Architectural/Engineering Services IDIQ Work Order No. 11: Frank Crowley Courts Building Envelope Condition Assessment

Briefing Date: Mar 3 2020
Funding Source: Fund 196, Unallocated
Originating Department: Engineering and Project Management
Prepared by: Charles Schneider,
Recommended by: Jonathon Bazan, Assistant County Administrator

BACKGROUND INFORMATION:
The Frank Crowley Courts Building, located at 133 N Riverfront Boulevard, Dallas, was built in 1989. There are several areas experiencing water infiltration at the vertical walls on all four sides of the building. The purpose of the proposed project is to conduct a building envelope condition assessment to establish a mitigation plan to eliminate water infiltration in the interior and provide a recommendation of repair to the exterior.

OPERATIONAL IMPACT:
Walker will engage a restoration contractor to make a maximum of 4 wall cladding openings so that the wall composition, drainage flashing, underlying weather-resistant barrier system can be observed. The restoration contractor will repair the openings in the same day. This investigation will require a suspended scaffold for vertical access. Also, perform field diagnostic spray nozzle water testing of select building envelope conditions in attempt to recreating the water infiltration condition and locate the source(s) of leak. Walker will coordinate with the client for interior access and interior finish removal at least one-day prior to the field water testing.

FINANCIAL IMPACT:
Walker Consultants has proposed fees in the amount of $43,000.00. Funding will be provided from Fund 196, Unallocated Reserves.

LEGAL IMPACT:
Walker Consultants will be issued Work Order No. 11 for these services under the County’s Architect/Engineering Indefinite Delivery Indefinite Quantity Professional Services Contract (RFQ No. 2018-043-67360).

PROJECT SCHEDULE:
Upon notice to proceed, the investigation, analysis, and final reporting will take approximately six (6) weeks to complete.

SBE PARTICIPATION:
Pursuant to RFQ No. 2018-043-6736.
ADMINISTRATIVE PLAN COMPLIANCE:
This work complies with the County’s Administrative Plan Objective 3, calling for improving the appearance of County facilities.

RECOMMENDATION:
Approve funds in the amount of $43,000 to Walker Consultants to provide professional services to conduct a condition assessment of the exterior envelope of the Frank Crowley Courts Building and provide a recommendation of repair on the exterior building envelope.

MOTION:
On a motion made by TBD, and seconded by TBD, the following order will be voted on by the Commissioners Court of Dallas County, State of Texas:

Be it resolved and ordered that the Dallas County Commissioners Court does hereby approve funds in the amount of $43,000 to Walker Consultants to provide professional services to conduct a condition assessment of the exterior envelope of the Frank Crowley Courts Building and provide a recommendation of repair on the exterior building envelope.

ATTACHMENTS:
PROP Frank Crowley Courts Building - BE Condition Assessment 02142020
February 14, 2020

Mr. Kumar Pilla  
Assistant Director of Facilities  
**Dallas County Facilities Management**  
600 Commerce Street, 9th Floor  
Dallas, Texas 75202  
Via email: kumar.pilla@dallascounty.org

Re: Proposal for Building Envelope Consulting Services  
Frank Crowley Courts Building  
133 N. Riverfront Blvd  
Dallas, Texas 75207

Dear Mr. Pilla:

Walker Consultants (Walker) is pleased to submit this proposal to provide professional services as a consultant for the exterior building envelope of the above referenced project. We appreciate the opportunity to provide this proposal to Dallas County Facilities Management (DFCM) (CLIENT) and hope that it provides the information necessary to meet your needs. This proposal provides our understanding of the project, project objectives, description of our proposed Scope of Services, schedule, fee, and conditions of agreement.

**PROJECT UNDERSTANDING**

The Frank Crowley Courts Building (The Building) is a 10-story structure with a footprint measuring approximately 185 ft by 340 ft, constructed in 1983, and located at 133 N Riverfront Blvd in Dallas, Texas. It appears that the building envelope elements consist primarily of punched windows openings and brick masonry and vertical curtain wall. The roof system is predominantly a multi-ply asphaltic built-up roof with a gravel covering and a single small section of modified bitumen roofing. The structure consists of cold-formed metal framed backup walls and a steel and reinforced concrete structure. Fenestration systems consist of aluminum punched window systems, storefront systems, a glazed aluminum curtain wall at the main entrance located at the East elevation and at the recessed centers located at the North and South elevations.

