

Troy Township
Building Renovation Committee Meeting Notes
Wednesday, September 7, 2022
4:00 p.m.

Committee Chairman Supervisor Joseph D. Baltz called the meeting to order at 4:00 p.m.

The Pledge of Allegiance was recited, led by Trustee Jerry Nudera.

Committee Members in Attendance:

- Chairman Supervisor Joseph D. Baltz
- Assessor Kimberly Anderson
- Trustee Jerry Nudera
- Administrator Jennifer Dylk (non-voting member and acting as Secretary)

Committee Members Absent:

None

A quorum is established. Also in attendance are Trustee Bryan Kopman, Collector Dawn Damiani, and architect Jacob Been from Healy Bender Patton & Been.

Chairman Baltz asked three times for any citizen comments. No comments were made.

Chairman Baltz turned the meeting over to Mr. Been to present the bids received.

Mr. Been gave a summary of the bid process to date and the bids received (bid tabulation table attached to minutes). Bids were received from four general contractors and one prime contract for the mechanical work. Mr. Been explained the Base Bid 1, Alternate Bid 1A, 1B, and 1C would need to be awarded to one general contractor but Base Bid 2 and Base Bid 3 could be awarded to a General Contractor or to prime contractor (example: Westside Mechanical). The bidders were R. Berti Building Solutions, RB Construction, Inc., R.L. Sohol General Contractor, Inc., Simpson Construction Co., and Westside Mechanical. After further follow up with R.L. Sohol, Mr. Been reported that they have withdrawn their bids due to a misunderstanding of the project scope which renders the bids from R. L. Sohol as invalid.

R. Berti was the low bidder for the General Contractor work. Bids for the base bids and alternates from R. Berti are as follows:

- **Base Bid 1** General Contract Work \$361,500.00
- **Alternate Bid 1A** Assessors Area North Office Reconfiguration \$47,760.00
- **Alternate Bid 1B** Break Room and Corridor Area Reconfiguration \$59,145.00
- **Alternate Bid 1C** Exterior In-Ground Landscape Fixture Removal \$7,050.00
- **Base Bid 2** Exterior Envelope Repairs \$58,020.00

Westside Mechanical as the low bidder for **Base Bid 3 Rooftop Repairs** at \$18,444.00.

Mr. Been then gave a summary of the work to be completed in each of the six bid areas. The group discussed in more detail the interior construction work to be completed.

Administrator Dylik noted that the Building Renovation Committee had previously decided to exclude Alternate Bic 1C for the Exterior In-Ground Landscape Fixture removal from the project. She then reviewed how the bids received compared to the figures budgeted in the 2022-2023 fiscal year budget for the remaining five bid areas.

Dylik reported that a total of \$657,400.00 was included in the 2022-2023 fiscal year budget for these projects. If all bids are approved to move forward (excluding Alternate 1C) and expensed in the 2022-2023 fiscal year along with all possible allowances and estimates received to-date for the project (furniture, technology, permits), plus spending the full \$46,000 in contingency funds, the project could potentially total \$683,690.69 or \$26,290.69 over budget.

Dylik reported other financial factors to consider are:

- The architect could possibly owe the Township a refund due to the bid totals triggering a different fee structure per the contract. The current estimate of this refund is \$9,348.93.
- The \$20,000 in allowances for technology could be delayed and that portion of the project completed in the 2023-2024 fiscal year.
- The Township was awarded \$270,000 in grant funding via State Representative Larry Walsh, Jr. to be used on capital improvement projects (split 50/50 with the Road District). Dylik added that she has followed up with Representative Walsh's office on how to proceed with applying for distribution of these funds but has not heard back yet. With half of the funds allocated to the Township a total of \$135,000.00 would be available to offset expenses of these projects.

Supervisor Baltz ask if there were any questions at this time about the bids or the budget estimates. Trustee Nudera and Assessor Anderson asked a few questions about the grant funds and a possible distribution date for the funds. Administrator Dylik reported that she has reached out to Representative Walsh's office but has not heard back yet.

