



Cumberland County

142 Federal St
Portland, ME 04101

Position Paper

File #: 24-122

Agenda Date: 12/9/2024

Agenda Item Request:

Approve and Award the Commissioning Agent Bid for the Cumberland County Capital Improvements Project to Sparhawk Group in the amount of \$74,182.00.

Background and Purpose of Request:

Requestor: Sandra Warren, Compliance and Audit Manager

The Compliance and Audit Manager solicited competitive bids from qualified commissioning firms to provide comprehensive commissioning services for Cumberland County's SLFRF-funded capital improvement projects. Commissioning is a critical process to ensure building systems are designed, installed, and operated to meet intended performance specifications.

This need arises from the County's commitment to ensuring that all infrastructure improvements funded through SLFRF adhere to the highest standards of quality, safety, energy efficiency, and compliance with regulatory and sustainability objectives. The projects identified for commissioning services include the 27 North Port Office Building Renovation, County Jail Medical Expansion, and County Courthouse AHU #1 Replacement. These initiatives reflect the County's dedication to exceeding environmental standards, achieving operational efficiency, and ensuring overall project excellence.

By engaging a qualified commissioning firm, the County aims to ensure that these projects meet design specifications and that all building systems operate optimally throughout their lifecycle. The selected firm will be responsible for verifying system performance, achieving sustainability objectives, and enhancing occupant comfort. Proposals were evaluated based on price competitiveness, adherence to RFP requirements, demonstrated experience, and alignment with project goals.

Presentation: No

Funding Amount and Source:

The total cost of the proposal, which includes commissioning services for all three projects, is \$74,182.00. Funding for these services will be drawn from the respective SLFRF project budgets and their corresponding SLFRF categories.

Effective Date if Applicable: 12/4/2024