plumbing) and architectural plans.

SUBMITTED BY:	Facilities Management	PREPARED BY: APPROVED BY:	Joshua Palmer Michael Amador
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1.2 Design Services

- I. Perform HVAC load calculations.
- II. Present recommendation for new air handling units, ventilation, and filtration.
- III. Final signa and sealed construction documents for permit which shall include the following:
 - Demolition plans for the removal of mechanical equipment.
 - MEP drawings for the floor plans, roof plan, HVAC equipment schedules, temperature controls diagrams, electrical drawings for power and MEP details.
 - Specifications will be prepared in MasterSpec format excluding Divisions 0 and 1 in MS Word and pdf formats.

1.3 Bidding and Negotiating Services

- I. Attend pre-bid meeting and conduct scope review.
- II. Address all of contractors RFI's
- III. Review substitution requests.
- IV. Attend bid opening
- V. Review bids and prepare recommendations.

1.3 Construction administration services associated

- I. RFI's during permitting
- II. Review of shop drawings and submittals
- III. Attend bi-weekly OAC construction meetings
- IV. Prepare punchlist.
- V. Complete project close-out.

In addition, this project furthers the County's initiative to mitigate the spread of COVID-19 because the new HVAC equipment allows for the County to meet the new Centers for Disease Control and Prevention (CDC), and the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) guidelines for outdoor air ventilation and recirculated air filtration. Both the CDC and ASHRAE recommend that the outside air ventilation rate be increased for all public use areas. The new HVAC equipment will utilize improved filtration at a higher Minimum Efficiency Reporting Value (MERV) that will trap airborne contaminants at a much higher rate than the existing equipment.

The Criminal District Attorney's Office has reviewed this as to form.

FISCAL IMPACT

The fiscal impact is \$38,300.00

Funding is available for this project in ARPA/FRF Funding