



CONSENT CALENDAR

City of San Bernardino Request for Council Action

Date: February 19, 2025

To: Honorable Mayor and City Council Members

From: Tanya Romo, Acting City Manager;
Lynn Merrill, Director of Public Works

Department: Public Works

Subject: **Recommendation to Increase the Project Budget for the Police Building Management System in the amount of \$42,398.00 (Ward 1)**

Recommendation:

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution 2025-246:

1. Authorizing the Director of Finance and Management Services to amend the FY 2024/25 CIP Budget with an additional \$42,398.00 for the Police Building Management System Project using the Law Enforcement Facilities Fund balance; and
2. Authorizing the Director of Finance and Management Services to increase the construction contingency and construction management budget from \$39,450.00 to the total amount of \$43,304.00; and
3. Authorizing the City Manager or designee to expend the contingency fund, if necessary, to complete the project.

Executive Summary:

Approval of this Resolution 2025-246 to increase the project budget for the Police Building Management System Project would allow additional necessary work to replace and install HVAC components that were not included in the original scope. Specifically, it covers the replacement of seven Variable Air Volume (VAV) units, two Fan Power Boxes (FPB), and the installation of two manual valves to isolate reheat valves in the hot water system. These upgrades will ensure proper airflow, temperature regulation, and efficient operation of the HVAC system. The total cost of the budget increase is \$42,392.00, which will allow the project to be completed and improve the overall functionality of the Police Department's HVAC system.

Background

The existing HVAC control system for the Police Department Headquarters is obsolete and in need of replacement. The control system does not allow for efficient and effective use of the HVAC system due to limited functionality. Additionally, zone heating hot water valves need to be replaced.

On June 1, 2022, the Mayor and City Council approved the Fiscal Year 2023 and Fiscal Year 2024 Operating Budget and the Capital Improvement Program (CIP) for 2023-2027. This budget included funding for various infrastructure projects, including necessary upgrades to the Police Department's HVAC system. As part of the CIP, the HVAC Control System and Valve Replacement Project was identified as a critical improvement to ensure the continued efficient operation of the Police Department facility. The funding allocation allowed the project to move forward, providing the resources necessary for the replacement and upgrade of key HVAC components to meet operational and energy efficiency needs.

On April 17, 2024, the City Council awarded the construction agreement for the Police Building Management System Project to Western Allied Corporation. This award authorized the contractor to proceed with the planned upgrades, including the installation of new control systems, valves, and necessary components to optimize the HVAC system. The scope of work approved by the Council focused on essential repairs and replacements to improve comfort, energy efficiency, and the overall functionality of the facility's heating and cooling systems. This project is an important step in maintaining the Police Department's infrastructure, and Resolution No. 2025-246 is now necessary to address additional work that was not part of the original scope.

Discussion

A change order is necessary to address critical additional work that was not included in the original scope of the Police Building Management System Project. The required upgrades to key HVAC components to ensure the system operates efficiently and meets the operational needs of the facility. The work outlined in the proposed change order includes the installation of new Variable Air Volume (VAV) units, Fan Power Boxes (FPB), and manual isolation valves, all of which are integral to improving the HVAC system's performance and energy efficiency.

The replacement of seven VAV units, which will require the safe-off and removal of existing ductwork, piping, and controls, as well as the rework of low-side ductwork to reconnect to the new units. Additionally, new ductwork will be insulated, and the control systems will be retested to ensure proper operation of the supply dampers, reheat systems, actuators, and valves. Retesting will also include verifying air temperature, space temperature, and air flow. This work, priced at \$22,031, will directly address issues related to air distribution and temperature regulation, ensuring a more comfortable and efficient environment within the Police Department.

The second component of the proposed change order involves the replacement of two Fan Power Boxes (FPB2-22 and FPB3-01), which play a key role in regulating the HVAC system's airflow. Similar to the VAV replacement, this work will require the safe-

off of existing systems, reworking of ductwork, and the installation of new duct insulation. The control systems will also be retested, including the supply damper, fan, and reheat functions. The total cost for the Fan Power Box replacement is \$12,251. This upgrade is essential to improving airflow consistency and optimizing the overall HVAC performance for the Police Department.

Finally, the proposed change order includes the installation of two manual valves in the hot water system to isolate the reheat valves in specific locations within the facility. This work will involve shutting down the boiler and draining the hot water system to install the new valves. The manual valves will provide greater control over the reheat system, allowing for easier isolation and maintenance. This work is critical to enhancing the flexibility and reliability of the HVAC system, and the cost for this portion is \$4,262.

In total, the additional work outlined in proposed change order amounts to \$42,398.00 with contingency and construction management costs. These upgrades are necessary to address the deficiencies identified during the project's execution and ensure the HVAC system functions at peak performance. Approval of Resolution 2025-XXX will provide the funding necessary for the completion of the project, ensuring the Police Department facility is properly maintained and its HVAC systems operate efficiently and reliably.

The original agreement for the project was \$325,550.00, with an initial contingency and administrative cost of \$39,450.00, bringing the total to \$365,000.00. A proposed change order of \$38,544.00 has been added to accommodate necessary adjustments during the project. Additionally, there is an increase of \$3,854.00 for further contingency and administrative costs. As a result, the new total for the project budget is \$407,398.00. This updated amount reflects both the change order and the additional costs needed to ensure the project is completed successfully.

Budget

Original Agreement	\$325,550.00
Initial Contingency & Administrative Cost	\$39,450.00
Proposed Change Order	\$38,544.00
Additional Contingency & Administrative Cost	\$3,854.00
New Project Budget Total	\$407,398.00

2021-2025 Strategic Targets and Goals

Authorizing the execution of this amendment aligns with Key Target No. 3: Improved Quality of Life by providing a more comfortable space for the Police Department to operate, which will improve the quality of service.

Fiscal Impact

There is no General Fund impact associated with this action. Funding for this project is provided through the Law Enforcement Facilities Fund in the amount of \$42,398.

Conclusion

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution 2025-246:

1. Authorizing the Director of Finance and Management Services to amend the FY 2024/25 Capital Improvement Plan Budget with an additional \$42,398.00 for the Police Building Management System Project using the Law Enforcement Facilities Fund balance; and
2. Authorizing the Director of Finance and Management Services to increase the construction contingency and construction management budget from \$39,450.00 to the total amount of \$43,304.00; and
3. Authorizing the City Manager or designee to expend the contingency fund, if necessary, to complete the project.

Attachments

Attachment 1	Resolution No. 2025-246
Attachment 2	Proposed Scope of Work
Attachment 3	Agreement with Western Allied Corporation
Attachment 4	Location Map

Ward:

Ward 1

Synopsis of Previous Council Actions:

June 1, 2022	Approval of the Fiscal Year 2023 & Fiscal Year 2024 Operating Budget and Capital Improvement Program 2023-2027
April 17, 2024	Award of Construction Agreement for Police Department HVAC Control System and Valve Replacement (Ward 1)