

COMMAND MECHANICAL SERVICE DIVISION

PROPOSAL # 23CS132-10

PROJECT NAME: Village of Oak Park – Village Hall Geothermal Vault Compressors



CLIENT INFORMATION

DATE OF PROPOSAL: August 3, 2023

PROJECT ADDRESS: 123 Madison Oak Park, IL

PROPOSED BY: James Slevin

CONTACT NAME: Vic Sabaliauskas

SCOPE REVIEW INFORMATION

Command Mechanical’s Service Division is grateful to have the opportunity to submit a proposal for the above-referenced project. This proposal is good for 15 days from the date referenced above. Our quotation is based on the terms and conditions as stated in this proposal.

INCLUSIONS

Supply labor and materials to perform the following:

1. Evacuate existing refrigerant
2. Repair existing leak at both compressors
3. Perform dye & bubble test
4. Recharge system with new refrigerant after confirmation that all leaks have been repaired
5. Clean coils and AHU interior on T&M at service contract rate with not to exceed amount established below totaling \$867.50
 - 4.5 hours total @ contract rate of \$165/hr. for the coil cleaning
 - Plus \$125 for coil cleaner solution

EXCLUSIONS

- Air filters
- Parts or labor outside of above scope of work
- Overtime labor
- Freight
- Taxes

PROJECT PRICING AND MBE PERCENTAGE

- **NOT TO EXCEED:** **\$10,406.00**
- MBE / VBE / DBE% 100%

If the above terms for this repair proposal are accepted and approved, please sign below:


Customer Signature: _____ Date: _____



Village of Oak Park
Department of Public Works
Building Maintenance Division

MEMORANDUM

DATE: January 20, 2023

TO: Rob Sproule, Public Works Director 

C.c. Fred Gutierrez, Building Maintenance Contract Coordinator

FROM: Vic Sabaliauskas, Building Maintenance Superintendent

RE: 2023 Mechanical Maintenance and Repair Contract with Command Mechanical Group

The Public Works Department Building Maintenance contractor typically makes repairs as needed to various mechanical/HVAC systems at all Village owned buildings. On the occasion when the contractor is unavailable, lacks the necessary equipment, skill or licensing to perform such repairs, or when multiple repairs are required simultaneously, an outside mechanical contractor is called to complete the repairs.

In December of 2022, Public Works Department staff solicited bids from several area mechanical contractors for labor rates for emergency repairs to mechanical systems at Village owned buildings. Helm Group submitted the most favorable rates, however, they are the current mechanical contractor (after having been awarded the 2022 contract back in December of 2021) but they have not performed well throughout 2022 and staff does not recommend renewing their agreement. Command Mechanical Group (CMG) submitted the next most favorable rates and, after conducting thorough reference checks (all positive), staff recommends approval of an Independent Contractor Agreement with CMG for emergency mechanical repair services. Response time is a critical component of this agreement and CMG has stated they understand the required commitment and scope of work.

Included with this Memo are documents pertaining to the 2023 mechanical repairs services contract. The Fiscal Year 2023 General Fund, Public Works Department, Building Maintenance Division Operating Budget contains sufficient funds in account no. 1001-43790-101-540674 for property repairs.

If approved, the total contract cost with Command Mechanical Group would not exceed \$15,000.00 in Fiscal Year 2023. Additionally, a separate Memo will be provided recommending an approval of an agreement with an alternate mechanical contractor (Oak Brook Mechanical) in case CMG is not available or is unable to complete a repair.

Please let me know if you have any questions, and please forward the I.C.A. to the Village Manager's Office for approval. Thank you.

**Bid Summary for Village of Oak Park Public Works Department Emergency Mechanical Repair Services
12/16/2022**

Labor/Personnel	Helm Group	Command Mechanical Group	Oak Brook Mechanical	Air Comfort *	Edwards Engineering	State Mechanical, Inc.
Straight Time	\$ 123.00	\$ 165.00	\$ 168.00	\$ 148.00	\$ 165.00	\$ 171.00
After-hours - time & a half (Mon-Sat)	\$ 184.00	\$ 218.72	\$ 244.00	\$ 223.00	\$ 234.00	\$ 236.00
Sundays and holidays (double time)	\$ 184.00	\$ 218.72	\$ 244.00	\$ 223.00	\$ 288.00	\$ 236.00
Emergency call-out	\$ 246.00	\$ 270.06	\$ 315.00	\$ 282.00	\$ 288.00	\$ 285.00
Trip Charge *				\$ 85.00		



INDEPENDENT CONTRACTOR AGREEMENT

THIS INDEPENDENT CONTRACTOR AGREEMENT (hereinafter referred to as the "Contract" or "Agreement") is entered into on the 25th day of January, 2023, by and between the Village of Oak Park, an Illinois home rule municipal corporation (hereinafter referred to as "Village"), and Command Mechanical Group, LLC, an Illinois limited liability corporation (hereinafter referred to as "Contractor").

WHEREAS, Contractor submitted a bid dated December 21, 2022, a copy of which is attached hereto and incorporated herein by reference, to provide emergency overhead door repairs and maintenance at Village owned buildings (hereinafter referred to as "Work") pursuant to the Village's Request for Bids dated December 14, 2022, incorporated herein by reference as though fully set forth; and

WHEREAS, the Contractor represented in said bid that it has the necessary personnel, experience, and competence to promptly complete the Work required hereunder; and

WHEREAS, Contractor shall perform the Work pursuant to the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the premises and the mutual promises contained in this Contract, and other good and valuable consideration received and to be received, it is mutually agreed by and between the parties as follows:

1. RECITALS INCORPORATED

The above recitals are incorporated herein as though fully set forth.

2. SCOPE OF WORK

Contractor shall perform the Work in accordance with its bid for a price not to exceed \$15,000.00 ("Contract Price") in fiscal year 2023. Contractor shall complete the Work in accordance with any applicable manufacturers' warranties and in accordance with its bid, the Village's Request for Bids, and this Contract, all of which together shall constitute the "Contract Documents." The Contractor acknowledges that it has inspected the site(s) where the Work is to be performed and that it is fully familiar with all of the conditions at the site(s), and further that its bid has adequately taken into consideration all of the conditions at the sites. The Contractor hereby represents and warrants that it has the skill and experience necessary to complete the Work in a good and workmanlike manner in

accordance with the Contract Documents, and that the Work shall be free from defects.

Contractor shall achieve completion of all Work required pursuant to the Contract Documents by December 31, 2023 ("Contract Time"). The Contract Time is of the essence. In the event the Contractor fails to complete the Work on or before said date or any portion of the Work as required by this Contract, the Village shall be entitled to liquidated damages in the amount of \$500.00 per day for each day the Work remains uncompleted beyond the completion date set forth above. This amount is not a penalty, and the parties agree to said amount given the difficulties associated with determining or calculating damages to the Village in the event the Work is not completed on time. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the site(s).

3. DESIGNATED REPRESENTATIVES

Contractor shall designate in writing a person to act as its designated representative with respect to the Work to be performed under this Contract who shall have the power and authority to make or grant or do all things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of Contractor and with the effect of binding Contractor. The Village is entitled to rely on the full power and authority of the person executing this Contract on behalf of Contractor as having been properly and legally given by Contractor. Contractor shall have the right to change its designated representative by providing the Village with written notice of such change which notice shall be sent in accordance with Section 12 of this Agreement.

The Public Works Director or the Director's designee shall be deemed the Village's authorized representative for purposes of this Agreement, unless applicable law requires action by the Corporate Authorities, and shall have the power and authority to make or grant or do those things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the Village and with the effect of binding the Village as limited by this Contract. Contractor is entitled to rely on the full power and authority of the person executing this Agreement on behalf of the Village as having been properly and legally given by the Village. The Village shall have the right to change its authorized representative by providing Contractor with written notice of such change which notice shall be sent in accordance with Section 12 of this Agreement.

4. TERM OF CONTRACT, CONTRACT RENEWAL AND RATE ADJUSTMENT

Contractor shall perform the Work pursuant to this contract beginning on the effective date as defined herein and ending at 11:59 p.m. CST, December 31, 2023. The Contractor shall invoice the Village for the Work provided pursuant to this Contract at the rates set

forth in its bid. The Village shall have the option to renew the Contract for two (2) additional one (1) year periods with all terms and conditions, other than price, remaining the same. The Village will allow the bidder to increase or decrease the Contract Price for each annual renewal.

On or before November 20th of each year this Agreement is in effect, the cost for the Work provided during the next Contract period under the Agreement may be adjusted as follows:

1. The Contractor shall submit a request for adjustment to the Village based upon the average of the published monthly Index (as defined below) for the most currently available 12-month period of the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Chicago Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago-Naperville-Elgin, IL-IN-WI (all items, 1982-84 = 100).
2. Notwithstanding anything contained in this Agreement to the contrary, an annual adjustment shall not be greater than five percent (5.0%) of the previous year's cost for Work provided under this Agreement in any year.
3. Any applicable adjustment shall take effect on January 1st.

5. PAYMENT SCHEDULE

Contractor shall, as a condition precedent to its right to receive any payment, submit to the Village an application for payment and such receipts, vouchers, and other documents as may be necessary to establish the Contractor's payment for all labor and material and the absence of any interest whether in the nature of a lien or otherwise of any party in any property, work, or fund with respect to the Work performed hereunder. Such documents shall include, where relevant, the following forms, copies of which are attached hereto:

- (i) Contractor's sworn statement;
- (ii) Contractor's partial or final waiver of lien;
- (iii) Subcontractor's sworn statement(s); and
- (iv) Subcontractor's partial or final waiver of lien.

Payment by the Village shall be conditioned upon an inspection by the Village of the Work completed and submission of required waivers by the Contractor. Payment by the Village shall in no way constitute a waiver of, or relieve the Contractor from, any defects in the Work. All payments shall be made in accordance with the Illinois Local Government Prompt Payment Act, 50 ILCS 505/1 *et seq.* Final payment for any Work performed by the Contractor pursuant to an invoice by Contractor shall be made by the Village to the Contractor when Contractor has fully performed the Work and the Work has been approved by the Village and submission of required waivers and paperwork by

Contractor. Approval of the Work and issuance of the final payment by the Village shall not constitute a waiver of, or release Contractor from, any defects in the Work.

The Village shall have the right to withhold from any payment due hereunder such amount as may reasonably appear necessary to compensate the Village for any actual or prospective loss due to Work which is defective or does not conform to the Contract Documents; damage for which Contractor is liable hereunder; liens or claims of liens; claims of third parties, subcontractors, or material men; or any failure of the Contractor to perform any of its obligations under this Contract. The Village may apply any money withheld or due Contractor hereunder to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, and attorney's fees incurred, suffered, or sustained by the Village and chargeable to Contractor.

6. TERMINATION

The Village may terminate this Contract for cause, which includes but is not necessarily limited to, the Contractor's failure to perform the Work pursuant to this Contract. The Village shall provide the Contractor with five (5) days' written notice of a termination for cause pursuant to the provisions of Section 12 below. The Village may also terminate this Contract when it determines the same to be in its best interests by giving fourteen (14) days' written notice to Contractor pursuant to the provisions of Section 12 below. In such event, the Village shall pay to Contractor all amounts due for the Work performed up to the date of termination.

7. COMPLIANCE WITH APPLICABLE LAWS

Contractor shall comply with all applicable laws, regulations, and rules promulgated by any federal, state, county, municipal and/or other governmental unit or regulatory body now in effect during the performance of the Work. By way of example only and not as a limitation, the following are included within the scope of the laws, regulations and rules with which the Contractor must comply: all forms of workers' compensation Laws, all terms of the equal employment opportunity rules and regulations of the Illinois Department of Human Rights, statutes relating to contracts let by units of government, and all applicable civil rights and anti-discrimination laws and regulations.

8. INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall waive any right of contribution against the Village and shall indemnify and hold harmless the Village and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert fees and court costs) arising out of or resulting from the performance of the Contractor's Work, provided that any such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other

than the work itself, including the loss of use resulting therefrom, or is attributable to misuse or improper use of trademark or copyright-protected material or otherwise protected intellectual property, to the extent it is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity which the Village and its officers, officials, employees, volunteers and agents would otherwise have. The Contractor shall similarly protect, indemnify and hold and save harmless, the Village and its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses, including, but not limited to, legal fees incurred by reason of the Contractor's breach of any of its obligations under, or the Contractor's default of, any provisions of this Contract. The indemnification obligations under this Section shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under workers' compensation or disability benefit acts or employee benefit acts.

9. INSURANCE

Contractor shall at Contractor's expense secure and maintain in effect throughout the duration of this Contract, insurance of the following kinds and limits set forth in this Section. Contractor shall furnish "Certificates of Insurance" to the Village before beginning work on the Work pursuant to this Contract. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of at least A according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless thirty (30) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance: "Should any of the above described policies be canceled before the expiration date, the issuing company shall mail thirty (30) days written notice to the certificate holder named to the left."

