



#15233

August 11, 2015

Mr. Robert M. Sperl, CPRP, MPA
Director of Planning
Wheaton Park District
1000 Manchester Road
Wheaton, IL 60187

Re: Wheaton Park District Central Athletic Center New Chiller Engineering Proposal –
Revision 1

Dear Rob,

Thank you for the opportunity to prepare this revised proposal for the mechanical and electrical engineering necessary to install a new chiller system to serve Wheaton Park District's Central Athletic Center as well as a new outdoor ice rink.

Per our previous conversations, we understand the proposed project is intended to install a new grade mounted air cooled chiller on the athletic center grounds for the purpose of providing chilled water for space cooling within the athletic center during summer months and the production of ice for the outdoor ice rink in winter months. A new heat exchanger and glycol system would also be installed in order to decouple the ice rink and space cooling chilled water systems for independent chilled water temperature control and freeze protection. As you know, Elara's previous project for Wheaton Park District renovated a portion of the original Hubble School building to serve as the Park District's new athletic center in 2012. A conceptual design for the new chiller system was prepared at the time and chilled water pipe stubs and electrical infrastructure installed to connect a future chiller to support the building's cooling load.

We propose to provide the design, permit/bid/construction document, bidding, construction services and functional testing engineering services associated with the installation of a new chiller system intended to support space cooling for the existing athletic center and ice production for the new ice rink as summarized above and based upon our November 26, 2012 conceptual design. The following provides a detailed description of these services:

Design

1. We will review the information provided for our previous work at the site as it specifically pertains to this project
2. We will perform site inspections as necessary to verify primary as-built conditions as they exist today and to identify feasible locations for the new equipment.
3. We will perform calculations to confirm the appropriate capacity of the new chiller and supporting equipment. It is assumed the requirements of the ice rink chilled water will be provided to us by the ice rink vendor.
4. We will evaluate, select and specify the new chiller, heat exchanger and associated pumps based on numerous parameters including the cooling requirements, energy efficiency, ease of maintenance and the physical construction characteristics of the building/site.
5. We will then specify all hydronic modifications required to accommodate the new chiller, heat exchanger and pumping equipment.
6. We will evaluate the existing electrical system and specify all modifications required to

support the new equipment. Our previous design for the athletic center included additional electrical capacity for the future chiller and ice system specified under our conceptual design.

7. We will then prepare a preliminary estimate of cost for the mechanical and electrical basis of design identified above and submit it to the Park District for review.

Upon mutual agreement of the basis of design, we will complete the balance of the engineering for installation of the proposed new chiller system which includes the preparation of permit/bid/construction documents and the performance of bidding, construction services and functional testing. Additional details on these engineering services are as follows:

Permit/Bid/Construction Documents

Based on the mutually agreed upon mechanical and electrical basis of design, we will prepare all necessary mechanical and electrical drawings and specifications setting forth the details necessary to obtain the required permit(s), secure competitive bidding and to construct the project. We will participate in coordination of all final drawings and specifications.

Our goal for this phase is the complete coordination and integration of the mechanical and electrical systems into the landscape and architecture of the buildings and to clearly and concisely communicate the design intent through construction documents.

Bidding Services

Upon completion of the Permit/Bid/Construction Documents, we will assist Wheaton Park District in obtaining and evaluating bids from multiple General Contractors. We understand that this project requires a public bid process. Our bidding services include preparing a project manual, attendance at (1) pre-bid meeting, clarifying the project for the bidders and responding to any questions during the bidding periods. We will then assist in evaluating the bids to determine the lowest responsible bidder.

Our goal for this phase is to assist in securing multiple quality bids from contractors and to select the contractor that will provide the best value.

Construction Services

The purpose of these services is to endeavor to guard Ownership against defects and deficiencies in the work of the contractors.

After contracts are awarded, we will review all pertinent shop drawings and submitted equipment data. We will also respond to all requests for information and related correspondence. We shall make up to four (4) site visits (including punch-list) to observe the work in progress and determine if such work is proceeding in accordance with the Construction Documents. Based upon the on-site observations, we shall review the Contractor's applications for payment and recommend the amounts owed.

Construction Engineering Services is not the same as construction management. The successful mechanical contractor will act as the prime contractor and be responsible for managing the project and coordinating all subcontractors. Elara will require the successful mechanical contractor to prepare a detailed schedule of the sequence and duration of each phase of work.

Additionally, any schedule modifications will be developed and communicated by the mechanical contractor directly with management.

Functional Testing

One of the most important aspects of any project is functional testing. Upon completion of the installation, we will be actively involved in the functional testing of this project. We will work with the installing contractors and building engineer to demonstrate the operation of all components and control logic. We will verify that the control changes are functioning as intended and to orchestrate changes as necessary to maintain a sustainable design.

Fee

We propose to provide the engineering detailed above for a fixed fee of \$31,900.00 exclusive of reimbursable expenses for printing, parking and expedited deliveries (these expenses are reimbursable at our cost not to exceed \$1,000.00). A fee breakdown is provided below for your reference:

ELARA Engineering Fee Breakdown	
Design and Permit/Bid/Construction Documents	\$24,800.00
Bidding	\$1,500.00
Construction Services & Functional Testing	\$5,600.00
TOTAL	\$31,900.00

Additional services requested outside the scope of this proposal will be invoiced at the Elara hourly rate schedule applicable at the time this proposal is accepted. A current hourly rate schedule is provided below for your reference:

ELARA 2015 Hourly Fee Schedule	
Principals	\$230.00
Associates and Project Engineers	\$175.00
Senior Engineers	\$150.00
Designers and Technicians	\$115.00
Administration	\$85.00

This fee schedule is in effect through December 31, 2015.

Our terms are monthly progress bills, based on the percentage of work completed, due within thirty days of the date of the invoice or the unpaid balance subject to a 1% monthly finance charge.

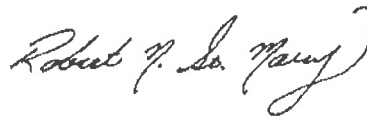
Clarifications

1. We have included the creation from scratch of existing architectural floor plans in AutoCAD as required by our design in our fee. We will field verify critical dimensions as required by our design.

2. It is assumed that site/underground utility surveys will be provided for our use as required.
3. We have based our proposal on integration of the new chilled water controls with the existing building automation system.
4. We have assumed ice rink refrigeration design will be by the ice rink vendor and is excluded from our fee. We will coordinate with this vendor to provide chilled water to the ice rink system(s).
5. We have based our proposal on using Autodesk AutoCAD 2014 software.
6. We have excluded structural engineering as the extent of these services, if required, is presently unknown.
7. We have excluded revisions to the construction documentation associated with "value engineering".
8. We have excluded electrical engineering associated with the addition of site lighting for the new ice rink as these services were not specifically requested.
9. We have based our proposal on implementation of the conceptual basis of design identified in our November 26, 2012 conceptual documentation prepared for Wheaton Park District. Major modifications to this design are subject to additional services and will be discussed with you as soon as practical.

Finally, we look forward to working with you on this project and to further discussing this proposal with you. Please do not hesitate to call if there are items in this proposal that need clarification, modification or deletion or items that we have missed that need inclusion.

Respectfully Submitted,



Robert N. St. Mary
Project Engineer
Elara Energy Services, Inc.


Design and Permit/Bid/Construction Documents (\$24,800)

Accepted By: 

Date:

8-20-15

Bidding (\$1,500)

Accepted By: 

Date:

8-20-15

Construction Services & Functional Testing (\$5,600)

Accepted By: 

Date:

8-20-15