



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation to approve Mechanical Repairs to Rooftop HVAC Units from Storm Damage at Century Station and the Municipal Center Building
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Presenter:	Peter Suhr
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Please check appropriate box:

	Government Operations	X	Government Services 09.24.2012
	Planning & Development		City Council
	Public Hearing		

Estimated Cost:	\$25,000	Budgeted:	YES	X	NO	
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If NO, please explain how item will be funded:

Executive Summary:

On July 1, 2012, a major storm traveled through the City of St. Charles. Hail from the storm caused significant damage to the condenser coils on three (3) separate mechanical roof top units on the Municipal Building and two (2) separate roof top units on the Century Station Building. The condenser coils have been damaged beyond repair and will need to be replaced to restore cooling demand in the two buildings.

City staff has submitted an insurance claim for the damage which totals \$49,797 (\$37,656 for the Municipal Building and \$12,141 for Century Station). There is a single deductible of \$25,000 for all of the damage on both buildings.

Our preferred mechanical vendor, Service Mechanical Industries, has provided us a quote and will repair the units upon approval.

Attachments: *(please list)*

Proposal from Service Mechanical Industries
Bid Waiver

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of a \$25,000 insurance deductible for the repairs of five separate roof top units and approval of the Service Mechanical Industries proposal to perform the work.

<i>For office use only:</i>	<i>Agenda Item Number: 6.a</i>
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Proposal for condenser coils and Hail Guards for City of St Charles and Century Station

City of St Charles:

#0756 – M#50EYB030-31766, S#3700F31766 – need (1) condenser coil, (2) dryers, & (1) hail guard
Council Chambers unit needs a Hail Guard and Unit #0764 CARRIER 50HJ-017-61439 S# 3500F28985
– hail guard only
#0762 – M# 50EKB038-61443, S#3700F31738 – needs (2) condenser coils, (2) driers, & (2) hail
guards

Total cost is \$37,656.00.

Century Station:

Carrier - 48TJD016 Serial 0999F02264 - Hail guard only.
Carrier - 48TJD028 Serial 1699F13250 - Need condensing coil, liquid line drier and hail guard.

Total Cost is \$12,141.00.

Coils are in stock at the factory, 5-7 business days.

These prices are without a rush delivery. They could not quote me a price for the delivery without really doing it. I would like Steve Riebe and Kevin to finish the maintenance first and then install the coils because I would have to order the equipment and get it scheduled. . As soon as you give me the approval I will move on getting equipment and hail guards made.

*Thank You,
Steve Stark*



**50 E. Commerce Drive
Suite 100
Schaumburg, IL 60173-5309
(847) 342-9100 Office
(847) 342-9104 Fax
stevestark@servicemechanical.com**

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Service Mechanical Industries
50 E. Commerce Drive, Suite 100
Schaumburg, IL 60173

For the purchase of: Mechanical System Repair/ Modification Work.

At a cost not to exceed: \$ 49,797

Reason for the request to waive the bid procedure: Service Mechanical is our preferred vendor for mechanical work on our facilities and has been under contract with the City for over ninth years. We also received one additional comparable quote from Atomic Mechanical Services in the amount of \$53,740. Service Mechanical is the most qualified contractor for this works and is most cost effective.

Other Quotations Received: None

Date: 9/24/2012

Requested by: _____

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.