



Colliers

Project Leaders



# North Kingstown School Department High School Air Conditioning Systems Project, RFP #2023-04

## Commissioning Agent Consulting Services

February 23, 2022

### Prepared for

Mary C. King, CPA, MBA, SFO  
Chief Operating Officer  
North Kingstown School Department

### Prepared by

Michael Pitruzzello  
Senior Project Manager, Commissioning & Energy Services  
Colliers Project Leaders



Project Leaders

# Contents

---



Section A. Cover Letter & Proposal Information Sheet

Section B. Similar Experience & References

Section C. Project Approach

Section D. Staff Qualifications

Section E. Cost Proposal



**COMMISSIONING AGENT CONSULTING SERVICES COVER LETTER**

Mary C. King, CPA, MBA, SFO  
Chief Operating Officer  
North Kingstown School Department  
100 Romano Vineyard Way, Suite 120  
North Kingstown, RI 02852

Dear Ms. King:

We have read and understand the Request for Proposal, and certify that we have adequate personnel, experience and expertise to fulfill the specified requirements. We further understand that:

1. Our proposal will be judged on the eligibility criteria listed in RFP #2023-04.
2. We must comply with the insurance provisions outlined in the Insurance Exhibit.
3. All information included in, attached to, or required by the Request for Proposal shall be public record upon the designated proposal due date.

As requested, we have attached the following:

1. Evidence of similar experience; references from client companies.
2. Staff resumes and supporting information.
3. An outline of the firm's proposed approach.
4. Our proposed cost.

Submitted by:

Colliers Project Leaders USA NE, LLC

Company

 Division Director  
Authorized Signature Title

February 21, 2022

Date

(401) 234-1055

Telephone

jonathan.winikur@collierseng.com

Email

February 21, 2022

Ms. Mary C. King, CPA, MBA, SFO  
Chief Operating Officer  
North Kingstown School Department  
100 Romano Vineyard Way, Suite 120  
North Kingstown, RI 02852

**Subject: *Proposal to Provide Commissioning Agent Consulting Services for the North Kingstown High School Air Conditioning Systems Project, RFP #2023-04***

Dear Ms. King:

Colliers has an extensive history providing commissioning, retro-commissioning, and energy services throughout the Northeast. Our team has been providing commissioning services since 1996 and has become a clear leader in the commissioning industry based on our proven success with clients and our role shaping and galvanizing the field.

Based upon our understanding of the requirements of the project and the role intended for the commissioning agent, there is no doubt in my mind that the skills, experience, and perspective that Colliers provides are very closely aligned with the needs of the project.

Colliers has long established itself as a known provider of premier commissioning services in the State of Rhode Island and has Master Price Agreements with the State to provide commissioning and owner's project management services. Some of our clients include:

- **North Kingstown School Department**
- RI Department of Education
- Achievement First – Providence
- Chariho Regional School District
- Cumberland School Department
- East Greenwich Public Schools
- Exeter-West Greenwich RSD
- Johnston Public Schools
- Lincoln Public Schools
- Pawtucket School Department
- Scituate School Department
- Smithfield Public Schools
- Warwick Public Schools
- Brown University
- Bryant University
- Providence College
- Rhode Island College
- Rhode Island School of Design
- Roger Williams University
- University of Rhode Island

**Colliers is proposing to provide both owner's project management services and commissioning agent consulting services for the North Kingstown High School Air Conditioning Systems Project.** A benefit



to hiring Colliers to provide both services is twofold. First, there are built-in savings which allows us to reduce our fees for both services. Second, by having both owner's project management and commissioning provider in house, coordination of services is simplified. We don't need to reach out to a consultant to plan for the delivery of the services, we can simply discuss the needs and team meetings, in house.

As a firm committed to providing commissioning services for more than two decades, we have always recognized the clear link between a building's mechanical and electrical systems and the success of a project. As a result, more and more public and private educational institutions are turning to Colliers for assistance with their facility needs because of our:

- Team of experienced professionals with backgrounds in mechanical and electrical engineering, architecture, commissioning, construction, energy management, facilities planning and physical plant operations
- Knowledge and experience with issues of sustainable design including an extensive list of more than **200 LEED Certified projects** and a variety of **High-Performance School Building Programs** throughout the Northeast
- Longtime relationship and leadership role with **ASHRAE** and the **Building Commissioning Association** in helping establish and promote quality standards and best practices for the field
- Team-based approach which offers the depth and capacity to serve all of their technical needs at every phase of a project

We hope that this submission meets with your expectations. I am personally committed to helping you meet your objectives. If you have questions or require additional information, you can contact me at [michael.pitruzzello@collierseng.com](mailto:michael.pitruzzello@collierseng.com) or (860) 575-2708.

Sincerely,

Michael Pitruzzello  
Senior Project Manager, Commissioning & Energy Services


---

I, Jonathan F. Winikur, am the individual authorized to negotiate and execute a contract for commissioning services on behalf of Colliers Project Leaders USA NE, LLC the legal entity submitting this proposal.

Jonathan F. Winikur  
Division Director

**COMMISSIONING AGENT CONSULTING  
SERVICES REQUEST FOR PROPOSAL  
INFORMATION SHEET**

Please complete the information below as concisely as possible, if possible within 2-3 sentences.  
If you wish to provide additional information, please attach and reference location of additional information.

<b>General Information</b>	
<b>Legal Name</b>	Colliers Project Leaders USA NE, LLC
<b>Street Address</b>	72 Pine Street
<b>City / State / Zip</b>	Providence, RI 02903
<b>Telephone / Fax</b>	(401) 234-1055 / (203) 779-5661
<b>E-Mail Address</b>	michael.pitruzzello@collierseng.com
<b>Primary Contact Name</b>	Michael Pitruzzello, Senior Project Manager
<b>Contact Information</b>	(401) 234-1055 ext. 144
<b>Confirm, by your signature, that your organization agrees to abide by the Submission Requirements.</b>	
	Signature Jonathan F. Winikur
	Division Director
	Title

**Description and Scope of Services**

Please reference Section C

**Cost**

1. For each major task, identify the:
  - a. Personnel who will be responsible
  - b. Total hourly rate for add-on services, if applicable
  - c. Total, not-to-exceed amount for the task.

Please reference Section D for our proposed team and Section E for the cost proposal

2. Identify any enhancements you propose making to the contract that do not increase the cost.

**References**

1. Please submit the names of three public agency references, preferably where similar services have been provided, of comparable size to the District and in Rhode Island. References should identify the type of services that were provided, the contact person, title, current phone number, size of employer and length of time for which services have been provided.

Please reference Section B



## Similar Experience & References

### Firm's Capability, Capacity and Qualifications

Colliers' Commissioning & Energy Services team has an extensive history providing commissioning, retro-commissioning, and energy services throughout the Northeast. Our team has been providing commissioning services since 1996 and has become a clear leader in the commissioning industry based on our proven success with clients and our role shaping and galvanizing the field.

