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**Board of Commissioners
 Agenda Item Transmittal Form
 Procurement/Contract Transmittal Form**

Type of contract: 1 year <input type="checkbox"/> Multi-year Single Event <input checked="" type="checkbox"/>		Contract #: BOC Approval Date:
<input type="checkbox"/> Submission Information Contact Name: Andrew Hammer x7268 Department: General Services Project Title: JAC - Judicial Administrative Complex <i>Building Commissioning, RFQ 23-36</i> Funding Account Number: 352-1565-541305-11 Contract amount: \$693,831 Contract Type: Goods () Services (x) Grant () Contract Action: New (x) Renewal () Change Order () Original Contract Number: <i>RFQ-23-36</i>	<input type="checkbox"/> Vendor Information Vendor Name: Abbeville Commissioning, LLC Address: 424 Main Street West Address: Abbeville, GA 31001 Email: rsmith@abbevillecx.com Phone #: 229-467-2795 Contact: Russell Smith Term of contract: 3 Years <i>(Through Construction Completion estimated January 2027)</i>	
Chief Financial Officer Signature I have reviewed the attached contract, and the amount is approved for processing. <i>Michelle Hyatt</i> <u>10/30/2024</u> Signature: _____ Date: _____	Procurement Manager Signature I have reviewed the attached contract, and it is in compliance with Purchasing Policies of Rockdale County. <i>Jana Malone</i> <u>10/15/24</u> Signature: _____ Date: _____	

Detailed Summary of Contract:

In conjunction with the Finance Department, General Services issued an RFQ (Request for Qualifications) for commissioning services for the JAC (Judicial and Administrative Complex) project. In construction, commissioning is the process of testing the systems of a very large building to ensure that they are installed and performing correctly according to their design. This would include items such as Heating/Air Conditioning, communications, electrical, roofing, and waterproofing (a full list is included in the contract). Abbeville Commissioning LLC was the highest ranked bidder based on qualifications, are a HUBzone Certified vendor, and during contract negotiations was able to come in roughly 20% under budget. General Services recommends approval of this contract.

Department Head/Elected Official Signature:

Date:

[Signature]

8/22/24

2024-547

**BUILDING COMMISSIONING SERVICES CONTRACT
BETWEEN OWNER AND COMMISSIONING AUTHORITY**

**STATE OF GEORGIA
COUNTY OF ROCKDALE**

Contract NUMBER: 2024-08001
PROJECT NUMBER: 23-36
PROJECT NAME: ROCKDALE COUNTY JUDICIAL AND ADMINISTRATIVE COMPLEX
PROJECT SITE: CONYERS, GEORGIA

THIS CONTRACT made the _____ day of _____, _____, by and between **ROCKDALE COUNTY, GEORGIA**, whose address is 958 Milstead Avenue, Conyers, Georgia 30012, hereinafter called the Owner, and **ABBEVILLE COMMISSIONING, LLC** whose address is 424 Main Street West, Abbeville, Georgia 31001, hereinafter called the Commissioning Authority ("CxA"), for Building Commissioning services for the above referenced project, hereinafter referred to as the Project.

WHEREAS, Owner requires building Commissioning services for the Project; and WHEREAS,

CxA possesses the skills and experience to provide the building Commissioning services for the Project; and

NOW, THEREFORE, Owner and CxA, in consideration of the mutual benefits and promises flowing to each of the parties agree as follows:

ARTICLE 1

1.1 *The CxA's Basic Services* - The CxA's Basic Services are the professional services as set forth in Attachment A, Commissioning Scope of Work, incorporated by reference herein. The CxA shall perform the Basic Services in accordance with the "ASHRAE Guideline 0," hereinafter referred to as the "Guidelines," which are incorporated by reference.

1.2 *Standards* - CxA shall perform the Basic Services consistent with all applicable laws and codes in effect at the time the Basic Services are delivered to the Owner. The CxA is fully responsible for any work performed by its CxAs the same as if said work were performed, approved, certified, or accepted by it. The CxA, by the execution of this agreement, contracts that it is possessed of that degree of care, learning, skill, and ability that is ordinarily possessed by other members of its profession and further contracts that, in the performance of the duties herein set forth, it will exercise such degree of care, learning, skill, and ability as is ordinarily employed by professionals under similar conditions and like circumstances, and shall perform such duties without neglect, and shall not be liable except for failure to exercise such degree of care, learning, skill, and ability. The CxA acknowledges and agrees that, in performing the services for the Project called for in this contract, it shall regard sound principles of design, construction, and operations. By signature on this Contract, the CxA certifies that he or the firm's principal in charge of the performance of the Basic Services is professionally qualified, registered, and licensed to practice in the State of Georgia.

1.3 *Content* - The content for the Basic Services shall generally conform to the content outlined in the Guidelines, for those services within the Scope of Commissioning services set forth in Attachment A.

1.4 *Use of and Reliance Upon the Basic and Additional Services* - The CxA acknowledges that the Commissioning services provided to, or for the benefit of, the Owner include reasonable justification or explanation of the Commissioning Authority's professional decisions, and that those decisions may be reasonably relied upon by the Owner, the primary construction contractor(s), any applicable trade contractors or subcontractors, any licensed or registered professionals, or any other

party delivering services to, or installing work for, the Owner in accordance with the Project for which the Owner retained the Commissioning Authority.

1.5 *Ownership and Copyright* – All Commissioning deliverables, information, data, photos, videos, or documents produced hereunder by the CxA, or its CxAs shall be delivered to the Owner, and title thereto shall vest in the Owner regardless of the stage to which the development of the study may have progressed. In addition, the CxA hereby expressly assigns, transfers, and otherwise quitclaims to the Owner, its heirs and assigns forever, all right, title, and interest, including all copyrights and all termination/renewal rights in such copyrights, and all causes of action accruing under such copyrights, in all studies, study calculations, drawings, specifications, other data, embodiments of such studies, documents, or other works of authorship produced hereunder by the CxA, its CxAs, or its employees. The CxA further warrants that this transfer of copyrights and other rights is valid against the world. Finally, all original study deliverables and other technical data shall be furnished to the Owner without cost whether the project for which they are made be executed or not. The CxA may make and retain for its use such additional copies as it may desire.

1.6 *Owner's Approvals* - The CxA acknowledges and agrees that the Owner does not undertake to approve, or pass upon, or undertake to inquire into the adequacy, fitness, suitability, or correctness of any Commissioning conclusions. The CxA acknowledges and agrees that the approval or acceptance of the Commissioning services by the Owner is limited to the function of determining whether there has been compliance with instructions issued to the CxA regarding the Basic and Additional Services to be performed. The CxA agrees that no approval of any Commissioning services, program, document, video, photograph, or deliverables by any person, body, or agency shall relieve the CxA of responsibility for the adequacy, accuracy, fitness, suitability, and correctness of the services performed in accordance with sound and accepted principles applicable to the services.

