Broadview Public Works Department

2734 South Ninth Avenue • Broadview, Illinois 60155-4859
Telephone: (708) 681-3602 • FAX: (708) 681-6254
Matthew Ames, Director

REQUEST FOR QUALIFICATIONS

The Village of Broadview (hereinafter "Village"), located in Cook County, Illinois, is seeking proposals for various scopes of work within the Village of Broadview (See below various scopes of service). The Village intends to enter into a contract with a qualified and responsible firm for such services, and accordingly are furnishing herein a set of specifications by which such proposals shall be judged. Any firm (hereinafter "Contractor") desiring to furnish a quotation for such services shall submit proposals following the instructions and format of the attached Request for Qualification (RFQ) documents.

SCOPE OF SERVICES

Fire Department Roof

- Flat roof Tear off and Re-Roof
  - Install safety per OSHA guidelines.
  - Place dumpster near side/back of building in order to funnel debris from trash chute.
  - Install trash chute in order to direct flow of debris into dumpster.
  - Tear off existing membrane in order to expose deck.
  - Check deck for rotten wood/metal.
  - Please note that rotten/damaged wood MUST be replaced by plywood and/or metal decking.
  - Install tapered insulation only around drains in order to direct water to drains.
  - Install Two layers Two point Six Inch (2 layers of 2.6") Insulation and attach with metal plates and fasteners.
  - Install mechanically attach DURO-LAST 50 mill PVC membrane with poly plates and fasteners or comparable material.
  - Weld all seams with hot air. Roof will be completed in sections.
  - Remove old and install new two dome skylights.
  - Install three new DURO LAST drains or comparable material per specifications.
  - Flash walls with DURO LAST membrane or comparable material and termination bar and caulk.
  - Raise existing penetrations to meet new level of roof.
  - Install 190ft metal flashing on the front of the building -color to be chosen by owner.

- Clean up and haul away all roof debris.

- BARREL ROOF. ROOF OVER.
  - Install safety per OSHA guidelines.
  - Place dumpster near side/back of building in order to funnel debris from trash chute.
  - Install trash chute in order to direct flow of debris into dumpster.
  - Install pre-fabricated corners and pipes.
  - Install DURO- GUARD XPS FANDFOLD roofing recovery board with metal plates and fasteners or comparable material.
  - Install mechanically attach DURO-LAST 50 mill PVC membrane with poly plates and fasteners or comparable material.
  - Weld all seams with hot air.
  - Remove old and install new two dome skylights.
  - Install four new DURO LAST or comparable material drains per specifications.
  - Flash walls with DURO LAST membrane or comparable material and termination bar and caulk.
  - Flash existing penetrations per DURO-LAST or comparable material specifications.
  - Install metal flashing on the front of the building -color to be chosen by owner.
  - Clean up and haul away all roof debris.

Public Works Department Roof

- Remove existing roof on north side of building only down to bare metal decking.
- Barrel roof and newer TPO areas to remain as is.
- Clean decking from debris, replace damaged metal panels as needed and prepare for new roof application.
- Apply new ISO insulation with glue, fastening plates and screws.
- Apply new Black Diamond base on top of new insulation.
- Install new 4mm GTA white granulated modified bitumen as new roof.
- Install new roof breathers throughout roof.
- Install new roof drains.
- Proper removal and disposal of all debris.

Public Works Plumbing

- Install new 4" RPDA and retrofit existing plumbing and sprinkler riser to meet plumbing code.
- Replace nonfunctioning eye wash stations with three new eye wash stations.

- Install new drinking fountain and water bottle fill station in shop.
- Replace non-working steam washing unit in car wash bay.
- Install new automatic flush valve and urinal in men's locker downstairs.
- Saw cut and break floor in garage (approve 3' x 150').
- Excavate trench and remove floor drains and old triple basin.
- Install new triple basins with drain and vent.
- Install three new 24" catch basins at each end of trench.
- Backfill with compactible gravel.
- Pour concrete to grade.
- Install new sink and cabinet combo in upstairs kitchen area.
- Install water lines for fridge with ice maker and coffee maker in upstairs kitchen area.
- Install two new automatic flush valve urinals in men's bathroom upstairs.
- Remove section of wall in men's upstairs bathroom to replace wall style carriers.
- Install two new wall carriers and two new wall mounted toilets.
- Install new toilet and vanity in main office bathroom.
- Remove wall mounted toilet in office bathroom, remove wall mounted carrier, and retrofit to be floor mounted toilet and install new toilet and vanity.
- Upstairs showers: install new shower valves to ensure proper operation and working of showers.

Public Works General Renovations

- Carpentry
  - Drywall
  - Acoustical ceiling tile
  - Mill work
  - Flooring
  - Painting
  - Framing

Public Works Electrical upgrades

- Make safe electrical for other trades. Provide all labor and materials.
- Provide all circuit tracing as required.

