
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: May 22, 2023

TO: Board of Park Commissioners

FROM: James W. Rogers, Executive Director
Daniel Payne, Assistant Director/Director of Parks
Michelle Karabetsos, Horticulture Supervisor

RE: WILDER PARK HORTICULTURE COMPLEX REPAIR PROJECT

ISSUE

The renovations to the Wilder Park horticulture complex are approaching their ten-year anniversary. Given the age of the complex, indoor environmental conditions, and heavy usage of the mechanical systems, extensive repairs and maintenance items are now required to sustain the functionality and safety of the complex.

DISCUSSION

Currently, the ridge vents in all three buildings are not fully operational. The vents run along the ridge or peak of each facility and require an enormous amount of mechanical energy to open and close. The vents manage air temperatures in the facilities and are controlled by the building automation system. As a result, the vents open and close frequently based on interior temperatures and exterior weather conditions. The vent motors, rack and pinion system, and elbows require repairs to return to an operational state with the Conservatory needing the most extensive overhaul. Additionally, the shade cloths in all three buildings are worn and deteriorated thus require replacement. The vents and shades are essential to plant propagation and health. Both systems are utilized nearly every day of the year.

Bid specifications and a project budget were developed based on the recommendations provided by multiple greenhouse vendors familiar with the facilities. Following the rejection of the previous bid for exceeding the project budget on March 13, 2023, the project was rebid. Requests for sealed bids were advertised through a legal notice in the Elmhurst Suburban Life on April 7, 2023 and a public bid opening was held on May 5, 2023. Fourteen bid packets for the project were picked up or emailed to contractors with only one contractor submitting a sealed bid. Funding for the project is available in the amount of \$90,000 in the 2023 Capital Improvement Fund.

The only bid received for the project was from Greenhouse A-Fex Co. of Round Lake, IL in the amount of \$94,116. Positive reference checks for Greenhouse A-Fex Co. were received from College of DuPage and Chicago Botanic Gardens. A records search has been completed with the Illinois Department of Labor (IDOL) with no violations found.

Horticulture Complex Building	Budget	Actual
Conservatory	\$37,500	\$53,827
Greenhouse	\$37,500	\$22,270
Propagation House	\$15,000	\$18,019
Total	\$90,000	\$94,116

Staff is recommending the use of surplus funds of \$18,955 from the previously completed Wilder Mansion and Conservatory Painting Project to offset the \$4,116 overage for the horticulture complex repairs. The project timeline for the repairs is July 15, 2023 through September 22, 2023.

RECOMMENDATION

That the Board of Park Commissioners (1) award the 2023 Wilder Park Horticulture Complex Repair Project in the amount of \$94,116 to Greenhouse A-Fex Co. of Round Lake, IL; and (2) authorize the Executive Director to execute said contract accordingly.

Thank you.

Attached: Bid Tally Sheet

2023 Wilder Park Horticulture Complex Repair Project

BID OPENING: May 5, 2023 @ 10:00 AM

COMPANY	BOND	BID PRICE
Greenhouse A-Fex		\$ 94,116 ⁰⁰


WITNESS

5-5-23
DATE


ASSISTANT TREASURER

05/05/23
DATE