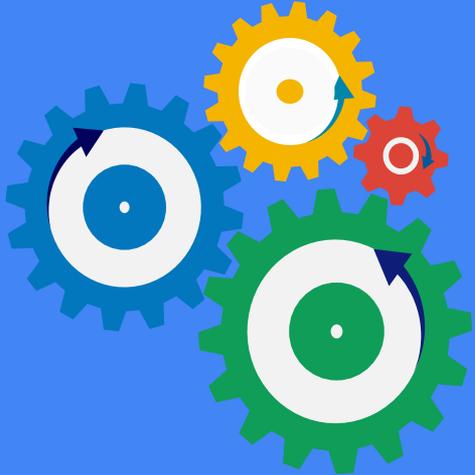
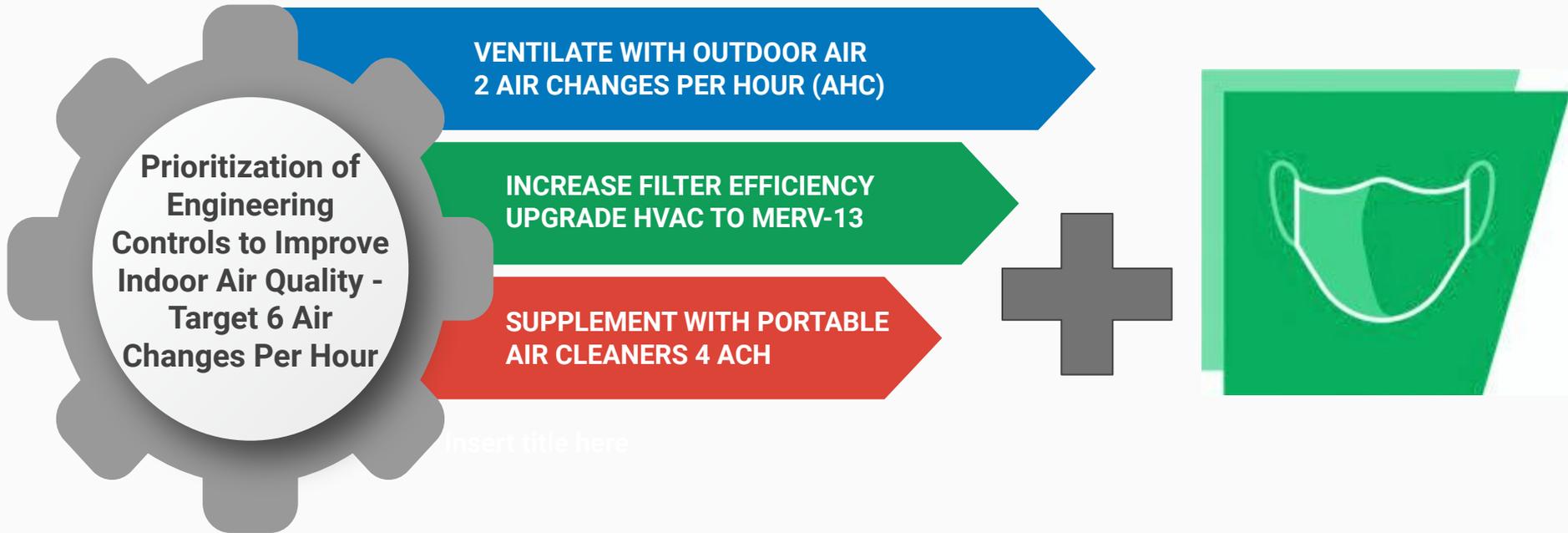


Morgan Hill Unified School District HVAC Filtration Upgrade Project



Components of Improved Indoor Air Quality



Project Phases

1. Assessment and Upgrade

- Contract with mechanical engineer and contractor to develop a checklist in order to evaluate district-wide Heating, Ventilation, and Air Conditioning (HVAC) units (approximately 900 units)
- Upgrade all air filters to MERV-13 and contract with air balancing company to test and modify HVAC system to provide optimal airflow
- HVAC systems that are unable to be upgraded to MERV-13 will be equipped with a portable High Efficiency Particulate Air (HEPA)

2. Repair

- Based on evaluation of HVAC units hire mechanical contractor(s) to complete repairs

3. Certification

- After upgrades and repairs, mechanical engineer will inspect systems in order to certify each system is working as designed



Project Phases

1

Assessment & Upgrade

- Solicited competitive proposals
- The engineer and contractor selected is experienced and has performed similar work
- Work will be performed on a Time and Material (T&M) basis with oversight by District Staff
- In order to expedite the completion of the work, the contractor will use multiple teams as the availability of manpower allows
- Board approval of contract no to exceed \$468,000, any change order(s) in excess of this amount would be brought to the Board
- Contracts for air balancing firms will be executed at Staff Level

2

Repair

- Engineering firm will certify the status of each system at the conclusion of the project
- HVAC systems that are unable to be upgraded to MERV-13 will be equipped with a portable HEPA filtration unit

3

Certification

- Proposals will be solicited from vendors on the District's CUPCCAA list of qualified contractors
- Informal or formal bidding will be conducted in accordance with CUPCCAA
- Any contracts in excess of \$100,000 will be brought to the Board for approval in accordance with Board Policy