- Lighting - Remove old interior lighting and install new LED Lighting
  - (12) 2x4 LED flat panel color/wattage selectable
  - (3) 2x2 LED flat panel color/wattage
  - (30) Linear I BODY high bay w/mounting hardware and lens, wattage selectable
  - (7) 8' LED Strip fixtures
  - (6) 8' LED Vapor tight fixtures
  - (2) Ceiling mounted dual technology sensors in break room

- Exterior Lighting - Upgrade exterior wall packs and light fixtures to be brighter
  - (10) 120w wall packs
  - (3) 200 Watt LED Wall Pack With Photocell - 26,000 Lumens Durado or comparable
  - (3) 15,600 Lumens - 120 Watt - 5000 Kelvin - LED Canopy Fixture or comparable
  - (4) 300w Slip Fitter fixtures with slip fitters

- Commercial Ceiling Fans - Commercial 56 inch White Reversible Ceiling Fan w/ DC Motor 5 Speed CP56D11N or comparable

- Relocate exposed surface mounted data wiring.

- Sub Panel Install - Replace (4) sub panels throughout facility with (4) new 3ph/4w/120-208v panels.
  - Panels are as follows:
    - (2) 100amp / 3ph/ 4w/ 120-208v 24spc Main Lug
    - (1) 200amp / 3ph / 4w / 120v208 42spc Main Lug
    - (1) 200amp / 3ph / 4w / 120/208 42spc Main Breaker

- Electrical breakers - Breaker quantities included for all panels listed above
  - (76) 20amp single pole breakers
  - (3) dbl 20amp breakers
  - (1) 30amp dbl breaker
  - (1) 3pole 30amp breaker
  - (3) dbl 50amp breaker
  - (3) dbl 60amp breaker
  - (1) 3pole 60amp breaker

Public Works Masonry/brick work

- Grind out approx. 5,500 sq. ft. of exterior brick around building and power wash.

- Replace approx. 2,500 bricks around building.

- Lintels on main office window and (1) window on east side of building to be removed and replaced.

  - Prime, paint, and install adhesive flashing with end dams.

- Remove stucco/stone façade on east side by main office entrance.

- Main wire service coming into the building located on southwest corner to be insulated by ComEd in

order to perform work in that area.

- Replace (5) commercial steel grade 82”x40” doors.

- Removal and proper disposal and all old materials.

Public Works Windows

- Proper removal and disposal of existing windows.
- Furnish and install the following:
  - Glass to be as follows.
    - Thirty (30) clear over “Low E” insulted units for the seventeen (17) awning windows.
- Awning i65 series thermal windows to be as follows or comparable materials:
  - Vents to project out,
  - Standard hardware,
  - Standard locking
  - Roto operator
  - Standard fiberglass screens
  - 5 – openings @ 103” x 52”
  - 2 – openings @ 52” x 52”
  - 1 – opening @ 160” x 52”
- Finish of the aluminum to be clear anodized finish.
- Caulking of the exterior aluminum framing.
- Break metal to be applied to bottom sills.

Public Works Overhead doors

- (8) 12”x12”, insulated (standard color), single end styles with 2” track and rollers, (3) 34”x16” insulated plain glass in 3rd section, spring upgrade to 50,000 cycles, 11 gauge hinge upgrade, 15” radius, top seal on top section, wide weather-strip stops/nail, angle iron, operator bracket, labor.

- (1) 12”x12”, insulated (standard color), single end styles with 2” track and rollers, spring upgrade to 50,000 cycles, 11 gauge hinge upgrade, 15” radius, top seal on top section, wide weather-strip stops/nails, angle iron. (Interior door by wash bay).

- (2) 12”x12”, insulated (standard color), single end styles with 2” track and rollers, (3) 34”x16” insulated plain glass in 3rd section, spring upgrade to 50,000 cycles, 11 gauge hinge upgrade, high lift tracks 19’8” floor to bottom of horizontal, extended solid shaft, top seal on top section, wide weather-strip stops/nail, angle iron.

- (8) Liftmaster T751L5 3/4hp, 115V/230V, single phase logic 5 trolley operator, with damp environment modifications, wall button or comparable materials.

- (2) Liftmaster H751L5R (RH Hoist) 3/4hp, 115V/230V, single phase hoist operator, with damp environment modifications, wall button or comparable materials.

- (10) 893LM Remotes or comparable materials.

- Haul away and dispose all old material.

