

BOC Meeting Date  
12/4/2019**Requesting Agency**

Real Estate and Asset Management

**Commission Districts Affected**

All Districts

**Requested Action** *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of recommended proposal, Department of Real Estate and Asset Management, 19RFP052019K-EC, Fulton County Justice Center Tower Duct System Cleaning-Phase II in the amount of \$998,500.00 with AQS, Inc. dba Air Quality Systems (Norcross, GA) to provide duct system remediation cleaning associated with the AHU's and duct system in the Fulton County Justice Center Tower Building. Effective for a period of 365 calendar days upon issuance of Notice to Proceed.

**Requirement for Board Action** *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-374 and 102-375, all competitive sealed proposals shall be forwarded to the Board of Commissioners for approval.

**Is this Item related to a Strategic Priority Area?** *(If yes, note strategic priority area below)*

Yes All People trust government is efficient, effective, and fiscally sound

**Is this a purchasing item?**

Yes

**Summary & Background***(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

**Scope of Work:** To furnish all materials, labor, tools, equipment and appurtenances necessary for the Duct System Remediation Cleaning – Phase II Project associated with the AHU's and duct system in the Fulton County Justice Center Tower located at 185 Central Ave SW, Atlanta, GA 30303.

The associated services provided will include but not limited to:

- Inspect the layout of the air distribution system to determine the level of cleaning required.
- Provide photographs depicting the conditions of the ductwork and equipment.
- Provide temporary protection for areas where work is to be performed.
- Remove, clean and reinstall all registers, grills, etc.
- If necessary when cleaning HVAC components, use high powered vacuums and compressed air to remove particulates, debris and surface contamination
- Clean and treat the entire duct systems with an EPA registered sanitizing solution for mold, mildew, fungus, viruses and bacteria.
- Spray an encapsulating EPA approved materials on all of the internally lined ductwork.
- Furnish and install new filters in AHU's, PIU's, VAV's, etc.,

**Agency Director Approval****County Manager's Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

Project Background: Particulate matter emanating from air conditioning vents and falling onto office furniture and fixtures below has significantly increased in the Justice Center Complex over time air conditioning forces dormant, non-adhered substances out of the HVAC system and into finished spaces. This condition exists year round throughout the Complex but is more acute as outside temperatures rise and the demand for conditioned air grows.

An assessment performed an outside industrial hygienist confirms staff's observation that the source of the particulates is the insulation lining the inside of the duct work becoming brittle with age (now 25 years old) and detaching.

**Community Impact:** This agenda item is directly related to one of the BOC's key strategic focus area; 2) All people are healthy. This impacts the environmental health and comfort of the patrons and employees of the County in these facilities. The Contractor will perform air balance checks and extract all contamination in the duct system, which can affect the respiratory function of patrons and employees if not prevented.

**Department Recommendation:** The Department of Real Estate and Asset Management (DREAM) recommends approval of the proposal by AQS, Inc. to furnish all materials, labor, tools, equipment and appurtenances necessary for the Duct System Remediation Cleaning – Phase II Project associated with the AHU's and duct system in the Fulton County Justice Center Tower located at 185 Central Ave SW, Atlanta, GA 30303.

The recommended Contractor will work in collaboration with the Department of Real Estate and Asset Management, Project Management Team.

**Project Implications:** This contract allows the necessary required cleaning, and sanitizing the duct system from all foreign contaminations such as mold, mildew, fungus and bacteria serious respiratory problems, if infected, can occur along with impacting the air quality at the Justice Center Tower.

**Community Issues/Concerns:** There are no apparent issues or concerns raised by the community.

**Department Issues/Concerns:** If this contract is not approved, the Department cannot address the contamination of debris in the duct system at the Fulton County Justice Center Tower Building.

