



## EXECUTIVE SUMMARY

ITB No. 26-028

### Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

RESPONSE DEADLINE: June 10, 2026 at 11:00 am

Monday, July 13, 2026

## SOLICITATION OVERVIEW

|                     |                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Project Title       | Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters                                                                                                                                                                                                                                                                                          |
| Project ID          | 26-028                                                                                                                                                                                                                                                                                                                                                                  |
| Project Type        | Invitation For Bid                                                                                                                                                                                                                                                                                                                                                      |
| Release Date        | May 18, 2026                                                                                                                                                                                                                                                                                                                                                            |
| Due Date            | June 10, 2026                                                                                                                                                                                                                                                                                                                                                           |
| Procurement Agent   | Purchasing Division                                                                                                                                                                                                                                                                                                                                                     |
| Project Description | The City of Aurora is soliciting bids from qualified contractors for the furnishing, delivery, and installation of three (3) new rooftop units (RTUs) as replacements for existing units of equivalent capacity and functionality serving the Training and Support Building (TAS) at the Aurora Police Department Headquarters, 1200 E. Indian Trail, Aurora, Illinois. |

## 1. INSTRUCTIONS TO BIDDERS

### 1.1. SUMMARY

The City of Aurora is soliciting bids from qualified contractors for the furnishing, delivery, and installation of three (3) new rooftop units (RTUs) as replacements for existing units of equivalent capacity and functionality serving the Training and Support Building (TAS) at the Aurora Police Department Headquarters, 1200 E. Indian Trail, Aurora, Illinois.

### 1.2. TIMELINE

|                       |              |
|-----------------------|--------------|
| Release Project Date: | May 18, 2026 |
|-----------------------|--------------|

EXECUTIVE SUMMARY

ITB No. 26-028

Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

---

|                                   |                                                                             |
|-----------------------------------|-----------------------------------------------------------------------------|
| Pre-Proposal Meeting (Mandatory): | May 27, 2026, 11:00am<br>1200 E. Indian Trail Aurora, IL 60504 (Main Lobby) |
| Question Submission Deadline:     | May 29, 2026, 11:00am                                                       |
| Question Response Deadline:       | June 3, 2026, 11:00am                                                       |
| Response Submission Deadline:     | June 10, 2026, 11:00am                                                      |

1.3. ACCEPTANCE OF BID PROPOSALS

a. Bidders intending to respond to this Invitation to Bid (ITB) must register for a free account through the City of Aurora’s electronic procurement system, [OpenGov Procurement Portal](#). Registration is required to establish a communication link with the City and to access solicitation documents. It is the sole responsibility of each Bidder to monitor the City’s e-Procurement System for the issuance of addenda or other solicitation-related information. Addenda notifications will be electronically transmitted to all registered plan holders. Failure of any Bidder to receive or acknowledge an addendum shall not relieve the Bidder of any obligation under its submitted bid. All addenda issued shall become part of the Contract Documents. **Paper submissions will not be accepted.**

b. Bids must be submitted electronically through the City’s e-Procurement System no later than the date and time specified in the solicitation. The official time for submission deadline purposes shall be the time displayed within the City’s e-Procurement System. Late submissions will not be accepted under any circumstances, including delays resulting from internet connectivity issues, technical difficulties, or user error. Bidders are strongly encouraged to submit responses well in advance of the deadline. All bids must include all required forms, certifications, affidavits, and addendum acknowledgments in order to be considered responsive.

c. Bids shall be submitted electronically using the forms and format provided within the City’s e-Procurement System. Failure to provide all required information, documentation, certifications, or acknowledgments may result in the bid being deemed non-responsive. Bids may be modified or withdrawn through the City’s e-Procurement System at any time prior to the submission deadline. Each submission shall include the Bidder’s legal business name and complete business address and shall be executed by an individual authorized to legally bind the Bidder.