Our multi-disciplined team of more than 120 technical professionals has been a leader in the building commissioning industry, consistently developing ideas and processes that save owners money, are proven effective time and time again, and ultimately yield better buildings. Our staff has received extensive process training on a variety of industry standard commissioning methods from organizations such as the Building Commissioning Association (BCA), the Association of Energy Engineers (AEE), ASHRAE, PEI and LEED. Additionally, as a BCA Certified Commissioning Firm, our commissioning processes comply with the BCA's "Essential Attributes of Commissioning."



20% Reduction in  
Energy - Average



20+ Million  
GSF Commissioned



4.5+ Million GSF  
LEED/Sustainable

Colliers' Commissioning & Energy Services team is pleased to present this proposal to the North Kingstown School Department to provide commissioning services for the North Kingstown High School Air Conditioning Systems Project. Our enclosed response details our many years of experience assisting clients with similar services, our proposed project team, and our approach to the project.





## Commissioning Experience

Colliers has assembled a team of experienced engineers, technicians, constructors, architects, and building operators to ensure that our commissioning services are provided by a group of **multi-disciplined professionals** with the necessary backgrounds required to optimize performance and maximize energy savings.

Commissioning has remained a **core service for us for the past two decades** with experience partnering with a variety of public K-12 clients. We are proud to play an active role in verifying system operations and maximizing energy efficiencies of our client's buildings.

### Commissioning Highlights

- **\$10+ Billion** in construction commissioned
- **35+ Million** square feet of property commissioned
- **200+** LEED Certified Projects
- Commissioned **3 of the nation's first 10 LEED** registered projects

In every engagement, Colliers employs a **proactive, hands-on, team approach** to successfully lead the commissioning process and to assist our clients in achieving high performance buildings.

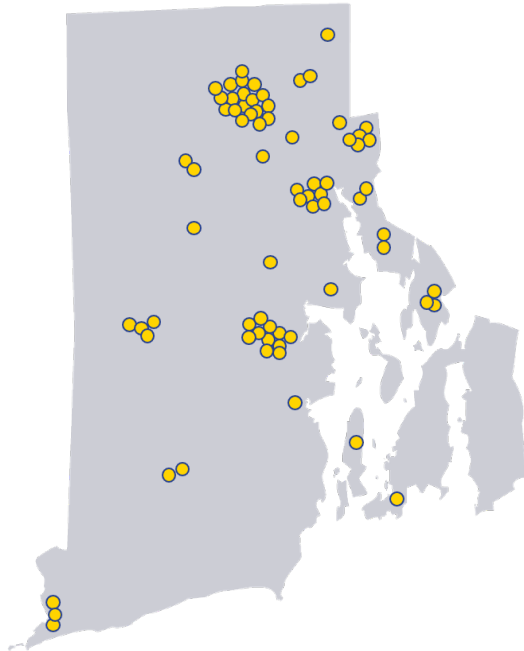
Colliers is a leader in the commissioning industry. Included among our firm's many honors and acknowledgements are the number of high-level positions held by members of Colliers' Commissioning & Energy Services team with such recognized organizations as the BCA and ASHRAE, as well as our role as "Subject Matter Experts" to such renowned agencies and entities as the BCA, ASHRAE, NYSERDA, and the General Services Administration, to name a few.

Colliers has provided on the following pages an overview of our State of Rhode Island experience and public K-12 experience. In addition, we have provided at the end of this section descriptions highlighting relevant projects commissioned by Colliers. These descriptions are provided with the intent to display both the breadth and depth of our team's experience as well as to provide the North Kingstown School Department with client references for both the firm and the proposed project team.

# State of Rhode Island Experience

Colliers has been providing commissioning services in the State of Rhode Island since 1996. In addition, we have been working with the Rhode Island Department of Education (RIDE) and the new regulations since their inception. During this time, our clients have been well served by our staff's ability to stay abreast of changes in all aspects of the school building climate in the region including evolving RIDE processes, designers, contractors, sub-contractors, and state building codes.

Colliers is actively assisting clients in Rhode Island in navigating the applicable codes, regulations, and procedures for both new construction and major renovation projects. Clients include:



State of Rhode Island Experience	
Achievement First – Providence	Pawtucket School Department
Bristol Warren Regional School District	Portsmouth School Department
Brown University	Providence College
Bryant University	Rhode Island College
Chariho Regional School District	Rhode Island Department of Education
Cumberland School Department	Rhode Island School of Design
East Greenwich Public Schools	Rocky Hill School
Exeter-West Greenwich Regional School District	Roger Williams University
Jamestown School Department	Scituate School Department
Johnston Public Schools	Smithfield Public Schools
Kingston Hill Academy	Town of Lincoln
Middletown Public Schools	Town of North Providence
Narragansett School System	Town of Westerly
Newport Public Schools	University of Rhode Island
North Kingstown School Department	Warwick Public Schools

# Public K-12 Experience

Colliers has a wealth of experience in providing comprehensive building services within a variety of educational facilities. Provided below is an overview of our commissioning experience for Public K-12 institutions throughout the Northeast.



- Athol-Royalston Regional School District
- Bloomfield Public Schools
- Branford Public Schools
- Bridgeport Public Schools
- Brookfield Public Schools
- Clinton Public Schools
- Cumberland School Department
- Danvers Public Schools
- East Greenwich School Department
- Hartford Public Schools
- Haverhill Public Schools
- Hempfield School District
- Lincoln Public Schools
- Millis Public Schools
- Nashoba Regional School District
- Newton Public Schools
- North Providence School Department
- Oxford Public Schools
- Pawtucket School Department
- Scituate Public Schools
- Smithfield Public Schools
- South Hadley Public Schools
- Warwick Public Schools
- West Haven Public Schools
- Worcester Public Schools

## References

Colliers is pleased to provide the following references for its key team members. The references provided below have experience with both Colliers as a firm and with the proposed project team. Colliers strongly encourages North Kingstown to further explore these examples through direct contact to gain a firsthand account of our approach, capabilities, value, and integrity.



### **Scituate Public Schools**

#### Multiple Projects

Robert Corrente, Director of Facilities  
3 George Washington Hwy, Clayville, RI 02815  
(401) 647-4100

**Dates of Service:** 2018

**Type of Service Provided:** Commissioning Services



### **Pawtucket School Department**

#### District-Wide Repair Program

John Cote, Director of Physical Plant  
286 Main Street, Pawtucket, RI 02860  
(401) 729-6350

**Dates of Service:** Ongoing

**Type of Service Provided:** Commissioning Services and Owner's Project Management



### **Warwick Public Schools**

#### Veterans Junior High School

Steven Gothberg, Director of Buildings and Grounds  
69 Draper Avenue, Warwick, RI 02889  
(401) 734-3400

**Dates of Service:** Ongoing

**Type of Service Provided:** Commissioning Services and Owner's Project Management

## Scituate Public Schools

# Multiple Projects

Scituate, RI

### Project Overview

Colliers provided commissioning services for multiple projects on behalf of the Scituate School District including:

- **Scituate High School / Scituate Middle School:** Athletic Field Renovation including the installation of a synthetic turf field and 400m regulation track, sanitary system replacement/upgrade, exterior envelope improvements, bathroom renovations, locker room upgrades, and mechanical improvements.
- **Hope Elementary School:** Exterior ramp improvements and bathroom renovations.
- **North Scituate Elementary School:** Exterior envelope improvements and flooring replacement.
- **Clayville Elementary School:** Mechanical upgrades.