**History of BOC Agenda Item:** This is a new procurement.

<b>Contract &amp; Compliance Information</b>	<i>(Provide Contractor and Subcontractor details.)</i>
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<b>Contract Value:</b>	<b>\$998,500.00</b>
<b>Prime Vendor:</b>	<b>AQS, Inc. dba Air Quality Systems</b>
<b>Prime Status:</b>	<b>Non-Minority</b>
<b>Location:</b>	<b>Norcross, GA</b>
<b>County:</b>	<b>Gwinnett County</b>
<b>Prime Value:</b>	<b>\$998,500.00 or 100.00%</b>

<b>Total Contract Value:</b>	<b>\$998,500.00 or 100.00%</b>
<b>Total M/FBE Value:</b>	<b>\$-0-</b>

<b>Solicitation Information</b>	<b>NON-MFBE</b>	<b>MBE</b>	<b>FBE</b>	<b>TOTAL</b>
No. Bid Notices Sent:	<b>15</b>	<b>55</b>	<b>34</b>	<b>104</b>
No. Bids Received:	<b>1</b>	<b>1</b>	<b>1</b>	<b>3</b>
<b>Total Contract Value</b>	<b>\$998,500.00 or 100.00%</b>			
<b>Total M/FBE Values</b>	<b>\$-0-</b>			
<b>Total Prime Value</b>	<b>\$998,500.00 or 100.00%</b>			
<b>Fiscal Impact / Funding Source</b> <i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i> 533-520-5200-K008: Capital, Real Estate and Asset Management, MEP Improve Justice Ctr-FCURA- \$998,500				
<b>Exhibits Attached</b> <i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i> <b>Exhibit 1:</b> Evaluation Committee recommendation Letter <b>Exhibit 2:</b> Contractor's Performance Report				
<b>Source of Additional Information</b> <i>(Type Name, Title, Agency and Phone)</i> Joseph N. Davis, Director, Department of Real Estate and Asset Management, (404) 612-3772				

<b>Agency Director Approval</b>		<b>County Manager's Approval</b>
<b>Typed Name and Title</b> Felicia Strong-Whitaker, Director	<b>Phone</b> (404) 612-5800	
<b>Signature</b>	<b>Date</b>	

Revised 03/12/09 (Previous versions are obsolete)

**Procurement****Contract Attached:**  
No**Previous Contracts:**  
No**Solicitation Number:**  
19RFP052019K-EC**Submitting Agency:**  
Department of Real  
Estate and Asset  
Management**Staff Contact:**  
Harry Jordan**Contact Phone:**  
(404) 612-5933**Description:** Recommended proposal to provide Duct System Remediation Cleaning-Phase II Project associated with the AHU's and duct system in the Fulton County Justice Center Tower Building.**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: .  
 Previous Adjustments: .  
 This Request: \$998,500.00  
 TOTAL: \$998,500.00

**MBE/FBE Participation:**

Amount: . %: .  
 Amount: . %: .  
 Amount: \$-0- 0.00%: .  
 Amount: . %: .

**Grant Information Summary:**

Amount Requested: . ☐ Cash  
 Match Required: . ☐ In-Kind  
 Start Date: . ☐ Approval to Award  
 End Date: . ☐ Apply & Accept  
 Match Account \$: .

**Funding Line 1:**

533-520-5200-K008

**Funding Line 2:**

.

**Funding Line 3:**

.

**Funding Line 4:**

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**KEY CONTRACT TERMS****Start Date:**

Upon issuance of NTP

**End Date:**

365 calendar days

**Cost Adjustment:**

.

**Renewal/Extension Terms:**

No renewals

**ROUTING & APPROVALS**

(Do not edit below this line)

X	Originating Department:	Davis, Joseph	Date: 11/18/2019
X	County Attorney:	Stewart, Denva	Date: 11/21/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/22/2019
X	Finance/Budget Analyst/Grants Admin:	Jones, Monica	Date: 11/20/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/22/2019



## INTEROFFICE MEMORANDUM

**TO:** Felicia Strong-Whitaker, Director  
Department of Purchasing & Contract Compliance

**FROM:** Evaluation Committee Recommendation Letter

**DATE:** October 15, 2019

**PROJECT:** #19RFP052019K-EC, Fulton County Justice Center Tower Duct System Cleaning – Phase II

In accordance with the Purchasing Code, a duly appointed Evaluation Committee has reviewed the proposals submitted in response to the above-reference project on behalf of the Department Real Estate and Asset Management.

