



**TO:** LINDA GORTON, MAYOR  
URBAN COUNTY COUNCIL

**FROM:**

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Ryan Wade  
ADMINISTRATIVE OFFICER  
ENVIRONMENTAL QUALITY & PUBLIC WORKS

**DATE:** 23 December 2025

**SUBJECT: Purchase Order for Professional Services. with Facilities Commissioning Group**

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**Request:** Authorize the approval of the purchase of service agreement between LFUCG and Commissioning Group at the cost of \$46,740 for Commissioning Services at the Division of Water Quality Facility. Falls under scope of work per RFP 43-2025.

**Purpose of Request:** Facilities Commissioning Group proposal met all required scope and qualification criteria of RFP 43-2025 for Commissioning Services on the Division of Water Quality Facility Renovations. Commissioning Services by subject matter and systems experts provides oversight and verification that the commissioned building systems meet or exceed all specifications contained in the construction contract documents. This is done through inspections and performance testing completed throughout the construction process.

**Termination Summary:** LFUCG may at any time terminate this agreement with at least thirty (30) days' written notice. The organization may only terminate this agreement based upon LFUCG'S failure to timely pay for properly invoiced and accepted work. Organization shall provide LFUCG with at least thirty (30) days' written notice and an opportunity to cure prior to termination. LFUCG obligations under this Agreement shall automatically expire without penalty to the LFUCG thirty (30) days after written notice to Organization.

**What is the cost in this budget year and future budget years?**

\$46,740 is available in the current capital project budget; No future budget impact

**Are the funds budgeted?** Yes

\$23,370 4003-303401-3401-DWQFACILITY-BUILD\_ACQU

\$23,370 4052-303401-3401-DWQFACILITY-BUILD\_ACQU

**File Number:** 0005-26



**Director/Commissioner:** Dugas/Albright