### Services Overview

As commissioning agent, Colliers was responsible for the local reporting required to implement state enforcement of the regulations for the project during the design, construction, and operational acceptance process.

During schematic design and design development, Colliers verified that all standards were met through meetings with the design team and review of plans submitted by the design team. Colliers also monitored compliance with these regulations through the development of construction documents and through the construction process. Colliers submitted reports certifying compliance with all standards and regulations to RIDE and the district representative.

### Completion

August 2018

### Project Size

Various

### Project Budget

\$4.9 Million

### Certification

NE-CHPs

### Services Provided

Commissioning

### Architect

Dore & Whittier Architects

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Robert Corrente

Director of Facilities

401 647 4100



Project Leaders



## East Greenwich School District

# Multiple Projects

East Greenwich, RI

### Project Overview

Colliers conducted a facilities conditions assessment, space quantification & utilization analysis and program modernization planning study for the East Greenwich School District. As the District embarked upon the renovation, expansion, and construction of its public schools, it retained Colliers to provide commissioning services as well as project management services for a number of projects, including:

- **Cole Middle School:** Construction of the new Cole Middle School created a new facility for 620 students. Constructed on the site of the existing middle school, the new facility includes science, art, computer, and special program spaces.
- **East Greenwich High School:** Renovation and expansion of the East Greenwich High School project included a new state-of-the-art science wing; expansion of administrative areas, as well as security upgrades.
- **Meadowbrook Elementary School:** Renovation of 40,000 gsf 1970's building in East Greenwich to address severe water intrusion and mechanical systems problems.

### Services Overview

Colliers was involved throughout each project from the design phase and through the warranty phase. Colliers' primary role during the overall design phase was to develop detailed commissioning specifications and review the design to ensure it met the School District's objectives. During construction, Colliers developed and coordinated the execution of a testing plan, which included observing and documenting all systems' performance to ensure that systems were functioning in accordance with the project's objectives and the contract documents.

### Services Provided

Commissioning  
Project Management

---

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Alexis Meyer  
Superintendent  
401 398 1201



Project Leaders



## **Pawtucket School Department**

# **District-Wide Repair Program**

Pawtucket, RI

### **Project Overview**

Since 2013, Colliers has been a trusted partner working hand-in-hand with the Pawtucket School Department and the City of Pawtucket to accomplish remarkable improvements at the District's 17 schools. To date, our team has completed, or is working on, over 80 projects with a total value in excess of \$300 Million. Projects have included:

- Pawtucket School Annex Renovations
- Potter Burns Elementary School Renovations
- Nathaniel Greene Elementary School Renovations
- Tolman High School and Shea High School Toilet Room Renovations
- Baldwin Elementary School and Winters Elementary School Pre-K Classroom Renovations
- Jenks Jr. High School Renovations
- District-wide Security Upgrades
- Curtis, Cunningham, PLA, Baldwin and Tolman campuses Fire alarm upgrades
- Shea High School exterior stairs replacement
- Jenks Jr. High School HVAC Renovation

### **Services Overview**

Colliers is providing commissioning and project management services during the design, construction, and closeout phases of each project.

### **Completion**

Ongoing

### **Project Budget**

\$300 Million

### **Services Provided**

Commissioning  
Project Management

---

[www.cplusa.com](http://www.cplusa.com)

### **Client Contact**

John Cote  
Director of Physical Plant  
401 729 6350



Project Leaders



## Smithfield Public Schools

# Capital Improvements

Smithfield, RI

### Project Overview

Colliers provided commissioning and project management services for the design and construction of a five-year capital improvement plan that includes additions, renovations, and district wide repairs.

As part of the plan, Smithfield School Department closed William Winsor Elementary School, moving those students to Anna McCabe Elementary School. This necessitated the expansion of that building to accommodate the increased student population from Winsor and to assure sufficient educational classroom space for students already in the McCabe attendance area.

To further accommodate growth, existing Pre-Kindergarten programs at McCabe were moved to Raymond LaPerche Elementary School, requiring an addition to accommodate those students and to assure sufficient educational classroom space for students currently in the McCabe attendance area.

Finally, Old County Road Elementary School received limited new additions to support accessibility, a secure entrance, and needed storage space.

### Services Overview

Colliers worked collaboratively with the Town of Smithfield and the Rhode Island Department of Education. As commissioning agent, Colliers provided commissioning services during the design, construction, and closeout phases of each project.

### Completion

May 2022

### Project Size

175,000 gsf

### Project Budget

\$45 Million

### Services Provided

Commissioning

Project Management

### Architect

DBVW Architects

### Contractor

Ahlborg Construction Corporation

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Randy Rossi

Town Manager

401 233 1010





Project Leaders



## **Bristol Warren Regional School District**

# **District Wide HVAC Controls Upgrades**

Bristol, RI

### **Project Overview**

Colliers provided commissioning services for the Bristol Warren Regional School District for the upgrade and replacement of HVAC controls at all schools throughout the District.

### **Services Overview**

Colliers provided commissioning services during the design, construction, and post-occupancy phases. During the design phase, Colliers reviewed the Owner's Project Requirements & Basis of Design, reviewed the CD documents, and developed commissioning specifications.

During construction, Colliers was responsible for reviewing contractor submittals, developing, distributing, and spot verifying construction checklists, and overseeing and documenting functional systems testing.

Finally, during the post-occupancy phase Colliers coordinated and witnessed opposite season and deferred testing, performed a near warranty end review, and reviewed quarterly trend data from the controls contractor.

### **Completion**

December 2017

### **Services Provided**

Commissioning

---

[www.cplusa.com](http://www.cplusa.com)

### **Client Contact**

Thomas Wood  
Director of Facilities  
401 253 4000



Project Leaders



## Warwick Public Schools

# Veterans Junior High School

Warwick, RI

### Project Overview

Colliers provided commissioning services for the HVAC replacement project for Warwick Public Schools' Veterans Junior High School.

### Services Overview

Colliers provided commissioning services during the design, construction, and post-occupancy phase of the HVAC replacement project.

During design, Colliers reviewed the Owner's Project Requirements, Basis of Design, and the design development and construction development documents. Additionally, Colliers developed a commissioning plan and schedule as well as commissioning specifications.

During construction, Colliers developed functional performance test procedures, reviewed mock-ups and equipment start-up, developed and maintained a commissioning issues log, oversaw and documented functional systems testing, and verified operator and occupant training.

Finally, during the post-occupancy phase Colliers coordinated and witnessed opposite season and deferred testing and performed a near end warranty review.

### Completion

August 2018

### Services Provided

Commissioning

---

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Steven Gothberg

Director of Building and Grounds

401 734 3400



Project Leaders

Stephen Olney  
Elementary School

## Town of North Providence

# James L. McGuire & Stephen Olney Elementary Schools

North Providence, RI

## Project Overview

Colliers provided commissioning services for the Town of North Providence's James L. McGuire Elementary School and Stephen Olney Elementary School.

