
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: March 22, 2021

TO: Board of Park Commissioners

FROM: James W. Rogers, Executive Director
Angela Ferrentino, Director of Facilities
Mickey Boyle, Division Manager-Facilities

RE: WAGNER COMMUNITY CENTER LOBBY AND PRESCHOOL ROOM HVAC PROJECT

ISSUE

The objective of this project is the removal of two existing air-handling units and the associated piping and ductwork and installation of two new rooftop units with gas heating and electric cooling to service the Wagner Community Center lobby and early preschool classroom. This project addresses the 2021 Strategic Work Plan goal to maintain and update existing facilities.

DISCUSSION

The Wagner Community Center lobby and preschool room heating, ventilation and cooling system was identified as needing replacement in the 2018 Existing HVAC Evaluation report provided by WT Group. Prior to the March 2020 shut down of operations for the COVID-19 pandemic, engineering and bid documents were developed for this project. However, due to the financial uncertainty associated with the COVID-19 pandemic, the implementation of the project was deferred to the FY21 budget. This project was originally budgeted in the FY20 budget at \$60,000 with \$5,000 allocated to engineering and bid service, which were rendered and paid out in FY20 budget leaving \$55,000 budgeted in FY21 to complete the project.

Plans and specifications were developed and a legal ad was placed in the local newspaper on February 5, 2021 announcing the availability of bid packets and specifications for pick up at the Administrative Office and made available electronically. A mandatory pre-bid meeting was conducted February 11, 2021 where nine vendors participated in a question and answer session and toured the facility. On February 24, 2021, five sealed bids were received, opened and read publicly. Bid proposals ranged from \$105,600 to \$129,500 with The YMI Group being the lowest responsible bidder (bid tally sheet attached).

Positive references were received for The YMI Group from the Batavia Park District for their twelve years of preventative maintenance service as well as several equipment replacements throughout their facilities, and the Village of Roselle for replacement of HVAC units, equipment repairs, and preventative maintenance services. In addition, the YMI Group

also provided preventative maintenance service and equipment repairs for the District in 2019 and 2020. Based on reference checks received and firsthand experience, staff is confident The YMI Group is a reputable company possessing the experience and capabilities to successfully complete the work in accordance with the required specifications and schedule.

Staff convened with WT Group who had originally provided budgetary numbers, engineering, and bid services for their recommendations and it was realized that the budgetary numbers provided did not include demolition and removal of existing equipment or structural work to accommodate new equipment. Another factor contributing to the higher than budgeted figure is the increased demand for HVAC equipment due to new CDC guidelines for ventilation in public buildings. These two factors caused the original budget number of \$55,000 to be insufficient. Despite being over budget, staff is recommending approval of the project as the current system provides inconsistent and uncomfortable temperature levels for customers, poor ventilation, and is well past its useful life at over 20 years old. Furthermore, as noted above, this project was scheduled to be completed in 2020, but was deferred due to financial uncertainties. Funding deficiencies of \$50,600 for the project are proposed to be offset by a surplus from the Maintenance Facility Roof Replacement Project which came in under budget by \$141,750.

RECOMMENDATION

That the Board of Park Commissioners (1) awards the Wagner Community Center Lobby and Preschool Room HVAC Project to The YMI Group of Elk Grove Village, IL in the amount of \$105,600; (2) approves the expenditure of \$50,600 from surplus from the Maintenance Facility Roof Replacement Project and (3) authorizes the Executive Director to execute said contract accordingly.

Thank you.

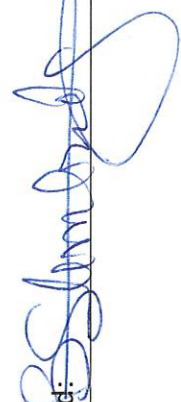
Attached: Bid Tally Sheet

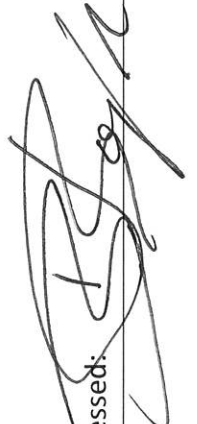
Elmhurst Park District

Wagner Community Center Lobby and Preschool Room HVAC Project

Bid Opening – Wednesday, February 24, 2021 – 1:00p.m.

<u>SUBMITTED BY</u>	CONTRACTOR CERTS. (2 pages)	SUB. ABUSE PREV. CERT. (1 page)	CONTRACTOR REFERENCES (1 page)	PREVAILING WAGE ACT (1 page)	BID SECURITY	Elmhurst Park District Bid Proposal Form (1 page)	ADDENDUM # 1 (1 page)	PRE BID ATTENDANCE	<u>TOTAL</u>
1. Amber Mech	✓	✓	✓	✓	✓	✓	✓	✓	127,000 ⁰⁰
2. F.E. Moran	✓	✓	✓	✓	✓	✓	✓	✓	129,500 ⁰⁰
3. OGMI Group	✓	✓	✓	✓	✓	✓	✓	✓	117,356 ⁰⁰
4. Quality Mech	✓	✓	✓	✓	✓	✓	✓	✓	107,000 ⁰⁰
5. YMI Group	✓	✓	✓	✓	✓	✓	Not Present	✓	105,400 ⁰⁰

Witnessed:  Date: 2/24/21

Witnessed:  Date: 2/24/21