d. The City of Aurora reserves the right to reject any or all bids, in whole or in part; waive minor informalities, technicalities, or irregularities; request clarification of bid information; and disregard any bid determined to be non-responsive, incomplete, conditional, or otherwise non-compliant with the requirements of this ITB. Unless otherwise specified, bids shall remain firm and irrevocable for a period of ninety (90) calendar days following the bid opening date. The City reserves the right to cancel this solicitation at any time without liability for any costs incurred by Bidders in the preparation or submission of bids. All costs associated with bid preparation and submission shall be borne solely by the Bidder.

e. Award shall be made to the lowest responsive and responsible Bidder whose bid conforms to the requirements of this ITB and is determined to be in the best interest of the City. In determining bidder responsibility, the City may consider factors including, but not limited to:

- Demonstrated experience and technical capability
- Availability of personnel, equipment, and resources
- Financial capacity
- Past performance on similar projects
- Ability to meet project schedule requirements
- Record of compliance with applicable laws, regulations, and contractual obligations

The City reserves the right to conduct such investigations as it deems necessary to evaluate the qualifications and responsibility of any Bidder. Bidders shall promptly furnish any information requested for this purpose.

#### 1.4. RECEIPT OF BID PROPOSALS

1. **Bids must be submitted electronically**, up to, but no later than the designated date and time as specified via the City's E Procurement System, OpenGov. It is the sole responsibility of the Bidder to see that their Bid Proposal is received in the proper time.
2. **Bids must be submitted electronically via the City's E Procurement System. There will be no exceptions!**

#### 1.5. WITHDRAWAL OF BID PROPOSALS

Bids may be withdrawn or revised electronically through the City's e-Procurement System at any time prior to the submission deadline. To revise a submitted bid, the Bidder must withdraw ("un-submit") the original submission and resubmit the revised bid prior to the deadline for receipt of bids.

Bidders are solely responsible for ensuring the accuracy and completeness of their submissions prior to final submission. Negligence in the preparation of a bid shall not confer any right to withdraw or modify the bid after the bid opening.

No bid may be withdrawn after bid opening without the written approval of the Director of Purchasing. Requests for withdrawal shall be submitted in writing and signed by an individual authorized to bind the Bidder.

Bids received after the specified deadline will not be opened or considered.

#### 1.6. BID DEPOSIT

Each Bidder shall deposit with Bid a Bid guarantee consisting of a bank draft, Bid bond, cashier's check, or certified check drawn on a good and solvent National or State Bank and payable to the order of the City, in an amount not less than ten percent (10%) of the total amount of the Bid submitted, as a

guaranty that in case the Bidder's Bid is accepted, the Bidder shall within one day after the date of such acceptance and notification thereof, deliver to the City a contract signed and executed by the Bidder, proper insurance certificates and a Performance and Payment Bond in one hundred percent (100%) of the contract sum furnished by a responsible bonding company acceptable to and written upon forms prepared or approved by the City as security for payment of labor and materials and for the faithful performance of the contract and compliance with the provisions of law relating to the payment of prevailing rate of wages. **Bid Deposit MUST be uploaded electronically with submission through the City's E Procurement System, OpenGov.** Upon notification from the City, Bidder's must deliver ORIGINAL Bid Deposit within three (3) business days. All Bid deposits will be retained by the City until a Bid award is made, at which time the Bid deposit will be promptly returned to the unsuccessful Bidders. The Bid deposit of the successful Bidder will be retained until the equipment, goods or services have been received or completed and found to be in compliance with the specifications. Performance by the Bidder shall not be considered complete, until final inspection and acceptance by the City of the Bidder's Work. Final inspection shall occur within 30 days after the actual completion of the Work. Execution of the contract is contingent upon receipt of an acceptable Performance and Payment Bond and any required certificates of insurance. Upon failure to meet the requirements of this paragraph, the Bidder shall forfeit the amount deposited as liquidated damages and no mistakes or errors on the part of the Bidder shall excuse the Bidder or entitle him to a return of the aforementioned amount.