1.7 *Administrative and Coordination Services Included within Basic Services:*

1.7.1 The CxA shall arrange and conduct all Commissioning meetings that shall include equipment manufacturers, the designer team, and the construction contractor and/or subcontractors. The CxA shall take minutes of the meeting and distribute typewritten copies to all parties attending the meeting within five (5) calendar days.

1.7.2 The CxA, as the representative of the Owner, shall advise and consult with the Owner during all phases of the services provided.

1.7.3 The CxA shall be responsible for the professional quality, technical accuracy, and the coordination of all studies, tests, designs, drawings, specifications, and other services furnished under this Contract. The CxA shall, without additional compensation, correct or revise any errors, deficiencies, or omissions in the analysis, studies, designs, drawings, specifications, estimates, and other services.

1.7.4 The Owner's review of, approval of, acceptance of, or payment for the services required under this Contract shall not be construed to operate as a waiver of any rights under this Contract or of any cause of action arising out of the performance of this Contract. The CxA shall remain liable to the Owner for all damages caused by the CxA's negligent performance of any of the services furnished under this Contract.

1.7.5 The CxA shall submit to the Owner and Design Team a Commissioning specification for inclusion in the construction contract(s).

1.7.6 The CxA shall submit a Commissioning Schedule of the Basic Services for the Owner's review and approval. The Commissioning Schedule shall outline all times, projections and milestones for all reviews, meetings, investigations, and other portions of the Project. The CxA shall develop the Schedule and shall submit the preliminary schedule

within ten (10) working days of execution of this contract. The Project Construction Schedule shall incorporate the Commissioning Schedule as developed by the Design Team and the Constructors. All Commissioning services shall be coordinated with the actual construction progress.

1.7.7 The warranty period shall be as defined in the Specifications (normally one (1) calendar year from the date of Final Acceptance of the Project by the Owner). The CxA shall provide the Basic and Additional Services as needed for the full term of the warranty period. The CxA shall attend the warranty inspection to help determine if any defects in the Work exist. The CxA shall notify the Owner (verbally within 24 hours of the inspection and follow up in writing within five (5) days of the inspection) of any identified defects, and whether or not the defective work is covered by the warranty. The CxA shall notify the Owner in the same fashion of any defective work the CxA may identify at any time on the Project.

ARTICLE 2

2.1 *Fees* –The Owner shall pay the CxA a lump sum amount **\$693,831** for the Basic Services and Add Services, and reimbursable expenses in accordance with the Attachment A. The Fee may be increased by mutual agreement if further additional services are needed. Payment shall be as set forth in Article 4 below.

2.2 *Reimbursements* - Reimbursable expenses shall be paid in accordance with the paragraph checked below:

- a. During the term of this Agreement, the CxA shall bill and the Owner shall reimburse CxA for reasonable and ordinary pre-approved out-of-pocket expenses which are incurred in connection with the performance of the Services hereunder, as long as Owner's prior approval is obtained prior to incurring the expense. If travel expenses are to be reimbursed, such expenses must be approved in advance and will be paid in accordance with the State travel regulations issued by the State Auditor, a copy of which is available at: http://sao.georgia.gov/vgn/images/portal/cit_1210/11/15/184584081Travel_Regs_2011_Policy_Final_v4.pdf
- b. No expenses shall be reimbursed.

2.3 *Time for Completion* – Unless modified in Attachment A, the time for completion of the Basic and Additional Services shall be consistent with the design and construction schedules, and warranty period. Non-warranty services and off-season testing shall be completed prior to the completion of the Project. The Owner, may permit in writing, in its sole discretion, certain designated Commissioning services to be completed after occupancy, but shall set a date certain for completion if such permission is granted. Should Owner-initiated changes in the requirements result in substantial re-work of the Basic Services, the Owner and CxA shall mutually negotiate both an additional fee and any required extensions of time. In no event shall the term of this Agreement continue after December 31, 2027.

ARTICLE 3

3.1 *Additional Services* –The parties agree that additional services may be required with the compensation to be agreed upon prior to the CxA undertaking the additional services; provided, however, that if such compensation cannot be agreed, the additional services shall be performed at the hourly rates set forth listed in Attachment A.

ARTICLE 4

4.1 *Payments* - The CxA agrees that:

- (A) Invoices for Fees for Basic and Additional Services shall be submitted monthly for payment by the Owner and shall be based on the CxA's services actually completed at the time of the billing.
- (B) Requests for reimbursable expense shall be submitted with the monthly invoices for fees and allocated by person to whom the expenses apply, accompanied with copies of receipts and invoices as set forth in the latest rules and regulations promulgated by the State Auditor for travel expenses.
- (C) Final payment for Basic Services, Additional Services, and for final reimbursable expenses shall not be due and payable until the Owner has accepted and approved the Basic and Additional Services as complete.

4.2 ~~The CxA shall make payments to its CxAs not more than ten (10) working days following receipt of payment from the Owner. Statements of the CxA for fees subsequent to the first statement must contain a notice that "all CxAs have been paid in full to the extent that the CxA has been paid." If this certification cannot be made, the CxA must affirmatively state for each such CxA the amount not paid and the reasons therefore.~~

ARTICLE 5

5.1 *Assignment* -The CxA hereby agrees that the Owner may, if it wishes to do so, assign this contract to another governmental entity. The CxA hereby agrees that it shall not assign or transfer any interest or right in this Contract in whole or in part to any party without the written consent of the Owner in advance.

ARTICLE 6

6.1 *Professional Liability Insurance* - Within ten days after execution of this Contract and during the entire period of the contract, the CxA shall maintain professional liability insurance applicable to the work being performed. The CxA shall file with the Owner a certificate of insurance from an insurance company licensed to do business in the State of Georgia showing evidence of such professional liability insurance (errors and omissions insurance) in limits of not less than \$1,000,000 per claim. If there is no professional liability insurance product applicable to the services, the CxA shall maintain a commercial general liability policy covering his Services.

6.2 *Workers Compensation Insurance* - Within ten days after execution of this Contract, the CxA shall forward proof of Workers Compensation Insurance that meets statutory requirements and shall maintain such insurance during the entire period of the Contract.

6.3 *Commercial General Liability Insurance* - Within ten days after execution of this Contract, the CxA shall forward proof of Commercial General Liability Insurance with limits of not less than \$1,000,000 per occurrence. CxA shall maintain such insurance during the entire period of the Contract.

ARTICLE 7

7.1 *Indemnification* - CxA hereby waives, releases, relinquishes, discharges and agrees to indemnify, protect and save harmless Rockdale County and their officers and employees (hereinafter collectively referred to as "Indemnitees"), of and from any and all claims, demands, liabilities, losses, costs or expenses, including attorneys' fees, for any loss or damage for bodily injury, property damage and attorney's fees related thereto caused by, growing out of, or otherwise happening in connection with this Agreement, due to any act or omission on the part of CxA, its agents, employees, subcontractors, or others working at the direction or on behalf of CxA. This indemnification applies notwithstanding the fact that third parties or any of the Indemnitees may be partially responsible for the events giving rise to the claim; or the claim results in a monetary obligation that exceeds any contractual commitment. However, if any of the Indemnitees or third parties are partially responsible for the events giving rise to the claim, CxA's indemnification hereunder shall apply only to the extent that CxA contributed to the events.

