

# Proposal Form

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Proposer's Name: Four Seasons Environmental, Inc.  
Proposer's Address: 43 New Garver Road, Monroe, OH 45050  
Principal Contact: Nick McDonald  
Telephone Number: (513) 360-7726  
Federal Tax ID  
Number: 10-761-1246  
Date Submitted: May 3, 2022

## Article 1 — Pricing Proposal

**1.1 Price.** The Proposer will perform all Services required under the Facilities Maintenance Plan Advisor Agreement (the "Agreement") for the sum of:

<u>Twenty-three thousand, nine-hundred fifty</u>	<u>Dollars</u>	<u>\$ 23,950</u>
<i>Amount in Words</i>		<i>Amount in Numerals</i>

**1.2** If Proposer is submitting proposed modifications to the Scope of Services included in the draft Agreement included in the RFP Materials, attach a list of proposed modifications and corresponding price adjustments, to this Proposal Form as an exhibit.

## Article 2 — Addenda

**2.1** Receipt of the following Addenda is hereby acknowledged:

Addendum No. <u>1</u>	Date: <u>April 26, 2022</u>
Addendum No. _____	Date: _____
Addendum No. _____	Date: _____

## Article 3 — Acknowledgements & Information

**3.1** Proposer hereby acknowledges that the following representations in this proposal are material and not mere recitals:

**3.1.1** Proposer has read and understands the Agreement and agrees to comply with all requirements of the Agreement.

**3.1.2** Proposer represents that the Proposal is based upon the requirements of the Agreement.

**3.1.3** Proposer, and each person signing on behalf of Proposer, certifies, under penalty of perjury, that to the best of the undersigned's knowledge and belief:

**3.1.3.1** The Pricing Proposal amount has been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition as to any matter relating to such price;

**3.1.3.2** Unless otherwise required by law, the Pricing Proposal has not been knowingly disclosed by the Proposer and will not knowingly be disclosed by the Proposer prior to the Response Deadline, directly or indirectly, to any other Proposer; and

**3.1.3.3** No attempt has been made or will be made by the Proposer to induce any other individual, partnership, or corporation to submit or not to submit a proposal for the purpose of restricting competition.

**3.1.4** Proposer will enter into and execute the Agreement with the Owner that is awarded on the basis of this Proposal.

**3.1.5** Proposer certifies that the upon the award of the Agreement, the Proposer will ensure that all of the Proposer's employees, while working at the Facilities, will not purchase, transfer, use, or possess illegal drugs or alcohol or abuse prescription drugs in any way.

**3.1.6** Proposer agrees to furnish any information requested by the Owner to evaluate the experience, resources, and qualifications of the Proposer.

**3.1.7** Proposer represents that it is not subject to a finding for recovery under Section 9.24, ORC, or that Proposer has taken the appropriate remedial steps required under Section 9.24, ORC, or otherwise qualifies under this section.

Signed and Submitted:

Four Seasons Environmental, Inc.

*Proposer's Name*

By: 

*Signature*

Nick McDonald, Facilities Performance Group Manager

*Printed Name & Title*

May 3, 2022

*Date*



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# Maintenance Plan Advisor Services

## Additional Materials

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### RFP Response

Presented to:



Four Seasons Environmental, Inc.  
43 New Garver Road.  
Monroe, OH 45050



Dr. Terri L. Holden,  
Superintendent  
Yellow Springs Exempted Village School District  
201 South Walnut Street  
Yellow, Springs, OH 45387

Re: Facilities Maintenance Plan Advisor Services

May 2022

Four Seasons Environmental Inc. is pleased to present our proposal to provide Facilities Maintenance Plan services for Mills Lawn Elementary School and McKinney Middle School/Yellow Springs High School. Proper planning and maintenance is vital to the wellbeing of a building. In fact, it can save a facility thousands of dollars over the life of a facility.

As a pre-approved Ohio Facilities Construction Commission partner, FSE has successfully provided Maintenance Planning services to more than 200 Ohio school districts since 2002. FSE has also completed Facility Assessments and Capital Planning projects on facilities throughout the United States. This nearly two decades of experience gives our team valuable expertise. Some of the clients FSE has been privileged to serve include:

- |                              |  |
|------------------------------|--|
| ▶ Beaver Creek City Schools  | ▶ Clark State Community College            |
| ▶ Great Oaks Career Campuses | ▶ Butler Tech                              |
| ▶ Goshen Local Schools       | ▶ Johnstown-Monroe Local School District   |
| ▶ Princeton City Schools     | ▶ Milford Exempted Village School District |

In addition to a long history of Facilities Maintenance Planning experience, FSE is privileged to operate, maintain and repair 12 million square feet of space, including schools, across the United States. Putting it simply, facilities are what we know best.