Walker understands that there are active water infiltration issues in the buildings at the vertical walls and near fenestration systems, though specific locations were not provided. In order to address the reported water infiltration issues, Walker proposes to perform a building envelope condition assessment and develop a building enclosure conceptual repair plan.

**SCOPE OF SERVICES**

Generally, restoration projects include the following four phases:
This proposal outlines our services for Phase I. However, not knowing the specific remedial actions required and the extent of restoration involved, Phases II through IV can only be ascertained after completion of Phase I. While we will outline in this proposal a general idea of the Phases II, III, and IV services commonly required for projects similar to yours, we will only provide a detailed scope and pricing for the Phase I, Limited Exterior Cladding Condition Assessment. Once we complete the scope of services for Phase I, we can issue a separate proposal to develop repair documents and perform construction phase services if warranted at the request of DCFM.

To achieve the project objectives of the Phase I Condition Assessment, we propose the following scope of services:

**PHASE 1 – LIMITED CONDITION ASSESSMENT**

The purpose of this investigation is to evaluate the condition of the exterior envelope (unit masonry, windows, sealants, etc.) distress conditions observed, and develop conceptual repair recommendations to address the distress conditions found. Our recommended scope of services consists of the following.

**TASK 1 – REVIEWS AND INTERVIEWS**

- Review available original drawings, submittals, previous consultant’s report, should it be available in order to get familiarized with the design intent of exterior envelope conditions and details. We will also use copies of the elevation drawings and roof plan to document our findings.
- Interview building manager and maintenance staff and review available maintenance records to obtain information regarding water leakage through the exterior wall, and prior exterior wall and roofing repair and maintenance work.

**TASK 2 – FIELD EVALUATIONS**

- Perform limited visual assessment of the building envelope conditions from roof levels, exterior ground level, and building interior where it is physically and visually accessible for the masonry cladding, windows, and roof systems, with specific focus on the elements near the areas where water infiltration has been reported. For budgeting purpose, one (1) day of limited visual assessment is included in the proposed fee.
- Walker will engage a restoration contractor to make a maximum of 4 wall cladding openings so that the wall composition, drainage flashing, underlying weather-resistant barrier system can be observed. The restoration contractor will repair the openings in the same day. This investigation will require a suspended scaffold for vertical access. For budgeting purpose, one (1) day of investigative opening evaluation is included in the proposed fee.
- Perform field diagnostic spray nozzle water testing of select building envelope conditions in attempt to recreating the water infiltration condition and locate the source(s) of leak. For budgeting purpose, Walker estimated up to 240 linear foot of field water testing in one (1) one-day mobilization. Walker will coordinate with the client for interior access and interior finish removal at least one-day prior to the field water testing. Walker’s investigation schedule is dependent on the water source access. Walker will take reasonable measures to control water infiltration during our water testing, but we are not responsible for damages to finishes or organic growth. It is Walker’s understanding that the client will retain and coordinate the services
of a contractor to conduct the investigative openings excavation, temporary waterproofing repair, and backfilling during Walker’s on-site field testing.

*This task requires contractor’s assistance. We will engage a sub-contractor to perform this work. The subcontractor’s fee is included in this proposal.

**TASK 3 – ANALYSIS AND REPORT**
- Evaluate the data obtained from Tasks 1 and 2 to determine likely causes of observed distress, and to develop the appropriate conceptual repair recommendations.
- Develop opinions of probable repair cost.
- Provide a written report of our findings, recommendations, and opinions of probable cost. Report will also discuss testing results and other noteworthy observations.

**TASK 4 - MEETING**
- Attend one meeting with Dallas County representatives to discuss the report findings and recommendations.