7.2 CxA shall, at its expense, be entitled to and shall have the duty to participate in the defense of any suit against the Indemnitees. No settlement or compromise of any claim, loss or damage entered into by Indemnitees shall be binding upon CxA unless approved in writing by CxA. ~~No settlement or compromise of any claim, loss or damage entered into by CxA shall be binding upon Indemnitees unless approved in writing by Indemnitees.~~

7.3 CxA's obligation to indemnify any Indemnitee will survive the expiration or termination of this Agreement by either party for any reason.

ARTICLE 8

8.1 *Termination for Convenience of the Owner (Without Cause)* - The Owner may at any time, and for any reason or without any reason or cause, terminate this contract by written notice to the CxA specifying the termination date, provided that in the event of termination under this provision the Owner shall pay to the CxA all fees properly due (i) for services already properly performed prior to the effective date of the termination and (ii) for all reimbursable expenses properly incurred. In the event of such termination the CxA shall have no claim in excess of what is allowed in this Article 8.1 for any sum of money, however denominated, as a result of or relating to such termination.

8.2 *Termination For Cause* - In the event the CxA through any cause fails to perform any of the terms, covenants, or provisions of this contract on its part to be performed, or if it for any cause fails to make progress in the work hereunder in a reasonable manner or if the conduct of the CxA impairs or prejudices the interests of the Owner or the Firm violates any of the terms, covenants, or provisions of this contract, the Owner shall have the right to terminate this contract by giving notice in writing of the fact and date of such termination to the CxA, and all study deliverables and other documents relating to the Basic Services shall be surrendered forthwith by the CxA to the Owner, PROVIDED, HOWEVER: That the CxA shall have five (5) business days from the date of the notice to cure the defects, and PROVIDED FURTHER: That in such case the CxA shall receive equitable compensation for such services as agreed between the parties, or, in the event of an inability to agree, shall in the opinion of an independent auditor selected by the Owner and paid for by the Owner to which the CxA shall have no reasonable objection, to have been satisfactorily performed by the CxA up to the date of termination of this Contract. The parties agree that the decision of the said auditor concerning the matters set forth in this Article 8.2 shall be final.

ARTICLE 9

9.1 *Personal Work* - In contemplation that the Commissioning services to be performed are personal services, the CxA hereby agrees that no material change in the business organization under which the firm shall perform the present contract may be made without written consent of the Owner in advance, and such consent of Owner may be credited upon retention of the key staff persons of the CxA for performance of the work. The CxA must provide revised tax identification numbers prior to payment of the invoice following any such change.

ARTICLE 10

10.1 *Modifications to the Contract* - The CxA covenants that no modifications, either written or oral, may be made in the terms and provisions of this Contract without the written consent in advance of the Owner. It is agreed between the CxA and the Owner that, in the absence of such written consent, ~~neither any modifications nor any undertaking to modify the contract shall be binding but shall be absolutely null and void.~~

10.2 *Superseding Of Earlier Agreement And Fees* - The parties hereto agree that these presents take the place of and supersede entirely any existing contracts, agreements, arrangements, understandings, undertakings, courses of dealing, or customs and practices, either implied or express and whether written or oral, in regard to the Project. This contract represents the entire and integrated agreement between the Owner and the CxA and may be amended only by written instrument signed by both the Owner and the CxA.

ARTICLE 11

11.1 *Prohibited Acts* - The CxA by execution of this contract warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for it, to solicit or secure this contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for it, any fees, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this contract.

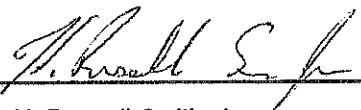
11.2. *Immigration Reform Compliance* - CxA certifies its compliance with Illegal Immigration Reform and Enforcement Act of 2011 and specifically those provisions codified at O.C.G.A. §13-10-90 *et. seq.* CxA warrants that it has registered with and uses the federal work authorization program commonly known as "E-Verify." CxA further agrees that it will contract for the physical performance of services in satisfaction of this contract only with subcontractors who present an affidavit as required by O.C.G.A. §13-10-91. CxA warrants that it will include a similar provision in all contracts entered into with subcontractors for the physical performance of services in satisfaction of this contract.

11.3 *Full Performance* - The Owner and the CxA hereby agree to the full performance of the terms, duties, obligations, responsibilities, conditions and stipulations contained herein.

11.4 *Governing Law* - This Agreement shall be construed and enforced according to the laws of the State of Georgia.

IN WITNESS WHEREOF, the parties have each caused these presents to be duly signed, sealed, and delivered by their duly authorized representatives on the day, month, and year first above written.

COMMISSIONING AUTHORITY:

By: 
Name: H. Russell Smith, Jr.
Title: Partner
Federal Tax I.D. Number: 45-4466761



OWNER: ROCKDALE COUNTY, GEORGIA

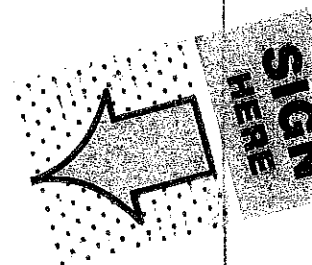
By: Osborn Nesbitt, Sr., Chairman

ATTEST:

Jennifer Rutledge, Executive Director/
County Clerk

Approved As To Form:

M. Qader A. Baig, County Attorney





**SCOPE OF WORK FOR MEP COMMISSIONING SERVICES
ROCKDALE COUNTY JUDICIAL AND ADMINISTRATIVE COMPLEX
AUGUST 6, 2024**

OBJECTIVE:

The objective of the commissioning process for the Rockdale County Judicial and Administrative Complex is to provide certification that the buildings' commissioned systems are installed and working properly to ensure that the building meets the project intent of Rockdale County. The requirements of the owner and maintenance staff will be considered.

DISCUSSION:

All commissioning services provided by Abbeville Commissioning, LLC (ACx) will meet the requirements of the American Society of Heating Refrigerating and Air-conditioning Engineers (ASHRAE) Guideline 0. Commissioning of the Rockdale County Judicial and Administrative Complex project will be conducted in two construction phases as follows:

Construction Phase 1 – September 2024 through June 2026 (New Courthouse and Administration Building) Construction Phase 2 – May 2026 through February 2027 (Parking Deck, Annex Courthouse Renovation, Milstead Ave. and Site improvements)

A description of the services provided by phase is as follows:

OPR DEVELOPMENT and BOD REVIEW:

ACx personnel will facilitate the preparation of the Owner's Project Requirements (OPR) document for all buildings in Phase 1 and Phase 2 by helping the owner compile a draft OPR with input from the owner's personnel. ACx will revise and update the document as necessary for the commissioned systems as required to ensure completeness and clarity. The ACx review and revision will help ensure that the OPR addresses the commissioned systems in detail and that the fundamental requirements of the program are understood by the project team and are reasonably achievable by the contractor.