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

(A) Commercial General Liability:

i. Coverage to include Broad Form Property Damage, Contractual and Personal Injury.

ii. Limits:

General Aggregate	\$ 2,000,000.00
Each Occurrence	\$ 1,000,000.00
Personal Injury	\$ 1,000,000.00

iii. Coverage for all claims arising out of the Contractor's operations or premises and anyone directly or indirectly employed by the Contractor.

(B) Workers' Compensation:

i. Workers' compensation insurance shall be provided in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who perform the Work pursuant to this Contract, and if work is subcontracted pursuant to the provisions of this Contract, Contractor shall require each subcontractor similarly to provide workers' compensation insurance. In case employees engaged in hazardous work under this Contract are not protected under the Workers' Compensation Act, Contractor shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(C) Comprehensive Automobile Liability:

i. Comprehensive Automobile Liability coverage shall include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.

ii. Limits:
Combined Single Limit \$1,000,000.00

(D) Umbrella:

i. Limits:
Each Occurrence/Aggregate \$5,000,000.00

(E) The Village and its officers, officials, employees, agents and volunteers shall be named as additional insureds on all insurance policies set forth herein except Workers' Compensation. The Contractor shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, employees, agents, and volunteers.

(F) The Contractor understands and agrees that any insurance protection required by this Contract or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village, its officers, officials, employees, agents and volunteers as herein provided. The Contractor waives and shall have its insurers waive, its rights of subrogation against the Village, its officers, officials, employees, agents and volunteers.

10. GUARANTY

Contractor warrants and guarantees that its Work provided for the Work to be performed under this Contract, and all workmanship, materials, equipment, and supplies performed, furnished, used, or installed under this Contract, performed, furnished, used, or installed under this Contract, shall be free from defects and flaws in workmanship or design; shall strictly conform to the requirements of this Contract; and shall be fit and sufficient for the purposes expressed in, or reasonably inferred from, this Contract. Contractor further warrants and guarantees that the strength of all parts of all manufactured materials, equipment, and supplies shall be adequate and as specified and that the performance requirements of this Contract shall be fulfilled.

Contractor shall, at no expense to the Village, correct any failure to fulfill the above guaranty that may appear at any time. In any event, the guaranty herein expressed shall not be sole and exclusive, and is additional to any other guaranty or warranty expressed or implied.

11. AFFIDAVIT OR CERTIFICATE

Contractor shall furnish any affidavit or certificate in connection with the Work covered by this Contract as required by law.

12. NOTICES

Any notice required to be given by this Contract shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, by personal service, or by email transmission to the persons and addresses indicated below or to such addresses and persons as either party hereto shall notify the other party of in writing pursuant to the provisions of this Section:

To the Village:
Village Manager
Village of Oak Park
123 Madison Street
Oak Park, Illinois 60302-4272
Email: villagemanager@oak-park.us

To Contractor:
Command Mechanical Group, LLC
Timothy J. Adkins, President
2150 S. Canalport Ave., Ste. 2C7
Des Plaines, Illinois 60018
Email: tadkins@commandmg.com

Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

Notice by email transmission shall be effective as of date and time of facsimile transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 a.m. to 5:00 p.m. Chicago time). In the event email notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

13. AUTHORITY TO EXECUTE

The individuals executing this Contract on behalf of Contractor and the Village represent that they have the legal power, right, and actual authority to bind their respective parties to the terms and conditions of this Contract.

14. EFFECTIVE DATE

The effective date of this Contract as reflected above and below shall be the date that the Village Manager executes this Contract on behalf of the Village.

15. ENTIRE CONTRACT; APPROVAL OF SUBCONTRACTORS

This Contract, including the documents incorporated by reference herein, sets forth the entire Contract between the parties with respect to the accomplishment of the Work. No right or interest in this Contract shall be assigned, in whole or in part, by either party without the prior written consent of the other party. The Village reserves the right to approve the use of subcontractors to complete any portion of the Work and to approve any applicable contract between the Contractor and a proposed subcontractor to perform any of the Work. This Contract shall be binding upon the parties and upon their respective heirs, executors, administrators, personal representatives, successors, and assigns, except as herein provided.

16. INDEPENDENT CONTRACTOR

Contractor shall have the full control of the ways and means of performing the Work referred to above and that the Contractor and its employees, representatives or subcontractors are not employees of the Village, it being specifically agreed that the Contractor bears the relationship of an independent contractor to the Village. The Contractor shall solely be responsible for the payment of all salaries, benefits and costs of supplying personnel for the Work.

17. CONTRACT BOND

The Contractor shall, within ten (10) calendar days after award of the Contract, furnish a Contract Bond in the amount of ten thousand dollars (\$5,000.00) for each Contract awarded. The bond shall insure faithful performance of the Work, and the payment for materials, labor and of the subcontractors. The bond shall be with a surety or sureties with a rating of "A" or better by A.M. Best and Company and such sureties shall be approved by the Village. Bonds in the form of certified or cashier's check shall be made payable to the Village of Oak Park, Illinois. The Contract Bond shall be furnished in the same number of copies as the number of copies of the Agreement to be executed. See section XII for a sample copy of the Contract Bond.

18. PREVAILING WAGES

Contractor and any applicable subcontractor shall pay prevailing wages as established by the Illinois Department of Labor and determined by the Village for each craft or type of work needed to execute the contract in accordance with the Illinois Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.* ("Act"). Contractor shall prominently post the current schedule of prevailing wages at the Work site(s) and shall notify immediately in writing all of its subcontractors of all changes in the schedule of prevailing wages. Any increases in costs to Contractor due to changes in the prevailing rate of wage during the terms of any Contract shall be at the sole expense of Contractor and not at the expense of the Village, and shall not result in an increase to the Contract Price. Contractor shall be solely responsible to maintain accurate records as required by the Act and shall submit certified payroll records to the Village evidencing its compliance with the Act on no less than a monthly basis as required by the Act. Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the Work for the Work.

Contractor shall indemnify, hold harmless, and defend the Village, its officers, officials, employees, agents and volunteers ("Indemnified Parties") against all regulatory actions, complaints, damages, claims, suits, liabilities, liens, judgments, costs and expenses, including reasonable attorney's fees, which may in any way arise from or accrue against the Indemnified Parties as a consequence of noncompliance with the Act or which may in any way result therefrom, including a complaint by the Illinois Department of Labor under Section 4(a-3) of the Act, 820 ILCS 130/4(a-3) that any or all of the Indemnified Parties violated the Act by failing to give proper notice to the Grantee or any other party performing work on the Public Improvements that not less than the prevailing rate of wages shall be paid to all laborers, workers and mechanics performing Work on the Work, including interest, penalties or fines under Section 4(a-3). The indemnification obligations of this section on the part of Contractor shall survive the termination or expiration of this Agreement. In any such claim, complaint or action against the Indemnified Parties, Contractor shall, at its own expense, appear, defend and pay all charges of reasonable attorney's fees and all reasonable costs and other reasonable expenses arising therefrom or incurred in connection therewith, and, if any judgment or award shall be rendered against the Indemnified Parties in any such action, Contractor shall at its own expense, satisfy and discharge such judgment or award.

19. GOVERNING LAW AND VENUE

This Contract shall be governed by the laws of the State of Illinois both as to interpretation and performance. Venue for any action pursuant to this Contract shall be in the Circuit Court of Cook County, Illinois.

20. AMENDMENTS AND MODIFICATIONS

This Contract may be modified or amended from time-to-time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representative of the Village and the authorized representative of the Contractor.

21. NON-WAIVER OF RIGHTS

No failure of either party to exercise any power given to it hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof, nor any payment under this Contract shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

22. CONFLICT

In case of a conflict between any provision(s) of the Village's Request for Bids or the Contractor's bid and this Contract, this Contract and the Village's Request for Bids shall control to the extent of such conflict.

23. HEADINGS AND TITLES

The headings and titles provided in this Contract are for convenience only and shall not be deemed a part of this Contract.

24. COOPERATION OF THE PARTIES

The Village and Contractor shall cooperate in the provision of the Work to be provided by Contractor pursuant to this Contract and in compliance with applicable laws, including, but not limited to, the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* ("FOIA"), and the provision of any documents and information pursuant to a FOIA request. Contractor shall provide any and all responsive documents to the Village pursuant to a FOIA request at no cost to the Village.

25. COUNTERPARTS; FACSIMILE OR PDF SIGNATURES

This Contract may be executed in counterparts, each of which shall be considered an original and together shall be one and the same Contract. A facsimile or pdf/email copy of this Contract and any signature(s) thereon will be considered for all purposes as an original.

26. CERTIFIED PAYROLL

Contractor shall be solely responsible to maintain accurate records reflecting its payroll for its employees who perform any of the Work for the Village pursuant to this Contract and shall submit certified payroll records to the Village Manager at any time during the term of this Contract. Contractor shall provide said certified payroll records within seven (7) days upon the request of the Village Manger.

27. EQUAL OPPORTUNITY EMPLOYER

Contractor is an equal opportunity employer and the requirements of 44 Ill. Adm. Code 750 APPENDIX A and Chapter 13 ("Human Rights") of the Oak Park Village Code are incorporated herein by reference.

The Contractor shall not discriminate against any employee or applicant for employment because of race, sex, gender identity, gender expression, color, religion, ancestry, national origin, veteran status, sexual orientation, age, marital status, familial status, source of income, disability, housing status, military discharge status, or order of protection status or physical or mental disabilities that do not impair ability to work, and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization. The Contractor shall comply with all requirements of Chapter 13 ("Human Rights") of the Oak Park Village Code.


In the event of the Contractor's noncompliance with any provision of Chapter 13 ("Human Rights") of the Oak Park Village Code, the Illinois Human Rights Act or any other applicable law, the Contractor may be declared non-responsible and therefore ineligible for future Agreements or subcontracts with the Village, and the Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

In all solicitations or advertisements for employees placed by it on its behalf, the Contractor shall state that all applicants will be afforded equal opportunity without discrimination because of race, sex, gender identity, gender expression, color, religion, ancestry, national origin, veteran status, sexual orientation, age, marital status, familial status, source of income, disability, housing status, military discharge status, or order of protection status or physical or mental disabilities that do not impair ability to work.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK -
SIGNATURE PAGE FOLLOWS]**

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be signed by their duly authorized representatives on the dates set forth below.

VILLAGE OF OAK PARK


By: Kevin J. Jackson
Its: Village Manager

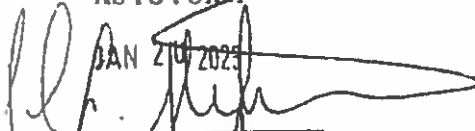
Date: January 25, 2023

COMMAND MECHANICAL GROUP, LLC

James Stevin
By: James Stevin
Its: Director of Service

Date: 2/7/, 2023

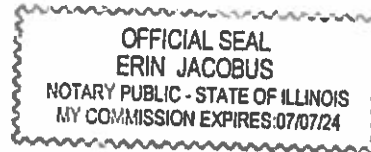
REVIEWED AND APPROVED
AS TO FORM


JAN 21 2023
LAW DEPARTMENT

ATTEST

Erin Jacobus
By: Erin Jacobus
Its: Notary

Date: February 7, 2023





Office of the Secretary of State Jesse White
ilsos.gov

Corporation/LLC Search/Certificate of Good Standing

LLC File Detail Report

File Number 06076459
Entity Name COMMAND MECHANICAL GROUP, LLC
Status ACTIVE

Entity Information

Principal Office
2150 S CANALPORT AVE., STE 4B6
CHICAGO, IL 60608

Entity Type
LLC

Type of LLC
Domestic

Organization/Admission Date
Tuesday, 6 December 2016

Jurisdiction
IL

Duration
PERPETUAL

Agent Information

Name

TIMOTHY J. ADKINS

Address

2150 S CANALPORT AVE STE 4B6
CHICAGO , IL 60608

Change Date

Wednesday, 31 July 2019

Annual Report

For Year

2022

Filing Date

Friday, 14 October 2022

Managers

Name

Address

TIM ADKINS
2150 S CANALPORT AVE., STE 4B6
CHICAGO, IL 60608

Series Name

NOT AUTHORIZED TO ESTABLISH SERIES

[Return to Search](#)

[File Annual Report](#)

[Adopting Assumed Name](#)

[Articles of Amendment Effecting A Name Change](#)

[Change of Registered Agent and/or Registered Office](#)

(One Certificate per Transaction)

This information was printed from www.ilsos.gov, the official website of the Illinois Secretary of State's Office.