Public Works Mechanical

- Lock out tag out equipment that will be serviced.
- Recover all refrigerant into EPZ approved storage cylinders and dispose of according to EPA approved guidelines.
- Disconnect all utility's going to bathroom unit system in furnace and condensing area.
- Remove furnace, evap. coil, and refrigerant line set from existing duct system and remove from site.
- Rig condenser old condenser onto boom trucks rigging and remove. Rig new condenser onto boom trucks rigging and hoist to existing wall mounted brackets.
- Install new furnace and evap. coil to existing duct system with all necessary transitions according to manufacturer installation guidelines.
- Connect line set to evap. and condensing unit according to manufacturer recommended installation guidelines.
- Vacuum refrigerant system and confirm system has no leaks.
- Connect all utilities and thermostat, perform factory start up procedure and confirm proper operation.
- Reestablish utilities being supplied to equipment and test for proper operation.
- Repeat this same process for the office/breakroom horizontal air handling system, aside from adding a wireless thermostat.
- The office/breakroom system has air handling unit composing of (2) twinned AHU's that will be hung horizontal at same location of existing units utilizing the existing duct system with necessary sheet metal transitions added.
- Once installed those units will need to be twinned together to work in the same fashion as the other two existing units.
- A remote module will be added to the air handling systems to allow a wireless connection to the thermostat which will be placed in the office area of whatever desired location of staff.
- Once both those items have been completed remove and replace existing humidifier with new according to recommended manufacturer installation guidelines.
- Clean all work area/s of tools and debris once work has been completed.
- Write out service ticket and cover over any details that need immediate attention.
- Check out with on-site representation once all work has been completed.

CLARIFICATIONS:

- Replacement units will be: (2) Air Handlers with electric heating kits, (1)5ton condenser with matching coil, (1) furnace 80 percent, (1)1.5 ton condenser with matching coil.
- Unit replacements will be with identical units related to size (Tonnage, BTU, & Kilowatts) that are currently in place.
- Systems will be replaced in same position that they are currently in place, up flow for bath area, horizontal for offices and breakroom.
- Horizontal (Office) system will come with a wireless programmable thermostat, so thermostat line does not need to be ran. Office system is also 2 air handling units twinned together, new system will be the same. Up flow (Bathroom) system will have a standard programmable thermostat utilizing the existing thermostat wire.
- Both systems will have new refrigerant line set installed according to manufacturer recommended sizing.
- Both systems will utilize existing high voltage power feeds and be reconnected to units, if any additional electrical work is needed that will be quoted additionally or completed by the village.
- Both systems will utilize existing return and supply ducts with duct transitions made as needed for the installation.

- A boom truck will be utilized to install the condensing units outside on the roof to adhere to all safety protocol.
- Existing wall brackets for the condensing units will remain in place and be utilized for the new condensers.

SUBMITTAL REQUIREMENTS

Responses to this Request for Qualifications must include the following information:

- Firm name; phone, address (including e-mail address) and FAX numbers; and name of primary contact.
- A summary of the firm's experience within the past 5 years. Summary should include a list of projects, a brief description and a contact name/telephone number. Examples of work may be attached.
- A list of individuals who would be assigned to work on the project and a description of their qualifications related to the Scope of Services outlined in this RFQ.
- RFQ response must be signed by a person authorized to sign on behalf of the consulting company.
- Response is limited to no more than seven (7) pages excluding work examples and resume.
- Site visits are available Tuesdays and Thursdays 8:00am – 3:00pm until response due date February 1, 2024.

Responses to the RFQ must be mailed or hand delivered to:

LeTisa Jones, Village Administrator
Village of Broadview Municipal Building
2350 South 25th Avenue Broadview, Illinois 60155

Responses whether mailed or hand delivered, must arrive no later than **5:00 p. m., CST on February 1st, 2024.** No submittals will be accepted after that date and time. The Village will not be liable for delays in delivery of responses due to handling by the US Postal Service or any other type of delivery service. Faxed or emailed submittals shall be rejected.

EVALUATION CRITERIA

A qualifications-based selection process will be used to select a contractor for this project. The selection will be made from the submitted proposals. The following information will be used to evaluate and rank responses:

- Compliance with RFQ requirements.
- Experience and qualifications of the contractor and assigned personnel.
- Competitive Cost Proposal
- Professional references.

SELECTION PROCESS

The Village will evaluate all responsive RFQ submitters and rank them based on experience, qualifications, cost proposal and criteria listed above. The Village may conduct interviews during the selection process. Contracts selection followed by a negotiated contract is expected to be in place by March 1st, 2024

TERMS AND CONDITIONS

Questions regarding this RFQ or the submittal process should be addressed via electronic mail to Matthew Ames, mames@broadview-il.gov. All responses will be provided via electronic mail. Unauthorized contact regarding this RFQ with any other Village employee may result in disqualification.

If selected, contractor will be required to execute a Village of Broadview Professional Services Contract. The Village reserves the right to reject any and all submittals and to waive irregularities and informalities in this RFQ process. This RFQ does not obligate the Village to pay any cost incurred by respondents in the preparation and submission of a statement of qualifications. All such costs shall be borne solely by each submitter. Furthermore, the RFQ does not obligate the Village to enter into a contract or proceed with the procurement of the project. Materials submitted in response to this competitive procurement shall become the property of the Village and will not be returned. All submittals received will remain confidential until the Village and the successful contractor sign the agreements resulting from this advertisement. All submittals are deemed public records and are subject to the Public Records statute.