ACx will review the Design Professional's Basis of Design (BOD) for each building in Phase 1 and Phase 2 for consistency with OPR requirements.

DESIGN PHASE:

A Design Phase Commissioning Kickoff meeting will be held early in the Design Phase. During this meeting, items for discussion will include (at a minimum) the OPR and how it will affect design decisions, commissioning specification deadlines and formatting, coordination of design review commissioning comments, and tracking resolution of commissioning comments.

Following this, ACx personnel will develop commissioning specifications specific for each building in Phase 1 and Phase 2 for incorporation into the project manual. The commissioning specifications will include general commissioning requirements common to all the commissioned systems and assemblies. The specifications will also include a detailed description of the responsibilities of the contractor and the commissioning authority in the commissioning process. Among the processes addressed will be reporting and documentation requirements, including formats, alerts to coordination issues, deficiency resolution, construction verification checklists, start-up requirements, and functional testing process.

ACx will develop a preliminary commissioning plan applicable to each building in Phase 1 and Phase 2 which will describe the commissioning process to include objectives, team member roles, lines of communication and reporting structure, and milestone schedule.

ACx will conduct one review of the design documents at 80% CD document submission and another review at 100% CD document submission to include the plans and project manual for each building in Phase 1 and Phase 2. The commissioned systems described within the documents will be reviewed for completeness, clarity, and coordination between trades.

ACx will also review any value engineering recommendations for commissioning and O&M issues.

ACx will create a commissioning issues log format for use in tracking issues on the commissioned systems throughout the project. Additionally, ACx will complete a checklist verifying that we have received the latest version of design documents.

CONSTRUCTION PHASE

ACx is committed to active engagement with the team and intensive inspection of the work on site to catch defects early and avoid costly and time-consuming rework.

~~ACx personnel will be on-site a minimum of 40 times in Phase 1 and 30 times in Phase 2 to review the work in progress in an effort to identify and resolve as many issues as possible as early as possible. These site visits will be inclusive of the following tasks (explained more fully in the paragraphs below): Pre-installation meetings, OAC meetings, one construction phase commissioning kick-off meeting, inspection of construction progress and identification of issues to be noted on the updated issues log, pre-functional testing, observation of start-up testing, monitoring of verification checklist completion, functional testing, witnessing of test and balance activities, and attendance at training sessions.~~

ACx will attend and participate in pre-installation meetings on site or via conference call on the commissioned systems.

ACx will review contractor submittals on the commissioned systems for conformance with the owner's requirements and the design. ACx will relay input on the submittals to the design professional and project manager through a commissioning review report. In addition, ACx will provide input on revised submittals as needed.

ACx will engage with the project team regularly to ensure clear lines of communication. ACx aims to ensure clear communication about issues as early and often as possible to ensure the nature, impact, and status of issues is understood by the project team.

~~ACx will hold a construction phase commissioning kick-off meeting in Phase 1 and another construction phase commissioning kick-off meeting in Phase 2 to ensure that all team members understand the commissioning process, have the appropriate contacts, and are aware of team member roles and responsibilities.~~

During the construction phase, ACx personnel will conduct regular site visits and document findings in a site visit report and issues log. Open issues will be reviewed with the installers at regular intervals to ensure that the issues log is continuously up to date.

ACx will attend pre-functional testing of major building systems to the extent that the schedule permits. This testing will include pressure testing of plumbing systems, vacuum testing of the refrigerant lines, and leakage testing of ductwork. While in attendance, ACx will document the progress of this testing as well as the results in a memorandum for record.

ACx will also observe all the start-up testing of major systems to include but not limited to all rooftop units, air handling units, and split system heat pumps.

ACx will draft construction verification checklists for each building in Phase 1 and Phase 2 for installers to use to verify that the work performed is in accordance with the manufacturer's requirements and the requirements of the plans and project manual. ACx will monitor the progress of checklist completion and work with the installers, especially installers unfamiliar with commissioning, to ensure that the sheets are accurate and completed in full.

ACx will write step-by-step functional test procedures and documentation formats for all commissioned equipment and systems for each building in Phase 1 and Phase 2. Test procedures will include manual functional testing, building control system trending, and stand-alone data-logger monitoring as required. ACx personnel will engage with the Test and Balance (TAB) Agent and travel to site to witness TAB activities for a minimum of one day for each building in Phase 1 and Phase 2.

ACx will participate in training sessions relevant to commissioned systems for each building in Phase 1 and Phase 2. These training sessions will include discussion of the layout and function of the systems. ACx will verify that the training sessions are informative and cover detailed topics relevant to each piece of commissioned equipment and systems. These topics will include but are not limited to operation, cleaning, maintenance, warranties, software, emergency procedures, testing, resetting, and system navigation.

WARRANTY PHASE:

The following applies to each building in Phase 1 and Phase 2:

ACx personnel will monitor completion of issues log, punch list, and warranty items. ACx will work with the installers as necessary to ensure that these residual issues are corrected.

ACx will also work with maintenance staff to ensure that their questions are answered and that they understand how to use the data they have been provided in the O&M manual and the Systems Manual.

ACx will witness seasonal test and balance in order to ensure that the commissioned systems perform optimally under different seasonal loads and conditions and that maximum energy savings are obtained.

ACx will conduct a review of the commissioned systems no later than 2 months after material completion in an effort to identify any warranty items before the end of the warranty period.

For additional details on the services to be performed refer to the Commissioning Agent Task List, dated August 6, 2024.

CONTRACTOR PROVIDED ITEMS:

The contractor will provide use of scaffolding or lift equipment to access building systems and equipment that need to be inspected or tested.

END OF SECTION.



**SCOPE OF WORK FOR BUILDING ENVELOPE COMMISSIONING SERVICES
ROCKDALE COUNTY JUDICIAL AND ADMINISTRATIVE COMPLEX
AUGUST 6, 2024**

GENERAL:

This proposal outlines our professional services to perform Building Enclosure Consulting and Testing for the Rockdale County Judicial and Administrative Complex Project. The proposal describes the phases of consulting work and the components included in the scope of work. Where quality control testing is conducted, the test methodology and equipment are described.

SERVICES AND FEES:

This proposal is based on services to be provided during the following phases. For further descriptions of these services, see the following pages.

Unless specifically requested, the number of tests or mobilizations for each service listed below is based on what we felt was prudent for the size, scope and type of construction of the subject project. At the discretion of the client, these services can be selected "a la carte," and more or fewer mobilizations may be selected to form the final agreement. Therefore, the final agreement may have a differing Total Fee than the number listed on the Fee Proposal page.

DISCUSSION:

Access to the components to be examined is of importance. Wall and Fenestration units above ground level will require access by high lift, scaffolding, roof or other means provided by others. Also, the time required for testing is limited to the original test and does not include re-testing. Please refer to the "Billable Time and Expenses" section of this document.

The Envelope Commissioning Authority (ECxA) will conduct commissioning work in accordance with the ASHRAE Guideline "0-2005 *The Commissioning Process*" and the NIBS "3-2012 *Exterior Enclosure Cx Guideline*".