Three (3) qualified firms submitted proposals for evaluation and consideration for award of this project:

1. AQS, Inc. d/b/a Air Quality Systems
2. Enviro-Tech Systems, Inc. d/b/a MediClean Air Duct Services and AeroSeal Southeast
3. 5 Seasons Mechanical, LLC.

After review of the technical proposal the following firms were short-listed:

1. AQS, Inc. d/b/a Air Quality Systems
2. Enviro-Tech Systems, Inc. d/b/a MediClean Air Duct Services and AeroSeal Southeast

After review, evaluation and consideration of all available information related to the requirements and evaluation criteria of the RFP, the Evaluation Committee has determined that the proposal submitted by **AQS, Inc. d/b/a Air Quality Systems** with a total score of **75.42%** are the recommended vendors for the award of #19RFP052019K-EC, Fulton County Justice Center Tower Duct System Cleaning – Phase II

EVALUATION CRITERIA	WEIGHT	AQS, INC. D/B/A AIR QUALITY SYSTEMS	Enviro-Tech Systems, Inc. d/b/a MediClean Air Duct Services and Aeroseal Southeast
Executive Summary	2.00%	1.50%	1.33%
Project Approach	35.00%	25.75%	27.00%
Project Team Qualifications	15.00%	11.25%	11.25%
Relevant Project Experience	15.00%	13.75%	13.75%
Availability of Personnel	4.00%	2.67%	2.33%
Safety Qualifications	5.00%	4.17%	3.33%
Employee Training	5.00%	1.33%	1.17%
Local Preference	5.00%	0.00%	0.00%
Service Disabled Veterans Preference	2.00%	0.00%	2.00%
Cost Proposal	15.00%	15.00%	3.65%
<b>TOTAL SCORE:</b>	<b>100.00%</b>	<b>75.42%</b>	<b>65.82%</b>



# DEPARTMENT OF PURCHASING & CONTRACT COMPLIANCE

## REQUEST FOR PROPOSAL TABULATION SHEET

#19RFP052019K-EC, Fulton County Justice Center Tower Duct System Cleaning – Phase II

Date: July 15, 2019

Total Number of Proposals Received: 3

Elsa D. Castro, Assistant Purchasing Agent

Respondent's Name		E-verify Number
1.	Enviro-Tech Systems, Inc. d/b/a MediClean Air Duct Services and AeroSeal Southeast	493120
2.	AQS, Inc. d/b/a Air Quality Systems	340310
3.	5 Seasons Mechanical, LLC.	620115
4.		
5.		
6.		
7.		
8.		
9.		





July 15, 2019

Department of Real Estate and Asset Management  
130 Peachtree St  
1<sup>st</sup> Floor, Suite 1168  
Atlanta, GA 30303

Re: #19RFP052019K-EC, Fulton County Justice Center Tower Duct System Cleaning Phase II

Dear Evaluation Committee:

The Air Quality Systems team is pleased to present the attached cost proposal for the duct system remediation project of the Fulton County Justice Center in the amount of \$998,500.00.

The company has studied the floor plans that were made available through the RFP to determine multiple resource and material requirements. We have not included specific detail on the procedures and actual results of many calculations for this project.

It is worth noting that a firm was hired to calculate the linear feet of duct work in the building. The coating product that is anticipated to be used in this project amounts to 90% of all materials that will be utilized. It was very important for us to have a clear understanding of this number. The following factors were all integral in determining the overall cost of the proposed project:

- The number of technician hours required to clean and coat one air handler unit and associated duct work. The following items helped determine the hours required:
  - Number of VAVs
  - Number of FPBs
  - Number of grilles/vents to be cleaned
  - Transportation and moving of coating material
  - Physical location of AHU and the floor that is serviced by that unit
  - Time required to adequately protect/cover floors, furniture, etc
  - Time required for setup and cleanup
- Calculation of the coverage area of lined ductwork that will require coating. Our calculations show approximately 30,000 linear feet of lined ductwork varying in size. Air Quality Systems calculates a need for 2,250 – 2,500 gallons of coating material.
- Calculation of the number of holes that will have to be cut and patched, not only to clean each linear feet of duct work, but also to coat all the lined duct work.