The James L. McGuire Elementary School & Stephen Olney Elementary School projects consisted of the construction of two new 74,000 gsf elementary schools which includes student common spaces, classrooms, a gymnasium, staff commons, offices and support spaces, parking, and exterior student spaces.

## Services Overview

As commissioning agent, Colliers developed and coordinated the execution of a testing plan and documented performance. Colliers also provide personnel and test equipment required to ascertain the performance of the equipment and/or systems being evaluated. Colliers' additional responsibilities included but were not limited to the following:

- Coordinate and direct the commissioning activities in a logical, sequential and efficient manner
- Perform site visits, as necessary, to observe component and system installations
- Approve systems startup by reviewing start-up reports and by selected site observation
- Coordinate and supervise required seasonal or deferred testing and deficiency corrections
- Provide the final testing documentation for the commissioning record and O&M manuals

## Completion

September 2019

## Project Size

McGuire – 74,000 gsf

Olney – 74,000 gsf

## Project Budget

\$65 Million

## Services Provided

Commissioning

Project Management

## Architect

The S/L/A/M Collaborative

## Contractor

Gilbane Construction Co.

[www.cplusa.com](http://www.cplusa.com)

## Client Contact

Jim Fuoroli

Director of Public Buildings

401 261 2143

## Cumberland School Department Capital Improvements Program

Cumberland, RI

### Project Overview

Colliers has been engaged to provide commissioning services to assist the Cumberland School Department in planning and completing various construction projects totaling approximately \$83 Million.

The District is hoping to remodel five elementary schools with 21st century learning environments. Results would see state-of-the-art media centers, STEM classrooms, and larger kindergarten rooms. At least two of the schools need larger cafeterias and one if not two schools may require additions added to provide additional learning space and classrooms.

At the middle schools, science labs would be modernized. Also, repairs or replacement work will occur over the next five years.

The high school will address needed replacement of classroom ventilators, boilers and installation of energy management systems as well as other repair and replacements. The educational master plan will include technology upgrades, student open spaces, classroom design and other 21st century learning initiatives.

### Services Overview

Colliers will work collaboratively with the Town of Cumberland and the Rhode Island Department of Education. As commissioning agent, Colliers is providing commissioning services during the design, construction, and closeout phases of each project.

### Completion

September 2024

### Project Size

TBD

### Project Budget

\$83 Million

### Services Provided

Commissioning

Project Management

### Architect

Torrado Architects

### Contractor

TBD

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Philip D. Thornton

Superintendent

401 996 4247



Project Leaders



## Town of Lincoln

# High School

Lincoln, RI

### Project Overview

Colliers provided commissioning and project management services for the \$60 Million renovation to the Lincoln High School.

The phased demolition, 68,000 gsf of additions, and renovation of 101,000 gsf took place over a 4-year period. The renovation added a new main entrance, science labs, an auditorium, a library/media center, a gymnasium and dining commons, among other amenities. It included new plumbing, wiring, heating, and air conditioning systems.

Some classrooms were broken up into a smaller number of larger, more flexible spaces to allow more collaborative learning.

### Services Overview

Colliers provided commissioning and project management services during the design, construction and closeout phases.

### Completion

December 2021

### Project Size

169,000 gsf

### Project Budget

\$60 Million

### Services Provided

Commissioning  
Project Management

### Architect

SMMA

### Contractor

Gilbane Building Company

---

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Armand Milazzo  
Director of Operations  
401 721 3309



Project Leaders



## Chariho Regional School District

# Chariho Alternative Learning Academy

Wood River Junction, RI

### Project Overview

Colliers provided commissioning services for the construction and related site improvements for the new Chariho Alternative Learning Academy.

The Chariho Alternative Learning Academy replaced the R.Y.S.E. School located in two dozen leased portable classrooms which were more than 15 years old, inadequate, and deteriorating.

The New 13,000 gsf building provides students with better and equitable facilities such as a gymnasium, cafeteria, and science labs. The new school was constructed in compliance with the Northeast Collaborative for High Performance Schools (NE-CHPS) Criteria.

### Services Overview

Colliers provided commissioning services during the design, construction and closeout phases of the project.

### Completion

August 2018

### Project Size

13,000 gsf

### Project Budget

\$6 Million

### Services Provided

Commissioning  
Project Management

### Architect

RGB Architects

### Contractor

Ahlborg Construction Corp.

---

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Lisa Macaruso  
Chair, RYSE School Building  
Committee  
401 364 7575



Project Leaders



## Rhode Island Department of Education

# Metropolitan Regional Career & Technical Center

Providence, RI

### Project Overview

Colliers provided commissioning services for the Rhode Island Department of Education's Heating, Ventilation, and Air Conditioning (HVAC) Upgrades at the Metropolitan Regional Career & Technical Center (the Met Center.) The goal of the project included the following:

- Replace outdated, inefficient HVAC equipment, controls, and related energy components and systems
- Prolong the useful life of any remaining HVAC system components
- Gain additional operational savings by replacing existing equipment with energy efficient equipment
- Implement and install state-of-the-art "green" equipment and systems to create a more comfortable, healthy, and safe learning environment for students, staff, and visitors

### Services Overview

As commissioning agent, Colliers was responsible for providing commissioning services during the design, construction and warranty phases. Responsibilities included reviewing construction documents, developing a commissioning plan, reviewing contractor submittals for systems being commissioned, completing a commissioning report, providing the owner with a systems manual, and reviewing building operations with O&M Staff.

### Completion

September 2015

### Project Budget

\$2.5 Million

### Services Provided

Commissioning

### Architect

BER Engineering

### Contractor

Automatic Temp Controls

---

[www.cplusa.com](http://www.cplusa.com)

### Client Contact

Mario Carreno

School Construction

Finance Specialist

401 222 8030

# Project Approach

## Work Plan

The Colliers' Commissioning & Energy Services Team is actively helping to establish guidelines and best practices for the commissioning industry. ***As a BCA Certified Commissioning Firm, our commissioning processes comply with the BCA's "Essential Attributes of Commissioning" and are structured to follow the most current and up-to-date ASHRAE, NIBS and LEED commissioning guidelines.*** Above and beyond the industry standards, Colliers has helped take the process to new levels by developing unique processes and procedures for delivering building commissioning such as: system construction quality control, performance testing procedures, commissioning observation reporting and tracking, master list of findings, and operator training, to name a few.

At Colliers, we believe our commissioning team possesses the technical knowledge required to critique system design and performance plus the operational experience to understand how equipment works on the ground. This unique dual perspective informs how we approach our work and distinguishes us from our competition.



**Be Proactive** Colliers has trained our commissioning team to anticipate potential issues at all key project junctures whether the project is in the design, construction or occupancy phase. Tactics such as operations & maintenance focused design reviews and mockups of critical systems or components during construction, are examples of a few of the field-tested ways Colliers anticipates and prevents potential project issues.