ENVELOPE COMMISSIONING SCOPE OF WORK PER PHASE

OPR and BOD

- Facilitate the preparation of the Owner's Project Requirements (OPR) with the CxA.
- Review the DP's Basis of Design (BOD) document and ensure consistency with OPR.

DESIGN PHASE

- Provide information as necessary to the CxA to develop the preliminary Commissioning Plan.
- Incorporate BECx requirements into the construction documents with the CxA.
- Conduct BECx design reviews (2 total) of the drawings and specs at the 80% and 100% Construction Documents (CD) submittals. Areas of review will include water penetration, vapor diffusion, air leakage and thermal performance with emphasis on water tightness.
- Attend design coordination conference calls as needed with the project team.
- Provide information as necessary to the CxA to create commissioning deficiencies / issues log to be updated throughout Cx.
- Attend Design Phase Cx kick-off meeting with the project team to review the specifics of the building enclosure, anticipated project schedule and other scope of work.

CONSTRUCTION PHASE

- Attend Cx kick-off meeting with the project team to review the specifics of the building enclosure, anticipated project schedule and other scope of work.
- Update commissioning plan as necessary with BECx information.
- Review contractor submittals of applicable to systems being commissioned. Merik will provide comments and/or recommendations for each building envelope related submittal to the CxA.
- Attend pre-construction or pre-installation meetings with the project team via teleconference to review the project requirements, anticipated project schedule and other scope of work.
- Assist CxA in development of construction checklists, functional test procedures and documentation formats for all commissioned equipment and systems.
- Perform ECxA site observations of work in progress and distribute report and updated deficiencies / issues log.
- Maintain BECx deficiencies / issues log and coordinate or supervise corrections.
- Review Requests for Information (RFI's) and changes for impacts on BECx.
- Review Operation & Maintenance (O&M) manuals, as-built documentation, and training documentation as necessary.
- Review warranties.
- Assist CxA in development of a system manual for building envelope commissioned systems.
- Perform review of mock-ups and provide key points to check for daily observations. The ECxA shall include performance testing of the mock-ups as necessary in accordance with the proposed testing scope outlined below.
- Perform field testing and verify compliance with design requirements. For the purposes of this proposal, we have made the following assumptions. The Design Professional (DP) will determine window test locations and provide the specified design pressure criteria. The Construction Manager (CM) will provide vertical access and make available a suitable source of power and water within the immediate vicinity of the windows to be tested. The CM will also provide labor assistance as needed with setting up and performing the required tests. The ECxA shall provide the test equipment and instrumentation. The ECxA shall provide a test memorandum outlining the findings of the tests including photos and recommendations for remedial work that may be required. The tests will be performed once the systems are substantially complete and ready for testing as determined by the CM. The following tests will be performed by the ECxA:
 - Conduct up to two (2) days of ASTM E1105 (with air pressure differential) window water penetration quality assurance field testing and ASTM E783 air leakage testing of individual fenestration units. Testing is performed at mock-up and early stage of construction progress near 10 percent completion.
 - Conduct up to three (3) days of AAMA 501.2 (without air pressure differential) window water penetration field testing of individual in-situ fenestration units. Testing is performed near the 35 percent, 50 percent, and 75 percent stages of completion.
 - Conduct up to sixteen (16) ASTM C1521 sealant pull tests.
 - Conduct up to eight (8) air barrier tests of thickness, adhesion, and air leakage, each. ASTM D6132 air barrier coating thickness testing with an ultrasonic coating thickness gauge, ASTM D4541 air barrier adhesion testing with an adhesion pull-off tester, and ASTM E1186 air barrier leakage testing with an air leakage chamber is performed.
 - Conduct one quality assurance comprehensive non-destructive roof evaluation, including ASTM D7877 electronic leak detection (ELD) and ASTM C1153 infrared (IR) moisture scanning to determine if roofing defects or water entry into the newly installed roof materials exists. The entire surface of each roof area will be scanned and the results will be transferred onto the scaled roof plan.

OCCUPANCY AND WARRANTY PHASE

- Assist CxA with completion of final Cx issues log that includes resolved and unresolved issues
- Address concerns with operating facility and staff

- Verify that field quality-control testing of building exterior enclosure has been completed and approved.
- One ExCA site visits will be performed within 2 months of the closeout of the project to verify performance of the envelope components.
- One ExCA site visits will be performed within 10 months of the closeout of the project to verify performance of the envelope components.
- Assist in completion of the final Cx Report.

QUALITY CONTROL TESTING SCOPE OF WORK:

Fenestration Units

Test Procedures

- ASTM E1105 Standard for Determining Water Penetration Resistance. (Spray Rack and Air Chamber)
- AAMA 501.2 Spray Wand Water Penetration Test (Water only)

Unless otherwise required in the construction specification, the delivery of water uniformly against the exterior surface of the test specimen shall be at a minimum rate of 5.0 gallons/square foot/hour. Each unit will be tested for a minimum of 15 minutes.

Test Equipment

Water testing will be conducted using spray rack equipment that is certified to pass the ASTM E331 and E1105 calibration test. The equipment is designed to direct water against the test specimen in a uniform static pressure. The water pressure shall be calibrated by pressure gauge attached between the source and spray head. A ball joint control valve will allow adjustment of the water pressure to the desired amount.

The test chamber for measuring air infiltration shall be constructed from plastic sheeting uniformly installed over the test specimen. The sheeting will be sealed to the wall surfaces to create the required pressure seal. The exhaust unit will have an air valve between the test chamber and exhaust unit to allow adjustment of the air pressure to the desired amount. Pressure differential testing specimens are limited to wall openings less than one floor in size. Larger openings will be quoted upon request.

Spray wand has been certified to meet AAMA 501.2 requirements.

Contractor Provided Items and Limitations:

Access to the test specimens is of importance. Fenestration units with a header more than 10 feet above ground level will require access by high lift.

The Contractor will provide access to the building conditions and exterior wall areas to be observed and/or tested, including areas by high lift.

The Contractor will provide clear access on the interior of the test area. All furniture, fixtures, equipment and other items will be removed from the test area and moved back at the completion of testing.

Access to an available water source(s) with sufficient water pressure to meet the testing standards is required.

The installation of sealant, flashings, exterior wall components, etc. shall be finished and sufficiently cured to allow testing. Interior finishes shall be sufficiently removed to allow observation of fenestration from interior during testing.

Exterior Walls

Test Procedures

- ASTM C1521 Sealant Test. Sealant joints will be tested to verify proper installation. Adhesive or cohesive failure will be termed to result in failure of the test specimen.
- ASTM D6132 mil thickness testing of coatings or paint will be done using the procedure with an ultrasonic coating thickness gauge.
- Fluid-applied air barrier or coatings will be tested for proper adhesion and pull-off strength using the ASTM D4541 procedure with an adhesion pull-off tester.

Reporting

Merik will prepare written reports outlining our findings and include photographs that are useful in describing general conditions and important elements observed during the testing. A construction drawing will be included to identify the commissioned elements described in our report.

