



MEMORANDUM

TO: Mayor Laurel Lunt Prussing and Members of City Council
FROM: Bill Gray, Public Works Director
John Collins, Operations Manager
Vince Gustafson, Facilities Supervisor
DATE: September 19, 2013
RE: Budget Amendment Ordinance, HVAC Replacement

Background:

On Thursday, August 8, 2013 facility staff responded to a call of no cooling in the east one-third of the City Building which included Information Services, UPTV, Finance, City Clerk, Executive Offices, and City Council Chambers. After inspection by staff and the HVAC contractor, it was determined that the problem was a faulty compressor.

Discussion:

Initial repair estimates to return the unit to operation were in excess of \$13,000. Given the age of the unit (20 years), recent repair costs, anticipated future repair costs, and necessity of reliable air conditioning, the decision was made to replace the unit in its entirety. The replacement unit is specified to meet the State of Illinois Department of Commerce and Economic Opportunity (DCEO) efficiency incentive guidelines. Meeting these guidelines may result in a rebate of \$2,500.

Due to the critical nature of this system, proposals were obtained on an emergency basis from three local HVAC contractors with proven capabilities to perform work of this nature. The lowest proposal was received from Davis-Houk, Inc. for \$45,890. The remaining proposals received were from A&R Mechanical for \$54,170 and Reliable Mechanical for \$55,954. (Please see attached proposals.)

Fiscal Impact:

Revenues, as proposed, are to come from the General Fund Balance in the amount of \$60,000. This funding will allow facility staff to replace the current unit at the City Building, along with replacing heating units that have surpassed their expected life cycles at the Public Works and Landscape Recycling Center facilities.

Recommendations:

It is recommended that the attached budget amendment ordinance in the amount of \$60,000 be approved.

ORDINANCE 2013-09-088

AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE

FY 2013-14

(City Building Emergency Air Conditioning Unit Replacement)

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2012, and ending June 30, 2013, (the "Annual Budget Ordinance") has been duly adopted according to Sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND: Supplementary Capital Improvements Fund

ADD EXPENSE: Public Facility Rehabilitation

(B09 1 0400-0281) - \$60,000

FUND: General Fund

ADD EXPENSE: Transfer to Supplementary Capital

Improvement Fund - \$60,000

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

PASSED by the City Council this _____ day of _____, _____.

AYES:

NAYS:

ABSTAINED:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____, _____.

Laurel Lunt Prussing, Mayor

PUBLIC FACILITIES REHABILITATION REVENUES AND EXPENDITURES	
Revenues	
Public Facilities Rehab (B09 1 0400-0281)	\$30,000
Public Facilities Rehab Encumbered (From FY12/13 B09)	\$19,462
Balance	\$49,462
Approved Project Expenses	
IS Server Room Cooling	\$13,780
PW Overhead Garage Overhead Door Replacement (2)	\$5,270
Fire Station 1 Roof Top Unit	\$15,052
Police Alarm Installation	\$1,465
Police Alarm Panel Repairs	\$4,048
Balance	\$39,615
Proposed Project Expenses	
City Building HVAC Unit Replacement	\$46,000
PW HVAC Replacement, Miscellaneous	\$4,152
Balance	\$50,152
Proposed Budget Amendment Amount	\$60,000

Date: 9/6/13
To: City of Urbana
Attn: Vince Gustafson
Re: Urbana City Building – AHU Coil/ACCU Replacement

Scope of Work

- Evacuate refrigerant, remove and dispose of existing condensing unit and DX Coil.
- Furnish and install new 25-Ton R410a and DX coil to match existing complete with low ambient control, disconnect switch and spring isolators for condensing unit.
- Furnish and install refrigerant piping and all new specialties (dryers, solenoid valves, TXVs, ect). Piping to be ACR type copper piping with 15% silver solder as recommended by manufacturer. Furnish and install inlet and outlet isolation valves at dryers.
- Provide disconnect/reconnect of line voltage and low voltage wiring.
- Furnish and install new insulation on piping installed.
- Start-up/testing of new equipment included.

Above Work

\$45,890.00

Exclusions:

1. *Overtime (Normal hours 7-3:30). If overtime is required due to schedule constraints, we can provide this on a T&M basis.*
2. *Ceiling removal and replacement in basement area.*
3. *Temporary HVAC when equipment is down. AHU will need to be taken out of operation for 3-4 days.*

Thanks for the opportunity to work with you on this project. Let me know if you have any questions.

SEE ABOVE BREAKDOWN

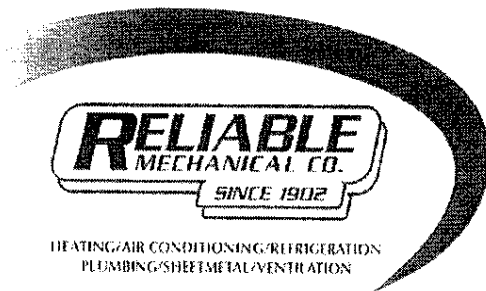
Payment to be made as follows: As work is in progress and within 20 days of our invoice
All material is guaranteed to be specified. All work to be completed
In a professional manner according to standard practices. Any alteration
Or deviation from above specifications involving extra costs will be executed
Only upon written orders, and will become an extra charge over and above
Our estimate. All agreements contingent upon strikes, accidents or delays
Beyond our control. Owner to carry fire, tornado, and other necessary
Insurance. Our workers are fully covered by workers' compensation
Insurance.

