



## AGENDA REPORT

**Meeting Date:** September 17, 2007  
**Item Number:** F-9  
**To:** Honorable Mayor & City Council  
**From:** Charles Ackerman, Project Administrator  
**Subject:** ACCEPTANCE OF CONTRACT WORK FOR HVAC UPGRADES TO FIRE STATION HEADQUARTERS BY XCEL MECHANICAL SYSTEMS, INC. IN THE FINAL CONTRACT AMOUNT OF \$152,600  
**Attachments:** None

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### **RECOMMENDATION**

It is recommended that the City Council accept the described contract work with Xcel Mechanical Systems, Inc., and authorize the recordation of the Notice of Completion.

### **INTRODUCTION**

In accordance with the contract documents, this report requests City Council acceptance of the contract work by Xcel Mechanical Systems, Inc., and requests authorization to record the Notice of Completion with the County Recorder.

### **DISCUSSION**

On June 27, 2006, a contract was awarded after negotiating with a contractor following a no bid response pursuant to the public bidding process. The contract was awarded to Xcel Mechanical Systems, Inc., to upgrade the HVAC system at Fire Station Headquarters. The scope of work consisted of installing a new air-handling unit, a new 15-ton air-cooled chiller, and miscellaneous control devices.

Field inspection by Project Administration and Facilities Maintenance staff during and upon completion of the work has assured that the work was performed according to, and in compliance with, the contract documents for this project, the requirements of the Municipal Code and all other applicable codes. In addition, an independent commissioning agent was hired for this project to verify that all requirements of the plans and specifications were met, and the equipment was installed and is operating according to the manufacturer's requirements. Extensive staff training of the equipment was conducted by the commissioning agent in conjunction with the contractor.

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**FISCAL IMPACT**

The original contract was awarded in the amount of \$132,600. One change order was issued during this project, in the amount of \$20,000 to install an upgraded chiller and replace four triple duty valves and one pump that were not included as part of the original scope of work. The final contract amount is \$152,600.

The amount paid on the contract to date is \$136,484.82 with the balance of \$16,115.18 due to be paid 30 days after the recordation of the Notice of Completion.

 David D. Gustavson  
Approved By