Thank you for considering FSE as a partner for the Yellow Springs Exempted Village School District's maintenance planning services. The following pages provide more detail about the qualifications FSE believes will be of value. Please do not hesitate to reach out with any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Nick McDonald'.

Nick McDonald  
Facilities Performance Manager

# GENERAL QUALIFICATIONS

## FSE Overview and Experience

Founded in 1985, Four Seasons Environmental, Inc. has provided facilities performance services for more than 35 years. Under the GSA Schedule for the small Business Administration's (SBA) current federal size standard of \$41.5 million per year for the 561210 NAICS classification, we are a solely-owned, privately-held, Ohio veteran-friendly, small business. FSE is an S – Corporation.

While FSE has sites across the U.S., we are headquartered in Ohio:

43 New Garver Road  
Monroe, OH 45050  
Office: (513) 539-2978



Federal Tax ID	UEI No.	DUNS No.	Cage Code
31-1087929	FTZHLEADDKR9	10-761-1246	02PC7

### Experience

Through two decades, FSE has successfully acted as Maintenance Plan Advisor to more than 200 Ohio buildings. We have also acted as Owners Project Representative, and provided capital planning and facility assessment services to school districts and higher education buildings in the United States, including the historic Herbert C. Hoover Federal Building (Building of Commerce) in Washington, DC.

Four Seasons Environmental, Inc. and our employees achieved numerous licenses and certifications, allowing FSE to self-perform and expertly consult nearly all facility management services in-house.

**Professional Engineering Firm** | FSE is a professional engineering firm with three Professional Engineers.

**Licensed Contractor** | FSE is also an Ohio license contractor in all five disciplines:

- ▶ HVAC
- ▶ Hydronics
- ▶ Electrical
- ▶ Refrigeration
- ▶ Plumbing

**Energy Performance** | FSE employs two individuals certified by the Association of Energy Engineers as Certified Energy Managers (CEM).

**Air and Water Balancing** | FSE is certified by the National Environmental Balancing Bureau (NEBB) to perform air and water balancing.

**EPA CFC** | 30+ FSE employees hold the EPA CFC Universal Refrigeration Handling License.

# GENERAL QUALIFICATIONS

## FSE Overview and Experience


**Thermal Imaging** | FSE employs an infrared thermographer (level II) and invested in a \$25,000 thermal camera to minimize thermal risk.

**DOE Qualified** | FSE is one of only 89 companies that is nationally certified by the U.S. Department of Energy to perform Energy Savings Performance Contracts.


**DDC Controls Engineers** / FSE employs three DDC Controls Engineers, as well as 1 Certified Tridium Niagara Engineer.

## FSE Overview and Experience


FSE presents the following personnel to serve as the Maintenance Plan Advisor team. This team will remain consistent throughout the duration of the project. In addition to the proposed core team, FSE features additional support staff that can assist the project as needed.




**Nick McDonald, MME**  
FPG Group Manager




**Dan Tarkington, PE**  
Project Director




**Ken Yockey**  
Owners Project Representative



**Gary Robinson**  
Facility Engineer



**Kaitlin Black**  
FPG Operations Manager



**Chris Rice**  
Infrared Thermographer

### ADDITIONAL SUPPORT

- Steve Bostwick, Architect
- Tom Carter, Roofing Specialist
- Dom Dufourcq, Controls
- Steve Stuck, HVAC/Controls
- Robert Stohr, CMMS Support
- Tom Kennedy, LEED AP
- Reed Tarkington, LEED AP, CBCP, CPMP



# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

#### **Agriculture and Biological Engineering Degree**

The Ohio State University

#### **Masters in Mechanical Engineering**

Wright State University

#### **Universal Refrigerant License**

#### **Certified Professional in Air and Hydronics**

#### **Certified Professional in Sound and Vibration**

National Environmental Balancing Bureau

#### **Construction Quality Management for Contractors**

Corps of Engineers

#### **Certified Commissioning Professional**

Building Commissioning Certification Board

#### **NEBB Subject Matter Expert**

National Environmental Balancing Bureau

### EXPERIENCE

#### **Commissioning Engineer**

2014—Present

Four Seasons Environmental, Inc.