Mr. Been reviewed possible phases of construction and the general construction timeline confirming that the bid documents and project manual called for substantial completion of the project by January 23, 2023. All contractors were informed that this is a general place of business and Township workers will need to continue operations during construction. Mr. Been explained what "substantial completion" is and any incomplete items due to delivery delays, etc. would be placed on a punch list. Regarding the phases of construction, Mr. Been recommends working directly with the contractor during a pre-construction meeting to discuss the phases, the Township's current scheduling needs, etc.

Supervisor Baltz asked the two non-committee member elected officials in attendance for their thoughts. No questions were raised at this time.

The committee then discussed the Township's budget figures, various options including holding off on Base Bid 2 Exterior Envelope, holding off on the technology purchases, the chance of costs increasing as time goes on, the possibility of supply chain and labor shortages, the pros

and cons of completing Base Bid 1 General Contract at the same time or at different times with Alternate Bid 1A and Alternate Bid 2A, and more. The committee discussed the bid from Westside Mechanical for the Rooftop Repairs at \$18,444.00 and all were in favor of moving forward with that repair. General concerns were raised by all with the possible increase in prices on any portions of the project that are delayed.

Administrator Dylik reviewed what the project figures would look like if the Base Bid 2 Exterior Envelope Repairs did not get moved forward. If that expense of \$58,020.00 is removed, the bottom-line project total would be \$625,670.69 or \$31,729.31 under budget vs. the previous estimate of \$683,690.69 or \$26,290.69 over budget.

Supervisor Baltz voiced his preference to move forward with all items (except Alternate 1C) and asking the contractor how long they can hold their price on Base Bid 2 Exterior Envelope Repairs. Mr. Been will reach out to R. Berti to see how long they will hold the bid price on Base Bid 2 Exterior Envelope Repairs. Supervisor Baltz would like to see the committee vote to recommend that the Board move forward with Base Bid 1 General Contract Work, Alternate Bid 1A, Alternate Bid 1B, Base Bid 2 (depending on timing), and Base Bid 3. Trustee Nudera agreed the projects should move forward as it is much needed work.

Trustee Kopman expressed displeasure with moving forward with all components as a collective group and stated he would not support that in a vote at a Board meeting. He believed the project was just to establish a single entrance with reception area which should cost \$100,000.00. At the budget level, he fought against the total values budgeted for the project(s), was told that just because the funds were budgeted it didn't mean the funds had to be spent, and now the committee is talking about going over budget. He could support Base Bid 1, Base Bid 2, and Base Bid 3 but not Alternate Bid 1 and Alternate Bid 2. He feels spending funds on Alternate 1A and Alternate 1B is not necessary and doing so would not be being a good steward of taxpayer money.

Trustee Kopman discussed the Township continuing to shrink when areas are annexed into municipalities, therefore reducing the workload at the Township level. Dylik and Anderson explained how all services provided by the Assessor's department (assessments, exemptions, etc.) and the Supervisor's office (General Assistance, Emergency Assistance, durable medical equipment, senior services, voting, etc.) do not go away when property is annexed. Residents are serviced in this office whether they are incorporated or unincorporated. In fact, as more homes are built and more property is developed in the Township, the workload of the Assessor's office and Supervisor's office continues to increase.

Conversation continued amongst the group with committee members Dylik and Anderson lending insight into the current number of staff, future staffing needs, the importance of having a cohesive and efficient workgroup flow/structure, the logistical workflow of the reconfigured space in the Assessor's office, the need for larger space in the employee breakroom, cost considerations, project timing, budgeted funds for the project, seeing how long the contractor would be willing to hold the bid price for Base Bid 2 Exterior Envelope repairs, and the advantages/disadvantages to doing the exterior work now, in the winter, or in the spring/summer of 2023.

Collector Damiani can see where Trustee Kopman is coming from but agrees that it is important to have a cohesive environment for staff and it would make the most sense to do the changes in Alternate Bid 1A along with the general construction work in Base Bid 1.