- The amount of drop clothes and/or poly sheeting required to adequately protect/cover floors, furniture and equipment and the time associated with the activity.
- The level of managerial oversight and record keeping required.
- An estimate had to be made to anticipate the filters required for each system.
- Typical travel, parking, and meal cost were included.
- The probability of unforeseen expenses, scheduling conflicts, and possible schedule compression had to be included in the price assumption.

As with any project of this size, the ability to (1) break it up into sections and (2) sequence it in a way that makes logical sense, will lead to a successful outcome. Continued interaction and feedback will help us streamline what we deliver and assure optimal owner satisfaction.

We are very excited and ready to help you get this project completed in a timely manner without interruption to the ongoing activity at the building.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Anton Kotze', with a stylized flourish at the end.

Anton Kotze  
President  
Air Quality Systems

REVISED

COST PROPOSAL FORM

Submitted To: Fulton County Government

Submitted By: AQS, Inc.

For: RFP #19RFP052019K-EC

Submitted on July 15, 2019

The undersigned, as Proposer, hereby declares that the only person or persons interested in the Proposal as principal or principals is or are named herein and that no other person than herein mentioned has any interest in this Proposal or in the Contract to be entered into; that this Proposal is made without connection with any other person, company or parties making a Proposal; and that it is in all respects fair and in good faith without collusion or fraud.

The Proposer further declares that he has examined the site of the work and informed himself fully in regard to all conditions pertaining to the place where the work is to be done; that he has examined the Drawings and Specifications for the work and contractual documents relative thereto, and has read all instructions to Proposers and General Conditions furnished prior to the openings of Proposals; that he has satisfied himself relative to the work to be performed.

The Proposer proposes and agrees, if this Proposal is accepted, to contract with the Board of Commissioners of Fulton County, Atlanta, Georgia, in the form of contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation and labor necessary, and to complete the construction of the work in full and complete accordance with the provided, noted, and reasonably intended requirements of the Specifications and Contract Documents to the full and entire satisfaction of the Board of Commissioners of Fulton County, Atlanta, Georgia, with a definite understanding that no money will be allowed for extra work except as set forth in the attached General Conditions and Contract Documents for the following prices.

THE BASE PROPOSAL PLUS ANY ALTERANATES AS DETERMINED BY THE COUNTY IS THE AMOUNT UPON WHICH THE PROPOSER WILL BE FORMALLY EVALUATED AND WHICH WILL BE USED TO DETERMINE THE LOWEST RESPONSIBLE PROPOSER.

The base Proposal may not be withdrawn or modified for a period of sixty (60) days following the receipt of Proposals.

**BASE PROPOSAL AMOUNT** (Do not include any Proposal Alternates)

\$ \$998,500

**(Dollar Amount In Numbers)**

nine hundred ninety eight thousand, five hundred

**(Dollar Amount in Words)**

The Proposer agrees hereby to commence work under this Contract, with adequate personnel and equipment, on a date to be specified in a written "Notice to Proceed" from the County.

The Proposer declares that he understands that the quantities shown for the unit prices items are subject to either increase or decrease, and that should the quantities of any of the items of

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work be increased, the Proposer proposes to do the additional work at the unit prices stated herein; and should the quantities be decreased, the Proposer also understands that payment will be made on the basis of actual quantities at the unit price Proposal and will make no claim for anticipated profits for any decrease in quantities; and that actual quantities will be determined upon completion of work, at which time adjustments will be made to the contract amount by direct increase or decrease.

Proposer: AQS, Inc.

Proposer shall list the required compensation for the performance of these Design/Build Team services per the table below. Proposer shall include all cost for travel, parking, printing, telephone, reproductions, copies, etc... as part of their compensation in the values of the table below. No additional compensation for any other incurred expenses shall be chargeable to Fulton County.