#### **Project Manager, Design Engineer**

2009—2013

Acoustitherm LLC

#### **Test and Balance Project Manager**

1998—2008

Jacobs Mechanical Inc..

**Nick McDonald,**  
**MME, CCP**  
**FPG Group Manager**



### Relevant Projects

#### **Johnstown-Monroe Local School District**

Maintenance Planning,  
Commissioning, Ongoing O&M

#### **Southwest Licking Local School District**

Maintenance Planning,  
Commissioning, Ongoing O&M

#### **Princeton City Schools**

Maintenance Planning, Facility  
Assessments, Energy Support,  
Commissioning, Owner's Project Rep.

# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

#### Bachelor of Mechanical Engineering

Georgia Tech

#### HVAC and Electrical Building Design

WPAFB Civil Engineering School – AFIT

#### Pneumatic/Electric Controls

Honeywell

#### Professional Engineer License #36571

Ohio, Kentucky and Georgia

#### Licensed TAB Certified Professional

National Environmental Balancing Bureau

#### ASHRAE Member

ASHRAE President, 1987-1988

Cincinnati Chapter

#### Licensed Ohio Contractor #15144

HVAC, Refrigeration, Hydronic Plumbing,  
Electrical, Boiler

### EXPERIENCE

**Founder, Mechanical Engineer** 1985—Present  
Four Seasons Environmental, Inc.

**Project Manager, Mech. Contractor** 1973—1985  
The Fred B. Debra Company

**HVAC Mechanical, Design Engineer** 1972—1973  
P&G—Winton Hill Technical Center

**Instructor: HVAC Design,  
P.E. Exam Prep. Course** 1968—1971  
Air Force Institute of technology  
Wright-Patterson Air Force Base

## Dan Tarkington, P.E. Project Director



### Relevant Projects

#### Oak Hills Local School District

**11 Schools**

Facility Advisor, Energy, Ongoing  
Support

#### Great Oaks Career Campuses

**33 Buildings**

Facility Assessment, Master  
Planning, Commissioning

#### Beavercreek City Schools

Commissioning, Advisory Support,  
Engineering Services, HVAC System  
Consultant, Ongoing Consulting



# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

#### **MBA, Management and Finance**

Xavier University

#### **BS, Mechanical and Electrical Engineering Technology**

Miami University

#### **Existing Building Commissioning Professional**

Association of Energy Engineers

#### **Certified Test and Balance**

National Environmental Balancing Bureau

#### **Trend Controls Training**

IQ Hardware / IQ Controller Engineering

#### **Trend Certified DDC Controls Engineer**

### EXPERIENCE

#### **Facilities Engineer**

Four Seasons Environmental, Inc.

2010—Present

#### **Project Engineer**

Kaivac, Inc.

2002—2008

#### **Plant Engineer**

Pizza Blends, Inc.

2002—2004

#### **VP of Engineering**

Phoenix Engineering

2001—2002

#### **Plant Engineer**

Foods Manufacturing

1987—2000

## Gary Robinson, EBCP Facilities Engineer



### Relevant Projects

#### **Oak Hills Local School District**

**11 Schools**

Facility Advisor, Energy Services,  
Ongoing Support

#### **OhioHealth Hospitals**

Facility Assessments and Condition  
Analysis

#### **Hebert C Hoover Federal Building (Department of Commerce)**

Facility Assessment and Condition  
Analysis

# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

**Associates of Air-conditioning Technology**  
Cincinnati State Tech College

**Certified DDC Controls Carrier/CNN/VVT**  
Carrier Education Center, NY

**Certified NOVAR Logic One**  
NOVAR Corporation, OH

**Certified ALC/Web Controls**  
Automated Logic Corporation

**Certified Barber Colman Applications**  
Barber Colman Company

**Trend Controls Training**  
IQ Hardware, IQ Controller Engineering

**Trend Certified DDC Controls Engineer**

**ASHRAE Certificates**

### EXPERIENCE

**Facilities Engineer** 2008—Present  
Four Seasons Environmental, Inc.

**Project Manager** 1993—2008  
EMCOR Automation Services

**Director of Services Ops.** 1979—1993  
RPC Mechanical

**Applications Engineer** 1975—1979  
Barber Colman Company

**Ken Yockey**  
Owner's Project  
Representative



### Relevant Projects

**Goshen Local Schools**  
Maintenance Planning, Energy  
Training, Commissioning, Ongoing  
Support

**Milford Exempted Village  
School District**  
Maintenance and Capital Planning,  
Commissioning, Ongoing Support

**Clark State Community College**  
Facility Assessment, Capital  
Planning, Owner's Project  
Representative, Commissioning

# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

**Registered Architect #9095 State of Ohio**  
1989

#### Bachelors of Architecture

University of Cincinnati  
College of Design, Architecture, Art, and Planning (DAAP)

### EXPERIENCE

**Building Envelope  
Commissioning Agent** 2021—Present  
Four Seasons Environmental, Inc.

**Architect** 1990—Present  
Bostwick Forensic Architecture

**Architect** 1985—1990  
Senhauser Architectural Firm

#### Summary Statement

Mr. Bostwick enhances FSE's MPA Team with his focus on Forensic Architecture Investigation, including:

- Architectural remediation of moisture/air intrusion of the building envelope.
- Building cladding types investigated have included brick, stone, synthetic stone, EIFS, cement stucco, wood, vinyl, steel and aluminum.

#### Personally Invited

To be part of Affordable Comfort's 20-person Peer Review of the HUD / U.S. Department of Energy "Healthy and Affordable Housing."

#### Invited to Author Paper

"Condensation of Reservoir Claddings" - Selected by Oak Ridge National Laboratories for presentation and possible publication by ASHRAE.

**Steve Bostwick, RA**  
Building Envelope  
Commissioning Agent



### Relevant Projects

**Ohio National Guard: Xenia  
Armory**  
Building Envelope Facility  
Assessment

**Ohio National Guard: Field  
Maintenance Shop 11**  
Building Envelope Facility  
Assessment

**Sycamore Community Schools**  
Building Envelope Review and  
Inspection

# TEAM MEMBERS

## MPA Team Resumes

### EXPERIENCE

**Roofing Specialist, Commissioning, and Retro Commissioning** 2021—Present  
Four Seasons Environmental, Inc.

**Owner** 1993—2019  
Commercial Roofing Products, Inc.

Roofing Products Sold included:

- Durapax Roof Systems
- Performance Roof Systems
- FiberTite Roof Systems
- TopCoat Elastomeric Roof Systems
- Via FSE, Tom Carter is also familiar with Carlisle, Garland, and Tremco Roof Systems that are often used on OFCC projects

**Owner** 1981—1993  
Tom Carter Roofing Co., Inc.

Tom directly employed up to 30 employees and self-performed all aspects roofing, including:

- Roofing
- Sheetmetal Work
- Laborer Support
- Full-Time Safety Director

Roofing projects ranged in size from 5,000 to 600,000 ft<sup>2</sup>.

### Summary Statement

Tom Carter's presence on FSE's MPA Team allows FSE to self perform the roofing portion of FSE's CX and RetroCx projects. With Tom's 12 years of roofing construction experience and 26 years of roofing sales experience, Tom brings a significant value add to FSE MPA Team.

**Tom Carter**  
Roofing Specialist



### Relevant Projects

**East Clinton Local School District**  
Roofing Design Review and Inspection

**Sycamore Community Schools**  
Roofing Design Review and Inspection

**Elida Local School District**  
Roofing Design Review and Inspection



# TEAM MEMBERS

## MPA Team Resumes

### EDUCATION | CERTIFICATION

#### Certification HVAC/Refrigeration Certification

ITT Technical Institute

#### Journeyman Controls Electrician

#### Square D Start Up Certification

Tour Andover Controls

#### Universal Refrigerant License

Refrigeration Service Engineers Society

#### Certified Building Commissioning Professional

Association of Energy Engineers

#### Certified Commissioning Professional

Building Commissioning Certification Board

#### Certified Infrared Thermographer, Level II

Infraspection Institute

### EXPERIENCE

#### Commissioning Engineer 2010—Present

Four Seasons Environmental, Inc.

