

## Facility and Support Services

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August 28, 2008

To: C. Ray Wierson  
County Administrator

From: Dave Donovan, Director  
Facility and Support Services

Subj: Proposal for Commissioning Services for the Tremont Renovation Project

I have received a proposal from River Place Technologies (RPT) to provide commissioning services for the Tremont Renovation Project. Commissioning is a project-wide process that ensures that the engineered systems in the building effectively meet the owner's needs, are installed correctly and are properly calibrated/adjusted during start-up. The commissioning agent works with the owner, design professionals and contractors from design through move-in to ensure that building systems performance meets the owners' expectations. Much of the commissioning agent's work is verifying and documenting system expectations, reviewing design documents and verifying proper installation and operation.

During the past several projects, we have used RPT to provide some of these services on a very limited basis. Their expertise has proven very valuable to the project outcomes. We are convinced that the use of a certified commissioning agent provides a great deal of value to the project outcome. We have selected RPT for this work because they are the only independent, certified commissioning agent in the area. They do not provide any other services, such as engineering, contracting, etc. Their sole line of work is commissioning. This independence ensures that their only interest is the best interest of the owner.

It is important to contract with the commissioning agent during the design process to allow full participation in the design and decision making process for the various HVAC and electrical systems for the project. I recommend that the Board approve the proposal from RPT in the amount of \$24,000 and authorize me to sign said proposal documents. I will be available at the next Committee of the Whole meeting to discuss my recommendation further.

Cc: Tammy Speidel  
Mark Kendall