

Office of School Facilities  
Jaime G. Torrens, Chief Facilities Officer

**SUBJECT:            AUTHORIZATION TO EXERCISE THE FOURTH-YEAR OPTION  
                         OF THE FOUR-YEAR AGREEMENTS WITH BAY TO BAY  
                         BALANCING, INC., AND EARL HAGOOD, INC., TO PROVIDE  
                         TEST AND BALANCE SERVICES FOR HEATING,  
                         VENTILATION, AND AIR CONDITIONING (HVAC) SYSTEMS**

**COMMITTEE:            FACILITIES AND CONSTRUCTION REFORM**

**LINK TO STRATEGIC  
FRAMEWORK:            FINANCIAL EFFICIENCY/STABILITY**

On January 14, 2009, the Board commissioned the firms of Bay to Bay Balancing, Inc., and Earl Hagood, Inc., to provide Test and Balance Services for Heating, Ventilation and Air Conditioning (HVAC) Systems for a four-year term with the second, third and fourth year at the option of the Board. Both agreements will expire on January 13, 2013.

The second-year option fees, as approved by the Board on February 10, 2010, were renegotiated to include a 10% across-the-board reduction, no CPI adjustment and for the hourly rates to remain per the initial agreement. Both firms have agreed to the same fees for the fourth-year option.

All other terms and conditions of the agreements remain unchanged.

Performance Evaluations

The most recent performance evaluation score issued by District staff to the firms was for the quarter ending June 30, 2010. Based on a scale of 1-5 (low to high) the average performance evaluation scores for each firm is as follows:

- |                              |      |
|------------------------------|------|
| • Bay to Bay Balancing, Inc. | 3.94 |
| • Earl Hagood, Inc.          | 3.94 |

Based on the above information, staff recommends authorization to exercise the fourth-year option with both firms.

**RECOMMENDED:** That The School Board of Miami-Dade County, Florida, authorize the Superintendent or his designee to exercise the fourth-year option of the four-year Agreements with Bay to Bay Balancing, Inc., and Earl Hagood, Inc., as follows:

- 1) with a 10% across-the-board reduction of fees (in accordance with the terms and conditions set forth in the second-year option);
- 2) that the Consumer Price Index (CPI) not apply to the hourly rates; and
- 3) all other terms and conditions of the original Agreements remain unchanged.

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