#### Project Manager 2006—2008

Advanced Technical Group

#### Field Superintendent 2000—2006

JEA Controls

## Chris Rice, CBCP, CCP Commissioning Engineer



### Relevant Projects

#### Southwest Licking Local School District

Thermal Infrared Inspection:  
Building Envelope, Electrical

#### Southwest Local School District

Thermal Infrared Inspection:  
Building Envelope, Electrical

#### Indian Creek Local School District

Thermal Infrared Inspection:  
Building Envelope, Electrical

# PROJECT APPROACH

## Maintenance Planning Services

With more than 20 years experience in Maintenance Planning, FSE understands and is comfortable with the scope of work laid forth in the RFP.

### Project Approach

At the start of the project, FSE's team will review all provided documents, including, but not limited to, building drawings, and previous facility assessments.

After familiarization, FSE will visit the buildings. Our team will speak with maintenance staff to learn about equipment history and maintenance procedures. Then, the Maintenance Advisory team will walk the buildings to inspect and document the building and equipment, including photographing each asset and building components.

Once site visits are complete, the team will review all information and create a Facility Assessment Report with information about each building component, its current condition and any corrective action needed. FSE will provide a budget for the work needed, as well as a proposed timeline. FSE will present the information to the District through three Facilities Committee meetings and two Board of Education meetings, and will work with all parties to finalize the report to the Owner's satisfaction. The final report will include:

- ▶ Current condition of assets and building components
- ▶ Recommended maintenance practices
- ▶ Recommended timeline for proposed projects
- ▶ Estimated budget for the proposed projects
- ▶ Additional information as requested by the Owner

### Scope

- |  |                              |
|--|------------------------------|
| ▶ HVAC Systems                         | ▶ Fire Alarm and Life Safety |
| ▶ Electrical Systems                   | ▶ Handicapped Access         |
| ▶ Plumbing and Fixtures                | ▶ Site                       |
| ▶ Windows                              | ▶ Sewage System              |
| ▶ Structure and Roofing                | ▶ Water Supply               |
| ▶ General Finishes                     | ▶ Exterior Doors             |
| ▶ Interior, Emergency, Egress Lighting | ▶ Loose Furnishings          |
| ▶ Security Systems                     | ▶ Technology                 |





# PROJECT APPROACH

## Maintenance Planning Services

Below is a sample of the Facility Evaluation Detail Report as created for the Herbert C Hoover Department of Commerce Federal Building in Washington, DC.

Facility Evaluation Detail Report

FSE

Department of Commerce - Herbert C Hoover

Report By: GGR

Description:

AHU-26 located in Room 4526

Cost:

\$130,424.00

Condition Rating:

2

Area:

Interior

Category:

Equipment Room

SubCategory:

Mechanical

Observation:

AHU-26 is a built-in-place unit. This unit appears to have been installed in the 1960s and is constructed in a hot deck-cold deck configuration with a common fan delivering air to both duct systems. A roll media filter is used to remove dust and particulates from the incoming air. This filter system is not well sealed and air can bypass the media. The roll filter media advancement system does not appear to be operational. The outside air fan appears abandoned.

Recommendation:


Review the filter system and determine if replacement can be justified considering the replacement schedule in the renovation. Cost shown is for replacement of air handler per the RS Means addendum in Section 7: Replace AHU.



# PROJECT APPROACH

## Maintenance Planning Services

To support our estimated costs, FSE utilizes RS Means Data. RS Means data is North America's leading construction and maintenance cost database. A dynamic collection of data points actively monitored by experienced cost engineers, RS Means data is used by facilities professionals to create budgets, estimate projects, validate cost data and plan for ongoing facility maintenance. It is the construction and maintenance industry's standard for predictive budgets. Detailed RS Means data is provided for recommended projects, as well as an easy-to-read summary. A sample budget summary is included below.

