

-----Original Message-----

From: Huff, Roger C.

Sent: Wednesday, December 15, 2004 4:27 PM

To: Roberto, Cheryl

Cc: Kelly, Lynn E.; Siegfried, Miriam C.; Spriggs, Michael A.

Subject: Legistar Action Note (Hoffman Engineering modification)

Cheryl:

Concerning the Hoffman Engineering modification (\$7,820) for the DRWP Auxiliary High Service Pump Station Electrical Renovation, and your Legistar Action Note stating "please provide explanation for why HVAC is included in the scope," please consider the following:

Ventilation System Rehabilitation – In bringing the building systems back online with the new electrical system, it was discovered that the existing ventilation system on the roof was inoperative and not in accordance with current code. The lower level louvers were without automatic operators so that the roof mounted exhaust fans would draw against a closed room unless the lower louvers were left open all the time. A new design and change order was prepared by the consultant, along with inspection, documentation, testing, and training.

Heating System Circulating Fan – While performing high elevation work during the winter, the contractor observed that the furnace heated air was stagnating at ceiling level. The conduits at upper heights were running hot, while the equipment at floor level was quite cold. An air circulating fan, appropriate to bring the hot air pooling at the ceiling down to floor level, and compatible with maintaining freedom of overhead crane movement, was designed and a change order prepared by the consultant, along with inspection, documentation, testing, and training.

Please contact me at your convenience if you have any questions following your review.
Roger