**Team Approach** Colliers believes that a successful commissioning effort requires a combined effort of all the key project parties working collaboratively. Our goal as a commissioning provider is to be seen by the entire project team as a facilitator, a source of sound technical advice, and a fair and reasonable advocate for the Owner that is continually working towards a truly successful project.



**Hands-On** The Colliers' approach is different from many providers in that we advocate maintaining a strong presence and hands-on approach throughout the entire commissioning process. This is especially true during the performance verification process. We believe that the majority of system functional performance tests and tests designed to verify the appropriate interaction between different systems is best led by the commissioning provider in collaboration with the Owner's operations and maintenance staff, and assisted as necessary by the contractor. This hands-on approach has proven to be a very powerful and effective way to train the facilities O&M staff, bridge



the gap between construction and operations, and encourage the facilities operations personnel to take ownership of the facility and systems.

## Approach/Methodology

A summary of project phase goals along with a listing of typical key tasks to be performed by the commissioning agent appear below. ***A detailed breakdown by project phase of our proposed commissioning tasks as well as an estimated number of hours anticipated for this project have been included in Section E of this proposal.***



### Design & Bid Phase

#### Goal: Align Owner's Project Requirements with Contract Documents

The focus and intent of our Design & Bid Phase is to assure that the Owner's Project Requirements for energy efficiency, sustainability, indoor environmental quality, fire protection, and life safety are well defined and appropriately reflected in the contract documents. During the Design & Bid Phase, we closely monitor and review the design as it evolves to ensure that building systems are designed and will function in a manner consistent with the expectations of the Owner's Operations and Maintenance (O&M) staff as well as user groups (faculty, administration, etc.). Additionally, it is during this phase that our team develops the commissioning specifications and specific tests designed to verify the performance of systems so that these documents can be incorporated into the contract documents.

Key tasks to be carried out during the Design & Bid Phase include but are not limited to:

- Commissioning Kick-off meeting with Team
- Review of 100% CD Documents and meeting
- Development of Commissioning Plan



### Construction Phase

#### Goal: Document & Accept System Performance

During the Construction Phase, our commissioning team works to verify that systems are properly installed and operate as intended. Our two key areas of focus are on quality assurance and compliance with the contract documents. Our approach includes a thorough process which covers key milestones such as equipment installation, start-up, functional performance testing and training to ensure documented system performance in accordance with the Owner's Project Requirements. This testing and documentation serves as an important benchmark and baseline for future re-commissioning of the facility.

Key tasks to be carried out during the Construction Phase include but are not limited to:

- Review of Contractor Submittals, RFIs, Meeting Minutes, Etc.
- Develop and Distribute Construction Checklists
- Project & Commissioning Coordination Meetings
- Field Visits to Verify Installation Checklists

- Verify Equipment Start Up
- Review and Verify TAB Reports
- Develop Functional Performance Test Procedures
- Oversee & Document Functional Systems Testing
- Coordinate Retesting (1 day)
- Develop & Maintain Cx Issue Log
- Review O&M Manual
- Verify Operator & Occupant Training
- Production of Final Cx Report



### **Post-Occupancy Phase**

#### **Goal: Sustain System Performance**

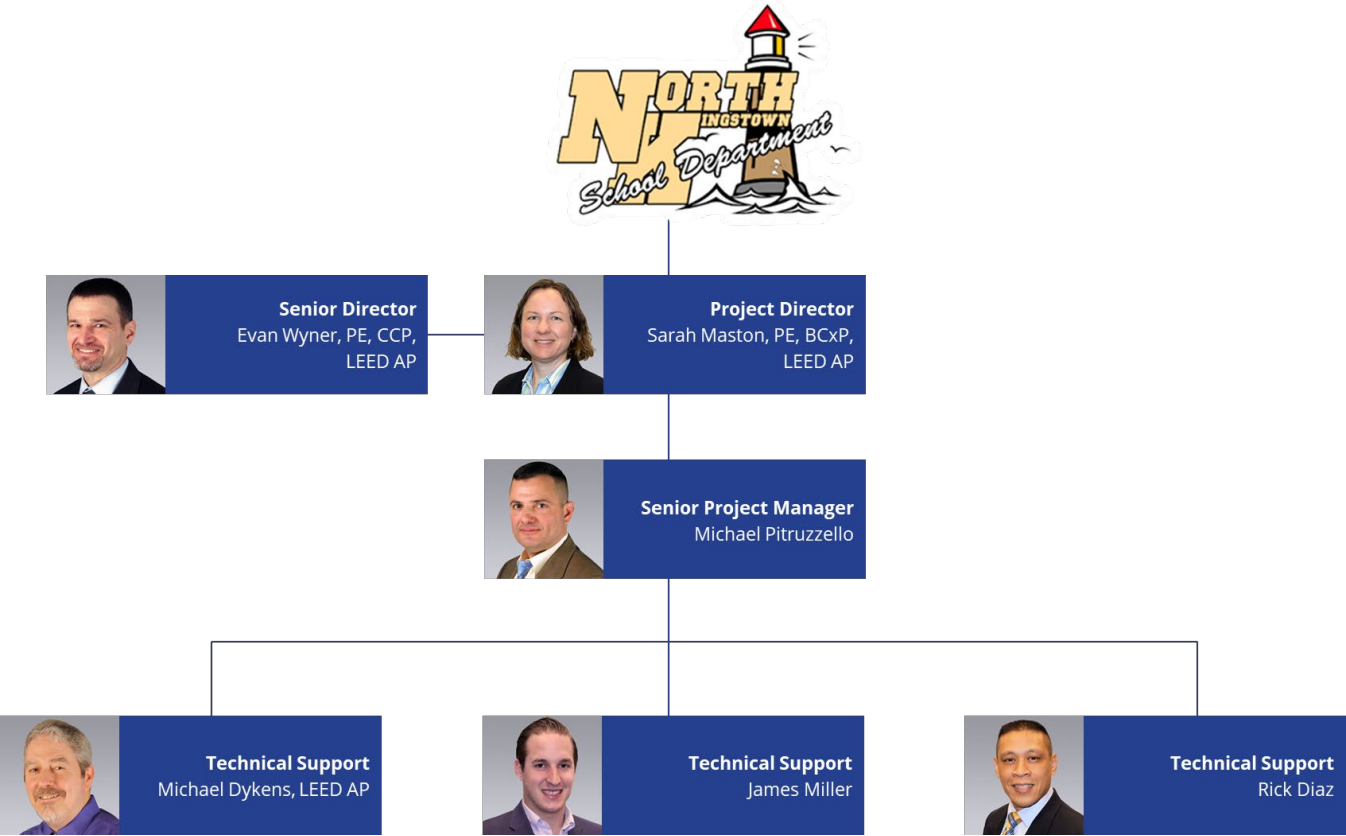
Our objective at the close of a project is to address any final issues and more importantly, prepare the operations and maintenance staff to maintain building performance throughout the useful life of the facility. We will facilitate final contractor correction of issues/training, perform off-season testing of heating/cooling systems, deliver a final commissioning report, and help establish a re-commissioning schedule.