Tue Dec 20 2022

REQUEST FOR BIDS
INSTRUCTIONS AND SPECIFICATIONS FOR:

Village of Oak Park 2023 Emergency Mechanical Repair Services
Bid Number: 22-137
Issuance Date: 11/30/22

The Village of Oak Park will receive Bids from qualified mechanical contractors to perform emergency mechanical repair work (hereinafter referred to as "Work") at Village-owned buildings during the calendar year 2023 pursuant to this Request for Bids. Bids will be accepted at the Public Works Center, 201 South Blvd., Oak Park, IL 60302 Monday through Friday, 7:30 a.m. to 4:00 p.m. local time until 10:00 a.m. on Friday, December 16th, 2022. Bids may also be sent via e-mail to vics@oak-park.us.

The Village Board of Trustees reserves the right to accept or reject any and all Bids or to waive technicalities, or to accept any item of any Bid.

Do not detach any portion of this document. Upon formal award to the successful Bidder, a written agreement will be executed for the Work in substantially the form attached.

Submission of Bids

The Bid shall be submitted on the Bid form included herewith. If Bid is hand delivered or mailed to the Public Works Center, the Bid shall be submitted in a sealed envelope marked "BID: 22-137 Village of Oak Park 2023 Emergency Mechanical Repair Services", shall bear the return address of the Bidder, and shall be addressed as follows:

TO: Vic Sabaliauskas, Building Maintenance Superintendent
Department of Public Works
201 South Blvd.
Oak Park, IL 60302

SECTION I
BID INSTRUCTIONS, TERMS AND CONDITIONS

Preparation and Submission of Bid

All Bids must be submitted electronically or delivered to the Public Works Center by the specific time indicated on the cover page. Bids arriving after the specified time will not be accepted. Mailed Bids that are received by the Village after the specified hour will not be accepted regardless of the post-marked time on the envelope. Bids must be signed by an officer of the company who is authorized to enter into agreements on behalf of the company. Bids shall be sealed in an envelope and marked as stated on the cover page.

Contract Term

The initial contract period shall be from the date of award to December 31st, 2023. The Village of Oak Park has the option to renew the contract on an annual basis for two (2) additional one-year periods (January 1st to December 31st). The Bidder shall be responsible for performing emergency services within seven (7) days of a notice to proceed from the Building Maintenance Superintendent or his/her designee.

Contract Renewal and Rate Adjustment

The Village shall have the option to renew the contract for two (2) additional one-year periods with all terms and conditions, other than price, remaining the same. The Village will allow the Bidder to increase or decrease the contract price for each annual renewal.

On or before November 20 of each year of the Agreement, the cost for the services provided during the next contract period under the Agreement may be adjusted as follows:

1. The contractor shall submit a request for adjustment to the Village based upon the average of the published monthly Index (as defined below) for the most currently available 12-month period of the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Chicago Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago-Naperville-Elgin, IL-IN-WI (all items, 1982-84 = 100).
2. Notwithstanding anything contained in this Request for Bids to the contrary, an annual adjustment shall not be greater than five percent (5.0%) of the previous year's cost for services provided under this Agreement in any year. The contractor may, as part of their bid, propose a floor increase percentage.
3. Any applicable adjustment shall take effect on January 1st.

Notice to Proceed

Emergency mechanical repair services shall begin within seven (7) days from the date the contractor receives the Notice to Proceed from the Village's Building Maintenance Superintendent or his/her designee. All work shall be completed in accordance with the detailed specifications set forth herein, unless the Village's Building Maintenance Superintendent grants an extension.

Recertification

If the Village renews the contract for an additional one-year term, the Bidder will provide the Village with a renewed certification in the form in Section V indicating that it continues to be eligible to contract with units of local government. If a contractor or subcontractor is not able to

certify that it continues to meet all requirements, it shall provide a detailed explanation of the circumstances leading to the change in certification status.

Award of Agreement

The Agreement will be awarded in whole or in part to the responsible Bidder whose Bid, conforming to the Request for Bids, will be most advantageous to the Village; price and other factors considered.

Costs of Preparation

The Village will not be responsible for any expenses incurred in preparing and submitting a Bid or entering into the applicable Agreement.

Taxes not Applicable

The Village of Oak Park as an Illinois municipality pays neither Illinois Sales Tax nor Federal Excise Tax (State Tax Exemption Identification Number E9998-1823-06). Contractors should exclude these taxes from their prices.

Withdrawal of Bids

Any Contractor may withdraw its Bid at any time prior to the time specified in the advertisement as the closing time for the receipt of Bids, by signing a request therefore. No Contractor may withdraw or cancel its Bid for a period of sixty (60) calendar days after the advertised closing time for the receipt of Bids. The successful Contractor may not withdraw or cancel its Bid after having been notified that the Bid was accepted by the Village Board of Trustees.

Investigation of Contractors

The Village will make such investigations as are necessary to determine the ability of the Contractor to fulfill Bid requirements. If requested, the Contractor should be prepared to present evidence to the Village of Oak Park of ability and possession of necessary facilities and financial resources to comply with the terms of the attached specifications and Bids. In addition, the Contractor shall furnish the Village with any information the Village may request, and shall be prepared to show completed work of a similar nature to that included in its Bid. The Village reserves the right to visit and inspect the premises and operation of any Contractor.

Rejection of Contractor

The Village will reject any Bid from any person, firm or corporation that appears to be in default or arrears on any debt, agreement or the payment of any taxes. The Village will reject any Bid from a Contractor that failed to satisfactorily complete work for the Village under any previous agreement.

Conditions

Contractors are advised to become familiar with all conditions, instructions and specifications governing the work. Contractors shall be presumed to have investigated the work site, conditions and scope of the work before submitting a Bid.

Compliance with Applicable Laws

The Bidder will strictly comply with all ordinances of the Village of Oak Park and Village Code and laws of the State of Illinois.

Governing Law

All agreements entered into by the Village of Oak Park are governed by the laws of the State of Illinois without regard to conflicts of law. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

Subletting of Agreement

No agreement awarded by the Village of Oak Park shall be assigned or any part sub-agreement without the written consent of the Village of Oak Park or as noted in the Contractor's Bid. In no case shall such consent relieve the Contractor from its obligations or change the terms of the Agreement.

Interpretation of Agreement Documents

Any Contractor with a question about this Bid may request an interpretation thereof from the Village. If the Village changes the Bid, either by clarifying it or by changing the specifications, the Village will issue a written addendum, and will mail a copy of the addendum to all prospective Contractors. The Village will not assume responsibility for receipt of such addendum. In all cases, it will be the Contractor's responsibility to obtain all addenda issued. Contractors will provide written acknowledgment of receipt of each addendum issued with the Bid submission.

Minority Business and Women Business Enterprise Requirements

The Village of Oak Park, in an effort to reaffirm its policy of non-discrimination, encourages the efforts of Contractors and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Licenses

The Contractor shall be responsible for becoming a licensed Contractor in the Village.

Agreement

The selected Bidder shall enter into an Independent Contractor Agreement with the Village to supply emergency mechanical repairs to various HVAC components and systems at Village-owned buildings when necessary in a form substantially similar to the Agreement attached hereto. The Agreement shall be executed by the Contractor and returned, together with the Contract Bond within ten (10) calendar days after the Agreement has been mailed to the Contractor. The Contractor shall execute three copies of the Agreement. One fully executed copy will be returned to the Contractor. See Section XI for a sample copy of the agreement.

Fees and Cost

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys' fees and costs.

Dispute Resolution

The Village of Oak Park does not agree to mandatory arbitration of any dispute.

Village of Oak Park Logo or Likeness Use

The official logo of the Village of Oak Park is not to be used in any form. Use of the Village logo is strictly prohibited by law and such use could subject the proposer to disqualification or termination of contract.

SECTION II
GENERAL SPECIFICATIONS

Scope of Work

The Village is seeking bids (labor rates only) from qualified mechanical contractors for emergency mechanical (HVAC) repair work on an as-needed basis at the Village owned buildings listed below:

- Public Works Center, 201 South Blvd:
- Village Hall, 123 Madison St.
- Main Fire Station, 100 N. Euclid
- South Fire Station, 900 S. East Ave.
- North Fire Station, 212 Augusta
- Metra Station, 1119 North Blvd.
- Central Pump Station, 102 N. Lombard
- South Pump Station, 207 Garfield
- North Pump Station, 1010 N. Ridgeland

See SECTION III for a detailed list of equipment at each location.

Particular emphasis will be placed on high standards of quality and professionalism including: timely responses to request for service, work site management, billing management, and competent and efficient repairs.

Commencement of Work

In the event of a mechanical emergency, the Village shall notify the contractor of the issue and repairs required and request a service technician be dispatched. Contractor shall dispatch a service technician the same day or within 24 hours of the call initiated by the Village. Upon arrival, the service technician shall perform and complete an assessment of the issue and provide a written description of the findings and recommended repairs. The Contractor shall then provide the Village with a written estimate of the cost and the time and materials needed to make the repair. If acceptable, the Village will then provide written notice to proceed to the Contractor. The Contractor must then begin the repair work within 24 hours unless agreed otherwise by the Village. Final costs will be based on the actual time and materials required to make the repair.

Contractor shall not begin any repair Work without first having received written authorization from the Village to proceed with the Work. The Village shall not be responsible for payment for any unauthorized Work.

Responsibility of Contractor

The selected contractor shall furnish all labor, supervision, tools, equipment, materials and supplies, and other means necessary for performing and completing the work, including debris hauling, and shall obtain and pay for any required permits.

Extent of Services

It is expected that the contractor will begin providing emergency repair services from seven (7) days after receiving the notice to proceed through December 31, 2021. This would include emergency response during overnight hours, weekends and holidays. The Village reserves the right to award the contract to the lowest responsible Bidder.

Alterations, Omissions and Extra Work

The Village of Oak Park reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work as may be deemed necessary.

Method of Payment

The Village of Oak Park will pay monthly, all undisputed invoices within 30 days of approval as provided in the Local Government Prompt Payment Act, 50 ILCS505/4. The maximum interest rate for any payment not made within 30 days of approval is 1%.

Emergency Changes

Contractor may perform work not included in the Scope of Work if necessary to remedy a condition that poses an immediate threat to persons or property. Work of this nature shall be carried out only to the extent of bringing the condition under control. The Village shall be notified immediately. A Change in the Scope of Work will then be negotiated and executed for the work performed, and for work remaining, if any.

- **Minor Changes (Field Orders):** The Village may verbally authorize minor changes in the Scope of Work in order to prevent a delay in the progression of the Work. These field orders may not involve a change in the agreement price or be inconsistent with the Scope of Work.
- **Changes Due to Unknown Conditions:** The Contractor is not responsible for Changes in the Work that are due to conditions that were not reasonably observable or conditions that have changed. In such cases, the Contractor shall notify the Village and a Change Order will be negotiated.

Correction of Work Prior To Final Payment

The Village has the right to stop work if the Contractor fails to carry out the work in a manner acceptable to the Village. If the Village deems the Contractor's work unacceptable, at the Village's election, the Contractor shall do one of the following:

1. Promptly repair or replace the defective work, without expense to the Village, including costs associated with repairing any damage to property caused by the replacement work; or;
2. If the Village deems it unacceptable to have the Contractor correct work which has been incorrectly done, a deduction from the agreement price shall be made based on the costs to the Village to have the work repaired. Such a deduction from the agreement price shall

in no way affect the Village's other remedies or relieve the Contractor from responsibility for defects and related damage occurring as a result of defective or unacceptable work.

Bidder's Representative

The Bidder shall have at all times a competent foreman or superintendent on the job that shall have full authority to act for the Bidder, and to receive and execute orders from the Village Manager or appointed representative. Any instructions given to such superintendent or person executing work for the Bidder shall be binding on the Bidder as though given to him personally. Bidder's representative must be proficient in the use and interpretation of the English language.

Workers

The Bidders shall employ competent laborers and shall replace, at the request of the Building Maintenance Superintendent any incompetent, unfaithful, abusive or disorderly workers in their employ. Only workers expert in their respective branches of work shall be employed where special skill is required. Inappropriate behavior or examples of unproductive work effort will not be tolerated. The Village has the right to require a Bidder's employee to be immediately removed from the work crew if the above behavior is exhibited.

Time of Work

Bidder may be asked to perform work at any hour of the day or night including during weekends and holidays. Bidder is expected to respond promptly (within 30 minutes) to calls and e-mails for service requests. The scope and scale of the emergency will dictate the timing of emergency response.

Dispute Resolution

All disputes, including collection disputes, shall be brought in the Circuit Court of Cook County, Illinois. This agreement shall be interpreted in accordance with the laws of the State of Illinois. In any dispute resolution process, each party shall bear its own costs, including attorney's fees. Any purported agreement between the parties that states terms contrary to this paragraph will be deemed per se invalid.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the Bid document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your Bid.

Detail Specifications

The Contractor selected under this RFB shall be used to provide emergency repair services on mechanical/HVAC systems at Village-owned buildings.

