

RESOLUTION NO 24-R-53

A RESOLUTION TO APPROVE HVAC DUCT CLEANING PROJECT

WHEREAS, the Tinley Park-Park District is located in Cook & Will Counties of Illinois; and

WHEREAS, HVAC duct cleaning is needs to be completed in B-wing and the fitness center. Staff sought multiple proposals to complete the project. This work includes duct cleaning within the “B” wing hall and classrooms and within the Tinley Fitness Center; and

WHEREAS, neither system area has had the ducts cleaned since installation. Within the facility, the “A” wing was completed a few years back. The original budget for “B” and “C” wings was set at \$20,000 and we feel the Tinley Fitness Center is more imperative to complete at this time; and

WHEREAS, staff recommends the HVAC duct cleaning project to Brouer Brothers Steamatic for \$29,998.

WHEREAS, The Board of Commissioners of the Tinley Park-Park District finds that it is in the best interest of the District to approve HVAC duct cleaning project to Brouer Brothers Steamatic for \$29,998.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the TINLEY PARK-PARK DISTRICT as follows:

SECTION 1: The Preambles hereto are hereby made a part of, and an operative provision of, this Resolution as if fully restate herein.

SECTION 2: The Request attached hereto as Exhibit 1, and made a part hereof, is hereby approved.

SECTION 3: That this Resolution shall be in full force and effect on the date approved and passed by the Board of Commissioners of the TINLEY PARK-PARK DISTRICT.

Approved and passed this 21st day of August 2024.

AYES: 5

NAYS: 0
ABSENT: 0
ABSTAIN: 0

TINLEY PARK-PARK DISTRICT



President, Board of Park Commissioners

Attest:


Secretary, Board of Park Commissioners

EXHIBIT 1 RESOLUTION NO 24-R-53

LEFT BLANK ON PURPOSE PROPOSAL TO FOLLOW



Brouwer Brothers Steamatic
10823 S Langley
Chicago, IL 60628
Office: 708-398-1444
Website: www.brouwerbrothers.com



SCOPE & ESTIMATE

Tim Harvey
Tinley Park Park District
8125 West 171st Street Tinley Park IL 60477
(708) 342-4246
timothy.harvey@tinleyparkdistrict.org

HVAC System Cleaning Scope of Work:

Clean the interior surfaces of the 3 HVAC systems (RTU 2,3, &4) which also includes 16 VAV boxes and all connecting supply and return ductwork, and vents following the process below.

Clean the interior surfaces of the 3 HVAC systems (RTU 5,6, &7) which also includes all connecting supply and return ductwork and vents following the process below.

HVAC Cleaning Process:

- Ductwork
 - The interior surfaces of the ductwork specified within this proposal will be cleaned using brushes and agitation tools/methods along with HEPA filtered vacuums to remove the accumulated dust, dirt, and debris from the accessible interior surfaces.
 - If necessary, any exposed and accessible ductwork will be accessed for cleaning by means of cutting into the ductwork and then replacing the cut out with a sheet metal access patch that will be secured with sheet metal screws and aluminum tape to prevent air leakage. This process utilizes NADCA (National Air Duct Cleaning Association) standards.
 - Larger accessible ductwork may be cleaned by physically entering the ductwork to remove the accumulated dust, dirt, and debris.
 - Cleaning of any plastic flexible ductwork will be accomplished by wiping and or vacuuming but cannot be cleaned to the point of "like new" condition. Plastic flexible ductwork can be replaced at an additional charge per the customer's request.
 - Cleaning of any internal ductwork components such as reheat coils, VAV boxes, inline booster fans, etc...are not included in this proposal unless otherwise stated under the scope of work.



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- Fans
 - All accessible interior housing surfaces, fan blades, fan motor and belts will be brushed and dry vacuumed with a HEPA filtrated vacuum to remove the dirt, dust and debris.
 - If accessible and practical, the discharge or intake screen will be removed, cleaned and replaced. Otherwise the discharge screen will be vacuumed in place to the best of the technician's abilities.
- Coils
 - Cleaning of any coils within the air handling unit or ductwork, where cleaning is specified in the scope of work, will be cleaned by brushing, HEPA vacuuming, washing or any other ways deemed necessary to remove dirt, dust and debris.
- Grilles, Vents, and Registers
 - Will be removed, cleaned by way of brushing, washing, vacuuming and/or any other means deemed necessary by the technician(s) and reinstalled.
 - Grilles with electric dampers may require assistance from the customer or an electrician before they can be removed for cleaning purposes.
 - Linear slot diffusers will be cleaned in place.

