

City of Wheaton  
303 W. Wesley Street  
Wheaton, IL 60187-0727  
630-260-2000

City of Wheaton, Illinois

[www.wheaton.il.us](http://www.wheaton.il.us)

**TO:** Mike Dzugan City Manager  
**FROM:** Joan M. Schouten, MBA CPIM CPPB Procurement Officer  
**DATE:** May 5, 2016  
**RE:** Recommendation to Award

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### *HVAC Preventive Maintenance and Service*

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**Solicitation Process:** competitive ITB

**Recommended Service Providers:** Youna Mechanical Inc

**The adopted FY 2017 City budget includes a total of \$66,460 for HVAC preventative maintenance and non-routine repair service and part replacement costs:**

- \$31,660 in the General Fund
- \$ 5,200 in the Water Fund
- \$29,600 in the Library Fund

**Available Budget:** \$66,460

**Request for Purchase:** \$26,147/year (2 years PM)

**Available Budget:** \$40,313 as needed for non-routine repairs and part replacement

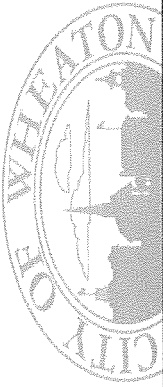
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**Background:** The city's decision to purchase the above HVAC services is based on the following:

- All city facilities require quarterly HVAC preventive maintenance and periodic (non-routine) repairs and part replacement.
- The city relies on licensed, qualified firms to perform these services and repairs.
- A solicitation was issued to include all routine quarterly services and non-routine hourly repair rates.
- Five bidders attended the pre-bid walk through. Four bidders submitted responses.
- The lowest cost responsive, responsible bidder is Youna Mechanical. Youna's total bid price for annual preventative maintenance was \$5,653 lower than the second lowest bidder. Their hourly rates for non-routine repairs, assuming 175 regular hours and 25 overtime hours, were within \$575 of the lowest bidder.
- References indicate Youna will perform well for us.

**Attachments:** Bid Analysis





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Bid Tabulation UPDATED 5/9/16

**HVAC Preventive Maintenance and Service**

Bid Opening: Tuesday April 26, 2016

Department: Facilities

BIDDER ADDRESS CITY, STATE	RJ O'Neil, Inc 1125 S. Lake St Montgomery, IL 60538	Youna Mechanical Inc 350 Crossen Ave Elk Grove village, IL 60007	Total Mechanical 12021 W 91 Street Willowbrook, IL 60480	Core Mechanical 4632 W Lawrence Ave Chicago, IL 60630
	per bid	price/quarter	price/quarter	price/quarter
<b>City Hall:</b>	<b>corrected</b>			
Spring PM	\$4,047.00	\$642.00	\$900.00	\$700.00
Summer PM	\$3,103.00	\$642.00	\$900.00	\$900.00
Fall PM	\$4,047.00	\$922.00	\$900.00	\$1,100.00
Winter PM	\$3,103.00	\$594.00	\$900.00	\$500.00
total	\$14,300.00	\$2,800	\$3,600	\$3,200
<b>City Hall Anne</b>				
Spring PM	\$1,658.00	\$400.00	\$425.00	\$400.00
Summer PM	\$714.00	\$400.00	\$425.00	\$600.00
Fall PM	\$1,658.00	\$400.00	\$425.00	\$300.00
Winter PM	\$714.00	\$400.00	\$425.00	\$200.00
total	\$4,744.00	\$1,600	\$1,700	\$1,500
<b>Police Department</b>				
Spring PM	\$2,120.00	\$465.00	\$1,325.00	\$700.00
Summer PM	\$1,176.00	\$565.00	\$1,325.00	\$700.00
Fall PM	\$2,120.00	\$575.00	\$1,325.00	\$900.00
Winter PM	\$1,176.00	\$995.00	\$1,325.00	\$400.00
total	\$6,592.00	\$2,600	\$5,300	\$2,700
<b>Public Works Facility:</b>				
Spring PM	\$3,288.00	\$830.00	\$1,000.00	\$900.00
Summer PM	\$6,120.00	\$930.00	\$1,000.00	\$1,300.00
Fall PM	\$3,288.00	\$830.00	\$1,000.00	\$1,300.00
Winter PM	\$6,120.00	\$1,210.00	\$1,000.00	\$500.00
total	\$18,816.00	\$3,800	\$4,000	\$4,000
<b>Fire Station 1</b>				

