

VILLAGE OF LOMBARD <u>REQUEST FOR BOARD OF TRUSTEES ACTION</u> For Inclusion on Board Agenda

Bids and Proposals

TO :	President and Village Board of Trustees					
FROM :	Scott Niehaus, Village Manager					
DATE :	December 9, 2024 Agenda Date: December 19, 2024					
TITLE :	HVAC Maintenance Contract PWO 2506- Year 1 of 2					
SUBMITTED BY:	MITTED BY: <u>Scott Neetz, Facilities Supervisor</u>					
<u>RESULTS</u> : Date Bids Were Pul Total Number of Bi	blished <u>11/5/20</u>	Bidd	ling Closed	t <u>11/20/2</u>	20	
		fications	1			
	dders Meeting Speci				No	
Bid Security Required		X	_Yes _	V	No	
Performance Bond Required			_Yes _	<u> </u>	No	
Were Any Bids Withdrawn			_Yes _	X	No	
Explanation:						
Waiver of Bids Requested?		X	_Yes _		No	
If yes, explain:						
See attached memo						
Award Recommended to Lowest		Х	Yes		No	
Responsible Bidder						
If no. explain: See						

FISCAL IMPACT:

Amount of Award

FY22 \$30,320.87.00 , 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	<u>X</u> Yes	No
If yes, was quality of work acceptable	<u>X</u> Yes	No
Was item bid in accordance with Public Act 85-1295?	<u>X</u> Yes	No
Waiver of bids - Public Act 85-1295 does not apply	Yes	

<u>REVIEW</u> (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:	Scott Neetz, Facilities Supervisor
Date:	December 9, 2022
Subject:	HVAC Maintenance Contract PWO 2506 year 1 of 2

This contract was last publicly bid November 20, 2020. Bid specifications were sent to nine (9) vendors, resulting in one (1) bidder responding who met Village specifications. Seasons Comfort was the low bidder. The contractor has held their contract cost from 2021 with a 3% escalator for 2023 and is requesting a 3% escalation for 2025. The total two- year cost of this contract is \$6,887.83.00 less than the contract that expired in 2020.

<u>Supplier</u>	First year cost	2 nd year cost	Total 2 Year
	12- months	<u>12- Months</u>	Contract Cost
Season's Comfort 107 W 61 st St Westmont, IL 60559	\$30,320.87	\$31,379.30.00	\$61,700.17

The contract would be in effect for a two-year period from January 1, 2025 to December 31, 2026 with a potential extension for one additional two-year period. The scope of work includes all maintenance of the HVAC systems and equipment throughout all Village owned buildings.

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 \$30,320.87 FY25. This is for year 1 of the contract.

Please place this item on the December 19, 2024, agenda for consideration by the Village Board.



December 11, 2024

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, 2024. 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 and unit pricing as specified in Contract document PWO-1706 with a 3% increase to the original year-one cost of \$29,437.00. Pricing for year 1 of 2 would increase to and not exceed \$30,320.87. The extension would be in effect from 12:01a.m. January 1, 2025, until 12:00 midnight, December 31, 2025.

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 11 day of Neconder 2024 Individual or partnership Corporation

By

Position/Title

Season Comfort

Keith Giagnorio, Village President Date