Major Project Milestones

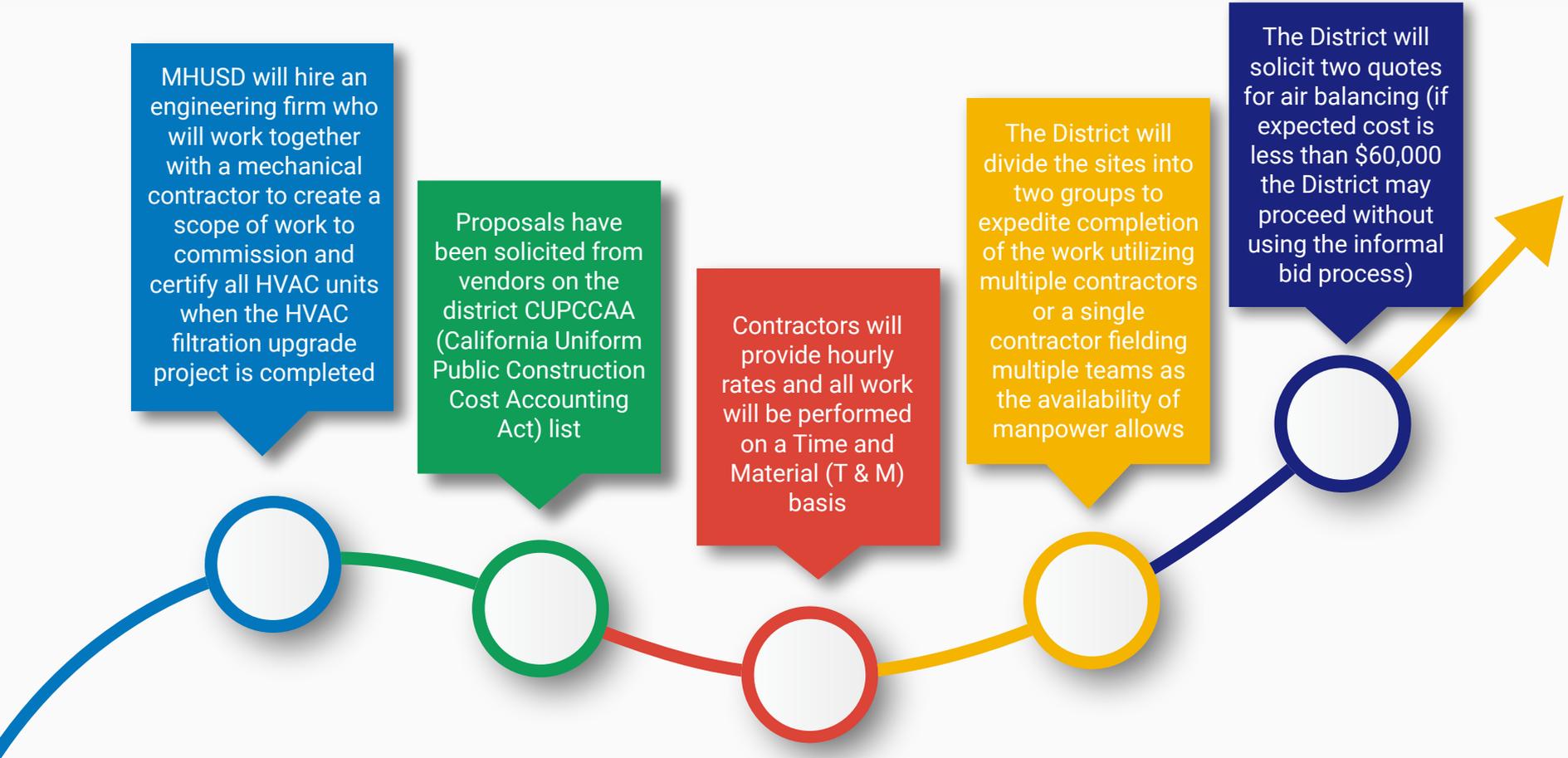
MHUSD will hire an engineering firm who will work together with a mechanical contractor to create a scope of work to commission and certify all HVAC units when the HVAC filtration upgrade project is completed

Proposals have been solicited from vendors on the district CUPCCAA (California Uniform Public Construction Cost Accounting Act) list

Contractors will provide hourly rates and all work will be performed on a Time and Material (T & M) basis

The District will divide the sites into two groups to expedite completion of the work utilizing multiple contractors or a single contractor fielding multiple teams as the availability of manpower allows

The District will solicit two quotes for air balancing (if expected cost is less than \$60,000 the District may proceed without using the informal bid process)



Major Project Milestones (Cont.)

- At the end of the project, the engineering consultant will provide a checklist and/or certification annotating the status of each system to ensure everything is working properly
- If during the inspection of 20% - 30% of the units in any location it is found that units are still in need of repair, the contractor will provide a quote and submit it to the engineering consultant and District for review and approval
 - In the event of a change order that exceeds the initial \$468,000 (initial contract value) the additional dollar amount will be included in the contracted amount and submitted for approval by the Board of Education



Major Project Milestones (Cont.)



- Classroom/office spaces with HVAC units that cannot be brought to the MERV-13 filter certification level will be outfitted with portable HEPA filtration units
 - If the cost of the HEPA units totals more than \$96,700 district-wide then the District will use a piggyback bid to procure the units and/or bid out the units prior to purchasing
- Work on this project will begin on Wednesday, September 22, 2021 after Board approval