1. Location of Emergency Work

The location of the work is known as: Village-owned buildings (as listed above). All emergency repair work is to be done in accordance with the enclosed specifications.

2. Response

The Contractor must respond (dispatch a repair technician) within twenty-four (24) hours of emergency repair request notification and must own and use the appropriate equipment to make the repairs. The Contractor must have prior knowledge and demonstrated experience with mechanical system repairs. The work for each assignment for emergency work shall proceed uninterrupted until work is completed.

3. Property Damage

While working in or around Village buildings, the Bidder shall take great care to avoid damaging adjacent mechanical equipment, materials, office furniture and office equipment, and landscaping (trees, shrubs, turf, etc. if applicable). Bidder shall be held responsible for all damage it causes to Village property, buildings and structures, etc. All damage caused by the Bidder will be the responsibility of the Bidder to repair to its original condition and to the satisfaction of the Village at no cost to the Village.

4. Idling of Equipment

The Department of Public Works has a "No Idling" policy. A copy of the policy is available from the Department of Public Works if needed. The Bidder is expected to adhere to this policy as they are an extension of the Public Works Department staff.

5. Obstruction of Streets and Rights-of-Way

The Bidder shall arrange to keep sidewalks open for traffic whenever possible, and to block portions of the streets only when deemed necessary to protect the public and Village property. The Bidder shall remove all surplus materials and debris from the streets as the work progresses so that the public may have the use of the streets a maximum amount of time. Bidder is to erect appropriate warning signs and furnish adequate barricades that identify the work zone for the motoring public and pedestrians.

6. Accident Prevention

The Bidder shall exercise every precaution at all times for the protection of the persons and properties. The safety provisions of all applicable laws and ordinances shall be strictly observed. Any practice obviously hazardous in the opinion of the Building Maintenance Superintendent or authorized representative shall be immediately discontinued by the Bidder upon their receipt of instructions from the Building Maintenance Superintendent, or authorized representative, to discontinue such practice.

The Bidder shall abide by all applicable laws, standards, and regulations that apply to the completion of the work, including EPA and OSHA safety standards and regulations.

7. Parking

No off-street parking for equipment shall be provided for by the Village of Oak Park on any of the Village's public properties except as may be designated by the Building Maintenance Superintendent.

SECTION III
EQUIPMENT LIST AND DETAILS/SPECS

See the following pages for a list of equipment at each location. Not included in the list is the Metra Station, the north fire station and south fire station.

Metra Station:

- Warming station on platform:
 - o 1 small residential style furnace for heat (no AC)
 - o Main floor:
 - 2 furnaces (central air) residential style with exterior condensing units for AC (both in same location).

North Fire Station:

- The north fire station has plans to replace their existing boiler system in 2023. It currently has hydronic heat for the apparatus bay floor and 2nd floor bunk room, and an AHU in the attic for 2nd floor cooling with condensing unit outside.

South Fire Station:

- The south fire station is currently being renovated and information regarding the new HVAC equipment can be provided once the project is completed.

Facility Information – All Facility Types

Facility Address: 123 Madison St.

Business Type: Municipal Government

Square Footage (by area): 75,400 (73,000 Village Hall and 2,400 Council Chambers)

Operating Hours: 24/7 for Police Dept. in lower level. 0830-1700 for Village Hall staff on main level.

Number of Employees: Approx. 200

List Major Equipment
(HVAC, chillers, air
compressors, pumping
stations, etc.) and/or attach
relevant documentation:

Two 85-ton York/JCI water-cooled
reciprocating chillers YCWL0094SE17

Council Chambers Geothermal
System – Little Giant Model VCMA-
15ULST 120v/1HP condensate pump,
Zoeller Model LM44 sump pump w/
2820GPH discharge at 10' lift w/
1/4HP, 120v/1ph motor. Grundfos
Model "Magna" 50GPM at 36' of
head, 800W, 208v/1ph pump

Evapco Cooling Tower – LSTE-5312
w/ XX HP motor w/ VFD

2 Camus (model DCF-1200) gas-fired
hot water condensing boilers w/
sealed combustion – 120v/1ph/60hz.
Secondary boiler pumps (2) – Bell &
Gossett Series 80, 114 GPM,
208v/3ph/60hz. Two Bell & Gossett
hot water pumps Series 80, 114 GPM,
208v/3ph/60hz.

Two 25HP (208/3/60) Armstrong Dual
Vertical In-line condensing water
pumps with VFD, rated at 480 gpm

Armstrong chilled water pump –
rated at 550 gpm, 20HP (208/3/60)
with VFD

S-1 AHU Supply Fan (SF) – 100 HP
motor, 208v/3ph & Return Fan (RF) –
20 HP motor, 208v/3ph

S-2 AHU SF – 20 HP motor, 208v/3ph
& RF – 2 HP motor, 208v/3ph

S-4 AHU SF - 2 HP, 208v/3ph & RF - 3
HP, 208v/3ph

SEM Form for Public Works Center HVAC Equipment Data

Date: 7/21/22

Unit Description	Motor Make & Model	Horse Power (HP)	Volts/Phase/Hertz (v/ph/Hz)	Amps (max. draw/min. draw)
Air Handling Unit 1 (AHU1)				
Supply Fan (SF)	Baldor 265T	20	230/460v/3ph/60Hz	47/23
Return Fan (RF)	Baldor 184T	5	230/460v/3ph/60Hz	13.2/6.6
Air Handling Unit 2 (AHU2)				
Supply Fan (SF)	Baldor 213T	7.5	230/460v/3ph/60Hz	19.4/9.7
Return Fan (RF)	WEG	2	208-230/460v/3ph/60Hz	6.31-5.74/2.87
Energy Recovery Unit 1 (ERU1)				
Supply Fan 1 (SF1)	Marathon MVN 284TTDCA6026	25	208-230/460v/3ph/60Hz	60/30
Supply Fan 2 (SF2)	Blador Reliancer SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Supply Fan 3 (SF3)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Return Fan 1 (RF1)	Blador SuperE EM2539T	40	230/460v/3ph/60Hz	92/46
Return Fan 2 (RF2)	Nidec DC27	40	208-230/460v/3ph/50Hz	102-91/46
Return Fan 3 (RF3)	Marathon UVF324TTDR16050ANL	40	230/460v/3ph/50Hz	67/31
Energy Recovery Unit 2 (ERU2)				
Supply Fan 1 (SF1)	Blador Reliancer SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Supply Fan 2 (SF2)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Supply Fan 3 (SF3)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Return Fan 1 (RF1)	Marathon UVN284TTDR16048AN M	25	230/460v/3ph/60Hz	70/35
Return Fan 2 (RF2)	Blador SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Return Fan 3 (RF3)	Nidec DB93	25	208-230/460v/3ph/60Hz	67/33
Air Conditioning System for AHU1				
MacQuay Air-cooled condensing Unit - Model# ACZ0408C727-ER11 w/ R407C refrigerant				
Compressor 1	N/A	N/A	460v/3ph/60Hz	N/A
Compressor 2	N/A	N/A	460v/3ph/60Hz	N/A
Compressor 3	N/A	N/A	460v/3ph/60Hz	N/A

Compressor 4	N/A	N/A	460v/3ph/60Hz	N/A	N/A
Condenser Fan 1	N/A	N/A	460v/3ph/60Hz	1.5	N/A
Condenser Fan 2	N/A	N/A	460v/3ph/60Hz	1.5	N/A
Condenser Fan 3	N/A	N/A	460v/3ph/60Hz	1.5	N/A
Condenser Fan 4	N/A	N/A	460v/3ph/60Hz	1.5	N/A
Air Conditioning System for AHU2					
MacQuay Air-cooled condensing Unit - Model# ACZ020AC727-ER11 w/ R407C refrigerant					
Compressor 1	N/A	N/A	460v/3ph/60Hz	N/A	44
Compressor 2	N/A	N/A	460v/3ph/60Hz	N/A	44
Condenser Fan 1	N/A	N/A	460v/3ph/60Hz	1	3
Condenser Fan 2	N/A	N/A	460v/3ph/60Hz	1	3
Wall-mounted electric cabinet heaters (7)	Marley	Marley	208v/1ph/60Hz	1.8	1.1
Ceiling-mounted electric unit heaters (17)	Marley HUHAA2548A	Marley HUHAA2548A	480v/3ph/60Hz	N/A	6
Electric Boiler for domestic hot water	Precision Boilers - HWS-3046V-60A-480-150PS; 210 degree F; 210,000 BTU/hr.; 60 kW		480v/3ph		72

MEM Form for Main Fire Station, 100 N. Euclid, HVAC Equipment Data

Date: 7/26/22

Unit Description	Motor Make & Model	Horse Power (HP)	Volts/Phase/Hertz (v/ph/Hz)	Amps (max. draw/min. draw)
York HVAC	F2FP048H06B	1/2	208/230/3/60	3.4
York HVAC	F2FP060H06B	3/4	209/230/3/60	4.5
York HVAC	DM090C00N2AAA3C	COMP1	208/230/3/60	13.5
		COMP2	208/230/60	13.5
	ID BLOWER	2	208/230/3/60	8.2
	OD FAN 1	3-Jan	208/230/1/60	1.5
	OD FAN 2	1/3	208/230/1/60	1.5
York HVAC	F2P060H06B	3/4	208/230/3/60	4.5
Baldor EXH FAN	ecp3769t	7.5	230/460/3/60	17.2/8.6
York HVAC	H1RC060S25A comp fan motor	1/4	208/230/3/60 208/230/3/60 208/230/1/60	17.3 1.5
	H1RC036S25A comp fan motor	1/4	208/230/3/60 208/230/3/60 208/230/1/60	9.6 1.3
Water Heater	ES85-45-G	85 GAL	208/1/60 208/3/60	217 125
Water Heater	EGSP15	15 GAL	208/1/60	NA

SECTION IV
BID FORM (Pricing)

The undersigned Bidder agrees to all terms and conditions of the preceding specifications for Village of Oak Park 2023 Emergency Mechanical Repair Work and will furnish all the insurance documents and security deposits as stipulated. The unit prices listed below should be for 2023 only. Fee proposals shall include any state and federal tax and employee salaries, benefits, and overhead; daily, weekly and monthly equipment fees for all major equipment owned by the Contractor available for use on project tasks. Contractor overhead and profit shall be included in labor and equipment rates provided.

The contractor will be contractually obligated to use the rates included in their bid to generate the invoices for each individual task solicited.

Invoices will be structured with hourly estimates of equipment usage and labor and list of materials and associated pricing. The Contractor shall be entitled to a 15% markup on material costs not included in the fee schedule. Back-up documentation for costs shall be provided with all proposals.

Labor/Personnel	Hourly Rate
Straight Time	\$ 165.00
Regular Overtime (if straight time is exceeded during a repair)	\$218.72
After hours emergency call-outs Mon-Sat	\$218.72
Sundays and holidays/double time	\$270.06
List any additional costs below (for specialized equipment, materials, tools, etc.)	\$0

The selected contractor would enter into an Independent Contractor Agreement with the Village of Oak Park for a one-year period with an option to renew the contract annually for up to two years. A sample of the Independent Contractor Agreement is included with this RFB (see SECTION XI). Pricing provided by contractor is for labor rates only. The Village understands that it would be responsible for costs incurred for materials and supplies based on an as-needed basis.

Timothy J Adkins

(Printed Name of Individual Signing)

being first duly sworn on oath deposes and says that the Bidder on the above Bid is organized as indicated below and that all statements herein made on behalf of such Bidder and that their deponent is authorized to make them, and also deposes and says that deponent has examined and carefully prepared their Bid from the Agreement Specifications and has checked the same in detail before submitting this Bid; that the statements contained herein are true and correct.

Signature of Bidder authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of Bidder shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated: 12 / 16 / 2022

Command Mechanical Group, LLC

Organization Name (Seal - If Corporation)

By:



2150 S. Canalport Av, Suite 2C7 Chicago, IL 60608

Address

Authorized Signature

312-319-1930

Telephone

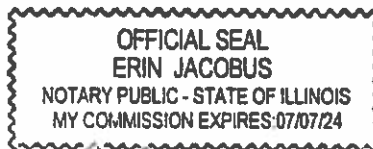
Subscribed and sworn to before me this 16th day of December, 2022.



in the State of Illinois. My Commission

Notary Public

Expires on 7 / 7 / 2024



BID FORM CONTINUED

Complete Applicable Paragraph Below

(a) **Corporation**

The Bidder is a corporation, which operates under the legal name of
Command Mechanical Group LLC. and is organized and existing under the laws of the State of
Illinois. The full names of its Officers are:

President Timothy J Adkins

Secretary N/A

Treasurer N/A

The corporation does have a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

(b) **Partnership**

Names, Signatures, and Addresses of all Partners

The partnership does business under the legal name of _____, which name is
registered with the office of _____ in the county of _____

_____.

(c) **Sole Proprietor**

The Bidder is a Sole Proprietor whose full name is _____, if the

Bidder is operating under a trade name,

said trade name is _____,

which name is registered with the office of _____

in the county of _____.