Authorized
Signature: _____



Chris Rennels

Note: This proposal may be withdrawn
By us if not accepted within 30 days



P.O. Box 8098
Champaign, IL 61826-8098
Phone: (217) 356-1841
Fax: (217) 356-7655

September 9, 2013

City of Urbana
Attn: Vince Gustafson
706 S. Glover Avenue
Urbana, IL 61801

Re: 25 Ton Condenser and D/X Coil Replacement

PROPOSAL

Reliable Mechanical Company proposes to provide the following:

- Isolate and Lock Out /Tag Out electrical disconnects
- Reclaim the entire R-22 refrigerant charge and dispose of following EPA regulations
- Remove (1) 25 Tone Trane Condenser Unit and 25 Ton Evaporator Coil
- Install (1) new Tran 25 Tone R-410A Condenser Unit and (1) new 25 Ton Direct Expansion Evaporator Coil
- Install new copper liquid line and suction line from the condenser to the evaporator.
Note: All brazed joints will be done with 15% silver solder as recommended by the manufacturer. All copper piping will be ACR type and will be dehydrated and capped until final connections are made.
- Install new suction line core dryer and liquid line core dryer. Both dryers will have inlet and outlet refrigerant isolation valves to allow service on dryers without the need for removing the entire refrigerant charge
- Rehook to the electrical services
- Provide R-410A refrigerant
- Start up and testing
- Owner training

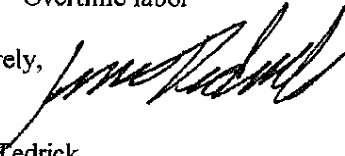
We will complete the work as stated above for the base sum of: \$55,953.85

Pg2. (City of Urbana City Building 25 Ton Condenser and D/X Coil Replacement)

Exclusions:

- Tax
- Payment and performance bond
- Permits
- Labor and materials needed for additional repairs outside the scope of work provided above
- Builders Risk
- Overtime labor

Sincerely,



Jesse Tedrick
Commercial Service

Payment Terms: Net amount invoiced will be due within thirty (30) days from date of invoice. All amounts over thirty (30) days past due will be subject to a 1-1/2% monthly service charge, which will be applied to the amounts due. Customer agrees to assume responsibility for all court costs, legal costs, as well as reasonable attorney's fees, should they be incurred for the collection of any amounts due Reliable Mechanical Company. Reliable Mechanical Company retains title to all equipment and materials furnished until final payment is made.

Acceptance of Proposal: The above price(s), specifications, and conditions are satisfactory and are hereby accepted. You are authorized to complete the work as specified. Customer agrees to the payment terms stated above.

Note: This proposal may be withdrawn by Reliable Mechanical Company if not accepted thirty (30) days from date of proposal.

Date of Acceptance _____ Authorized Signature _____



MECHANICAL CONTRACTORS INC.

711 Kettering Park
Urbana, IL 61801
Phone #: 217-819-5188
Fax #: 217-819-5193
E-mail: servicedept@ar-mech.com

Proposal

Date: 9/9/2013
Number: 24434

Bill to: Urbana City of
PO Box 219
Urbana, IL 61801

Service at: Urbana City of - E9998-5713-06
400 S. Vine
Urbana, IL 61801

Phone: 384-2342

Fax: 384-2313

Contact: Vince Gustafson
Phone: 2176491887

Job Name: *Replace Trane Condenser and Coil*

Please accept our proposal for material and labor on the following

- Installation of one new Trane 25 ton R410a condenser
- Removal of the existing condenser, piping, and evaporator coil
- Installation of one new evaporator coil to the existing air handler
- Low ambient damper control included
- New ACR copper piping from the condenser to the evaporator coil
- Ceiling tile to be removed by others where needed
- Piping insulation included
- Condensate drain line included
- Reconnect all necessary line and low voltage wiring. New disconnect switch included
- Crane service included
- Pressurize the system and check for leaks
- Perform complete start up on the new system and charge with all necessary R410a

We Propose to furnish material and labor complete in accordance with above specifications, for the sum of:

fifty-four thousand one hundred seventy and xx / 100

\$54,170.00

Terms: Net amount invoiced due within fifteen days from date of invoice. A 1.5% monthly bookkeeping charge is applied to all amounts over thirty days past due. Customer agrees to accept responsibility for all court costs, legal fees, and attorney's fees; should they be incurred for the collection of any amounts due A&R Mechanical Contractors, Inc.

All material is guaranteed to be as specified. All work completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by workmen's compensation insurance.

Authorized
Signature _____

Note: This proposal may be withdrawn by us if not accepted within _____ days

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Date of Acceptance: _____

Signature _____