### 1.7. AWARD

It is the intent of the City to award the bid to the lowest responsive and responsible bidder meeting the specifications. Award will be based on factors including, but not limited to: (a) compliance with all terms and requirements of the bid specifications; (b) price; (c) qualifications of the bidder, including past performance, financial responsibility, reputation, experience, service capabilities, and facilities; (d) delivery or completion schedule; (e) product quality, workmanship, and compliance with specifications; (f) maintenance costs and warranty provisions; and (g) residual or salvage value, where applicable.

Any bid that modifies, limits, restricts, or conditions the requirements of the bid documents shall be considered a conditional or qualified bid and will not be accepted. The City reserves the right to delete any item from the bid.

### 1.8. PRICES

The price quoted for each item is the full purchase price, including delivery to destination and includes all transportation and handling charges, premiums on bonds, material or service costs and all other overhead charges of every kind and nature. Unless otherwise specified, prices shall remain firm for the duration of the purchase.

Unit prices shall not include any local, state or federal taxes. In case of mistake in extension of price, unit price shall govern.

### 1.9. DISCOUNTS

Prices quoted must be net after deducting all trade and quantity discounts. Where cash discounts for prompt payment are offered, the discount period shall begin with the date of receipt of a correct invoice or receipt or final acceptance of goods, whichever is later.

### 1.10. TAXES

The City of Aurora is exempt, by law, from paying State and City Retailer's Occupation Tax, State Service Occupation Tax, State Use Tax and Federal Excise Tax (per Illinois Revised Statutes, Chapter 120, Paragraph 44) upon City works and purchases. The City of Aurora's Sales Tax Exemption Number is E9996-0842-07.

### 1.11. INTERPRETATION OR CORRECTION OF BIDDING DOCUMENTS

Bidders shall promptly notify the City of any ambiguity, inconsistency of error which they may discover upon examination of the bidding documents. Interpretations, corrections and changes will be made by addendum. Each bidder shall ascertain prior to submitting a bid that all addenda have been received and acknowledged in the bid.

### 1.12. SIGNATURES

Bid Proposals must be signed by the Bidder with his/her usual signature. Bid Proposals by partnerships must be signed with the partnership name by all members of the partnership, or an authorized representative, followed by the signature and title of the person signing. Bid Proposals by corporations must be signed with the name of the corporation, followed by the signature and title of the person authorized to bind it in the matter.

When a corporation submits a Bid Proposal, its agent must present legal evidence that he has lawful authority to sign said Bid Proposal and that the corporation has a legal existence. In the event that any corporation organized and doing business under the laws of any foreign state is the successful Bidder, such corporation must present evidence before any Bid is executed that it is authorized to do business in the State of Illinois. Bidders by corporations must be executed in the corporate name by the President or a Vice President (or other corporate officer accompanied by evidence of authority to sign), and the signature must be attested by the Secretary or an Assistant Secretary, along with the corporate seal. The corporate address and state of incorporation must be shown below the signature. Bid Proposals by partnerships must be executed in the partnership name and signed by a partner whose title must appear under the signature, and the official address of the partnership must be shown below the signature. Any corrections to entries made on the Bid Proposal forms shall be initialed by the person signing the Bid Proposal. When requested by the City, satisfactory evidence of the authority of any signature on behalf of the Bidder shall be furnished.

### 1.13. DEMONSTRATIONS

The City reserves the right to require any Bidder to demonstrate the proposed item(s) when, in the City's judgment, such demonstration is necessary to evaluate operational performance, functionality, or compliance with specifications. Demonstrations shall be conducted at a time and location mutually agreed upon by the Bidder and designated City representatives.

### 1.14. REFERENCES

Bidders shall provide references for comparable projects completed for public and/or private sector clients. Reference information shall include the client or agency name, contact person, telephone number, project description, and date of project completion.

As a condition of contract award, the City reserves the right to conduct background investigations of the Bidder's principals and any employees or subcontractors assigned to perform work under this contract. The Bidder shall cooperate fully with City personnel and provide all information reasonably requested to facilitate such investigation.

Based upon the results of such investigation, the City reserves the right to determine bidder responsibility, reject any bid, disqualify any Bidder, or terminate any contract award if deemed to be in the best interest of the City.