Signed: _____

Sole Proprietor

In compliance with the above, the undersigned offers and agrees, if his/her Bid is accepted within ninety (90) calendar days from date of opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

MUNICIPAL QUALIFICATION REFERENCE SHEET

Bidders shall furnish a minimum of four (4) references from projects similar in scope within the last two (2) years.

MUNICIPALITY City of Joliet
ADDRESS 150 W Jefferson St, Joliet, IL 60432
CONTACT Brent Fraser
PHONE (815) 405-9047
WORK PERFORMED Emergency Service, Equipment Replacement and Repairs

MUNICIPALITY Elmhurst Park District
ADDRESS 375 W. First Street, Elmhurst, IL 60126
CONTACT Angela Ferrentino
PHONE (630) 993-8915
WORK PERFORMED Preventative Maintenance Program, Emergency Service and Repairs

MUNICIPALITY The Art Institute of Chicago
ADDRESS 111 S Michigan Ave, Chicago, IL 60603
CONTACT Tom Ryan
PHONE (312) 718-2855
WORK PERFORMED Refrigeration Equipment PMs & Repairs

MUNICIPALITY City of Joliet - Bus Station
ADDRESS 50 S Chicago St, Joliet, IL 60432
CONTACT Craig Smith
PHONE csmith@joliet.gov
WORK PERFORMED Preventative Maintenance, Equipment Replacement and Repair

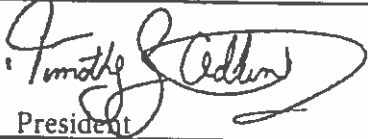
SECTION VI
TAX COMPLIANCE AFFIDAVIT

Timothy J Adkins, being first duly sworn, deposes and says:

that he/she is President of
(partner, officer, owner, etc.)

Command Mechanical Group, LLC
(Bidder selected)

The individual or entity making the foregoing Bid or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the Bid or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

Timothy J Adkins
By: _____
Its: 
President

(name of Bidder if the Bidder is an individual)
(name of partner if the Bidder is a partnership)
(name of officer if the Bidder is a corporation)

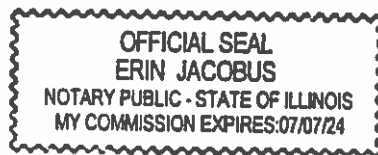
The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this 16th day of December, 2022.



Notary Public's Signature

- Notary Public Seal -



SECTION VII
ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Contractor is a corporation, legally named Command Mechanical Group, LLC and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President Timothy J Adkins

Secretary _____

Treasurer _____

Registered Agent Name and Address: _____

The corporation has a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Contractor is a Sole Proprietor. If the Contractor does business under an Assumed Name, the Assumed Name is _____, which is registered with the Cook County Clerk. The Contractor is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Contractor is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature	Signature

(Attach additional sheets if necessary.) If so, check here _____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

D. Affiliates: The name and address of any affiliated entity of the business, including a description of the affiliation: _____

Signature of Owner

**SECTION VIII
COMPLIANCE AFFIDAVIT**

I, Timothy J Adkins, (Print Name) being first duly sworn on oath depose and state:

1. I am the (title) President of the Proposing Firm and am authorized to make the statements contained in this affidavit on behalf of the firm;
2. I have examined and carefully prepared this Bid based on the request and have verified the facts contained in the Bid in detail before submitting it;
3. The Proposing Firm is organized as indicated above on the form entitled "Organization of Proposing Firm."
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option;
5. Neither the Proposing Firm nor its affiliates¹ are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to Bid rigging and Bid rotating, or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Proposing Firm nor its affiliates is barred from contracting with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Proposing Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the Village of Oak Park to recover all amounts paid to the Proposing Firm under the agreement in civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. Also complete the attached EEO Report or Submit an EEO-1.
9. I certify that the Contractor is in compliance with the Drug Free Workplace Act, 41 U.S.C.A, 702

Signature: 

Name and address of Business: Command Mechanical Group, LLC, 2150 S. Canalport Ave. Suite 2C7 Chicago, Illinois 60608

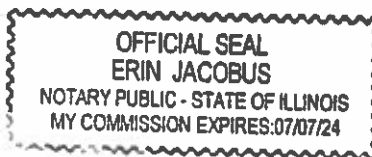
Telephone 312-319-1930

E-Mail jslevin@commandmg.com

Subscribed to and sworn before me this 12th day of December, 2022.


Notary Public

- Notary Public Seal -



¹ Affiliates means: (i) any subsidiary or parent of the contracting business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the contracting business entity.

SECTION IX
M/W/DBE STATUS AND EEO REPORT

Failure to respond truthfully to any questions on this form, failure to complete the form or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

1. Contractor Name: Command Mechanical LLC.

2. Check here if your firm is:

- Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
- Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
- Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)
- None of the above

[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm's current stable work force?

70 Number of full-time employees

5 Number of part-time employees

4. Similar information will be requested of all subcontractors working on this agreement. Forms will be furnished to the lowest responsible Contractor with the notice of agreement award, and these forms must be completed and submitted to the Village before the execution of the agreement by the Village.

Signature: _____



Date: 12/16/2022

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. An incomplete form will disqualify your Bid. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report.

Contractor Name Command Mechanical Group, LLC
Total Employees _____

Job Categories	Total Employees	Total Males	Total Females	Males					Females					Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander			
Officials & Managers	8	7	1	0	1	0	0	0	0	0	0	0	0	1
Professionals	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Technicians	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sales Workers	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Office & Clerical	14	11	3	0	1	0	0	0	1	0	0	0	2	
Semi-Skilled	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Laborers	32	30	2	3	2	0	0	0	1	0	0	0	4	
Service Workers	2	2	0	0	1	0	0	0	0	0	0	0	1	
TOTAL	56	50	6	3	5	0	0	0	2	0	0	0	10	
Management														
Trainers														
Apprentices	7	5	2	1	1	0	0	0	1	0	0	0	3	

This completed and notarized report must accompany your Bid. It should be attached to your Affidavit of Compliance. Failure to include it with your Bid will be disqualify you from consideration.

Timothy J. Atkins

being first duly sworn, deposes and says that he/she is the President

(Title or Officer)

Name of Person Making Affidavit
of Command Mechanical Group, LLC

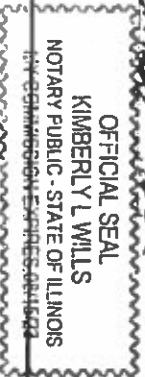
and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this

15th day of December 2022

Kimberly L. Willis
(Signature)

12/15/2022
(Date)



Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

2 Business name/disregarded entity name, if different from above
Command Mechanical Group, LLC.

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ **C**

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities; not individuals; see instructions on page 3).
 Exempt payee code (if any) _____
 Exemption from FATCA reporting code (if any) _____
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
2150 S Canalport Ave Suite 2C7

6 City, state, and ZIP code
Chicago, IL 60608

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

or

Employer identification number

8	1								

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here

Signature of U.S. person ▶ *Kimberly Wells*

Date ▶ *1/27/2022*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



OFFICE OF CONTRACT COMPLIANCE

Nicole Mandeville

DIRECTOR

69 W. Washington Street, George W. Dunne Cook County Building, Suite 3000 • Chicago, Illinois 60602 • (312) 603-5502

TONI PRECKWINKLE

PRESIDENT

Cook County Board
of Commissioners

BRANDON JOHNSON

1st District

DENNIS DEER

2nd District

BILL LOWRY

3rd District

STANLEY MOORE

4th District

DEBORAH SIMS

5th District

DONNA MILLER

6th District

ALMA E. ANAYA

7th District

LUIS ARROYO, JR.

8th District

PETER N. SILVESTRI

9th District

BRIDGET GAINER

10th District

JOHN P. DALEY

11th District

BRIDGET DEGNEN

12th District

LARRY SUFFREDIN

13th District

SCOTT R. BRITTON

14th District

KEVIN B. MORRISON

15th District

FRANK AGUILAR

16th District

SEAN M. MORRISON

17th District

January 28, 2022

Mr. Timothy Adkins
President
Command Mechanical Group, LLC
2150 South Canalport Ave.
Chicago, IL 60608

Re: Annual Certification Expires: March 23, 2023

Dear Mr. Adkins:

Congratulations on your continued eligibility for Certification as a **Minority-owned Business Enterprise (MBE)** and **Veteran Business Enterprise (VBE)** Cook County Government. This certification is valid until **March 23, 2023**; however, you must re-validate your firms' certification annually.

As a condition of continued Certification, you must file a "**Recertification Affidavit**" within **sixty (60) business days prior to the date of Annual Certification Expiration**. Failure to file this Affidavit shall result in the termination of your Certification. You must notify Cook County Government's Office of Contract Compliance of any change in ownership or control or any other matters or facts affecting your firm's eligibility for Certification within **fifteen (15) business days** of such change.

Cook County Government may commence action to remove your firm as an **MBE/VBE** vendor if you fail to notify us of any changes of facts affecting your firm's Certification, or if your firm otherwise fails to cooperate with the County in any inquiry or investigation. Removal of status may also be commenced if your firm is found to be involved in bidding or contractual irregularities.

Your firm's name will be listed in Cook County's Directory of certified firms in the following area(s) of specialty:

CONSTRUCTION: PIPEFITTING & HVAC SERVICES

Your firm's participation on Cook County contracts will be credited toward **MBE** or **VBE** goals in your area(s) of specialty. While your participation on Cook County contracts is not limited to your specialty, credit toward **MBE** or **VBE** goals will be given only for work performed in the specialty category.

Thank you for your continued interest in Cook County Government's **Minority, Women, Veteran, Service-Disabled Veteran and People with Disabilities Business Enterprise Programs**.

Sincerely,

Nicole Mandeville

Nicole Mandeville
Director, Office of Contract Compliance

NM/ew



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/14/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Assurance, a Marsh & McLennan Agency LLC company 20 North Martingale Road Suite 100 Schaumburg IL 60173	CONTACT NAME: Lindsey Todt PHONE (A/C, No., Ext): 847-598-8753 E-MAIL ADDRESS: Lindsey.Todt@MarshMMA.com FAX (A/C, No.): (847) 440-9130													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Hartford Casualty Insurance Co</td> <td>29424</td> </tr> <tr> <td>INSURER B: Trumbull Insurance Company</td> <td>27120</td> </tr> <tr> <td>INSURER C: Hartford Fire Insurance Compan</td> <td>19682</td> </tr> <tr> <td>INSURER D: Hartford Insurance Company</td> <td>38288</td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Hartford Casualty Insurance Co	29424	INSURER B: Trumbull Insurance Company	27120	INSURER C: Hartford Fire Insurance Compan	19682	INSURER D: Hartford Insurance Company	38288	INSURER E:		INSURER F:
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INSURER D: Hartford Insurance Company	38288													
INSURER E:														
INSURER F:														

INSURED COMMMEC-01
 Command Mechanical Group
 2150 S Canalport Ave
 Chicago IL 60608

COVERAGES

CERTIFICATE NUMBER: 1608203533

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:		83UEAAF3489	5/1/2022	5/1/2023	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Fa occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		83UEAAF3488	5/1/2022	5/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$		83RHAAF3551	5/1/2022	5/1/2023	EACH OCCURRENCE \$ 15,000,000 AGGREGATE \$ 15,000,000 \$
C	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	83WEAAR9YN9	5/1/2022	5/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Lease & Rented		83IM AS3FPW	5/1/2022	5/1/2023	Limit 75,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Workers Compensation and Employers' Liability: Any Proprietor/Partner/Executive Officer/Member (Tim Adkins) , as listed on the policy, is excluded.

It is agreed that the following are added as Additional Insured, when required by written contract, on the General Liability with respect to operations performed by the Named Insured in connection with this project:
Village of Oak Park

A Waiver of Subrogation in favor of the Additional Insureds applies to the Worker's Compensation, General Liability and Automobile policies, when required by written contract and where allowed by law.

CERTIFICATE HOLDER

CANCELLATION

Village of Oak Park
 123 Madison Street
 Oak Park IL 60302

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

REQUEST FOR BIDS
INSTRUCTIONS AND SPECIFICATIONS FOR:

Village of Oak Park 2023 Emergency Mechanical Repair Services
Bid Number: 22-137
Issuance Date: 11/30/22

The Village of Oak Park will receive Bids from qualified mechanical contractors to perform emergency mechanical repair work (hereinafter referred to as "Work") at Village-owned buildings during the calendar year 2023 pursuant to this Request for Bids. Bids will be accepted at the Public Works Center, 201 South Blvd., Oak Park, IL 60302 Monday through Friday, 7:30 a.m. to 4:00 p.m. local time until 10:00 a.m. on Friday, December 16th, 2022. Bids may also be sent via e-mail to vics@oak-park.us.

