

Office of School Facilities
Rose Diamond, Chief Facilities Officer

SUBJECT: AUTHORIZATION TO EXERCISE THE THIRD-YEAR OPTION OF THE FOUR-YEAR AGREEMENTS WITH BAY TO BAY BALANCING, INC., EARL HAGOOD, INC., AND PRO-AIR COMPANY, INC., AS HVAC TEST & BALANCE CONSULTANTS UNDER THE SAME TERMS AND CONDITIONS

COMMITTEE: FACILITIES AND CONSTRUCTION REFORM

On May 19, 2004, the Board commissioned the following firms as HVAC Test & Balance Consultants a four-year term:

- Bay to Bay Balancing, Inc. (Lutz, FL)
- Earl Hagood, Inc. (Miami, FL)
- Pro-Air Company, Inc. (Miami Shores, FL)

Each of the agreements provides for a four (4) year term from May 19, 2004 through May 18, 2008, with the second, third and fourth years, at the Board's option, under the same terms and conditions.

The total work orders values issued to date for the second term under the current agreements are \$142,255 for Bay to Bay Balancing, Inc., \$409,147 for Earl Hagood, Inc., and \$58,442 for Pro-Air Company, Inc.

The most recent overall performance evaluation score issued by staff to the firms was for the quarter ending December, 2005. Based on a performance scale of 1-5, the firms received the following scores:

- Bay to Bay Balancing, Inc. 3.25
- Earl Hagood, Inc. 3.71
- Pro-Air Company, Inc. 3.40

Based on the above information, staff recommends authorization to exercise the third-year option of the agreements with all of the referenced firms for HVAC Test & Balancing consulting services. In accordance with the original agreements, the negotiated schedule of fees (for services on new and existing facilities) and hourly rates for consultation and troubleshooting shall be adjusted annually upon each option year based on the Consumer Price Index (CPI). The CPI increase adjustment for this option year is 4.68%.

RECOMMENDED: That The School Board of Miami-Dade County, Florida, authorize the Superintendent, or his designee, to exercise the third-year option of the four-year agreements with Bay to Bay Balancing, Inc., Earl Hagood, Inc., and Pro-Air Company, Inc., as HVAC Test & Balance Consultants under the same terms and conditions with a 4.68% CPI increase adjustment to the negotiated schedule of fees (for services on new and existing facilities) and hourly rates for consultation and troubleshooting.

NAD:rg