CITY OF BEVERLY HILLS
STAFF REPORT

Meeting Date: December 5, 2007

To: Honorable Mayor & City Council

From: Alan Schneider, Director of Project Administration AMS

Subject: City Council Chambers HVAC Improvements

Attachments: None

INTRODUCTION

This report is a follow up to the City Council's complaints concerning the HVAC system serving the City Council Chambers, and to advise of the consultant's proposed design solution to upgrade the HVAC system in the Council Chambers and staff's recommendation to proceed with this work.

DISCUSSION

Staff from Project Administration and Facilities Maintenance of Public Works & Transportation engaged the services of RTK Architects and their mechanical engineer to investigate the existing conditions in the Council Chambers and develop the appropriate HVAC upgrades. The City's Commissioning Agent was also consulted to confirm the proposed design solution.

Basically the proposal specifies two components to address the HVAC deficiencies. The first part is to replace the existing return air fan to provide increased air volume (CFM) without objectionable noise; and the second part is to add new air supply registers at the rear of the Council dais. This work in concert with HVAC system improvements specified as part of the Ground Floor remodel project will allow the system to be accurately monitored and adjusted according to the outside air temperature and room occupancy. In addition the system upgrade will enable installation of an occupancy sensor to ensure the HVAC system remains in operation at all times the facility is occupied.

Design specifications were prepared by the engineer and the cost is estimated at $50,000.

To implement this work, staff recommends the following approach in two phases. Phase 1 would involve the replacement of the return air fan under an amendment to the existing ABM agreement. The amendment would be submitted for City Council approval at the December 18, 2007 meeting.

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Phase 2 would cover the installation of a new air supply duct and registers behind the Council dais. Since the largest part of that work is predominately located below the Council Chambers (above the ceiling space in the Planning offices) and is within the work area of the Ground Floor remodel contractor, a change order to Tower Engineering is most practical.

Subject to approval of the ABM amendment the fan replacement work will take approximately 8 weeks, which is mostly due to the time to procure the fan equipment. The second phase of work will be coordinated to follow the fan replacement.

FISCAL IMPACT

Funds to cover equipment and installation costs are available in the FY 07-08 Capital Improvement Program budget for City Hall projects.

RECOMMENDATION

Staff will proceed as described above to implement the HVAC system upgrades to the City Council Chambers unless the City Council has concerns or directs staff to reconsider other alternatives.

DG

David D. Gustavson
Approved By