The Village Board of Trustees reserves the right to accept or reject any and all Bids or to waive technicalities, or to accept any item of any Bid.

Do not detach any portion of this document. Upon formal award to the successful Bidder, a written agreement will be executed for the Work in substantially the form attached.

Submission of Bids

The Bid shall be submitted on the Bid form included herewith. If Bid is hand delivered or mailed to the Public Works Center, the Bid shall be submitted in a sealed envelope marked "BID: 22-137 Village of Oak Park 2023 Emergency Mechanical Repair Services", shall bear the return address of the Bidder, and shall be addressed as follows:

TO: Vic Sabaliauskas, Building Maintenance Superintendent
Department of Public Works
201 South Blvd.
Oak Park, IL 60302

SECTION I
BID INSTRUCTIONS, TERMS AND CONDITIONS

Preparation and Submission of Bid

All Bids must be submitted electronically or delivered to the Public Works Center by the specific time indicated on the cover page. Bids arriving after the specified time will not be accepted. Mailed Bids that are received by the Village after the specified hour will not be accepted regardless of the post-marked time on the envelope. Bids must be signed by an officer of the company who is authorized to enter into agreements on behalf of the company. Bids shall be sealed in an envelope and marked as stated on the cover page.

Contract Term

The initial contract period shall be from the date of award to December 31st, 2023. The Village of Oak Park has the option to renew the contract on an annual basis for two (2) additional one-year periods (January 1st to December 31st). The Bidder shall be responsible for performing emergency services within seven (7) days of a notice to proceed from the Building Maintenance Superintendent or his/her designee.

Contract Renewal and Rate Adjustment

The Village shall have the option to renew the contract for two (2) additional one-year periods with all terms and conditions, other than price, remaining the same. The Village will allow the Bidder to increase or decrease the contract price for each annual renewal.

On or before November 20 of each year of the Agreement, the cost for the services provided during the next contract period under the Agreement may be adjusted as follows:

1. The contractor shall submit a request for adjustment to the Village based upon the average of the published monthly Index (as defined below) for the most currently available 12-month period of the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Chicago Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago-Naperville-Elgin, IL-IN-WI (all items, 1982-84 = 100).
2. Notwithstanding anything contained in this Request for Bids to the contrary, an annual adjustment shall not be greater than five percent (5.0%) of the previous year's cost for services provided under this Agreement in any year. The contractor may, as part of their bid, propose a floor increase percentage.
3. Any applicable adjustment shall take effect on January 1st.

Notice to Proceed

Emergency mechanical repair services shall begin within seven (7) days from the date the contractor receives the Notice to Proceed from the Village's Building Maintenance Superintendent or his/her designee. All work shall be completed in accordance with the detailed specifications set forth herein, unless the Village's Building Maintenance Superintendent grants an extension.

Recertification

If the Village renews the contract for an additional one-year term, the Bidder will provide the Village with a renewed certification in the form in Section V indicating that it continues to be eligible to contract with units of local government. If a contractor or subcontractor is not able to

certify that it continues to meet all requirements, it shall provide a detailed explanation of the circumstances leading to the change in certification status.

Award of Agreement

The Agreement will be awarded in whole or in part to the responsible Bidder whose Bid, conforming to the Request for Bids, will be most advantageous to the Village; price and other factors considered.

Costs of Preparation

The Village will not be responsible for any expenses incurred in preparing and submitting a Bid or entering into the applicable Agreement.

Taxes not Applicable

The Village of Oak Park as an Illinois municipality pays neither Illinois Sales Tax nor Federal Excise Tax (State Tax Exemption Identification Number E9998-1823-06). Contractors should exclude these taxes from their prices.

Withdrawal of Bids

Any Contractor may withdraw its Bid at any time prior to the time specified in the advertisement as the closing time for the receipt of Bids, by signing a request therefore. No Contractor may withdraw or cancel its Bid for a period of sixty (60) calendar days after the advertised closing time for the receipt of Bids. The successful Contractor may not withdraw or cancel its Bid after having been notified that the Bid was accepted by the Village Board of Trustees.

Investigation of Contractors

The Village will make such investigations as are necessary to determine the ability of the Contractor to fulfill Bid requirements. If requested, the Contractor should be prepared to present evidence to the Village of Oak Park of ability and possession of necessary facilities and financial resources to comply with the terms of the attached specifications and Bids. In addition, the Contractor shall furnish the Village with any information the Village may request, and shall be prepared to show completed work of a similar nature to that included in its Bid. The Village reserves the right to visit and inspect the premises and operation of any Contractor.

Rejection of Contractor

The Village will reject any Bid from any person, firm or corporation that appears to be in default or arrears on any debt, agreement or the payment of any taxes. The Village will reject any Bid from a Contractor that failed to satisfactorily complete work for the Village under any previous agreement.

Conditions

Contractors are advised to become familiar with all conditions, instructions and specifications governing the work. Contractors shall be presumed to have investigated the work site, conditions and scope of the work before submitting a Bid.

Compliance with Applicable Laws

The Bidder will strictly comply with all ordinances of the Village of Oak Park and Village Code and laws of the State of Illinois.

Governing Law

All agreements entered into by the Village of Oak Park are governed by the laws of the State of Illinois without regard to conflicts of law. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

Subletting of Agreement

No agreement awarded by the Village of Oak Park shall be assigned or any part sub-agreement without the written consent of the Village of Oak Park or as noted in the Contractor's Bid. In no case shall such consent relieve the Contractor from its obligations or change the terms of the Agreement.

Interpretation of Agreement Documents

Any Contractor with a question about this Bid may request an interpretation thereof from the Village. If the Village changes the Bid, either by clarifying it or by changing the specifications, the Village will issue a written addendum, and will mail a copy of the addendum to all prospective Contractors. The Village will not assume responsibility for receipt of such addendum. In all cases, it will be the Contractor's responsibility to obtain all addenda issued. Contractors will provide written acknowledgment of receipt of each addendum issued with the Bid submission.

Minority Business and Women Business Enterprise Requirements

The Village of Oak Park, in an effort to reaffirm its policy of non-discrimination, encourages the efforts of Contractors and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Licenses

The Contractor shall be responsible for becoming a licensed Contractor in the Village.

Agreement

The selected Bidder shall enter into an Independent Contractor Agreement with the Village to supply emergency mechanical repairs to various HVAC components and systems at Village-owned buildings when necessary in a form substantially similar to the Agreement attached hereto. The Agreement shall be executed by the Contractor and returned, together with the Contract Bond within ten (10) calendar days after the Agreement has been mailed to the Contractor. The Contractor shall execute three copies of the Agreement. One fully executed copy will be returned to the Contractor. See Section XI for a sample copy of the agreement.

Fees and Cost

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys' fees and costs.

Dispute Resolution

The Village of Oak Park does not agree to mandatory arbitration of any dispute.

Village of Oak Park Logo or Likeness Use

The official logo of the Village of Oak Park is not to be used in any form. Use of the Village logo is strictly prohibited by law and such use could subject the proposer to disqualification or termination of contract.

SECTION II
GENERAL SPECIFICATIONS

Scope of Work

The Village is seeking bids (labor rates only) from qualified mechanical contractors for emergency mechanical (HVAC) repair work on an as-needed basis at the Village owned buildings listed below:

- Public Works Center, 201 South Blvd:
- Village Hall, 123 Madison St.
- Main Fire Station, 100 N. Euclid
- South Fire Station, 900 S. East Ave.
- North Fire Station, 212 Augusta
- Metra Station, 1119 North Blvd.
- Central Pump Station, 102 N. Lombard
- South Pump Station, 207 Garfield
- North Pump Station, 1010 N. Ridgeland

See SECTION III for a detailed list of equipment at each location.

Particular emphasis will be placed on high standards of quality and professionalism including: timely responses to request for service, work site management, billing management, and competent and efficient repairs.

Commencement of Work

In the event of a mechanical emergency, the Village shall notify the contractor of the issue and repairs required and request a service technician be dispatched. Contractor shall dispatch a service technician the same day or within 24 hours of the call initiated by the Village. Upon arrival, the service technician shall perform and complete an assessment of the issue and provide a written description of the findings and recommended repairs. The Contractor shall then provide the Village with a written estimate of the cost and the time and materials needed to make the repair. If acceptable, the Village will then provide written notice to proceed to the Contractor. The Contractor must then begin the repair work within 24 hours unless agreed otherwise by the Village. Final costs will be based on the actual time and materials required to make the repair.

Contractor shall not begin any repair Work without first having received written authorization from the Village to proceed with the Work. The Village shall not be responsible for payment for any unauthorized Work.

Responsibility of Contractor

The selected contractor shall furnish all labor, supervision, tools, equipment, materials and supplies, and other means necessary for performing and completing the work, including debris hauling, and shall obtain and pay for any required permits.

Extent of Services

It is expected that the contractor will begin providing emergency repair services from seven (7) days after receiving the notice to proceed through December 31, 2021. This would include emergency response during overnight hours, weekends and holidays. The Village reserves the right to award the contract to the lowest responsible Bidder.

Alterations, Omissions and Extra Work

The Village of Oak Park reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work as may be deemed necessary.

Method of Payment

The Village of Oak Park will pay monthly, all undisputed invoices within 30 days of approval as provided in the Local Government Prompt Payment Act, 50 ILCS505/4. The maximum interest rate for any payment not made within 30 days of approval is 1%.

Emergency Changes

Contractor may perform work not included in the Scope of Work if necessary to remedy a condition that poses an immediate threat to persons or property. Work of this nature shall be carried out only to the extent of bringing the condition under control. The Village shall be notified immediately. A Change in the Scope of Work will then be negotiated and executed for the work performed, and for work remaining, if any.

- **Minor Changes (Field Orders):** The Village may verbally authorize minor changes in the Scope of Work in order to prevent a delay in the progression of the Work. These field orders may not involve a change in the agreement price or be inconsistent with the Scope of Work.
- **Changes Due to Unknown Conditions:** The Contractor is not responsible for Changes in the Work that are due to conditions that were not reasonably observable or conditions that have changed. In such cases, the Contractor shall notify the Village and a Change Order will be negotiated.

Correction of Work Prior To Final Payment

The Village has the right to stop work if the Contractor fails to carry out the work in a manner acceptable to the Village. If the Village deems the Contractor's work unacceptable, at the Village's election, the Contractor shall do one of the following:

1. Promptly repair or replace the defective work, without expense to the Village, including costs associated with repairing any damage to property caused by the replacement work; or;
2. If the Village deems it unacceptable to have the Contractor correct work which has been incorrectly done, a deduction from the agreement price shall be made based on the costs to the Village to have the work repaired. Such a deduction from the agreement price shall

in no way affect the Village's other remedies or relieve the Contractor from responsibility for defects and related damage occurring as a result of defective or unacceptable work.

Bidder's Representative

The Bidder shall have at all times a competent foreman or superintendent on the job that shall have full authority to act for the Bidder, and to receive and execute orders from the Village Manager or appointed representative. Any instructions given to such superintendent or person executing work for the Bidder shall be binding on the Bidder as though given to him personally. Bidder's representative must be proficient in the use and interpretation of the English language.

Workers

The Bidders shall employ competent laborers and shall replace, at the request of the Building Maintenance Superintendent any incompetent, unfaithful, abusive or disorderly workers in their employ. Only workers expert in their respective branches of work shall be employed where special skill is required. Inappropriate behavior or examples of unproductive work effort will not be tolerated. The Village has the right to require a Bidder's employee to be immediately removed from the work crew if the above behavior is exhibited.

Time of Work

Bidder may be asked to preform work at any hour of the day or night including during weekends and holidays. Bidder is expected to respond promptly (within 30 minutes) to calls and e-mails for service requests. The scope and scale of the emergency will dictate the timing of emergency response.

Dispute Resolution

All disputes, including collection disputes, shall be brought in the Circuit Court of Cook County, Illinois. This agreement shall be interpreted in accordance with the laws of the State of Illinois. In any dispute resolution process, each party shall bear its own costs, including attorney's fees. Any purported agreement between the parties that states terms contrary to this paragraph will be deemed per se invalid.

Reporting Requirements

The following forms must be completed in their entirety, notarized and included as part of the Bid document. Failure to respond truthfully to any question on the list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your Bid.

Detail Specifications

The Contractor selected under this RFB shall be used to provide emergency repair services on mechanical/HVAC systems at Village-owned buildings.

1. **Location of Emergency Work**

The location of the work is known as: Village-owned buildings (as listed above). All emergency repair work is to be done in accordance with the enclosed specifications.

