



DATE: February 5, 2024
MEMO TO: Jessica Vealitzek, Chair
Operations Committee
FROM: Daniel E. Stearns
Director of Facilities

RECOMMENDATION: Recommend Approval of a Resolution Awarding a Contract for the Flat Roof Replacement at the Ryerson Woods Welcome Center to Sterling Commercial Roofing, Inc. in an amount not to exceed \$30,190.00.

STRATEGIC DIRECTION SUPPORTED: Organizational Sustainability

FINANCIAL DATA: This expenditure is included in the adopted FY2024 budget in the Capital Improvement Program (CIP) as part of the Facility and Infrastructure Improvements project (Project #60022). The current budget for the entire CIP line item project is \$1,917,872. The actual cost of \$30,190.00 will be charged to account 20104100-803200-60022.

BACKGROUND: The Ryerson Woods Welcome Center was originally constructed in 2006. Staff recommends that work occur to remove and replace the roof membrane and insulation for the flat roof portion of the building due to water infiltration in that area. Staff will serve as the construction manager for the project and recommends that the Board award a contract to an outside vendor to complete the improvements. The cost of the roof repairs was estimated to be under \$30,000, so the work was originally advertised as a Request for Quotes (RFQ). However, all of the quotes exceeded \$30,000. Therefore, before awarding a contract for the work, the District is required to solicit competitive sealed bids. Bids for this work were solicited and were received and opened on December 19, 2023, and are in the following amounts from the following bidders:

| | <u>PRICE</u> |
|-----------------------------------|---------------------|
| Sterling Commercial Roofing, Inc. | \$30,190.00 |
| JF Chiatello Construction | \$30,500.00 |
| Waukegan Roofing Co., Inc. | \$30,700.00 |
| L. Marshall, Inc. | \$35,790.00 |
| G.E. Riddiford Company, Inc. | \$59,900.00 |
| Tori Construction, LLC | \$71,605.00 |

Staff is recommending award to Sterling Commercial Roofing, Inc. as the lowest responsible bidder.

REVIEW BY OTHERS: Chief Operations Officer, Director of Finance, Purchasing Manager, Manager of Board Operations, Corporate Counsel.

**LAKE COUNTY FOREST PRESERVE DISTRICT
LAKE COUNTY, ILLINOIS**

**A RESOLUTION AWARDING A CONTRACT TO STERLING COMMERCIAL
ROOFING, INC. FOR FLAT ROOF REPLACEMENT AT THE
RYERSON WOODS WELCOME CENTER**

WHEREAS, the Lake County Forest Preserve District (the “District”) has advertised in The News Sun for sealed bids for the Flat Roof Replacement at the Ryerson Woods Welcome Center (the “Work”); and

WHEREAS, all sealed bids were received and opened by the District at its General Offices, 1899 West Winchester Road, Libertyville, Illinois, on December 19, 2023 at 11:00 a.m.; and

WHEREAS, the total of the base bids received from each bidder for all three components of the Work (the “Base Bids”) are as follows:

| | <u>TOTAL BID</u> |
|-----------------------------------|-------------------------|
| Sterling Commercial Roofing, Inc. | \$30,190.00 |
| JF Chiatello Construction | \$30,500.00 |
| Waukegan Roofing Co., Inc. | \$30,700.00 |
| L. Marshall, Inc. | \$35,790.00 |
| G.E. Riddiford Company, Inc. | \$59,900.00 |
| Tori Construction, LLC | \$71,605.00 |

and

WHEREAS, the District’s staff, the Purchasing Manager, the Director of Facilities, and the Operations Committee have reviewed the bids and recommend that the Board of Commissioners find Sterling Commercial Roofing, Inc. to be the lowest responsible bidder for the Work and award a contract for the Work to Sterling Commercial Roofing, Inc. (the “Contract”); and

WHEREAS, the Board of Commissioners hereby finds that Sterling Commercial Roofing, Inc. is the lowest responsible bidder for the Work:

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Lake County Forest Preserve District, Lake County, Illinois, **THAT**:

Section 1: Recitals. The recitals set forth above are incorporated as a part of this Resolution by this reference.

Section 2: Award of Contract. The Base Bids submitted by Sterling Commercial Roofing, Inc. in the amount of \$30,190.00 (the “Contract Price”) are hereby accepted and a Contract for the Work is hereby awarded to Sterling Commercial Roofing, Inc.

Section 3: Execution of Contract. The Executive Director of the District is hereby authorized and directed to execute the Contract for the Work in the amount of the Contract Price.

Section 4: Payments. The Treasurer shall make payments under the Contract only pursuant to and in accordance with the Contract terms.

Section 5: Effective Date. This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED this ____ day of _____, 2024

AYES:

NAYS:

APPROVED this ____ day of _____, 2024

Angelo D. Kyle, President
Lake County Forest Preserve District

ATTEST:

Julie Gragnani, Secretary
Lake County Forest Preserve District

Exhibit No. _____