

5-9-17
22b

April 13, 2017



RESOURCE
CONSULTING
ENGINEERS LLC

Kenny Schmitz
Director of Building Services
Woodbury County
620 Douglas Street
Sioux City, IA 51101

Re: Siouxland District Health – Supply Air Terminal Unit Location Drawings

Dear Kenny,

I am pleased to present you with a proposal to provide drawings showing backgrounds and supply air terminal unit (also referred to as VAV box) locations throughout the Siouxland District Health Building. I appreciate the opportunity to provide this proposal, and look forward to helping Woodbury County with this work.

Based on preliminary discussions related to the Supply Air Terminal units (SATs) at the Siouxland District Health Building, existing documentation and unit tags are either unclear or appear to be based on outdated room numbering. As the process of installing a new front end to the building automation system serving the Siouxland District Health Building moves forward, a coherent set of naming conventions for these devices, correlated with the current room numbering scheme, needs to be created. The basic scope of this Project will involve development of drawings documenting the locations of these devices, and providing a consistent and coherent naming convention that will assist your staff in more easily maintaining this building moving forward. The initial drawing will include only floorplans, SAT unit locations, SAT tags, and a schedule identifying rooms served by each device. If additional detail is desired, including detailed floor plans showing all ductwork, piping, and other equipment (based on the existing drawings available for reference), it will be provided separately later.

Scope of services:

SAT Unit Location Drawings:

- Mechanical Engineering services, including:
 - Drawing of existing building floorplans based on two existing drawing sets
 - Drawings showing locations of all known Supply Air Terminal Units throughout Siouxland District Health Building, with unique tag for each unit
 - Schedules identifying each SAT and the rooms served by each device

Detail Drawings (if requested separately):

- Development of drawings showing all mechanical systems and distribution (ductwork and piping) in building based on existing drawing sets, with unique tags assigned to all mechanical equipment

Not included (available upon request):

- Design of modifications to any building components
- Engineering analysis of any existing building components
- Confirmation of layouts or exact location of any building components through field survey

Deliverables:

- Reproducible drawings showing location of SATs throughout the building – backgrounds to be suitable for use for building automation system graphics

Schedule

It is understood that the work of this project must be completed in the near future to provide necessary information to the Contractor installing the new building automation system front end. Resource Consulting Engineers, LLC will proceed with the SAT unit location drawings described in this proposal immediately once given a notice to proceed. If items identified under the Detail Drawings Scope are requested, these will be completed at a later date.

Basic Services

We propose to provide the engineering services outlined above related to the SAT Unit Location Drawings for a fixed fee of \$2,200. If the Detail Drawings Scope is requested, these services would be provided for an additional fixed fee of \$3,000. Additional services outside the scope defined in this proposal will be provided on an hourly basis. No additional services will be provided without prior authorization from Woodbury County. The hourly rates for staff expected to work on this project are as follows:

- Mechanical Engineer/Project Manager - \$130/hour
- Electrical Engineer - \$130/hour
- Engineering Intern or Designer - \$80/hour
- Clerical - \$40/hour

Summary

I appreciate the opportunity to provide this proposal to develop drawings documenting existing system components for the Siouxland District Health Building. If you have questions or comments regarding this proposal, please do not hesitate to share them with me. I would be happy to review scope and fees in detail if it is helpful. I look forward to working together on this project. Thank you.

Respectfully,



Corey B. Metzger, PE
Principal
Resource Consulting Engineers, LLC

Accepted By:



Woodbury County Board of Supervisors