2. Response

The Contractor must respond (dispatch a repair technician) within twenty-four (24) hours of emergency repair request notification and must own and use the appropriate equipment to make the repairs. The Contractor must have prior knowledge and demonstrated experience with mechanical system repairs. The work for each assignment for emergency work shall proceed uninterrupted until work is completed.

3. Property Damage

While working in or around Village buildings, the Bidder shall take great care to avoid damaging adjacent mechanical equipment, materials, office furniture and office equipment, and landscaping (trees, shrubs, turf, etc. if applicable). Bidder shall be held responsible for all damage it causes to Village property, buildings and structures, etc. All damage caused by the Bidder will be the responsibility of the Bidder to repair to its original condition and to the satisfaction of the Village at no cost to the Village.

4. Idling of Equipment

The Department of Public Works has a "No Idling" policy. A copy of the policy is available from the Department of Public Works if needed. The Bidder is expected to adhere to this policy as they are an extension of the Public Works Department staff.

5. Obstruction of Streets and Rights-of-Way

The Bidder shall arrange to keep sidewalks open for traffic whenever possible, and to block portions of the streets only when deemed necessary to protect the public and Village property. The Bidder shall remove all surplus materials and debris from the streets as the work progresses so that the public may have the use of the streets a maximum amount of time. Bidder is to erect appropriate warning signs and furnish adequate barricades that identify the work zone for the motoring public and pedestrians.

6. Accident Prevention

The Bidder shall exercise every precaution at all times for the protection of the persons and properties. The safety provisions of all applicable laws and ordinances shall be strictly observed. Any practice obviously hazardous in the opinion of the Building Maintenance Superintendent or authorized representative shall be immediately discontinued by the Bidder upon their receipt of instructions from the Building Maintenance Superintendent, or authorized representative, to discontinue such practice.

The Bidder shall abide by all applicable laws, standards, and regulations that apply to the completion of the work, including EPA and OSHA safety standards and regulations.

7. Parking

No off-street parking for equipment shall be provided for by the Village of Oak Park on any of the Village's public properties except as may be designated by the Building Maintenance Superintendent.

SECTION III
EQUIPMENT LIST AND DETAILS/SPECS

See the following pages for a list of equipment at each location. Not included in the list is the Metra Station, the north fire station and south fire station.

Metra Station:

- Warming station on platform:
 - o 1 small residential style furnace for heat (no AC)
 - o Main floor:
 - 2 furnaces (central air) residential style with exterior condensing units for AC (both in same location).

North Fire Station:

- The north fire station has plans to replace their existing boiler system in 2023. It currently has hydronic heat for the apparatus bay floor and 2nd floor bunk room, and an AHU in the attic for 2nd floor cooling with condensing unit outside.

South Fire Station:

- The south fire station is currently being renovated and information regarding the new HVAC equipment can be provided once the project is completed.

Facility Information – All Facility Types

Facility Address: 123 Madison St.

Business Type: Municipal Government

Square Footage (by area): 75,400 (73,000 Village Hall and 2,400 Council Chambers)

Operating Hours: 24/7 for Police Dept. in lower level. 0830-1700 for Village Hall staff on main level.

Number of Employees: Approx. 200

List Major Equipment (HVAC, chillers, air compressors, pumping stations, etc.) and/or attach relevant documentation:

<p>Two 85-ton York/JCI water-cooled reciprocating chillers YCWL00945E17</p> <hr/> <p>Evapco Cooling Tower – LSTE-5312 w/ XX HP motor w/ VFD</p> <hr/> <p>Two 25HP (208/3/60) Armstrong Dual Vertical In-line condensing water pumps with VFD, rated at 480 gpm</p> <hr/> <p>Armstrong chilled water pump – rated at 550 gpm, 20HP (208/3/60) with VFD</p> <hr/> <p>S-1 AHU Supply Fan (SF) – 100 HP motor, 208v/3ph & Return Fan (RF) – 20 HP motor, 208v/3ph</p> <hr/> <p>S-2 AHU SF – 20 HP motor, 208v/3ph & RF – 2 HP motor, 208v/3ph</p> <hr/> <p>S-4 AHU SF - 2 HP, 208v/3ph & RF - 3 HP, 208v/3ph</p>	<p>Council Chambers Geothermal System – Little Giant Model VCMA-15ULST 120v/1HP condensate pump. Zoeller Model LM44 sump pump w/ 2820GPH discharge at 10' lift w/ 1/4HP, 120v/1ph motor. Grunfos Model "Magna" 50GPM at 36' of head, 800W, 208v/1ph pump</p> <hr/> <p>2 Camus (model DCF-1200) gas-fired hot water condensing boilers w/ sealed combustion – 120v/1ph/60hz. Secondary boiler pumps (2) – Bell & Gossett Series 80, 114 GPM, 208v/3ph/60hz. Two Bell & Gossett hot water pumps Series 80, 114 GPM, 208v/3ph/60hz.</p> <hr/>
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SEM Form for Public Works Center HVAC Equipment Data

Date: 7/21/22

Unit Description	Motor Make & Model	Horse Power (HP)	Volts/Phase/Hertz (v/ph/Hz)	Amps (max. draw/min. draw)
Air Handling Unit 1 (AHU1)				
Supply Fan (SF)	Baldor 265T	20	230/460v/3ph/60Hz	47/23
Return Fan (RF)	Baldor 184T	5	230/460v/3ph/60Hz	13.2/6.6
Air Handling Unit 2 (AHU2)				
Supply Fan (SF)	Baldor 213T	7.5	230/460v/3ph/60Hz	19.4/9.7
Return Fan (RF)	WEG	2	208-230/460v/3ph/60Hz	6.31-5.74/2.87
Energy Recovery Unit 1 (ERU1)				
Supply Fan 1 (SF1)	Marathon MVN 284TTDCA6026	25	208-230/460v/3ph/60Hz	60/30
Supply Fan 2 (SF2)	Blador Reliancer SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Supply Fan 3 (SF3)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Return Fan 1 (RF1)	Blador SuperE EM2539T	40	230/460v/3ph/60Hz	92/46
Return Fan 2 (RF2)	Nidec DC27	40	208-230/460v/3ph/50Hz	102-91/46
Return Fan 3 (RF3)	Marathon UVF324TTDR16050ANL	40	230/460v/3ph/50Hz	67/31
Energy Recovery Unit 2 (ERU2)				
Supply Fan 1 (SF1)	Blador Reliancer SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Supply Fan 2 (SF2)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Supply Fan 3 (SF3)	Blador SuperE EM2535T	30	230/460v/3ph/60Hz	70/35
Return Fan 1 (RF1)	Marathon UVN284TTDR16048AN M	25	230/460v/3ph/60Hz	70/35
Return Fan 2 (RF2)	Blador SuperE EM2531T	25	230/460v/3ph/60Hz	60/30
Return Fan 3 (RF3)	Nidec DB93	25	208-230/460v/3ph/60Hz	67/33
Air Conditioning System for AHU1				
MacQuay Air-cooled condensing Unit - Model# ACZ0408C727-ER11 w/ R407C refrigerant				
Compressor 1	N/A	N/A	460v/3ph/60Hz	N/A
Compressor 2	N/A	N/A	460v/3ph/60Hz	N/A
Compressor 3	N/A	N/A	460v/3ph/60Hz	N/A

Compressor 4	N/A	N/A	460v/3ph/60Hz	N/A	N/A
Condenser Fan 1	N/A	1.5	460v/3ph/60Hz	1.5	N/A
Condenser Fan 2	N/A	1.5	460v/3ph/60Hz	1.5	N/A
Condenser Fan 3	N/A	1.5	460v/3ph/60Hz	1.5	N/A
Condenser Fan 4	N/A	1.5	460v/3ph/60Hz	1.5	N/A
Air Conditioning System for AHU2					
MacQuay Air-cooled condensing Unit - Model# ACZ020AC727-ER11 w/ R407C refrigerant					
Compressor 1	N/A	N/A	460v/3ph/60Hz	N/A	44
Compressor 2	N/A	N/A	460v/3ph/60Hz	N/A	44
Condenser Fan 1	N/A	1	460v/3ph/60Hz	1	3
Condenser Fan 2	N/A	1	460v/3ph/60Hz	1	3
Wall-mounted electric cabinet heaters (7)	Marley	1.8	208v/1ph/60Hz	1.8	1.1
Ceiling-mounted electric unit heaters (17)	Marley HUHAA2548A	N/A	480v/3ph/60Hz	N/A	6
Electric Boiler for domestic hot water	Precision Boilers - HWS-3046V-60A-480-150FS; 210 degree F; 210,000 BTU/hr.; 60 kW		480v/3ph		72

SEM Form for Main Fire Station, 100 N. Euclid, HVAC Equipment Data

Date: 7/26/22

Unit Description	Motor Make & Model	Horse Power (HP)	Volts/Phase/Hertz (v/ph/Hz)	Amps (max. draw/min. draw)
York HVAC	F2FP048H06B	1/2	208/230/3/60	3.4
York HVAC	F2FP060H06B	3/4	209/230/3/60	4.5
York HVAC	DM090C00N2AAA3C	COMP1	208/230/3/60	13.5
	ID BLOWER	COMP2	208/230/60	13.5
	OD FAN 1	2	208/230/3/60	8.2
	OD FAN 2	3-Jan	208/230/1/60	1.5
York HVAC	F2P060H06B	1/3	208/230/1/60	1.5
		3/4	208/230/3/60	4.5
Baldor EXH FAN	ecp3769t	7.5	230/460/3/60	17.2/8.6
York HVAC	H1RC060S25A		208/230/3/60	
	comp		208/230/3/60	17.3
	fan motor	1/4	208/230/1/60	1.5
	H1RC036S25A		208/230/3/60	
	comp		208/230/3/60	9.6
	fan motor	1/4	208/230/1/60	1.3
Water Heater	ES85-45-G	85 GAL	208/1/60	217
			208/3/60	125
Water Heater	EGSP15	15 GAL	208/1/60	NA

AGENCY CUSTOMER ID: COMMMEC-01

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

Page 1 of 1

AGENCY Assurance, a Marsh & McLennan Agency LLC company		NAMED INSURED Command Mechanical Group, LLC 2150 S Canalport Ave Chicago IL 60608	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Umbrella Follows Form

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

All Persons or Organizations When You Have Agreed In Writing In A Contract Or Agreement That Such Persons Or Organizations Be Added As An Additional Insured.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. **Section II – Who Is An Insured** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added:

2. Exclusions

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

POLICY NUMBER: 83UEAAF3489

COMMERCIAL GENERAL LIABILITY
CG 20 37 10 01

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: All Persons or Organizations When You Have Agreed In Writing In A Contract Or Agreement That Such Persons Or Organizations Be Added As An Additional Insured.
Location And Description of Completed Operations: as required by written contract or agreement
Additional Premium:

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" at the location designated and described in the schedule of this endorsement performed for that insured and included in the "products-completed operations hazard".

XII
CONTRACT BOND

Bond No. 4897396

Contract Bond

Command Mechanical Group, as PRINCIPAL, and Great American Insurance Company as SURETY, are held and firmly bound unto the Village of Oak Park (hereafter referred to as "Village") in the penal sum of (\$10,000.00) Ten Thousand Dollars and 00/100, well and truly to be paid to the Village, for the payment of which its heirs, executors, administrators, successors and assigns, are bound jointly to pay to the Village under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the Village, acting through its President and Board of Trustees, for the construction of work, which contract is hereby referred to and made a part hereof as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work, including paying not less than the prevailing rate of wages in Cook County, where the work is for the construction of any public work subject to the Prevailing Wage Act, and has further agreed to save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

NOW THEREFORE, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in the contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect

CONTRACT BOND CONTINUED

whatever; and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation will be void; otherwise it will remain in full force and effect.

IN WITNESS WHEREOF, the PRINCIPAL and the SURETY have caused this instrument to be signed by their respective officers this 7th day of February, 2023.

NAME OF PRINCIPAL

Command Mechanical Group

By: James Stevin
Signature

By: James Stevin
Printed Name

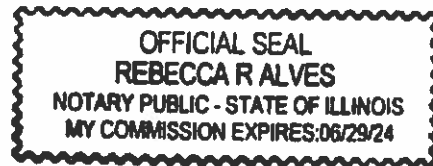
Its: Director of Service Division
Title

Subscribed to and Sworn before me on the

7th day of February, 2023.

Rebecca R. Alves

Notary Public Rebecca R. Alves



NAME OF SURETY

Great American Insurance Company

By: William Reidinger
Signature of Attorney-in-Fact
William Reidinger

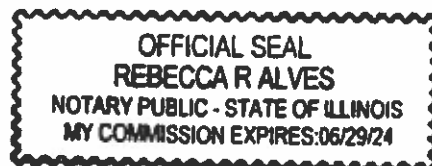


Subscribed to and Sworn before me on the

7th day of February, 2023.