The report will include the product manufacturer, model, operation type, location within the building, physical condition of the product and description of any modifications made to the product.

Billable Time and Expenses

Travel-related expenses such as meals and mileage are included in the proposal amount.

Reimbursement for outside services will be in addition to the quoted amount and must be agreed to in advance by the Client. Outside services include items such as asbestos testing, laboratory moisture testing, structural analysis, waterproofing contractor services, etc.

Merik will test each completed fenestration unit included in this proposal, during the time period covered by this proposal. Retesting of failed fenestration units is not included in this proposal. The retest of failed units may require additional time. Merik will be pleased to quote any increase for the cost of re-testing.

Warranty Notice

The findings and recommendations submitted for the subject reports are based upon available information furnished by the participating personnel, as well as investigative test procedures. The observations and recommendations presented in this report are time dependent and conditions will change. Merik warrants these findings have been presented after being prepared in accordance with generally accepted practices of IIBEC, the International Institute of Building Enclosure Consultants. No other warranty is expressed or implied. The formal report will be prepared for the exclusive use of our client and it's agents.

END OF SECTION.

COMMISSIONING TASK LIST FOR
ROCKDALE COUNTY JUDICIAL AND ADMINISTRATIVE COMPLEX,
CONYERS, GA
August 6, 2024

MEP Commissioning Task List per Phase

The following tasks will be performed by the MEP CxA during the following phases of the project:

OPR and BOD

- Develop Owner's Project Requirements (OPR) per the ASHRAE Standard 202-2018
- Review Owner's Project Requirements for completeness and clarity
- Review the DP's Basis of Design (BOD) information and ensure consistency with OPR

DESIGN PHASE

- Conduct a Design Phase Cx kickoff meeting
- Develop preliminary Commissioning Plan, provide DP with draft
- Coordinate with the Design Professional to incorporate commissioning specifications/requirements into the construction documents
- Conduct two Cx design reviews of drawings and specs at CD and DD document phases
- Create commissioning deficiencies / issues log to be updated throughout Cx
- Complete checklist verifying that CxA has received latest version of design documents

CONSTRUCTION PHASE

- Conduct a Construction Phase Cx kickoff meeting
- Update commissioning plan as necessary
- Review contractor submittals applicable to systems being commissioned
- Develop Construction checklists for equipment and systems to be commissioned
- Develop functional test procedures and documentation formats for all commissioned equipment and systems
- Develop and maintain site observation reports
- Prepare Cx progress reports
- Hold construction phase Cx meetings in conjunction with construction progress meetings (OAC meetings)
- Maintain Cx deficiencies / issues log
- Verify Cx deficiency corrections
- Review Requests for Information (RFI's) and changes for impacts on Cx
- Review completed copies of factory or contractor provided pre-start up and start up test forms
- Perform on-site validation of successful completion of Functional Performance Test (FPT)
- Maintain record of functional testing
- Witness the Test and Balance (TAB) testing for completeness and accuracy
- Review TAB report
- Review Operation & Maintenance (O&M) manuals, as-built documentation, and training documentation
- Perform installation and walk-thru and prepare observation reports
- Review equipment warranties
- Review and participate in contractor provided training program for agency maintenance personnel
- Verify that requirements for staff training are complete
- Develop a system manual for commissioned systems

OCCUPANCY AND WARRANTY PHASE

- Complete final Cx issues log that includes resolved and unresolved issues
- Address concerns with operating facility and staff
- Verify the installation and performance of all commissioned systems no later than 2 months after substantial completion
- Complete final Cx Report
- Coordinate or witness deferred and seasonal testing and balancing (typically two seasons)

MEP Systems to be Commissioned

The specific MEP systems that shall be commissioned include:

Mechanical Systems

- ~~All equipment of the heating, ventilating and air-conditioning systems~~
- Rooftop Units
- Ductwork
- LNTs
- VRF FCU and heat pumps
- VRF piping systems
- Exhaust Fans
- Smoke Exhaust System
- Fire and Smoke Dampers
- Building Automation System
- Thermometers & gauges
- Vibration isolation
- Chemical water treatment systems
- Chillers
- Air terminal units
- Duct Silencers (physical observation of unit)
- Dampers
- Variable frequency drives & motors
- Air distribution systems
- Exhaust air systems and building pressurization controls
- Test and balance verification
- Refrigeration equipment and controls

HVAC Controls Systems

- Component FPT and calibration
- Air terminal units (non-lab)
- Sequence controls to include:
 - Air Handling Units
 - Fans (e.g. exhaust air fans)
 - Differential bypass valve
 - Air terminal units
 - Variable speed pumps
 - Heaters (e.g. cabinet unit heaters)
 - Water heaters
 - Building pressurization
 - Air conditions systems (e.g. VRF, WSHP)
- Graphic Display
- Trend logs
- Status review screens, checks, and alarming
- Network communication

Electrical Systems

- Lighting controls (scheduled activators and occupancy sensors, etc.)
- Daylight Dimming Controls
- Service Switchgear
- Switchboards
- Emergency power system
- Generators / auto transfer switches
- Motor control centers
- Distribution panel boards
- Transient voltage surge suppressors
- Variable speed drives
- Grounding and ground fault systems
- Over-current protective devices
- Low voltage busway
- Thermographic survey
- White sound system
- Standby and emergency power systems / Uninterruptible power supply systems
- Life safety systems (fire alarm, egress pressurization, fire protection)
- Emergency Lighting
- Transformers
- Power monitoring and metering
- Vertical transport
- Lighting - exterior

Plumbing Systems

- Domestic and process water pumping and mixing systems
- Irrigation
- Domestic hot water systems
- Vibration isolation
- Thermometers and gauges
- Potable water and booster pump systems
- Sump pumps and electors

Communication / Security Systems

- Data and communication
- Paging systems
- Security systems

Sustainability Features

- TBD

Envelope Commissioning Task List per Phase

The following tasks will be completed by Merik, who will serve as the envelope commissioning authority (ECxA), with respect to the building enclosure commissioning (BECx) process for this project. All documentation will be provided to Abbeville Commissioning, who will serve as the commissioning agent (CxA).

OPR and BOD

- Facilitate the preparation of the Owner's Project Requirements (OPR) with the CxA.
- Review the DP's Basis of Design (BOD) document and ensure consistency with OPR.

DESIGN PHASE

- Provide information as necessary to the CxA to develop the preliminary Commissioning Plan.
- Incorporate BECx requirements into the construction documents with the CxA.
- Conduct BECx design reviews (2 total) of the drawings and specs at the 80% and 100% Construction Documents (CD) submittals. Areas of review will include water penetration, vapor diffusion, air leakage and thermal performance with emphasis on water tightness.
- Attend design coordination conference calls as needed with the project team.
- Provide information as necessary to the CxA to create commissioning deficiencies / issues log to be updated throughout Cx.
- Attend Design Phase Cx kick-off meeting with the project team to review the specifics of the building enclosure, anticipated project schedule and other scope of work.