After much discussion, the Committee concluded that it would like to recommend that the Board move forward with Base Bid 1 General Contract Work, Alternate Bid 1A, Alternate Bid 1B, Base Bid 2 (depending on timing), and Base Bid 3 the decline Alternate Bid 1C.

Motion made by Trustee Nudera; seconded by Assessor Anderson to recommend that the Township Board to approve the following bids:

- **Base Bid 1** General Contract Work (R. Berti)..... \$361,500.00
- **Alternate Bid 1A** Assessors Area North Office Reconfiguration (R. Berti)..... \$47,760.00
- **Alternate Bid 1B** Break Room and Corridor Area Reconfiguration (R. Berti).. \$59,145.00
- **Alternate Bid 1C – NOT AWARDED**
- **Base Bid 2** Exterior Envelope Repairs (R. Berti)..... \$58,020.00
- **Base Bid 3** Rooftop Repairs (Westside Mechanical) \$18,444.00

Roll Call Vote: Baltz-Aye; Nudera-Aye; Anderson-Aye. Motion Carried.

Chairman Baltz stated that at this time there is no need for another committee meeting.

Motion made by Assessor Kim Anderson; seconded by Trustee Jerry Nudera to adjourn the meeting. Meeting adjourned at approximately 5:12 p.m.

Submitted,



Jennifer Dylik, Secretary

**RENOVATION WORK
TROY TOWNSHIP OFFICE AND COMMUNITY CENTER
SHOREWOOD, ILLINOIS
FOR
TROY TOWNSHIP
SHOREWOOD, WILL COUNTY, ILLINOIS
PROJECT NO. 6-821-35**

Healy Bender Patton & Bean Architects

NAME OF BIDDER	BASE BID 1 GENERAL CONTRACT WORK	ALTERNATE BID 1A (Assessor's Area North Office Reconfiguration) ADD	ALTERNATE BID 1B (Break Room and Corridor Area Reconfiguration) ADD	ALTERNATE BID 1C (Exterior In-Ground Landscape Fixture Removal) ADD	BASE BID 2 EXTERIOR ENVELOPE REPAIRS	BASE BID 3 ROOFTOP REPAIRS	ADDENDUM REC'D	REMARKS
Blue Reef, LLC Chicago, Illinois	No Bid				No Bid	No Bid		
Construction Solutions of Illinois Oak Lawn, Illinois	No Bid				No Bid	No Bid		
G. Fisher Commercial Construction, Inc. Montgomery, Illinois	No Bid				No Bid	No Bid		
Lite Construction, Inc. Montgomery, Illinois	No Bid				No Bid	No Bid		
MG Mechanical Contracting, Inc. Woodstock, Illinois	No Bid				No Bid	No Bid		
Narvick Bros. General Contractors Morris, Illinois	No Bid				No Bid	No Bid		
R. Bertl Building Solutions Joliet, Illinois	\$361,500.00	\$47,780.00	\$59,145.00	\$7,050.00	\$58,020.00	\$44,470.00	1	10% Bid Bond
RB Construction, Inc. Villa Park, Illinois	\$497,000.00	\$58,500.00	\$51,000.00	\$5,000.00	\$94,000.00	No Bid	1	Voluntary Alternate 1 Bid and BB2 Awarded (\$12,000) 10% Bid Bond Received 11:05AM via Email
R.L. Solad General Contractor, Inc., Plainfield, Illinois	\$860,000.00	\$55,000.00	\$12,000.00	\$11,000.00	\$52,000.00	\$8,000.00	1	10% Bid Bond
Simpson Construction Co. Bellwood, Illinois	\$500,000.00	\$50,000.00	\$38,000.00	\$8,700.00	\$92,000.00	\$30,000.00	1	10% Bid Bond
TORI Construction, LLC Alsip, Illinois	No Bid				No Bid	No Bid		
Westside Mechanical Naperville, Illinois	No Bid				No Bid	\$18,444.00	1	10% Bid Bond