			
PROPERTY ASSESSMENT SERVICES: HERBERT C. HOOVER FEDERAL BUILDING			
EVALUATION PART I COST ESTIMATES SUMMARY (OCTOBER 2019)			
Section	Cost Per Instance	No. of Instances	Total Cost
1: REPAIR DRAINAGE IN OLD BOILER ROOM	\$ 409,117.15	1	\$ 409,117.15
2: REPLACE TERRA COTTA WALL	\$ 5,439.25	6	\$ 32,635.50
3: INSTALL DOOR WALL	\$ 3,720.92	7	\$ 26,046.44
4: REPLACE CEILING AND REPAIR LEAK IN BATHROOM	\$ 8,517.86	1	\$ 8,517.86
5: REPLACE STEAM PIPING	\$ 6,093,001.06	1	\$ 6,093,001.06
6: REPLACE SMALL AC AND PANEL	\$ 14,688.28	1	\$ 14,688.28
7: REPLACE AHU	\$ 130,424.00	27	\$ 3,521,448.00
8: REPLACE 3 DISTRIBUTION BREAKER PANELS	\$ 14,231.34	92	\$ 1,309,283.28
9: REPLACE 4 DISTRIBUTION BREAKER PANELS	\$ 18,975.12	2	\$ 37,950.24
10: REPLACE MAIN SWITCHGEAR	\$ 166,562.03	8	\$ 1,332,496.24
11: REWORK WIRING	\$ 3,763.01	1	\$ 3,763.01
MISCELLANEOUS ITEMS			\$ 172,800.00
TOTAL MEP:			\$ 12,961,747.06

Please see the following pages for five Ohio customers FSE has been privileged to support. FSE authorizes Yellow Springs Exempted Village School District and its representatives to contact the owners and design professionals to request a candid evaluation of our performance.

# RECENT PROJECTS

## Maintenance Planning Resumes

### Goshen Local Schools 4 School Buildings

**Address:**

6694 Goshen Road, Goshen, OH 45122

**Buildings:** 4

**Square Footage:** 355,957

**Dates:** 2003—Ongoing



#### Maintenance Planning, Energy Training, Ongoing Support, Commissioning Services

As a long-term partner, FSE has supported Goshen Local Schools since 2003. Beginning with maintenance planning services, FSE assessed Goshen's facilities and equipment, and looked into ways to be more efficient. FSE created an energy plan for the District and helped enact many energy conservation initiatives. These initiatives saved the district money, which Goshen used to reinvest into further improvements. This cycle has been continuing since 2008, saving Goshen more than \$1,400,000. Recently, as part of our ongoing support, FSE helped Goshen plan for the development of a master plan for the construction of a new school building and additional 10 classrooms for its existing High School, which will be on the ballot in November.

**Scope of Work:**

- ▶ HVAC Systems and Equipment
- ▶ HVAC Control Systems and Equipment
- ▶ Domestic Hot Water Systems and Equipment
- ▶ Electrical Systems and Equipment
- ▶ Emergency Systems
- ▶ Building Envelope

**Point of Contact**

Todd Shinkle

513-722-2222

[shinklet@goshenlocalschools.org](mailto:shinklet@goshenlocalschools.org)



# RECENT PROJECTS

## Maintenance Planning Resumes

### Milford Exempted Village Schools 11 School Buildings

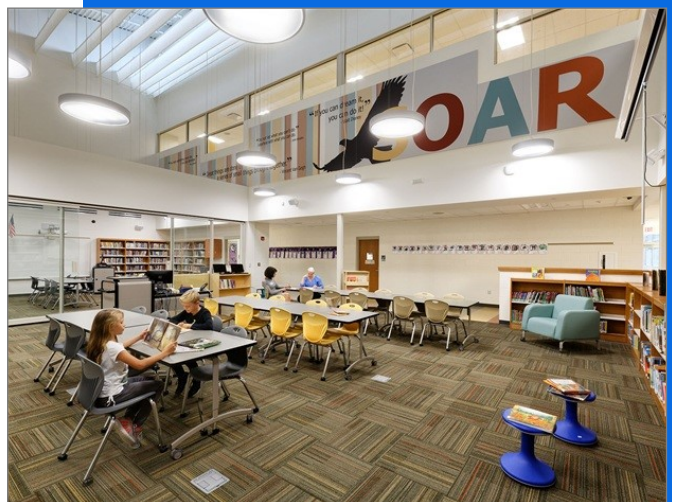
**Address:**

1099 State Route 131, Milford, OH 45150

**Buildings:** 11

**Square Footage:** 950,000

**Dates:** 2008—ongoing



#### Maintenance Planning, Capital Planning, Commissioning Services

FSE has served Milford Exempted Village School District for many services, beginning with developing a comprehensive Facility Maintenance Report for five buildings, as well as providing energy training and planning for the District. In 2014, FSE was hired to provide Commissioning Services for two new elementary school buildings. Since then, FSE has remained a partner to Milford, working closely with the Director of Business and Operations and the Maintenance Team regarding operations, efficiency, purchasing and renovation projects. As part of our advisory services, FSE recently assessed Milford's equipment to determine where they are in their life cycles and created a master plan to add new technology and upgrades for the buildings.