CONSTRUCTION PHASE

- Attend Cx kick-off meeting with the project team to review the specifics of the building enclosure, anticipated project schedule and other scope of work.
- Update commissioning plan as necessary with BECx information.
- Review contractor submittals of applicable to systems being commissioned. Merik will provide comments and/or recommendations for each building envelope related submittal to the CxA.
- Attend pre-construction or pre-installation meetings with the project team via teleconference to review the project requirements, anticipated project schedule and other scope of work.
- Assist CxA in development of construction checklists, functional test procedures and documentation formats for all commissioned equipment and systems.
- Perform ECxA site observations of work in progress and distribute report and updated deficiencies / issues log.
- Maintain BECx deficiencies / issues log and coordinate or supervise corrections.
- Review Requests for Information (RFI's) and changes for impacts on BECx.
- Review Operation & Maintenance (O&M) manuals, as-built documentation, and training documentation as necessary.
- Review warranties.
- Assist CxA in development of a system manual for building envelope commissioned systems.
- Perform review of mock-ups and provide key points to check for daily observations. The ECxA shall include performance testing of the mock-ups as necessary in accordance with the proposed testing scope outlined below.
- Perform field testing and verify compliance with design requirements. For the purposes of this proposal, we have made the following assumptions. The Design Professional (DP) will determine window test locations and provide the specified design pressure criteria. The Construction Manager (CM) will provide vertical access and make available a suitable source of power and water within the immediate vicinity of the windows to be tested. The CM will also provide labor assistance as needed with setting up and performing the required tests. The ECxA shall provide the test equipment and instrumentation. The ECxA shall provide a test memorandum outlining the findings of the tests including photos and recommendations for remedial work that may be required. The tests will be performed once the systems are

- substantially complete and ready for testing as determined by the CM. The following tests will be performed by the ECxA:
 - Conduct up to two (2) days of ASTM E1105 (with air pressure differential) window water penetration quality assurance field testing and ASTM E783 air leakage testing of individual fenestration units. Testing is performed at mock-up and early stage of construction progress near 10 percent completion.
 - Conduct up to three (3) days of AAMA 501.2 (without air pressure differential) window water penetration field testing of individual in situ fenestration units. Testing is performed near the 35 percent, 50 percent, and 75 percent stages of completion.
 - Conduct up to sixteen (16) ASTM C1521 sealant pull tests.
 - Conduct up to eight (8) air barrier tests of thickness, adhesion, and air leakage, each. ASTM D6132 air barrier coating thickness testing with an ultrasonic coating thickness gauge, ASTM D4541 air barrier adhesion testing with an adhesion pull-off tester, and ASTM E1186 air barrier leakage testing with an air leakage chamber is performed.
 - ~~Conduct one quality-assurance comprehensive non-destructive roof evaluation, including ASTM D7877 electronic leak detection (ELD) and ASTM C1153 infrared (IR) moisture scanning to determine if roofing defects or water entry into the newly installed roof materials exists. The entire surface of each roof area will be scanned and the results will be transferred onto the scaled roof plan.~~

OCCUPANCY AND WARRANTY PHASE

- Assist CxA with completion of final Cx issues log that includes resolved and unresolved issues
- Address concerns with operating facility and staff
- Verify that field quality-control testing of building exterior enclosure has been completed and approved.
- One ExCA site visits will be performed within 2 months of the closeout of the project to verify performance of the envelope components.
- One ExCA site visits will be performed within 10 months of the closeout of the project to verify performance of the envelope components.
- Assist in completion of the final Cx Report.

Envelope Systems to be Commissioned

The specific building envelope conditions to be commissioned include:

- Roofing system – water-proofing, insulation, roof membrane, rain and ice shield, pitch, coping, flashing, curbs for mechanical equipment, downspouts, drains scuppers
- Exterior Skins – curtain wall, storefront, masonry, brick / stone veneers, precast panels, metal panels, stucco / EIFS, siding
- Walls, vapor barriers, insulation, mortar nets, weeps, joints, sealants, masonry ties
- Slab on grade – vapor barriers, water-proofing, drainage, foundation drains
- Doors and windows – sealants, mechanical operation, sills, flashing, end dams, hardware
- Water tests, mockups, wind loads, thermal infiltration – Performed By CxA

END OF SECTION.

FEE SCHEDULE FOR PROJECT NO. 23-36

*Rockdale County Judicial and Administrative Complex,
Conyers, Georgia
August 6, 2024*

	MEP	# SITE VISITS	BUILDING ENVELOPE	# SITE VISITS
OPR & BOD	\$ <u>8,000</u>	<u>0</u>	\$ <u>1,974</u>	<u>0</u>
Design Phase	\$ <u>56,750</u>	<u>0</u>	\$ <u>23,803</u>	<u>0</u>
Construction Phase	\$ <u>399,000</u>	<u>70</u>	\$ <u>99,907</u>	<u>22</u>
Occupancy & Warranty Phase	\$ <u>54,400</u>	<u>6</u>	\$ <u>7,875</u>	<u>2</u>
Total	\$ <u>518,150</u>	<u>76</u>	\$ <u>133,559</u>	<u>24</u>

Travel

The Owner prefers travel expenses to be included in the fees listed above.

Is travel included in the above amounts? (Check One) Yes No

Rate for Additional Site Visits

Provide rate for additional site visits, if required by Owner \$ 2,600

Unit Prices for Additional Services

TITLE	HOURLY RATE
<u>Project Principal</u>	<u>\$ 200</u>
<u>Senior Commissioning Authority</u>	<u>\$ 185</u>
<u>Building Envelope Consulting</u>	<u>\$ 200</u>
<u>Project Manager</u>	<u>\$ 141</u>
<u>Administrative Support</u>	<u>\$ 60</u>

OPTIONAL SERVICES LISTED ON NEXT PAGE.

\$518,150 + \$133,559 + \$42,122 (Add Services last page) = \$693,831

FEE SCHEDULE FOR PROJECT NO. 23-36

*Rockdale County Judicial and Administrative Complex,
Conyers, Georgia*

August 6, 2024

	MEP	# SITE VISITS	BUILDING ENVELOPE	# SITE VISITS
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Occupancy & Warranty Phase	\$ <u>54,400</u>	<u>6</u>	\$ <u>7,875</u>	<u>2</u>
Total	\$ <u>518,150</u>	<u>76</u>	\$ <u>133,559</u>	<u>24</u>

Travel

The Owner prefers travel expenses to be included in the fees listed above.

Is travel included in the above amounts? (Check One) Yes X No _____

Rate for Additional Site Visits

Provide rate for additional site visits, if required by Owner \$ 2,600

Unit Prices for Additional Services

TITLE	HOURLY RATE
<u>Project Principal</u>	<u>\$ 200</u>
<u>Senior Commissioning Authority</u>	<u>\$ 185</u>
<u>Building Envelope Consulting</u>	<u>\$ 200</u>
<u>Project Manager</u>	<u>\$ 141</u>
<u>Administrative Support</u>	<u>\$ 60</u>

OPTIONAL SERVICES LISTED ON NEXT PAGE.

