
E L M H U R S T P A R K D I S T R I C T
B O A R D O F P A R K C O M M I S S I O N E R S
M E M O R A N D U M

DATE: April 25, 2022

TO: Board of Park Commissioners

FROM: James W. Rogers, Executive Director
Angela Ferrentino, Director of Facilities
Mickey Boyle, Division Manager-Facilities
Dave Smith, Facilities Supervisor
Connor Lejman, Facilities Supervisor

RE: HVAC IMPROVEMENTS - WAGNER COMMUNITY CENTER & COURTS PLUS

ISSUE

The objective of this project is the removal of two existing electric through-the-wall air conditioner units and installation of two new rooftop units with gas heating and electric cooling to service the Wagner Community Center (WCC) classrooms 1 and 2 and replace the current rooftop HVAC unit at Courts Plus servicing the locker rooms. This project addresses the 2022 Strategic Work Plan goal to maintain and update existing facilities.

DISCUSSION

The HVAC systems servicing WCC classrooms 1 and 2 were identified as needing updating in the HVAC Evaluation Report completed in 2018 by WT Group for the Wagner Center. The Courts Plus locker room HVAC rooftop unit is also scheduled for replacement in 2022 as part of the District's planned asset management. To expedite the bidding process and gain greater discounts for volume, these projects were bid together. Staff consulted with WT Group to provide budgetary figures and develop engineering documents for both projects. Additionally, WT was directed to include engineering for a bid alternate to perform the next recommended phase of the WCC HVAC improvements, which include five smaller program rooms and office areas and also a bid alternate to add dehumidification to the Courts Plus Locker Room unit as an additional amenity to increase the comfort and moisture control of the locker rooms.

Plans and specifications were published and a legal ad was placed in the Elmhurst Suburban Life on February 25, 2022 announcing the availability of bid packets and specifications for pick up at the Administrative Office as well as made available electronically by request. A mandatory pre-bid meeting was conducted March 18, 2022 where nine vendors participated in a question and answer session and toured the facilities. On April 4, 2022, five sealed bids were received, opened, and read publicly. Bid proposals ranged from \$212,028 to \$481,000 with Command Mechanical Group being the lowest responsible bidder with a combined amount of \$212,028, \$129,517 for the Wagner Center project and \$82,511 for the Courts Plus project (bid tally attached).

The request for bids included two potential alternates. The WCC alternate included five smaller program rooms and office areas and the Courts Plus alternate is to add dehumidification to the locker room unit. After careful and thoughtful consideration, staff finds this work to be unnecessary at this time and will use the bids for budget purposes to schedule work in the future. Therefore, staff recommends rejecting bid alternates for the Wagner Center (\$99,530) and Courts Plus (\$4,065).

The total amount allocated in the FY22 Capital Improvement for these projects is \$190,500 with \$128,000 for the Wagner Center Improvements and \$62,500 for the Courts Plus Locker Room HVAC replacement. Staff recommends using \$21,258 of the cost savings realized from the 2022 Wilder Park North Tennis Court Improvement project, which came in \$60,000 under budget as recommended on this meeting agenda, to cover the shortfall of \$21,258 for the HVAC projects.

Following the scope review meeting, references were contacted and positive references were received for Command Mechanical from the City of Joliet for their 10 years of preventative maintenance service as well as several large equipment replacements throughout their facilities; the Art Institute of Chicago for replacement of HVAC units, equipment repairs, and a large cooling tower rebuild; and Ameritus Real Estate Investment Management for their large HVAC equipment replacement. In addition, Command Mechanical Group is contracted to provide preventative maintenance service and equipment repairs for the District in 2022. Based on reference checks received and the District's recent firsthand experience, staff is confident Command Mechanical Group is a reputable company possessing the experience and capabilities to successfully complete the work in accordance with the required specifications and schedule.

Staff have also discussed the sourcing of the equipment with Command Mechanical Group and acknowledge there is a great deal of uncertainty and delays in receiving ordered HVAC equipment. To ensure there is little to no interruption to programming at the Wagner Center, Command Mechanical Group has agreed, should the Park Board approve, to perform all Structural, Pipefitting, Electrical, and Roofing during the expected timeline which is between the end of summer camps and the starting of fall preschool to finish the install once equipment arrives should there be delays in receiving the equipment.

RECOMMENDATION

That the Board of Park Commissioners (2) award the base bid for HVAC Improvements for the Wagner Community Center and Courts Plus to Command Mechanical Group of Chicago, IL in the amount of \$212,028; (2) reject the bid alternates for the Wagner Community Center HVAC Improvements and for the Courts Plus locker room HVAC Dehumidification; (3) approve the expenditure of \$21,528 from cost savings from the Wilder Park North Tennis Court Improvements; and (4) authorize the Executive Director to execute said contract accordingly.

Thank you.

Attached: Bid Tally Sheet