Key tasks to be carried out during the Post-Occupancy Phase include but are not limited to:

- Coordinate and Witness Opposite Season & Deferred Testing
- Perform a Near Warranty End Review, Interview and Assistance

# Staff Qualifications

Colliers serves our clients with a team approach that allows the strengths of our individuals to complement each other and provide a service better than any one individual. To accomplish this goal, each project is overseen by our Senior Director who supervises all of Colliers' activities related to the project and ensures that the North Kingstown School Department is well served, and a Project Director who will oversee the technical aspects of the project. A Senior Project Manager will serve as a major interface with North Kingstown School Department, be the primary point of contact, and will be responsible for the day-to-day commissioning activities and success of the commissioning effort. The Senior Project Manager will be supported by a Technical Support Team who will perform tasks and supplement the Senior Project Manager, as needed.



Resumes detailing the proposed project team's experience can be found on the following pages.



# Evan Wyner PE, CCP, LEED AP

Senior Director

evan.wyner@collierseng.com



Project Leaders

## Education and Qualifications

Bachelor of Science  
Mechanical Engineering  
– University of  
Massachusetts Amherst

## Accreditations and Memberships

Licensed Professional  
Engineer (CT)  
Certified Commissioning  
Professional (CCP)  
LEED Accredited  
Professional (LEED AP)

## Years of Experience

28 years

## Years with Firm

23 years

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Mr. Wyner is a Professional Engineer with more than 25 years of experience providing commissioning and energy management services. In his current role as Senior Director, Evan leads the Commissioning & Energy Services team with over 20 experienced engineers and commissioning specialists. His responsibilities include developing systems and processes, technical oversight, managing complex projects, client management, and internal team management. Evan has direct experience performing commissioning services, retro-commissioning services, facilities management, owner's project management, operations and maintenance system development, energy system optimization, and operator training.

Evan is an active member of the commissioning industry and currently serves on the Building Commissioning Certification Board. In the past, he has served on both the Building Commissioning Association's Best Practices Committee for New Construction/Major Renovation Commissioning and for the Best Practices Committee for Existing Building Commissioning. He has presented at the National Conference on Building Commissioning and has been engaged by the Building Commissioning Association to serve as a Subject Matter Expert (SME) to develop and provide existing building commissioning (retro-commissioning) training.

## Relevant Experience

### East Greenwich Public Schools – Multiple Projects – East Greenwich, RI

Commissioning services during the renovation of the East Greenwich Public School's 150,000 gsf high school as well as during the construction of a new 111,000 gsf middle school designed and constructed in adherence with Northeast Collaborative for High Performance Schools (NE-CHPS) standards.

### Town of Seymour – Chatfield-LoPresti Elementary School – Seymour, CT

Commissioning services relative to the oversight and coordination of the mechanical system installations as well as the presentation of recommendations to the school board regarding performance of building systems for this \$28 Million, 88,728 gsf renovation and expansion project. The project featured replacement of the existing heating and ventilation systems and included within its budget approximately \$1.25 Million for alternative energy systems to support geothermal wells.

### Nashoba RSD – Pompositticut/Center Elementary School – Stow, MA

Commissioning services for the construction of a new addition and comprehensive renovations to the Center Elementary School (27,710 existing gsf). This project combined the educational program of the Pompositticut Elementary School and the Center Elementary School into a 98,030 gsf elementary school. The upgraded facility accommodates 600 students, grades Pre-K through 5, with a total construction budget of approximately \$31.1 Million.

### Medfield Public Schools – Medfield, MA

Commissioning services for the new HVAC system installation during the turnover and occupancy phases of the multi-phase \$50 Million project which included the major renovation and expansion of both the Middle and High Schools.



# Sarah E. Maston PE, BCxP, LEED AP

Director

sarah.maston@collierseng.com



Project Leaders

## Education and Qualifications

Bachelor of Science  
Mechanical Engineering  
– Rensselaer Polytechnic  
Institute

## Accreditations and Memberships

Licensed Professional  
Engineer (MA)  
  
Building Commissioning  
Professional (BCxP)  
  
LEED Accredited  
Professional (LEED AP)  
  
American Society of  
Heating, Refrigerating  
and Air Conditioning  
Engineers (ASHRAE)  
  
ASHRAE Board of  
Directors, Vice President  
(2021-2022)  
  
Epidemic Task Force  
Building Readiness Team  
(2020-2021)

## Years of Experience

25 years

## Years with Firm

Less than 1 year

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Ms. Maston is a professional mechanical engineer with more than 20 years of experience in mechanical/HVAC systems evaluation, troubleshooting, design, startup, and commissioning for a variety of project types. Prior to working at Colliers, she served as lead commissioning authority for new construction projects as well as building commissioning projects. Her responsibilities included facilitating Owner’s Project Requirement (OPR) workshops, project management, performing building system assessments, developing commissioning plans, design reviews, specifications, system readiness, system evaluations and facilitating functional performance tests. She has also designed systems utilizing terminal units, radiant heat, central air systems, humidity controls, building automation, energy recovery, and central plants. Additionally, Ms. Maston has performed building efficiency studies, and LEED feasibility studies.

## Relevant Experience

### Smithfield Public Schools – Capital Improvements Plan – Smithfield, RI

Commissioning services for the design and construction of a five-year capital improvement plan that includes additions, renovations, and district wide repairs. The plan will be consistent with RIDE guidelines, Stages III and IV.

### Scituate School Department – North Scituate Elementary School Boiler Replacement – Scituate, RI

Commissioning services for the boiler replacement project.

### Town of Lincoln – High School – Lincoln, RI

Commissioning services for the 169,000 gsf, \$60 Million renovation that added a new main entrance, science labs, an auditorium, a media center, and a gymnasium and dining commons among other amenities.

### Middletown Public Schools – Office Addition – Middletown, RI

Commissioning services for the 1,278 gsf Office Addition Project.

### Town of Watertown – Three Elementary Schools – Watertown, MA

Commissioning services for three elementary schools located across Watertown, MA. The project consists of three phases:

- **Hosmer Elementary School:** This new building will include construction of three stories, approximately 144,000 gsf.
- **Cunniff Elementary School:** This new building will include construction of three stories, approximately 81,000 gsf.
- **J.R. Lowell Elementary School:** An addition to the existing J.R Lowell Elementary School of approximately 75,000 gsf and a new building construction of three stories, approximately 25,000 gsf.

All three schools plan to use photovoltaics as the primary source of energy and will build in as many efficacies in the buildings as possible. The completed projects will result in a cost effective, energy efficient and healthy learning environment.



Project Leaders

# Michael Pitruzzello

Senior Project Manager

michael.pitruzzello@collierseng.com

## Education and Qualifications

Associates Degree –  
Information Systems  
Technology – Middlesex  
Community Technical  
College

## Years of Experience

34 years

## Years with Firm

14 years

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Mr. Pitruzzello is a building automation engineer specializing in energy management systems. Throughout much of his career, Mike has focused upon the development and implementation of customized control system software. In addition, Mike has engineered control systems on multiple platforms and supervised field controls installations, managed electrical and pneumatic subcontractors and provided start-up and commissioning on various DDC and pneumatic control systems. As a member of the Commissioning & Energy Services team, Mike serves as a Senior Project Manager providing commissioning, retro-commissioning and other energy-related services throughout all project phases.

