



## SERVICE PROPOSAL

JLG 22033 Altru Sports Complex  
RE: Building Commissioning (Cx) Services  
May 14, 2025

Dear Todd,

While not mandated in the City of Grand Forks, it is encouraged by city inspections at Building Safety and recommended by the design team to perform Building Systems Commissioning (Cx) of all HVAC, plumbing, and electrical systems, part of the new Altru Sport Complex.

Building System Commissioning is a quality assurance process used to verify that the building's systems—such as HVAC, lighting, plumbing, and controls—are designed, installed, tested, and performing according to the owner's operational needs and design intent. Commissioning is a smart investment that enhances building reliability and value in the following ways:

- **Improves performance and efficiency** of building systems
- **Reduces operational and energy costs**
- **Ensures occupant comfort and safety**
- **Identifies and resolves issues early**, preventing costly fixes later

On behalf of the City, JLG has solicited a total of five (5) proposals from qualified commissioning firms who submitted responses based on the below proposal criteria below.

1. Firm overview describing experience and expertise
2. Owner's value statement or ROI to help explain to the City why we commission buildings, especially Indoor Recreation & Aquatic buildings that have large energy loads.
3. Direct Fee based on IECC Section C408 - minimum code requirements.
4. Detailed description of the services including the systems that will be commissioned.
  - a. Please also include the following: One (1) CD review, Cx Specifications, O&M review, Record Drawing review, and 10-month warranty review.
  - b. Please include any recommended add alternate services you would recommend to the City and please break those separate from the base scope.

Each firm that submitted is experienced, knowledgeable, and meet the proposal requirements listed above. JLG and the design team take no issue in recommending anyone of these firms based on qualifications alone and therefore the next step of our review focused on proposed fee and firm location to the project site. In review of proposed fees, there are two very competitive responses - Branch Pattern, who is headquartered out Kansas City, MO with their closet office out of Omaha, NB, and then KFI Engineers who is headquartered out of Minneapolis, MN with a local office in Fargo, ND. After cross-referencing both proposals, it appears that both firms are providing an equal level of service as requested. It should be noted that JLG is currently working with both firms on separate projects in North Dakota.

In summary, and abased on the information outlined above, it is JLG's recommendation for the City of Grand Forks to select and enter into a contract with KFI Engineers for Building Commissioning (Cx) services for the Altru Sports Complex project at a fee of \$64,800.00. To assist in this selection, I'm attaching a tabulation of proposal results for record and the proposal from KFI Engineers for review.

Please do not hesitate to contact me with any questions or concerns.

To/CC: (CC if not checked)

- Todd Feland  
City of Grand Forks
- Maureen Storstad  
City of Grand Forks

Sincerely,

A stylized, handwritten signature in black ink. The signature is composed of several bold, sweeping strokes. It begins with a vertical line on the left, followed by a horizontal line that crosses it, and then a long, horizontal line that extends to the right, ending in a slight curve.

Adam Davidson  
Principal, JLG Architects

PROPOSAL TABULATION



**PROJECT:** JLG 22033 - Altru Sport Complex

**PROPOSAL TIME:** N/A

List Addendas issued:

None

Firms	Experience	IECC Section C408	Scope of Services	Base Fee	ALTERNATES Voluntary Add: Building Envelope BECx	Comments:
MEP COMISSIONING						
Branchpattern	X	X	X	\$ 68,230.00	\$ 29,250.00	
Cooper Commissioning	X	X	X	\$ 102,100.00	\$ -	Included optional Add-On Services.
CMTA	X	X	X	\$ 82,500.00	\$ -	Included optional Add-On Services.
Group 14	X	X		\$ 108,308.00	\$ -	Based in CO, travel costs included in base fee. Need to confirm some scope of services, but due to location from project site suggest keeping the selected Cx agent local.
KFI	X	X	X	\$ 64,800.00	\$ -	