

COUNCIL WORKSHOP ITEM

ITEM: HVAC Maintenance Service
DATE: May 16, 2001
PREPARED BY: Jerry Sprecher
PURPOSE: Authorize Maintenance Contract for Service to Village Facilities

DISCUSSION: The Village maintains an annual service contract to provide on-call HVAC maintenance to Village facilities. Included in this service are the Village Hall, Boiler Room, Police Department, Fleet Maintenance, Storage Garage, well houses and P.A. stations, Fire Stations, Train Stations, and Social and Health Services.

This service is paid on an hourly basis and the Village has averaged about \$15,000 in annual expenses, the amount budgeted this year. This year proposals were received from two service providers: Team Mechanical, Wheeling, and West Town Refrigeration, Oak Park. Receiving requests for proposals but declining to quote were Stadtler Heating/Air Conditioning, Downers Grove, and Econotemp, Downers Grove.

The proposals from Team Mechanical and West Town have been evaluated by staff. West Town provides a lower hourly rate (\$74 vs \$78) but they also impose a “truck charge” of \$25 which Team Mechanical does not do. Team Mechanical has provided excellent references, and they are not unfamiliar to staff due to their having performed preventative maintenance in the Public Works building.

RECOMMENDATION:

Staff recommends the award of a service contract for the coming year to Team Mechanical, Wheeling, at an hourly rate of \$74 and an estimated overall expenditure of \$15,000 based on historical costs.