Preliminary Cleaning Requirements:

- The building is responsible for notifying residents/tenants of the cleaning prior to the designated times of cleaning.
- If there is an alarm system associated with the HVAC systems, the building/customer MUST put the system into test mode or turn off the alarm entirely before the crew arrives. Failure to do so may result in the fire department being dispatched and a fine to be paid by the customer.

Safety

- Brouwer Brothers Steamatic and its employees will be familiar with and adhere to all appropriate OSHA and NIOSH safety procedures. This includes working conditions, power equipment, and safety equipment.
- Lock-Out/Tag-Out procedures will be used on any equipment that is energized during the project.

General Conditions:

- The building must provide parking as close to the chute room as possible and will be responsible for the cost of any parking tickets that our van and trailer could get during this project.
- The customer is responsible for providing the Brouwer Brothers Steamatic technician(s) access to any secured areas including mechanical rooms, roofs, residential apartment/condominium units, etc.
- If the suggested workflow as outlined in this proposal requires access to residential apartment or condominium units, the customer is responsible for supplying one building escort.
- The technician(s) will enter each unit wearing protective foot coverings



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- Brouwer Brothers Steamatic technicians are NOT responsible for cutting access into any wall to gain access to otherwise inaccessible ductwork. Ductwork that is inaccessible will be cleaned to the best of the technician's abilities or it is the responsibility of the customer to create an access opening to access the ductwork.
- If, for any reason out of the control of the Brouwer Brothers Steamatic technician(s), there is a delay in the work which causes a significant loss of time, there may be a price adjustment to this proposal.
- Brouwer Brothers Steamatic cannot be held responsible for any damage or chemical reaction caused by the application or fogging of any chemical agent to the interior surfaces of the ductwork, if specified to do so by the customer.
- The customer is responsible for providing onsite parking for the Brouwer Brothers Steamatic vehicles. If the customer cannot provide onsite parking, the customer will be billed for all parking costs incurred while working onsite.
- The customer will be responsible for a service charge if the customer refuses work or is not available to allow the technician(s) entry on the scheduled day and time previously agreed upon to perform the work.
- Unless otherwise agreed upon, any waste or garbage collected from the systems being cleaned will be collected and disposed of onsite using the customer's dumpster or other garbage collection systems.
- Any units that are inaccessible during their previously scheduled cleaning day and time will be skipped. Technicians will attempt to revisit and clean these units at the end of each day. Any units which are incomplete due to inaccessibility after the final cleaning day will be charged the full amount. An additional charge will be assessed to reschedule the cleaning of these units at a later date and time.
- The customer is responsible for making water access and electricity available as needed and in close proximity to the job site.
- Depending on the size and nature of the project, Brouwer Brothers Steamatic will put into place a Project Management Staff in an effort to efficiently and effectively complete the project.
- If the system being cleaned has any alarm systems or sensors, the systems must be disabled or put into test mode. Failure to do so may result in the fire department being dispatched and a fine to be paid by the customer.
- Cleaning of condenser coils is not part of this proposal unless otherwise stated in the scope of work.
- Brouwer Brothers Steamatic technician(s) will handle all grilles, vents, and registers with care but are not responsible for any chipped paint or torn wallpaper cause by removing or replacing such components.
- During the cleaning process it is possible, but not common, for particulate matter to blow out of neighboring exhaust grilles.
- This proposal is based upon the information provided by the customer and, in most cases, a site survey. All information provided by the customer is assumed to be correct and accurate. Any incorrect information may lead to a price adjustment.
- Based upon Brouwer Brothers standard insurance policy.



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The work is priced using local nonunion wage rates. Based on the scope provided, we are pleased to provide you this bid.