### 1.15. ELIGIBILITY

The Bidder certifies, by submission of its bid, that it is not barred from bidding or contracting with the City pursuant to Article 33E of the Illinois Criminal Code of 2012, as amended (720 ILCS 5/33E-1 et seq.).

### 1.16. DATA

Bidders shall submit complete manufacturer product literature, technical specifications, performance data, and supporting documentation for all proposed rooftop units, accessories, controls, and related materials to demonstrate compliance with the requirements of this Invitation to Bid.

### 1.17. QUESTIONS

Bidders shall submit all inquiries, including requests for alternates or substitutions regarding this bid, up to, but **no later than the designated date and time as specified via the City's E Procurement System, OpenGov**. All answers to inquiries will be posted on the City's E Procurement System. Bidders may also click "Follow" on this bid to receive an email notification when answers are posted.

**No questions will be accepted or answered verbally.**

**No questions will be accepted or answered after the cut-off date/time.**

**It is the responsibility of the interested bidder to ensure they have received addenda, if any issued.**

## EXECUTIVE SUMMARY

ITB No. 26-028

Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

---

### 1.18. Illinois Freedom of Information Act

#### **Illinois Freedom of Information Act.**

The Bidder acknowledges the requirements of the Illinois Freedom of Information Act ("FOIA"), 5 ILCS 140/1 et seq., and agrees to cooperate fully with the City of Aurora in responding to requests for public records, as defined in Section 2(c) of FOIA, that are in the Bidder's possession or control and directly related to this solicitation or any resulting contract.

Upon request by the City, the Bidder shall provide such records within two (2) business days, or within such other timeframe as may be required to permit the City to comply with applicable law.

The Bidder further agrees to indemnify and hold harmless the City of Aurora, its officers, employees, and agents from and against any claims, damages, penalties, losses, costs, and expenses, including reasonable attorney's fees and court costs, arising from the Bidder's failure to timely provide records as required under this provision.

## SOLICITATION STATUS HISTORY

| Date                  | Changed To   | Changed By        |
|-----------------------|--------------|-------------------|
| Mar 3, 2026 11:02 AM  | Draft        | Cassandra Karsten |
| May 11, 2026 10:38 AM | Review       | Daseon Evans      |
| May 18, 2026 9:55 AM  | Final        | Daseon Evans      |
| May 18, 2026 9:55 AM  | Post Pending | Daseon Evans      |
| May 18, 2026 9:55 AM  | Open         | Daseon Evans      |
| Jun 10, 2026 11:00 AM | Pending      | OpenGov Bot       |
| Jun 11, 2026 3:42 PM  | Evaluation   | Daseon Evans      |

## PROPOSALS RECEIVED

| Status    | Vendor                                          | Contact Info                                          | Submission Date       |
|-----------|-------------------------------------------------|-------------------------------------------------------|-----------------------|
| Submitted | Anchor Mechanical, Inc.                         | Bill Kuduk<br>bkuduk@anchormechanical.com             | Jun 10, 2026 10:59 AM |
| Submitted | Artlip and Sons, Inc.                           | Bob Kacys<br>bobk@artlipandsons.com<br>(630) 896-1560 | Jun 10, 2026 10:28 AM |
| No Bid    | Mechanical Inc dba Helm Mechanical/Helm Service | Jennifer Hopkins<br>jhopkins@mechinc.com              | Jun 8, 2026 3:52 PM   |
| Submitted | US EAASY HOLDCO LLC                             | Jon Bratko<br>jon.bratko@enfrasolutions.com           | Jun 10, 2026 10:28 AM |
| No Bid    | Western States Envelope and Label               | Donna Rosenbergh<br>donna.rosenbergh@wsel.com         | May 18, 2026 4:03 PM  |