#### Scope of Work:

- ▶ HVAC Systems and Equipment
- ▶ HVAC Control Systems and Equipment
- ▶ Domestic Hot Water Systems and Equipment
- ▶ Lighting and/or Daylighting Controls
- ▶ Electrical Systems and Equipment
- ▶ Renewable Energy Systems

#### Point of Contact

Jeff Johnson

513-831-1314

[Johnson\\_jeff@milfordschools.org](mailto:Johnson_jeff@milfordschools.org)

# RECENT PROJECTS

## Maintenance Planning Resumes

### Great Oaks Career Campuses: Diamond, Laurel, live, Scarlet

**Address:**

110 Great Oaks Drive, Cincinnati, OH 45241

**Buildings:** 33

**Square Footage:** 1,234,390

**Dates:** 2009—Ongoing

#### Facility Condition Assessment, Master Planning, Commissioning Services

Great Oaks Career Campuses is one of the largest career and technical education districts in the US. FSE has performed a number of services for Great Oaks since 2009, including O&M, commissioning, maintenance planning and master planning. Recently, through our ongoing partnership, FSE assessed the career campuses' rooftop units, which are nearing their asset life. Great Oaks hired FSE to create a master plan for replacing the equipment. Previously, FSE performed a facility assessment to assist the board in creating staff and budget plans to appropriately care for the buildings. FSE also oversaw lighting upgrades, occupancy scheduling, HID lighting added to parking lots, insulation updates, variable frequency drives updated on chillers, and VAV sequence of operations. FSE is currently commissioning renovation projects at Laurel Oaks and Live Oaks.

**Scope of Work:**

- ▶ HVAC Systems and Equipment
- ▶ HVAC Control Systems and Equipment
- ▶ Domestic Hot Water Systems and Equipment
- ▶ Lighting and/or Daylighting Controls
- ▶ Electrical Systems and Equipment



**Point of Contact**

Dan Cox

513-771-8840

[coxd@greatoaks.com](mailto:coxd@greatoaks.com)



# RECENT PROJECTS

## Maintenance Planning Resumes

### Clark State Community College 10 Educational Facilities

**Address:**

P.O. Box 570, Springfield, OH 45501-0570

**Buildings:** 10

**Square Footage:** 503,929

**Dates:** 2009—Ongoing



#### Facility Assessment, Capital Planning, Owner Project Representative, Commissioning

Clark State Community College employed FSE to perform an MEP Facility Assessment on its Leffel Lane, Downtown and Beavercreek Campuses. FSE assessed mission-critical MEP assets, and created a feasibility-grade cost estimate to repair, upgrade or replace assets, as well as created a five-year capital plan. Following the assessment, Clark State hired FSE to act as Owner's Project Representative and Commissioning Authority for its chiller and controls upgrades for Shull Hall, Library Research Center, Applied Science Center, and Brickman Educational Center. The work is ongoing, but includes representing Clark State's interest in supervising the chiller installations and controls upgrades at each of the facilities. Commissioning services for the projects include reviewing design drawings, providing pre-functional and functional testing, and reviewing/approving/ commenting on the hydronic balancing reports.

#### Energy Updates Included:

- ▶ Chiller installation / upgrades
- ▶ Controls upgrades

#### Point of Contact

Doug Schantz

937-328-6005

Schantz@clarkstate.edu



# RECENT PROJECTS

## Maintenance Planning Resumes

### Princeton City Schools 9 School Buildings

**Address:**

3900 Cottingham Dr., Cincinnati, OH 45241

**Buildings: 9**

**Square Footage: 950,000**

**Dates: 2010—Ongoing**



#### Energy Improvements, Maintenance Planning, Commissioning, Owners Project Rep. Services

In 2010, FSE began energy savings services to create and implement energy-savings opportunities. FSE installed an energy dashboard to track water, gas and electricity usage. FSE SE continues to support Princeton in training and energy measurement and verification support. FSE also served as commissioning agent on the new Middle-High School, and created a facility audit of the entire District. Since then, FSE has continued to provide advisory support to Princeton. In addition to ongoing maintenance support and training, FSE is currently acting as Owners Project Representative. Princeton is replacing its elementary school chillers, chilled water primary pumps, chilled water secondary pumps, and VFDs. FSE assisted in soliciting and reviewing proposals, and is overseeing and verifying installation.