SERVICE	Cleaning	Resurfacing Option	Total
Parking and Service Level	\$ 14,391	\$ 2,179	\$ 16,570
Ground Level	\$ 30,696	\$ 56,890	\$ 87,586
Level 1	\$ 49,189	\$ 64,753	\$ 113,942
Level 2	\$ 63,869	\$ 104,074	\$ 167,943
Level 3	\$ 45,567	\$ 82,847	\$ 128,414
Level 4	\$ 48,423	\$ 83,016	\$ 131,439
Level 5	\$ 11,478	\$ 1,000	\$ 12,478
Level 7	\$ 28,640	\$ 38,204	\$ 66,844
Level 8	\$ 27,905	\$ 45,543	\$ 73,448
Level 9	\$ 35,242	\$ 54,594	\$ 89,836
Access Doors (allow 50)			\$ 10,000
Total			\$ 898,500
Owner Controlled Contingency			\$100,000.00
Unit Price for Access Doors (+/-)		Each	\$ 250
Total Base Proposal			\$ 998,500

**ALTERNATE #1 (add additional lines as needed)**

DESCRIPTION	Add/Deduct	TOTAL COST
All Work to be Performed from 5:00PM Friday until 1:00AM Monday	\$0	\$ 998,500

**ALTERNATE #2A (add additional lines as needed)**

DESCRIPTION	Deduct	TOTAL COST
Perform and Complete all work in 548 calendar days.	\$0	\$ 998,500

**ALTERNATE #2B (add additional lines as needed)**

DESCRIPTION	Add/Deduct	TOTAL COST
Perform the work in Alternate 2A where All Work will be performed from 5:00PM Friday until 1:00AM Monday.	\$0	\$ 998,500



ALTERNATE #3A (add additional lines as needed)

DESCRIPTION	Deduct	TOTAL COST
Perform and Complete all work in 730 calendar days	\$0	\$ 998,500

ALTERNATE #3B (add additional lines as needed)

DESCRIPTION	Add/Deduct	TOTAL COST
Perform the work in Alternate 3A where All Work will be performed from 5:00PM Friday until 1:00AM Monday.	\$0	\$ 998,500

The Proposer furthermore agrees that, in the case of a failure on his part to execute the Contract Agreement and Bonds within ten (10) days after receipt of conformed contract documents for execution, the Proposer Bond accompanying his Proposer and the monies payable thereon shall be paid into the funds of the Owner as liquidated damages for such failure.

Enclosed is a Proposer Bond in the approved form, in the sum of:

Fifty Thousand Dollars

(\$ 50,000.00 ) according to the conditions of "Instructions to Proposers" and provisions thereof.

The undersigned acknowledges receipt of the following addenda (list by the number and date appearing on each addendum) and thereby affirms that its Proposer considers and incorporates any modifications to the originally issued Proposing Documents included therein.

ADDENDUM # 1 DATED 6/26/19

ADDENDUM # 2 DATED 7/8/19

ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_

ADDENDUM # \_\_\_\_\_ DATED \_\_\_\_\_

PROPOSER: AQS, Inc.

Signed by: Anton Kotze  
[Type or Print Name]

Title: President

Business Address: 5925 Peachtree Corners East

Norcross, GA 30071

Business Phone: 770-446-1142

Note: If the Proposer is a corporation, the Proposer shall be signed by an officer of the corporation; if a partnership, it shall be signed by a partner. If signed by others, authority for signature shall be attached. The full name and addresses of persons or parties interested in the foregoing Proposer, as principals, are as follows:

Name	Address
Anton Kotze	2594 Winslow Dr. Atlanta, GA 30305
Shannon Kotze	2594 Winslow Dr. Atlanta, GA 30305



**INTEROFFICE MEMORANDUM**

**TO:** Felicia Strong-Whitaker, Director, Purchasing and Contract Compliance

**FROM:** Joseph Davis, Director, DREAM 

**DATE:** November 12, 2019

**SUBJECT:** Contractor's Performance Report – AQS, Inc. dba Air Quality Systems

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The Contractor listed below to our knowledge has never provided any professional goods or services to Fulton County's Department of Real Estate and Asset Management:

**PROJECT:** Fulton County Justice Center Tower Duct System Cleaning-Phase II

**PROJECT NO.:** 19RFP052019K-EC

**CONTRACTOR:** AQS, Inc. dba Air Quality Systems  
5925 Peachtree Corners East  
Norcross, GA 30071

**POC:** Mr. Anton Kozte, President

**PHONE:** (770) 446-1142

**EMAIL:** anton.kozte@aqsatlanta.com

If you have any questions, please contact Harry Jordan at (404) 612-5933

JD/BM/haj

C: Bill Mason, Facilities Project Manager, DREAM