

TO: Noblesville Board of Public Works and Safety
FROM: David Dale – Facilities Manager
SUBJECT: Change Order for the City Hall Building Management System Project.
DATE: April 30, 2025

The Maintenance Department requests your approval for a change order with Wagner Meinert LLC related to the ongoing Noblesville City Hall Building Management System (BMS) Project.

As you are aware, we are preparing to start the BMS upgrade at City Hall. In April, we began experiencing significant and recurring issues with the Johnson Controls-based BMS at the Public Safety Building (PSB). The system's main controller has been failing to maintain consistent communication and control with facility equipment, jeopardizing operational reliability.

While Johnson Controls has offered a replacement proposal, the cost is considerable and would leave us with an outdated system that is not compatible with the new City Hall BMS.

Wagner Meinert, in partnership with Conserve, has presented a more comprehensive and cost-effective solution. Their proposal involves adding, designing, and integrating the Tridium platform into the City Hall BMS project scope, extending its implementation to the Public Safety Building.

This upgrade will include:

- Installation and integration of the Tridium BMS database at PSB
- Development of a unified graphical interface for both facilities
- Integration of all operational systems into a single platform
- Centralized management of trends, alarms, and operational scheduling
- Configuration of user accounts for both facilities



The benefits of this approach are substantial: a cloud-based management system, reduced disruption to City operations, improved efficiency, and moving toward our long-term goal of a unified BMS across City facilities.

Given the recent issues at the PSB and the strategic advantages of system consolidation, we believe this change order is in the City's best interest.

If you have any questions or concerns, please reach out to David Dale or Nick Vilders. Thank you for your consideration and continued support.

A handwritten signature in black ink, appearing to read "David Dale", with a long horizontal flourish extending to the right.

David Dale
Facilities Manager





CHANGE ORDER PROPOSAL

PROJECT:	Noblesville City Hall	WMI COP #	WMI-01
TO:	David Dale	CO Name:	VPN deployment to your facility automation system
COMPANY:	Noblesville	Date Submitted:	04/30/2025
PHONE #:		Submitted By:	Scott Davis
FAX #:		Approved By:	_____

Change Order Description:

Furnish and install
Integration of tridum database from 2 facilities
Graphical interface development of all integrated systems.
Trending, alarming, and scheduling of building operation.
Setup of user accounts

Change Order Cost Breakdown:


Initial setup 20,840.00
Annual lease 10,115.00

Total Cost Change Order Proposal WMI-01 is:\$ 30,955.00

All of which is approved by the Board of Public Works and Safety of the City of Noblesville this
13th day of May 2025.



JACK MARTIN, PRESIDENT

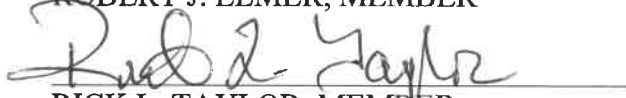


JOHN DITSLEAR, MEMBER




LAURIE DYER, MEMBER

ROBERT J. ELMER, MEMBER

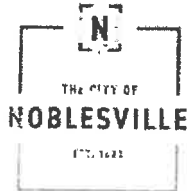


RICK L. TAYLOR, MEMBER

ATTEST:



EVELYN L. LEES, CLERK
CITY OF NOBLESVILLE, INDIANA



Funding Verification/Encumbrance Request Form

Date to be submitted to BoW/Park Board: BoW (put N/A if not submitting to BoW/Park Board)

Vendor name: Wagner Meinert LLC

Vendor Address: 7617 Freedom Way, Fort Wayne 46818

Brief description of purchase: Noblesville City Hall BMS Contract Change Order

Source of Funding:

- ☒ Current Year Operational Budget
☐ Subsequent Year Operational Budget¹
☐ Funding not yet finalized (attach explanation)²
☐ Loan or debt proceeds
☐ Non-Appropriated Fund³

Fund #	101
Department #	001
Project # (NA if no project #)	001.2401
Expense Object #	Amount
#1	424.100 \$ 30,955.00
#2	
#3	

1) This option may only be selected AFTER the adoption of the subsequent year budget. OFA will create a PO after the start of the next year. If contract details change in between form submission and the start of the year, contact OFA Staff.

2) This option may only be selected in unusual circumstances. An additional FVF will need to be submitted to OFA once funding source has been determined. OFA will not create a PO until this follow-up form has been submitted.

3) These funds are not appropriated through the annual budget process. They include but are not limited to grant funds and impact fee funds.

Are you requesting that a Purchase Order (PO) be created for this expenditure?

- ☒ Yes Select for all purchases/contracts that will not be paid immediately
☐ No Select ONLY if department plans to initiate payment immediately

Additional Comments: _____

The Department certifies that sufficient appropriation authority exists in the stated fund and expense series to obligate the expense for future payment.

Department Director

(Signature)

David Dale

(Printed Name)

5/1/2025

(Date)

Please email completed form to OFAbudget@noblesville.in.gov

FOR OFFICE OF FINANCE AND ACCOUNTING USE ONLY

OFA Action Taken

- ☐ Purchase Order Created
☐ Reviewed Availability of funds (Contract/Purchase of over \$50k or paid with debt proceeds only)
OFA Signature Caitlin Kesner
☐ No Action Taken (Department should still include this form in purchase/contract approval submission)

PO # (if applicable): 250182

Comments:

Initials: HT

Date: 5/2/25

**PURCHASE ORDER
CITY OF NOBLESVILLE
16 SOUTH 10TH STREET STE 270**

Form 98 (Rev. 1998)

INDIANA RETAIL TAX EXEMPT
CERTIFICATE NO. 0031216070010

PAGE: 1

FEDERAL EXCISE TAX EXEMPT
356001141

NOBLESVILLE IN 46060
PHONE: 317-776-6328
FAX: 317-776-6369

PURCHASE ORDER NO. 250182

THIS NUMBER MUST APPEAR ON INVOICES, A/P
VOUCHER, DELIVERY MEMO, PACKING SLIPS,
SHIPPING LABELS AND ANY CORRESPONDENCE.

SHIP TO:

TO

VENDOR # 6352
WAGNER-MEINERT LLC
7617 FREEDOM WAY
FORT WAYNE IN 46818

ATTN:

DATE 05/02/2025		DEPARTMENT MAINT		SHIP TO ARRIVE BY		
APPROPRIATION NUMBER	QUANTITY	UNIT	DESCRIPTION	PROJECT #	UNIT PRICE	AMOUNT
101001424.100	1.0		NOBLESVILLE CITY HALL BMS CONTRACT	001.2401	30955.00	30955.00

SHIP VIA

TOTAL

30955.00

SHIPPING INSTRUCTIONS

- * SHIP PREPAID
- * C.O.D. SHIPMENTS CANNOT BE ACCEPTED
- * PURCHASE ORDER NUMBER MUST APPEAR ON ALL SHIPPING LABELS.
- * THIS ORDER ISSUED IN COMPLIANCE WITH CHAPTER 99, ACTS 1945 AND ACTS AMENDATORY THEREOF AND SUPPLEMENTAL THERETO.

PAYMENT

- * A/P VOUCHER CANNOT BE APPROVED FOR PAYMENT UNLESS THE P.O. NUMBER IS MADE A PART OF THE VOUCHER AND EVERY INVOICE AND VOUCHER HAS THE PROPER SWORN AFFIDAVIT ATTACHED.
- * I HEREBY CERTIFY THAT THERE IS AN UNOBLIGATED BALANCE IN THIS APPROPRIATION SUFFICIENT TO PAY FOR THE ABOVE ORDER.

ORDERED BY

TITLE

CONTROLLER

