

To: Mayor and City Council

From: Brent Walker, Parks and Recreation Director

Date: November 13, 2023

Re: Contract Award for the Installation of a HVAC Control System at City Hall

### **Action**

Installation of a front-end HVAC control system at City Hall.

### **Summary**

The City Hall HVAC system is operated with antiquated technology and needs to be updated. The new front-end system will allow for remote access and control of all the thermostats in the building which will improve the efficiency of the system and comfort of the building. A quote of \$109,910 has been provided by Capital City Mechanical Services, the company that maintains the HVAC systems for City facilities.

### **Recommendation**

Staff respectfully requests that Council approve a contract not to exceed \$121,000 which includes a ten percent contingency to Capital City Mechanical Services Inc. for the installation of a new HVAC control system for City Hall. Funds will be allocated from the SPLOST Repairs & Maintenance fund.

# CAPITAL CITY

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## Mechanical Services, Inc.

September 1, 2023

Mr. Alan Beck  
City of Dunwoody  
Facilities Coordinator

### Re: City Hall Controls

Thank you for allowing Capital City to present the following turnkey solution to your outdated controls system. The existing HVAC system is not controlled centrally – the room thermostats do not talk to the Rooftops nor is it easy to change set points or schedules. The following is based on our site walk and the work we have already completed in your facility. and the information provided. *We recommend installing a BACnet system that will allow for multiple manufactures or contractors to work on this system.*

Capital City Mechanical proposes the following scope of work:

- 1) Furnish all engineering required to update existing controls system, including as-built wiring diagrams
- 2) Removal of all existing antiquated controls, actuators, thermostats and sensors
- 3) Furnish and install new graphical controls sever capable of communicating via BACnet. (IP address furnished by others) enables access from any web device
- 4) Furnish and install DDC controls for the following pieces of equipment
  - a. (3) Rooftop Package Units
  - b. (43) VAV/PIU boxes
  - c. Temperature monitoring of IT room
- 5) Check out of all VAV/PIU during installation – provide list of any repairs required
- 6) Furnish and install new communications wiring
- 7) Furnish and install new wall mounted thermostats/sensors with display
- 8) Furnish and install new relays/temperature sensors, etc as needed
- 9) Furnish floor plan graphics of building based on drawings provided
- 10) Furnish and install equipment graphic pages for all pieces of equipment
- 11) Start-up and check out, report any found mechanical deficiencies as discovered
- 12) 4 hours of owner training
- 13) 1-year parts and labor on all hardware installed
- 14) Work to be completed while building is operational and online – work in sensitive offices will be done after hours as needed

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## Mechanical Services, Inc.

**Controls upgrade**

We Propose to furnish materials and labor in accordance with above for the sum of: **\$109,910**

**Not included:** Fire alarm tie-in or monitoring (existing shut downs at unit to remain), repairs, network communications or high speed internet lines. Indoor air quality upgrades.

Respectfully submitted,

Michael Hendrickson  
Vice President

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