## EXECUTIVE SUMMARY

ITB No. 26-028

Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

| Status       | Vendor                              | Contact Info                                             | Submission Date       |
|--------------|-------------------------------------|----------------------------------------------------------|-----------------------|
| Disqualified | Ampol Group International Inc.      | Peter Shultz<br>peter.shultz@ampolgroup.com              | Jun 10, 2026 10:37 AM |
| Disqualified | Maxson Heating and Air Conditioning | Jessica Sanchez<br>maxsonusa@gmail.com<br>(630) 649-4150 | Jun 10, 2026 10:23 AM |

## VENDOR QUESTIONNAIRE PASS/FAIL

| Question Title                                   | Anchor Mechanical, Inc. | Artlip and Sons, Inc. | US EAASY HOLDCO LLC |
|--------------------------------------------------|-------------------------|-----------------------|---------------------|
| Bid Deposit                                      | Pass                    | Pass                  | Pass                |
| Lead Time for Equipment                          | Pass                    | Pass                  | Pass                |
| Start Date                                       | Pass                    | Pass                  | Pass                |
| Estimated Project Length                         | Pass                    | Pass                  | Pass                |
| Warranty of Labor                                | Pass                    | Pass                  | Pass                |
| Manufacture's Warranty                           | Pass                    | Pass                  | Pass                |
| Contact Information                              | Pass                    | Pass                  | Pass                |
| References                                       | Pass                    | Pass                  | Pass                |
| Sub-Contractor List                              | Pass                    | Pass                  | Pass                |
| Eligibility                                      | Pass                    | Pass                  | Pass                |
| Bidder's Tax Certification                       | Pass                    | Pass                  | Pass                |
| Bidder's Certification                           | Pass                    | Pass                  | Pass                |
| Apprenticeship or Training Program Certification | Pass                    | Pass                  | Pass                |
| Union/Apprenticeship Requested Documentation     | Pass                    | Fail                  | Fail                |
| Local Vendor Preference Application              | Pass                    | Pass                  | Pass                |
| Standard City of Aurora Contract                 | Pass                    | Pass                  | Fail                |
| Certificate Of Insurance (COI)                   | Pass                    | Pass                  | Pass                |
| Additional Information                           | No Response             | No Response           | Pass                |

## PRICING RESPONSES

## UNIT COST

## EXECUTIVE SUMMARY

ITB No. 26-028

Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

| Unit Cost                          |                        |                 | Anchor Mechanical, Inc. | Artlip and Sons, Inc. | US EAASY HOLDCO LLC |
|------------------------------------|------------------------|-----------------|-------------------------|-----------------------|---------------------|
| Aurora Police Department TAS Units | Description            | Unit of Measure | Unit Cost               | Unit Cost             | Unit Cost           |
| 1                                  | Replacement for Unit 3 | Each            | \$115,079.00            | \$92,700.00           | \$77,085.00         |
| 2                                  | Replacement for Unit 4 | Each            | \$110,079.00            | \$92,700.00           | \$129,085.00        |
| 3                                  | Replacement for Unit 5 | Each            | \$110,079.00            | \$110,730.00          | \$89,085.00         |
| Total                              |                        |                 | \$335,237.00            | \$296,130.00          | \$295,255.00        |

TABLE 2

|           |                                                  |          |                 | Anchor Mechanical, Inc. |             | Artlip and Sons, Inc. |            | US EAASY HOLDCO LLC |            |
|-----------|--------------------------------------------------|----------|-----------------|-------------------------|-------------|-----------------------|------------|---------------------|------------|
| Line Item | Description                                      | Quantity | Unit of Measure | Unit Cost               | Total       | Unit Cost             | Total      | Unit Cost           | Total      |
| 1         | Troubleshoot Communication Issue for Units 1 & 3 | 1        | Each            | \$10,000.00             | \$10,000.00 | \$1,300.00            | \$1,300.00 | \$5,885.00          | \$5,885.00 |
| Total     |                                                  |          |                 |                         | \$10,000.00 |                       | \$1,300.00 |                     | \$5,885.00 |

## QUESTIONS AND ANSWERS

### Approved, Unanswered Questions

### Approved, Answers Provided

#### 1. No subject

Jun 2, 2026 8:24 AM

**Question:** Do you have to be union to participate?

Jun 2, 2026 8:24 AM

**Answered by Daseon Evans:** The City of Aurora has a responsible bidder ordinance that requires the bidder for this project must provide proof that they participate in an approved apprenticeship and training program approved and registered with the US Department of Labor, Office of Apprenticeship. The vendor submission must include the certificates and a current letter (within the last 6 months) from the certificate holder indicating the bidder may use the certificate to meet this requirement. Sample letters are attached in the vendor submission section.