OPTIONAL SERVICES FOR PROJECT NO. 23-36

*Rockdale County Judicial and Administrative Complex,
Conyers, Georgia
August 6, 2024*

Optional Services and Fees

(PLEASE MARK BOX BESIDE OPTIONAL SERVICES YOU WISH TO ADD):

- ADD one (1) day of AAMA 501.2 Window Water Testing \$4,095
- ADD one (1) day of ASTM E1105 Chamber Testing \$5,040
- ADD one (1) day of ASTM E783 Air Infiltration Testing at Windows (In conjunction with ASTM E1105 testing) \$777
- ADD one (1) Sealant Pull Test \$262

- ADD one (1) Air Barrier Thickness Test \$157
- ADD one (1) Air Barrier Adhesion Test \$288
- ADD one (1) Air Barrier Leakage Test \$288
- ADD one (1) day of ASTM C1153: IR drone scan of latent roof moisture \$4,725
- ADD one (1) day of ASTM D7877 Electronic Leakage Testing of Roofing \$5,040
- ADD Ten Month Review of MEP systems \$2,600 per building
- ADD Ten Month Review of Envelope systems \$1,625 per building
- ADD Quarterly HVAC Reports for 1 year (\$1,000 each) \$4,000 per building
- ADD Twelve Month Energy Report \$2,500 per building

END OF DOCUMENT.

OPTIONAL SERVICES FOR PROJECT NO. 23-36

*Rockdale County Judicial and Administrative Complex,
Conyers, Georgia
August 6, 2024*

Optional Services and Fees

(PLEASE MARK BOX BESIDE OPTIONAL SERVICES YOU WISH TO ADD):

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- ADD one (1) day of ASTM C1153: IR drone scan of latent roof moisture \$4,725
- ADD one (1) day of ASTM D7877 Electronic Leakage Testing of Roofing \$5,040
- ADD Ten Month Review of MEP systems \$2,600 per building X 2
- ADD Ten Month Review of Envelope systems \$1,625 per building X 2
- ADD Quarterly HVAC Reports for 1 year (\$1,000 each) \$4,000 per building X 2
- ADD Twelve Month Energy Report \$2,500 per building X 2

Total \$42,122.000

*X2 = New Courthouse and
Administration Building
for a total of \$42,122.00*

END OF DOCUMENT.



ACx
 Abbeville Commissioning
 P.O. Box 898
 Abbeville, GA 31001

Pricing Table

<u>Task</u>	<u>Cost (\$)</u>
Design Phase – Commissioning Process - A	
	<u>\$ 79,831.50</u>
1. Conduct a Design Phase Cx kickoff meeting.	
2. Develop preliminary Commissioning Plan, provide DP with draft.	
3. Coordinate with the Design Professional to incorporate commissioning specifications/requirements into the construction documents.	
4. Conduct Cx design reviews of drawings and specs at phases determined by Owner.	
5. Create commissioning deficiencies / issues log to be updated throughout Cx	
6. Complete checklist verifying that CxA has received the latest version of design documents.	
Construction Phase – B	
	<u>\$ 453,887.50</u>
7. Conduct a Construction Phase Cx kickoff meeting.	
8. Update commissioning plan as necessary	
9. Review contractor submittals applicable to systems being commissioned.	
10. Develop Construction checklists for equipment and systems to be commissioned.	
11. Develop functional test procedures and documentation formats for all commissioned equipment and systems.	
12. Develop and maintain site observation reports.	
13. Prepare Cx progress reports.	
14. Hold construction phase Cx meetings in conjunction with construction progress meetings (OAC meetings).	
15. Maintain Cx deficiencies / Issues log.	
16. Verify Cx deficiency corrections.	
17. Review Requests for Information (RFI's) and changes for impacts on Cx.	
18. Review completed copies of factory or contractor provided pre-start up and start up test forms.	
19. Perform on-site validation of successful completion of Functional Performance Test (FPT)	
20. Maintain record of functional testing.	
21. Witness the Test and Balance (TAB) testing for completeness and accuracy.	
22. Review TAB report.	
23. Review Operation & Maintenance (O&M) manuals, as-built documentation, and training documentation	
24. Perform installation and walk-thru and prepare observation reports. (1 per month)	
25. Review equipment warranties	
26. Review and participate in contractor provided training program for agency maintenance personnel.	
27. Verify that requirements for staff training are complete.	
28. Develop a system manual for commissioned systems.	
29. For Envelope Cx the following activities will apply:	
a. Review of building envelope mock-ups (roof, skin, windows, etc.)	
b. Observe or conduct envelope tests (water, sealant tests, wind load, etc.)	
c. Attending installation meetings as needed (pre-roof, curtain wall, exterior skin, etc.)	
d. Conduct envelope inspections and prepare observation reports during installation.	
Occupancy and Warranty Phase – C	
	<u>\$ 104,015.00</u>
30. Complete final Cx issues log that includes resolved and unresolved issues.	
31. Address concerns with operating facility and staff	
32. Verify the installation and performance of all commissioned systems no later than 2 months after substantial completion.	
33. Complete final Cx Report	
a. Final Commissioning Report to contain all relevant information, correspondence, tests, data, findings, and summary for the entire project. Typical reports include an executive summary, Cx plan, Cx specifications, issues log and other logs, updates, design reviews, submittal reviews, site observations, TAB reports, history of training, and reports for each commissioned system.	
34. Coordinate or witness deferred and seasonal testing and balancing (typically two seasons).	

Notes:

- Construction phase 1 – September 2024 through June 2026 (New Courthouse & Administration Building)
- Construction phase 2 – May 2026 through February 2027 (Parking Deck, Annex Courthouse Renovation, Millstead Ave. and Site Improvements)



ACx
 Abbeville Commissioning
 P.O. Box 336
 Abbeville, GA 31001

	✓	System or Equipment
	✓	Building automation system
	✓	All equipment of the heating, ventilating and air conditioning systems
	✓	Scheduled or occupancy sensor lighting controls
	✓	Daylight dimming controls
	✓	Refrigeration systems
	✓	Emergency power generators and automatic transfer switching
	✓	Uninterruptible power supply systems
	✓	Life safety systems (fire alarm, egress pressurization, fire protection)
	✓	Domestic and process water pumping and mixing systems
Commissioning Tests Performed	✓	Electrical (service switchgear, switchboards, distribution panels, transformers, motor control centers, power monitoring and metering, transient voltage surge suppressors, variable speed drives, grounding and ground fault systems, over current protective devices, low voltage busway, thermographic survey, white sound system).
	✓	Data and communication
	✓	Paging systems
	✓	Security system
	✓	Irrigation
	✓	Plumbing
	✓	Vertical transport
	✓	Building envelope including the different types of curtain wall assemblies (specify roofing, windows and doors, construction joints, etc.), Exterior Wall assemblies
	✓	Sustainability features
		<input type="checkbox"/>
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	<input type="checkbox"/>	
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	<input type="checkbox"/>	