After we complete Phase 1, we can better determine the scope for Phase 2 – CDs, Phase 3 – Bidding, and Phase 4 – Construction Phase. The following is a preliminary description of what Phases 2 thru 4 could entail.

**PHASE 2 – DESIGN OF REPAIRS AND PREPARATION OF CONSTRUCTION DOCUMENTS**
Based on the recommendations from our Phase I report and subsequent discussion with Dallas County, we will typically assist in Phase II to finalize the scope of repair work to be undertaken. We will then design the necessary repairs and prepare construction documents that would include repair details, quantities, and repair material specifications. As needed, we can also provide front end contractual documents for the repair work. We will sign and seal the repair drawings and meet the building officials of the local authority, as necessary.

**PHASE 3 – BIDDING OF REPAIR CONTRACT**
Depending on the extent of the necessary repairs, and after providing a list of qualified repair contractors that are experienced in similar type of repair work. We will disseminate the bid documents then conduct a pre-bid meeting with the interested contractors to answer any questions that they may have. As needed, we will issue addendums to make any further clarifications as needed.

After receiving the bids, we will evaluate and compare the bids and then provide you with our recommendation. In the event that you would like to negotiate the contract work with a specific contractor, we will provide the technical support for you during the negotiation.

**PHASE 4 – CONTRACT ADMINISTRATION AND MONITORING**
Walker will conduct a pre-construction meeting with the awarded contractor, going over specific conditions, working environments, and schedules. We will also conduct regular progress meetings, as required. The frequency will vary depending on the extent of the restoration project and the complexity of the repairs involved. Periodic on-site observation and monitoring will be made to ascertain that restoration is performed in general agreement with the intent of the repair documents. Field reports summarizing our observations and decisions made at the site will be prepared for each site visit.

Depending on the findings, Walker may recommend additional field observations and/or testing. Walker will inform you in this case, to receive approval prior to proceeding with any additional services. Once the scope of services for
Phase I is completed, Walker will issue a separate proposal to develop repair documents and perform construction phase services, if warranted.

**SCHEDULE**

We can start working on Phase 1 scope of services within two weeks after we have received your authorization to proceed. Signing a copy of this letter proposal will serve as our notice to proceed with the proposed services. We anticipate that it will take four to five days on-site to perform the visual observations and testing. Following the field survey, we will submit the report within three to four weeks.

**PROFESSIONAL FEE**

We propose to provide the Phase 1 professional service outlined in the Scope of Services for a lump sum fee of **Forty-Three Thousand Dollars ($43,000)** plus reimbursable expenses broken down as follows. The terms and conditions shall be in accordance with the Agreement between Dallas County and Walker Consultants. We have included a budget of $15,000 for contractor assistance during our field observations to make inspection openings and required repairs and provide aerial lift access.

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<tr>
<th>PROFESSIONAL SERVICES</th>
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<td>PHASE I</td>
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<tr>
<td>Task 1 - Reviews and Interviews, and</td>
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<td>Task 2 - Field Evaluation</td>
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<td>Task 3 - Analysis and Report</td>
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<td>Task 4 - Meeting</td>
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<td>Contractor Assistance</td>
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<td><strong>TOTAL LUMP SUM FEE PROPOSED</strong></td>
<td><strong>$43,000</strong></td>
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Thank you for requesting this proposal from Walker Consultants. If you have any questions regarding this proposal, please contact us directly.

Sincerely,

**WALKER CONSULTANTS**

Brian Glover, RRO, Certified Infrared Thermographer  
Building Envelope Consultant

Alfredo E. (Al) Bustamante, PE  
Senior Vice President
AUTHORIZATION

Trusting that this meets with your approval, we ask that you sign in the space below to acknowledge your acceptance of the terms contained herein, and to confirm your authorization for us to proceed. Please return one signed original of this agreement for our records.

DALLAS COUNTY FACILITIES MANAGEMENT

Authorized Signature
________________________________________________________________________

Printed Name
________________________________________________________________________

Title
________________________________________________________________________

Date
________________________________________________________________________