Rebecca R. Alves

Notary Public Rebecca R. Alves



GREAT AMERICAN INSURANCE COMPANY®

Administrative Office: 301 E 4TH STREET • CINCINNATI, OHIO 45202 • 513-369-5000 • FAX 513-723-2740

The number of persons authorized by this power of attorney is not more than 1

Bond No. 4897396

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the GREAT AMERICAN INSURANCE COMPANY, a corporation organized and existing under and by virtue of the laws of the State of Ohio, does hereby nominate, constitute and appoint the person or persons named below its true and lawful attorney-in-fact, for it and in its name, place and stead to execute on behalf of the said Company, as surety, the specific bond, undertaking or contract of suretyship referenced herein; provided that the liability of the said Company on any such bond, undertaking or contract of suretyship executed under this authority shall not exceed the limit stated below. The bond number on this Power of Attorney must match the bond number on the bond to which it is attached or it is invalid.

Name	Address	Limit of Power
William Reidinger	20 N Martingale Rd, Suite 100 Schaumburg, IL 60173	\$100,000,000.00

Principal: Command Mechanical Group
Obligee: Village of Oak Park

IN WITNESS WHEREOF the GREAT AMERICAN INSURANCE COMPANY has caused these presents to be signed and attested by its appropriate officers and its corporate seal hereunto affixed this 7th day of February, 2023.

Attest

GREAT AMERICAN INSURANCE COMPANY



Atty L C B

Assistant Secretary

Mark V Vicario

Divisional Senior Vice President

MARK VICARIO (877-377-2405)

STATE OF OHIO, COUNTY OF HAMILTON - ss:

On this 7th day of February, 2023, before me personally appeared MARK VICARIO, to me known, being duly sworn, deposes and says that he resides in Cincinnati, Ohio, that he is a Divisional Senior Vice President of the Bond Division of Great American Insurance Company, the Company described in and which executed the above instrument; that he knows the seal of the said Company; that the seal affixed to the said instrument is such corporate seal; that it was so affixed by authority of his office under the By-Laws of said Company, and that he signed his name thereto by like authority.



SUSAN A KOHORST
Notary Public
State of Ohio
My Comm. Expires
May 18, 2025

Susan A Kohorst

This Power of Attorney is granted by authority of the following resolutions adopted by the Board of Directors of Great American Insurance Company by unanimous written consent dated June 9, 2008.

RESOLVED: That the Divisional President, the several Divisional Senior Vice Presidents, Divisional Vice Presidents and Divisional Assistant Vice Presidents, or any one of them, be and hereby is authorized, from time to time, to appoint one or more Attorneys-in-Fact to execute on behalf of the Company, as surety, any and all bonds, undertakings and contracts of suretyship, or other written obligations in the nature thereof; to prescribe their respective duties and the respective limits of their authority; and to revoke any such appointment at any time.

RESOLVED FURTHER: That the Company seal and the signature of any of the aforesaid officers and any Secretary or Assistant Secretary of the Company may be affixed by facsimile to any power of attorney or certificate of either given for the execution of any bond, undertaking, contract of suretyship, or other written obligation in the nature thereof, such signature and seal when so used being hereby adopted by the Company as the original signature of such officer and the original seal of the Company, to be valid and binding upon the Company with the same force and effect as though manually affixed.

CERTIFICATION

I, STEPHEN C. BERHA, Assistant Secretary of Great American Insurance Company, do hereby certify that the foregoing Power of Attorney and the Resolutions of the Board of Directors of June 9, 2008 have not been revoked and are now in full force and effect.

Signed and sealed this 7th day of February, 2023.



Atty L C B

Assistant Secretary

Village of Oak Park
Department of Public Works
Building Maintenance Division

MEMORANDUM

DATE: April 11, 2023

TO: Rob Sproule, Public Works Director 

C.c. Fred Gutierrez, Building Maintenance Contract Coordinator

FROM: Vic Sabaliauskas, Building Maintenance Superintendent

RE: Amendment to the 2023 Mechanical Maintenance and Repair Contract with Command Mechanical Group

In January of 2023, the Village entered into an Independent Contractor Agreement with Command Mechanical Group for emergency mechanical repair and maintenance services for HVAC systems at Village-owned buildings in an amount not to exceed \$15,000. To date, there is a balance of \$10,001.50 on the PO with Command Mechanical. Included with this Memo is an invoice from Command Mechanical for \$6,831.58 for recent work performed on chiller #1 at Village Hall as well as a cost proposal for \$5,784.03 to complete needed work on chiller #2. An amendment to the Independent Contractor Agreement with Command Mechanical is needed in order to cover the cost of the needed work on chiller #2 and to provide additional funds for any unforeseen needed repairs on HVAC systems at all Village buildings throughout the remainder of 2023.

On April 4, 2023 Command Mechanical was called out to Village Hall to perform preventative maintenance and start-up service on the two chillers. Upon opening the chillers to inspect the interior conditions of both units, the technician found that the tubes were heavily calcified and would require several hours of manual labor to clean or "punch" the tubes. Also, new gaskets around the vessel openings would be needed as well as other materials as listed on the invoice. The work needed for chiller #1 has been completed. Additional work is still needed for chiller #2 per the attached proposal.

Included with this Memo is an Amendment to the Independent Contractor Agreement with Command Mechanical. The Fiscal Year 2023 General Fund, Public Works Department, Building Maintenance Division Operating Budget contains \$178,000.00 in account no. 1001-43790-101-540674 for property repairs. To-date, there is a balance of \$85,329.22 in that account. If approved, the Amendment to the Independent Contractor Agreement with Command Mechanical would not exceed \$25,000.00 in FY 2023. Please let me know if you have any questions, and please forward the Amendment to the Village Manager's Office for approval. Thank you.



2150 S CANALPORT AVE,
CHICAGO, IL 60608

INVOICE

312.319.1930

DATE	INVOICE #
4/11/23	23CS132-02

BILL TO
Village of Oak Park

PROJECT
Command Mechanical - Service Village of Oak Park - Mechanical Services Contract Chiller Service - Chiller #1

TERMS	P.O. NO.
NET 30	

ITEM	DESCRIPTION	AMOUNT
	Chiller maintenance for spring start-up	
	Punching Tubes on qty. (1) 85-Ton Chiller	
	Replace gaskets and replace condenser heads. Start-up Unit	
<u>Materials</u>		
	Gaskets 07-83179-000 qty. 2 \$ 790.39 ea. \$ 1,580.78	
	Tube machine rental w/ hose 2 days \$ 143.75 ea. \$ 330.63	
	Tube machine brushes qty. 15 \$ 5.18 ea. \$ 77.63	
	Tube machine flexible shaft qty. 1 \$ 350.75 ea. \$ 350.75	
	Cutting/buffing tool w/ drill tip qty. 1 \$ 36.80 ea. \$ 36.80	
	<i>includes all shipping & handling fees</i>	
<u>Labor</u>	<i>Contract rate: \$165/hr</i>	
4/5 8hrs ST	Service Tech	\$ 1,320.00
4/6 6hrsST	Service Tech	\$ 990.00
4/10 8hrs ST	Service Tech	\$ 1,320.00
4/11 4hrs ST	Service Tech	\$ 825.00

THANK YOU FOR JOINING CMG IN OUR MISSION TO HELP BRIGHTEN THE FUTURE FOR OUR NATIONS VETERANS.	TOTAL	\$ 6,831.58
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COMMAND MECHANICAL SERVICE DIVISION



PROPOSAL # 23CS132-01

PROJECT NAME: Village of Oak Park – Chiller 2 Maintenance & Start-up

CLIENT INFORMATION

DATE OF PROPOSAL: April 11, 2023

PROJECT ADDRESS: 123 Madison Oak Park, IL

PROPOSED BY: James Slevin

CUSTOMER NAME: Vic Sabaliauskas

SCOPE REVIEW INFORMATION

Command Mechanical's Service Division is grateful to have the opportunity to submit a proposal for the above-referenced project. This proposal is good for 15 days from the date referenced above. Our quotation is based on the terms and conditions as stated in this proposal.

Equipment – Chiller #2 (1) 85-ton York/JCI water-cooled reciprocating chillers YCWL0094SE17.

Due to excessive scale found on Chiller #1, it is expected to find the same conditions in Chiller #2 and is reflected in pricing of this proposal.

INCLUSIONS

Supply labor and materials to perform the following on each chiller:

- Supply tube punching machine and materials to punch all tubes on condenser side of Chiller #2
- Punch tubes on condenser
- Supply & install new chiller gaskets on the condenser
- Replace and fasten chiller condenser heads on Chiller #2
- Fill and leak check Chiller #2
- Start-up Chiller #2 and verify proper operation

EXCLUSIONS

- Parts or labor outside of above scope of work
- Overtime labor
- Freight
- Taxes

PROJECT PRICING AND MBE PERCENTAGE

- **TOTAL PRICE:** **\$5,784.03**
- MBE / VBE / DBE% 100%

If the above terms for this repair proposal are accepted and approved, please sign below:

Customer Signature: _____ Date: _____



AN AMENDMENT TO THE INDEPENDENT CONTRACTOR AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND COMMAND MECHANICAL GROUP, LLC TO PROVIDE EMERGENCY MECHANICAL REPAIR AND MAINTENANCE SERVICES FOR VILLAGE OWNED BUILDINGS TO CHANGE THE NOT TO EXCEED AMOUNT FROM \$15,000.00 TO \$25,000.00

THIS AMENDMENT TO THE INDEPENDENT CONTRACTOR AGREEMENT DATED JANUARY 25, 2023 (hereinafter referred to as the "Amendment") between the Village of Oak Park, an Illinois home rule municipal corporation (hereinafter referred to as the "Village"), and Command Mechanical Group, LLC (hereinafter referred to as the "Contractor") is entered into as of the effective date set forth below (collectively referred to as the "Parties").

RECITALS

WHEREAS, the Parties previously entered into an Independent Contractor Agreement date January 25, 2023 (hereinafter referred to as the "Agreement"); and

WHEREAS, the Parties seek to amend the Agreement pursuant to this Amendment.

NOW, THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements contained herein and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties hereto agree as follows:

1. **RECITALS INCORPORATED.** The above recitals are incorporated herein as though fully set forth.

2. **AMENDMENT TO CONTRACT.** Section 2. Scope of Work of the Agreement is amended by adding the underlined language and deleting the overstricken language as follows:

Contractor shall perform the Work in accordance with its bid for a price not to exceed ~~\$15,000.00~~ \$25,000.00 ("Contract Price") in fiscal year 2023.


3. **OTHER PROVISIONS OF THE AGREEMENT TO REMAIN IN EFFECT.** All other terms and conditions of the Agreement shall remain in full force and effect.

4. **EFFECTIVE DATE.** This Amendment shall be effective on the date of its execution by the Village Manager of the Village of Oak Park.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK –
SIGNATURE PAGE FOLLOWS]**

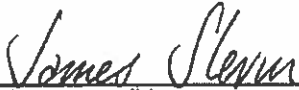
IN WITNESS WHEREOF, the parties hereto have caused this Renewal to be signed by their duly authorized representatives on the dates set forth below.

VILLAGE OF OAK PARK


By: Kevin J. Jackson
Its: Village Manager


Dated: April 19, 2023

COMMAND MECHANICAL GROUP, LLC

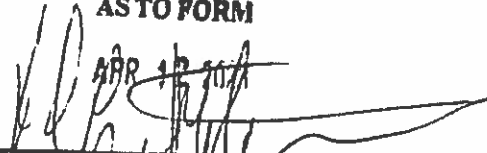

By: James Stevin
Its: VP of Service Div.

Dated: April 25, 2023

ATTEST


By: NICHOLAS P RICKERT
Its: VP OF ACCOUNTING

Dated: 4/25, 2023

REVIEWED AND APPROVED
AS TO FORM

LAW DEPARTMENT

Official Seal
Nicholas P Rickert
Notary Public State of Illinois
My Commission Expires 5/18/2025



ADDITIONAL REMARKS SCHEDULE

AGENCY Assurance, a Marsh & McLennan Agency LLC company		NAMED INSURED Command Mechanical Group, LLC 2150 S Canalport Ave Chicago IL 60608	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

Umbrella Follows Form

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – SCHEDULED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization:

All Persons or Organizations When You Have Agreed In Writing In A Contract Or Agreement That Such Persons Or Organizations Be Added As An Additional Insured.

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added:

2. Exclusions

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- (1) All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
- (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – OWNERS, LESSEES OR CONTRACTORS – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: All Persons or Organizations When You Have Agreed In Writing In A Contract Or Agreement That Such Persons Or Organizations Be Added As An Additional Insured.
Location And Description of Completed Operations: as required by written contract or agreement
Additional Premium:

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" at the location designated and described in the schedule of this endorsement performed for that insured and included in the "products-completed operations hazard".