<b>BIDDER ADDRESS CITY, STATE</b>	<b>RJ O'Neil, Inc 1125 S. Lake St Montgomery, IL 60538</b>	<b>Youna Mechanical Inc 350 Crossen Ave Elk Grove village, IL 60007</b>	<b>Total Mechanical 12021 W 91 Street Willowbrook, IL 60480</b>	<b>Core Mechanical 4632 W Lawrence Ave Chicago, IL 60630</b>
Spring PM	\$1,137.00	\$312.00	\$450.00	\$400.00
Summer PM	\$1,137.00	\$407.00	\$450.00	\$500.00
Fall PM	\$547.00	\$569.00	\$450.00	\$700.00
Winter PM	\$1,137.00	\$312.00	\$450.00	\$300.00
total	\$3,958.00	\$1,600	\$1,800	\$1,900
<b>Fire Station 2</b>				
Spring PM	\$1,127.00	\$150.00	\$325.00	\$400.00
Summer PM	\$619.00	\$250.00	\$325.00	\$400.00
Fall PM	\$1,127.00	\$300.00	\$325.00	\$400.00
Winter PM	\$619.00	\$150.00	\$325.00	\$250.00
total	\$3,492.00	\$850	\$1,300	\$1,450
<b>Fire Station 3</b>				
Spring PM	\$850.00	\$180.00	\$225.00	\$300.00
Summer PM	\$495.00	\$320.00	\$225.00	\$300.00
Fall PM	\$850.00	\$180.00	\$225.00	\$300.00
Winter PM	\$495.00	\$370.00	\$225.00	\$200.00
total	\$2,690.00	\$1,050	\$900	\$1,100
<b>Water Department:</b>				
Spring PM	\$1,135.00	\$300.00	\$550.00	\$700.00
Summer PM	\$663.00	\$400.00	\$550.00	\$400.00
Fall PM	\$2,480.00	\$550.00	\$550.00	\$900.00
Winter PM	\$1,135.00	\$650.00	\$550.00	\$300.00
total	\$5,413.00	\$1,900	\$2,200	\$2,300
<b>Water / Countryside:</b>				
Spring PM	\$188.00	\$250.00	\$275.00	\$300.00
Summer PM	\$188.00	\$250.00	\$275.00	\$300.00
Fall PM	\$780.00	\$720.00	\$275.00	\$450.00
Winter PM	\$188.00	\$577.00	\$275.00	\$200.00
total	\$1,344.00	\$1,797	\$1,100	\$1,250
<b>Water / President:</b>				
Spring PM	\$658.00	\$155.00	\$125.00	\$200.00
Summer PM	\$422.00	\$200.00	\$125.00	\$200.00
Fall PM	\$658.00	\$200.00	\$125.00	\$200.00
Winter PM	\$422.00	\$195.00	\$125.00	\$200.00
total	\$2,160.00	\$750	\$500	\$800
<b>Downtown Train ST</b>				
Spring PM	\$307.00	\$0.00	\$125.00	\$200.00
Summer PM	\$307.00	\$0.00	\$0.00	\$200.00
Fall PM	\$307.00	\$108.00	\$125.00	\$200.00
Winter PM	\$307.00	\$107.00	\$0.00	\$200.00
total	\$1,228.00	\$215	\$250	\$800

<b>BIDDER ADDRESS CITY, STATE</b>	<b>RJ O'Neil, Inc</b> 1125 S. Lake St Montgomery, IL 60538	<b>Youna Mechanical Inc</b> 350 Crossen Ave Blk Grove village, IL 60007	<b>Total Mechanical</b> 12021 W 91 Street Willowbrook, IL 60480	<b>Core Mechanical</b> 4632 W Lawrence Ave Chicago, IL 60630
<b>College Ave Train ST</b>				
Spring PM	\$307.00 \$153.50	\$0.00	\$125.00	\$200.00
Summer PM	\$307.00 \$153.50	\$0.00	\$0.00	\$200.00
Fall PM	\$307.00 \$153.50	\$108.00	\$125.00	\$200.00
Winter PM	\$307.00 \$153.50	\$107.00	\$0.00	\$200.00
total	\$1,228.00 \$614.00	\$215	\$250	\$800
<b>Public Library</b>				
Spring PM	\$2,256.00 \$1,128.00	\$1,470.00	\$2,900.00	\$2,500.00
Summer PM	\$1,312.00 \$656.00	\$2,100.00	\$2,900.00	\$2,500.00
Fall PM	\$2,256.00 \$1,128.00	\$2,100.00	\$2,900.00	\$3,000.00
Winter PM	\$1,312.00 \$656.00	\$1,300.00	\$2,900.00	\$2,000.00
total	\$7,136.00 \$3,568.00	\$6,970	\$11,600	\$10,000
<b>Total/year PM</b>	<b>\$36,550.50</b>	<b>\$26,147.00</b>	<b>\$34,500.00</b>	<b>\$31,800.00</b>
<b>Scheduled Maintenance (non-routine) - assume 200 total hrs</b>				
175 Straight	\$118.00	\$110.00	\$110.00	\$106.00
25 Time and Half Holiday Time	\$149.25 \$3,731	\$140.00 \$3,500.00	\$165.00 \$4,125.00	\$145.00 \$3,625.00
<b>Total/yr PM &amp; 200hrs</b>	<b>\$57,200.50</b>	<b>\$45,397.00</b>	<b>\$53,750.00</b>	<b>\$50,350.00</b>
2 year contract	\$114,401.00	\$90,794.00	\$107,500.00	\$100,700.00
Certificate of Compliance	yes	yes	yes	yes
References	yes	yes	yes	none
Certifications/Licenses	yes	yes	yes	none
Bid Bond	Travelers	Shorewest	AIA	check
Certificate of Insurance	yes	yes	yes	yes

Intent to Award: Youna Mechanical Inc

The City Council is scheduled to make a ruling on this recommendation on: May 16, 2016

The City wishes to thank all bidders for participating in this solicitation. The City recognizes and appreciates the time and effort your firm put into preparing and submitting your proposal. The city invites you to bid on future solicitations which are posted on the city's website at [www.wheaton.il.us/bids](http://www.wheaton.il.us/bids).

**The City of Wheaton is looking for ways to reduce costs and create better returns for our investments. Please advise the City if you have any suggestions that can provide: cost savings; quality improvements; improved resource utilization; versatility; standardization; modifications in delivery, inventory or consignment practices; value analysis; or other.**