Price: \$

Opt. 1: Clean the interior surfaces of the 3 HVAC systems (RTU 2,3, &4) which also includes 16 VAV boxes and all connecting supply and return ductwork, and vents. \$29998.00 *

~~Opt. 2: Clean the interior surfaces of the 3 HVAC Gym systems (RTU 5,6, &7) which also includes all connecting supply and return ductwork and vents. \$8998.00~~

Note: Accompanying this proposal is the signed bid document TTPD-24-HDCP

Terms and Conditions

- This scope of work and pricing will be effective for a period of 90-days. After that time, review of the scope and pricing adjustments may be required.
- A 3.5% fee will be added to all credit card payments.
- A 2% late fee will incur every month if not paid within 30-days of invoice date.

Respectfully Submitted,

Rick Brouwer

I approve and accept this proposal

Tim Harvey

Shawn M. Ritz

Print name

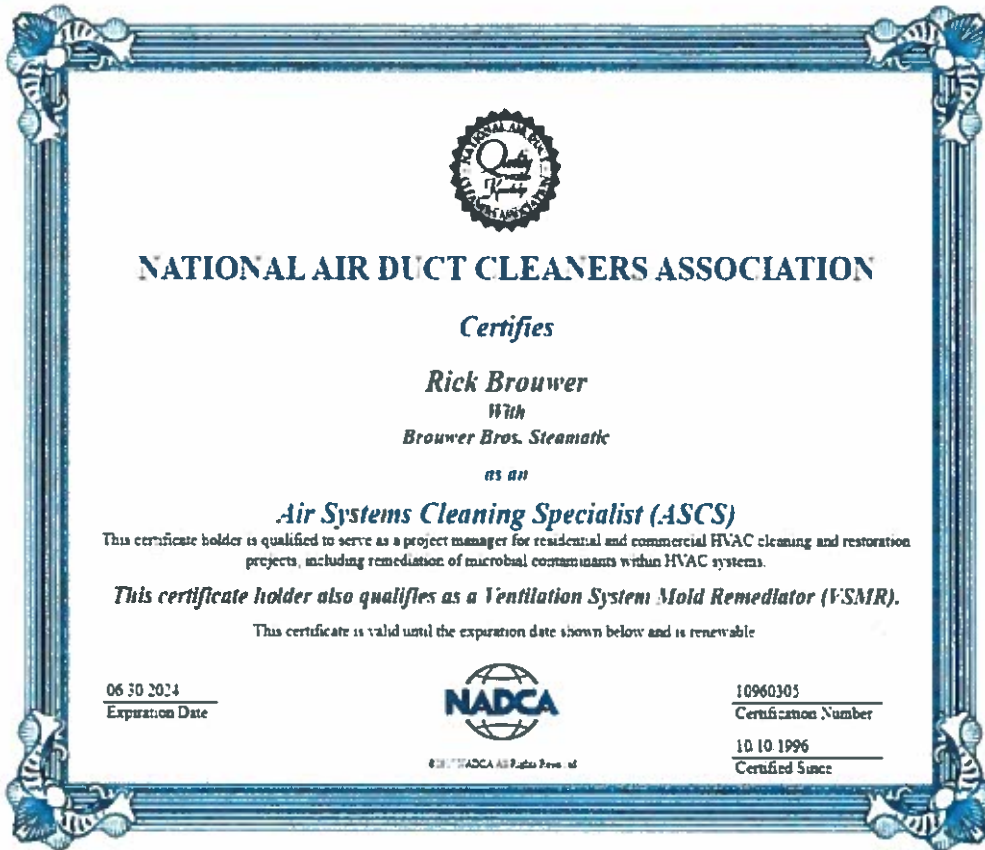


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NATIONAL AIR DUCT CLEANERS ASSOCIATION

Certifies

Rick Brouwer
With
Brouwer Bros. Steamatic
as an

Air Systems Cleaning Specialist (ASCS)

This certificate holder is qualified to serve as a project manager for residential and commercial HVAC cleaning and restoration projects, including remediation of microbial contaminants within HVAC systems.

This certificate holder also qualifies as a Ventilation System Mold Remediator (VSMR).

This certificate is valid until the expiration date shown below and is renewable

06 30 2024
Expiration Date



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10960305
Certification Number
10 10 1996
Certified Since



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