## Relevant Experience

### Scituate School Department – Multiple Projects – Scituate, RI

Commissioning services for the following projects:

- Scituate High School/Scituate Middle School: Athletic Field Renovation including the installation of a synthetic turf field and 400m regulation track, sanitary system replacement/upgrade, exterior envelope improvements, bathroom renovations, locker room upgrades, and mechanical improvements.
- Hope Elementary School: Exterior ramp improvements and bathroom renovations.
- North Scituate Elementary School: Exterior envelope improvements and flooring replacement.
- Clayville Elementary School: Mechanical upgrades.

### Pawtucket School Department – Multiple Projects – Pawtucket, RI

Commissioning services for multiple programs with a combined value in excess of \$300 Million. The various programs were executed district-wide intended to address the most critical life safety, infrastructure and educational modernization needs of 17 school facilities serving over 8,000 students.

### Barrington Public Schools – Multiple Projects – Barrington, RI

Commissioning services for plumbing fixtures, lighting, and HVAC systems serving the new administrative offices for Barrington Public Schools, Nayatt Elementary School, Primrose Elementary School, and Hampden Meadows Elementary School.

### Warwick Public Schools – Veterans Junior High School – Warwick, RI

Commissioning services for the HVAC replacement project for the Warwick Public Schools' Veterans Junior High School.

### Bristol Warren Regional School District – HVAC Controls Upgrades – Warren, RI

Commissioning services for the upgrade and replacement of HVAC controls at all schools through the District.



# Michael Dykens

LEED AP

Senior Project Manager

michael.dykens@collierseng.com



Project Leaders

## Education and Qualifications

Bachelor of Science  
Mechanical Engineering  
Technology – Wentworth  
Institute of Technology

Associates Degree  
Mechanical Power  
Engineering Technology  
– Wentworth Institute of  
Technology

## Accreditations and Memberships

LEED Accredited  
Professional (LEED AP)

## Years of Experience

32 years

## Years with Firm

12 years

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Mr. Dykens is a seasoned commissioning professional with more than 30 years of experience in the construction industry with a primary focus upon mechanical system design, troubleshooting, and commissioning. Mike's commissioning experience includes the coordination and management of all aspects of HVAC system commissioning for a variety of public and private clients. Through the provision of commissioning services, Mike has conducted pre-design and design reviews, construction and installation oversight, performance testing, and post-acceptance procedures.

## Relevant Experience

### Scituate School Department – Multiple Projects – Scituate, RI

Commissioning services for the following projects:

- **Scituate High School / Scituate Middle School:** Athletic Field Renovation including the installation of a synthetic turf field and 400m regulation track, sanitary system replacement/upgrade, exterior envelope improvements, bathroom renovations, locker room upgrades, and mechanical improvements.
- **Hope Elementary School:** Exterior ramp improvements and bathroom renovations.
- **North Scituate Elementary School:** Exterior envelope improvements and flooring replacement.
- **Clayville Elementary School:** Mechanical upgrades

### Pawtucket School Department – Multiple Projects – Pawtucket, RI

Commissioning services for a district-wide repair program to address the critical life safety and infrastructure needs of 17 school facilities serving over 8,000 students.

### East Greenwich School District – Meadowbrook Elementary School – East Greenwich, RI

Commissioning services for the renovation of the 40,000 gsf 1970's building to address severe water intrusion and mechanical systems problems. Scope of work included complete building hazardous materials abatement, removal of the flooring system and installation of a new vapor barrier solution, installation of new heating and ventilation systems, and general building repairs.

### Town of Lincoln – High School – Lincoln, RI

Commissioning services for the 169,000 gsf, \$60 Million renovation that added a new main entrance, science labs, an auditorium, a media center, and a gymnasium and dining commons among other amenities.

### Rhode Island Department of Education (RIDE) – Metropolitan Regional Career & Technical Center – Providence, RI

Commissioning services for the HVAC upgrades at the Met Center. Project included replacement of outdated/inefficient HVAC equipment and related components and installation of state-of-the-art "green" equipment and systems.



# James Miller

Project Manager

james.miller@collierseng.com



Project Leaders

## Education and Qualifications

Bachelor of Science  
Mechanical Engineering  
– University of New  
Hampshire

## Years of Experience

8 years

## Years with Firm

5 years

---

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Mr. Miller is an experienced commissioning professional with more than 5 years of experience within the construction industry with focus in the areas of mechanical engineering. As a member of the Commissioning & Energy Services team, James works as a Project Manager providing commissioning services to both public and private institutions throughout the Northeast. Prior to joining Colliers, James worked as a Mechanical Commissioning Engineer for several projects including office buildings, college dormitories, high schools, labs, and government spaces as well as working as a Project Superintendent providing supervision to all site work.

## Relevant Experience

### Scituate School Department – Multiple Projects – Scituate, RI

Commissioning services for the following projects:

- **Scituate High School / Scituate Middle School:** Athletic Field Renovation including the installation of a synthetic turf field and 400m regulation track, sanitary system replacement/upgrade, exterior envelope improvements, bathroom renovations, locker room upgrades, and mechanical improvements.
- **Hope Elementary School:** Exterior ramp improvements and bathroom renovations.
- **North Scituate Elementary School:** Exterior envelope improvements and flooring replacement.
- **Clayville Elementary School:** Mechanical upgrades.

---

### Pawtucket School Department – Multiple Projects – Pawtucket, RI

Commissioning services for a district-wide repair program intended to address the most critical life safety and infrastructure needs of 17 school facilities serving over 8,000 students.

---

### Warwick Public Schools – Veterans Junior High School – Warwick, RI

Commissioning services for the HVAC replacement project for the Warwick Public Schools' Veterans Junior High School.

---

### Town of Lincoln – High School – Lincoln, RI

Commissioning services for the 169,000 gsf, \$60 Million renovation that added a new main entrance, science labs, an auditorium, a media center, and a gymnasium and dining commons among other amenities.

---

### RISE Prep Mayoral Academy – New Educational Facility – Woonsocket, RI

Commissioning services for the New Educational Facility Project for RISE Prep Mayoral Academy. Phase 1 includes the renovation of the existing 34,000 gsf office building, Floors 1 and 2, from office to educational use. Phase 2 includes the renovation of Floors 3 and 4 plus a 6,000 gsf gym addition. The building MEP system will be updated to be able to support the change in use.





# Rick Diaz

Project Manager

rick.diaz@collierseng.com



Project Leaders

## Education and Qualifications

Master of Science  
Operations  
Research/Military  
Operations Analysis –  
Naval Postgraduate  
School

Bachelor of Science,  
Engineering Aerospace  
Engineering – University  
of Michigan

## Years of Experience

21 years

## Years with Firm

2 years

[www.cplusa.com](http://www.cplusa.com)

## Area of Expertise

Mr. Diaz is a leader and highly qualified systems engineer with experience working with heavy equipment and complex operational systems. Prior to joining Colliers, Rick spent two decades serving in the U.S. Navy as an Operations Officer and Tactical Analyst in the submarine fleet, followed by several years as a consultant and Systems Engineer where he authored, executed, and analyzed testing and evaluation of developing submarine electronic surveillance systems. He brings his consummate professionalism and extensive expertise to provide the highest level of service to Colliers' Commissioning & Energy Services clients.