#### Scope of Work:

- ▶ HVAC Systems and Equipment
- ▶ HVAC Control Systems and Equipment
- ▶ Domestic Hot Water Systems and Equipment
- ▶ Lighting and/or Daylighting Controls
- ▶ Electrical Systems and Equipment
- ▶ Renewable Energy Systems

#### Point of Contact

Tod Kutil

513-864-1000

[TKutil@princeton.k12.oh.us](mailto:TKutil@princeton.k12.oh.us)

# ADDITIONAL INFORMATION

## Maintenance Planning Services

### Examples

Along with our Bid Form and Additional Material addressing section 2.4.3, FSE is submitting an example Facility Maintenance Plan for our assessment at the Herbert Hoover Federal Building. Additional examples can be provided upon requested.

### Resources

FSE has the resources necessary to complete the Facilities Maintenance Plan Advisory Services, including the financial ability. Additional, FSE's 20-year track record demonstrates our ability to successfully complete the requested services successfully and on time.

### Compliance

FSE complies with federal, state and local laws, rules and regulations, including, but not limited to the Occupational Safety and Health Act.

### Subcontractors

FSE is confident we are capable of completing all work set forth in the RFP by our in-house Facilities Maintenance team. If Yellow Springs Exempted Village School District should request additional work that is outside our traditional scope, we will work with the Owner to source a suitable subcontractor.

### Drug-Free Workplace

FSE participates in a drug-free workplace program that includes a written substance policy, employee educational awareness, supervisor skill-building training, and quarterly random drug and alcohol testing, as well as testing for all new hires.

### Agreement

By submitting this proposal, FSE agrees that Yellow Springs Exempted Village School District's determination of which proposal is in its best interest will be final and conclusive. FSE will not directly or indirectly challenge such determination if we are not the successful offeror.

### Contract

FSE does not have any proposed modifications to the Contract Documents as provided in the RFP.

### Proposal Certifications

- FSE has carefully reviewed the RFP materials and has included all costs necessary to provide labor and materials for the requested services.
- FSE is not the subject of an unresolved finding for recovery issued by the Auditor of the State under ORC Section 9.24.
- FSE is not debarred under ORC Section 153.02.
- FSE has not been found by a court to be in default of a judgement or breach of settlement agreement
- FSE has not violated ORC Section 3517.102 by exceeding allowable campaign contributions.



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## Facility Maintenance Plan Examples

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Presented to:



Four Seasons Environmental, Inc.  
43 New Garver Road.  
Monroe, OH 45050

# MAINTENANCE PLAN EXAMPLES

## FSE Facilities Maintenance Plans

FSE has assisted more than 200 facilities with Maintenance Plan, Facility Assessment and Capital Planning in 20 years. Included below are brief descriptions of the projects, and a link to access the delivered report. Please note that these reports vary, as FSE tailors our reports to meet the needs of the customer.

### Herbert C. Hoover Federal Building

FSE created a Facility Assessment for the expansive 1,800,000 historical building in Washington, DC. The assessment covered the Building Envelope and MEP systems and equipment. FSE provided condition assessments of all assets, proposed improvements and the associated cost for the recommended work. [View the full report here.](#)

### Bridgeway Academy

FSE was contracted by Bridgeway Academy to perform a property assessment for its two-story school building in Ohio. The assessment included MEP assets, kitchen areas, building envelope, site and ADA compliance. [View the full report here.](#)

### Clark State Community College

FSE assessed 10 educational facilities for Clark State Community College, spanning more than 500,000 square feet. The assessment included a feasibility-grade cost estimate to repair, upgrade or replace assets, as well as created a five-year capital plan. [View the full report for our Shull Hall Assessment here.](#)

### Great Oak Career Campus

FSE created a Facility Audit for the Great Oaks Career Campus, which spans more than 1.2 million square feet. The purpose of the Facility Audit was to assist the Board of Education in creating a plan for maintenance staff and budgets to appropriately care for its buildings. [View the full report here.](#)

### Oak Hills Local School District

FSE created a Facility Assessment for Oak Hills Local School District's 11 buildings. The goal of the Assessment was to assist the Maintenance Department in creating a plan for its budgeting and staffing needs to adequately care for its facilities. [View the full report here.](#)