

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
Bids and Proposals

TO : President and Village Board of Trustees

FROM : Scott Niehaus, Village Manager

DATE : December 13, 2018 Agenda Date: January 3, 2019

TITLE : Contract extension: HVAC Maintenance Contract PWO 1706

SUBMITTED BY: Tom Ellis, Operations Superintendent *TE*

RESULTS:Date Bids Were Published 11/2/16 Bidding Closed 11/18/16Total Number of Bids Received 3Total Number of Bidders Meeting Specifications 3Bid Security Required X Yes NoPerformance Bond Required Yes X NoWere Any Bids Withdrawn Yes X No

Explanation:

Waiver of Bids Requested? X Yes No

If yes, explain:

See attached memo.

Award Recommended to Lowest X Yes No

Responsible Bidder?

If no, explain: **See attached memo.****FISCAL IMPACT:**Amount of Award FY17 \$33,780.00 , 101.120.113.75730, 101.210.113.75730,
101.230.113.75730, 101.270.113.75730**BACKGROUND/RECOMMENDATION:**

See attached memo.

Has Recommended Bidder Worked for Village Previously X Yes NoIf yes, was quality of work acceptable X Yes NoWas item bid in accordance with Public Act 85-1295? Yes X NoWaiver of bids - Public Act 85-1295 does not apply X Yes**REVIEW (as needed):**

Village Attorney XX _____ Date _____

Finance Director XX _____ Date _____

Village Manager XX _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the Board Agenda distribution.



To: Scott Niehaus, Village Manager
Through: Carl Goldsmith, Director of Public Works
From: Tom Ellis, Operation Superintendent
Date: December 13, 2018
Subject: Contract Extension; HVAC Maintenance Contract PWO 1706

On Friday, November 18, 2016, bids were opened for the HVAC Maintenance Contract. Bid specifications were sent to five (5) vendors, resulting in three (3) bidders responding who met Village specifications. Seasons Comfort was the low bidder. The bid results are as follows:

<u>Supplier</u>	<u>First year cost 12- months</u>	<u>2nd year cost 12- Months</u>	<u>Total 2 Year Contract Cost</u>
Voris Mechanical, Inc. 370 Windy Point Dv Glendale Hieghts, IL 60139	\$36,540.00	\$38,367.00	\$74,907.00
Season's Comfort 107 W 61st St Westmont, IL 60559	\$33,780.00	\$34,778.00	\$68,558.00
Oak Brook Mechanical, Inc. 961 S. Rt. 83 Elmhurst, Illinois 60126	\$47,965.00	\$49,385.00	\$97,350.00

The contract would be in effect for a period from January 3, 2019 to December 31, 2019 with a potential extension for one additional year. The scope of work includes all maintenance of the HVAC systems in the Public Works Buildings, Village Hall, Police Station, both Fire Stations and the Water Production Civic Center Reservoir and Central Station.

Season Comfort has been the Village's HVAC service provider for the last four years. Their work has been acceptable and they have been responsive to mechanical issues when called upon.

Staff recommends contract approval with Season Comfort for HVAC Maintenance in an amount not to exceed \$33,780.00 FY19.

Please place this item on the January 3, 2019 agenda for consideration by the Village Board. If you have any questions, feel free to contact me.



December 4, 2018

Don Falk
Season Comfort, Corp.
107 West 61st Street
Westmont, IL 60559

RE: HVAC Service Contract Extension

Dear Mr. Falk,

The Village of Lombard's current HVAC service contract is set to expire December 31, 2018. We have valued the level of service and commitment Season Comfort has provided to the Village of Lombard over the past year. The Village would like to exercise the option of extending the contract for an additional year under the current contract terms and conditions as specified in Contract document PWO-1706. The extension would be in effect from 12:01 a.m. January 1, 2019 until 12:00 midnight, December 31, 2019.

Should you agree with this request, please sign and seal your acceptance of the above conditions and contract and return three (3) original documents for our records.

Accepted this 4 day of December, 2018
Individual or partnership Corporation .

[Signature]
By
Season Comfort

[Signature]
Position/Title

Keith Giagnorio, Village President Date