## Relevant Experience

### Smithfield Public Schools – Capital Improvements Plan – Smithfield, RI

Commissioning services for the design and construction of a five-year capital improvement plan that includes additions, renovations, and district wide repairs. The plan will be consistent with RIDE guidelines, Stages III and IV.

### Town of Oxford – Middle School – Oxford, CT

Commissioning services for the New Middle School project, which will house 488 students in grades 6 - 8. The three level, 81,984 gsf building will include large science lab classrooms, an engineering tech classroom, a full-sized gym and a cafeteria.

### Hartford Public Schools – Weaver High School – Hartford, CT

Commissioning services for the multi-phase, renovate-as-new project for the 370,000 gsf high school. Phase I included hazardous materials abatement and demolition work. Phase II consisted of the renovation work which included programming changes, ADA accessibility issues, building envelope and structural systems, technology, food services, science laboratories, a library/media center, nursing/health services, and new mechanical, electrical, & plumbing systems.

### General Dynamics Electric Boat – Quonset Point Building 9B – North Kingstown, RI

Commissioning services to provide building acceptance assistance for Building 9B. Building 9B provides approximately 200,000 square feet of gross manufacturing floor space on a single level and is used for modular construction and deck insertion.

### Rhode Island School of Design – Facilities Staff Augmentation – Providence, RI

Interim Mechanical Supervisor and Facilities Director responsible for managing and directing the technical and administrative aspects of facilities operations.

### University of Saint Joseph – McGovern Hall – West Hartford, CT

Commissioning services for the renovation of McGovern Hall, home to the school's dining and student services, which is part of the University's \$30 Million campus renovation initiative. The modernization of the 1961 building features a market-style servery, dining, and lounge areas.

# Cost Proposal

Colliers is pleased to provide the following detailed fee proposal in response to the North Kingstown School Department's Request for Proposal for commissioning services for the North Kingstown High School Air Conditioning Systems Project.

Based upon our review of the RFP and our understanding of the project and scope of work intended for the commissioning agent, we present Exhibit I providing details utilized by Colliers in the development of this fee proposal. With regard to Colliers' proposed staffing plan, the following Exhibit I strives to show our staffing matrix by each major commissioning element.

The table below provides an hourly rate schedule for each team member for work that may exceed the scope.

2022 Hourly Rates	
Category	Hourly Rate
Director	\$230
Senior Project Manager	\$180
Project Manager	\$165
Assistant Project Manager	\$130

**Note:** Hourly rates do not include reimbursable expense such as mileage, tolls, parking, and sustenance. Escalation of Commissioning Agent hourly rates is 4% per year.

# North Kingstown School Department

## North Kingstown High School Air Conditioning Systems

### Commissioning Services Fee Proposal Detail

Date: February 23, 2022

	Total Hours			Total Associated Fees	Notes	
	Director	Senior Project Manager	Project Manager			Assistant Project Manager
<b>I. Design &amp; Bid Phase Services</b>						
A Commissioning Kick-off meeting with Team	-	2.00	-	-	\$ 360	One remote meeting.
B Review Owner's Project Requirements	-	-	-	-	\$ -	
C Review Basis of Design (prepared by Design team)	-	-	-	-	\$ -	
D Attend Integrated Design Meetings	-	-	-	-	\$ -	One remote meeting.
E Review of SD Documents and meeting	-	-	-	-	\$ -	
F Review of DD Documents and meeting	-	-	-	-	\$ -	
G Review of 90% CD Documents and meeting	-	-	-	-	\$ -	
H Review of 100% CD Documents and meeting	-	2.00	-	-	\$ 360	Project currently in 60% CD.
I Review of Commissioning Specifications	-	-	-	-	\$ -	
J Development of Commissioning Plan	-	2.00	-	-	\$ 360	
<b>Sub-Total Design &amp; Bid Phase Services Fees</b>	-	<b>6.00</b>	-	-	<b>\$ 1,080</b>	
<b>II. Construction Phase Services</b>						
A Update Construction Phase Cx Plan and integrate with overall project schedule and Lead Cx Kickoff meeting	-	-	-	-	\$ -	
B Review of Contractor Submittals, RFIs, Meeting Minutes, Etc.	-	1.00	-	-	\$ 180	
C Coordinate and lead Controls Integration Meeting	-	-	-	-	\$ -	
D Develop and Distribute Construction Checklists	-	4.00	-	-	\$ 720	
E Project & Commissioning Coordination Meetings	-	8.00	-	-	\$ 1,440	4 remote meetings or on site when coordinated with scheduled site visits.
F Witness Initial HVAC Piping Pressure Test & Flushing	-	-	-	-	\$ -	
G Witness Initial Ductwork Testing & Cleaning	-	-	-	-	\$ -	
H Field Visits to Verify Installation Checklists	-	-	24.00	-	\$ 3,960	3 site visits.
I Review Mock Ups and/or First Piece Installations	-	-	-	-	\$ -	
J Verify Equipment Start Up	-	-	8.00	-	\$ 1,320	Pressure testing will be witnessed at this time.
K Review and Verify TAB Reports	-	2.00	-	-	\$ 360	
L Develop Functional Performance Test Procedures	-	4.00	-	-	\$ 720	
M Oversee & Document Functional Systems Testing	-	-	8.00	-	\$ 1,320	1 day of on site testing.
N Coordinate Retesting (1 day)	-	-	8.00	-	\$ 1,320	1 day of on site retesting.
O Develop & Maintain Cx Issue Log	-	1.00	3.00	-	\$ 675	
P Review O&M Manual	-	1.00	-	-	\$ 180	
Q Review System Manual	-	-	-	-	\$ -	
R Verify Operator & Occupant Training	-	-	1.00	-	\$ 165	
S Production of Final Cx Report	-	4.00	-	-	\$ 720	
<b>Sub-Total Construction Phase Services Fees</b>	-	<b>25.00</b>	<b>52.00</b>	-	<b>\$ 13,080</b>	

# North Kingstown School Department

## North Kingston High School Air Conditioning Systems

### Commissioning Services Fee Proposal Detail

Date: February 23, 2022

Total Hours				Total Associated Fees
Director	Senior Project Manager	Project Manager	Assistant Project Manager	

Notes

III. Post-Occupancy Phase Services							
A	Coordinate and Witness Opposite Season & Deferred Testing	-	-	8.00	-	\$ 1,373	1 day of deferred testing.
B	Perform a Near Warranty End Review, Interview and Assistance	-	8.00	-	-	\$ 1,498	1 day on site.
Sub-Total Post-Occupancy Phase Services		-	8.00	8.00	-	\$ 2,871	
Total Fees for Services		-	39.00	60.00	-	\$ 17,031	
Project Expenses						\$ -	
<b>Grand Total, Fees &amp; Expenses</b>						<b>\$ 17,031</b>	