Jun 2, 2026 8:25 AM

2. No subject

*Jun 2, 2026 8:25 AM*

**Question:** Where do we add the cost to trouble shoot the communication issue with units 1 and 3?

*Jun 2, 2026 8:25 AM*

**Answered by Daseon Evans:** A line item has been added to the pricing table for this estimated cost.

*Jun 2, 2026 8:29 AM*

3. No subject

*Jun 2, 2026 8:29 AM*

**Question:** Can we get a copy of the sign in sheets?

*Jun 2, 2026 8:29 AM*

**Answered by Daseon Evans:** Site Visit Sign in Sheet is attached

*Jun 2, 2026 8:36 AM*

ADDENDA & NOTICES

ADDENDA ISSUED:

**Addendum #1**

*Jun 2, 2026 8:37 AM*

Please use the [See What Changed](#) link to view all the changes made by this addendum.

**Addendum #2**

*Jun 2, 2026 9:09 AM*

Please use the [See What Changed](#) link to view all the changes made by this addendum.

ADDENDA ACKNOWLEDGEMENTS:

Addendum #1

| Proposal                | Confirmed | Confirmed At          | Confirmed By |
|-------------------------|-----------|-----------------------|--------------|
| Artlip and Sons, Inc.   | X         | Jun 8, 2026 12:33 PM  | Bob Kacys    |
| US EAASY HOLDCO LLC     | X         | Jun 9, 2026 10:20 PM  | Jon Bratko   |
| Anchor Mechanical, Inc. | X         | Jun 10, 2026 10:49 AM | Bill Kuduk   |

Addendum #2

| Proposal | Confirmed | Confirmed At | Confirmed By |
|----------|-----------|--------------|--------------|
|----------|-----------|--------------|--------------|

## EXECUTIVE SUMMARY

ITB No. 26-028

## Replacement of Three (3) Rooftop Units - Aurora Police Department Headquarters

|                         |   |                       |            |
|-------------------------|---|-----------------------|------------|
| Artlip and Sons, Inc.   | X | Jun 8, 2026 12:33 PM  | Bob Kacys  |
| US EAASY HOLDCO LLC     | X | Jun 9, 2026 10:20 PM  | Jon Bratko |
| Anchor Mechanical, Inc. | X | Jun 10, 2026 10:49 AM | Bill Kuduk |

## NOTICES ISSUED:

*No Notices issued.*

## EVALUATION

## SELECTED VENDOR TOTALS

| Vendor                  | Total        |
|-------------------------|--------------|
| Artlip and Sons, Inc.   | \$297,430.00 |
| US EAASY HOLDCO LLC     | \$301,140.00 |
| Anchor Mechanical, Inc. | \$345,237.00 |

## UNIT COST

| Unit Cost |                                    |                        |                 | Anchor Mechanical, Inc. | Artlip and Sons, Inc. | US EAASY HOLDCO LLC |
|-----------|------------------------------------|------------------------|-----------------|-------------------------|-----------------------|---------------------|
| Selected  | Aurora Police Department TAS Units | Description            | Unit of Measure | Unit Cost               | Unit Cost             | Unit Cost           |
| X         | 1                                  | Replacement for Unit 3 | Each            | \$115,079.00            | \$92,700.00           | \$77,085.00         |
| X         | 2                                  | Replacement for Unit 4 | Each            | \$110,079.00            | \$92,700.00           | \$129,085.00        |
| X         | 3                                  | Replacement for Unit 5 | Each            | \$110,079.00            | \$110,730.00          | \$89,085.00         |
| Total     |                                    |                        |                 | \$335,237.00            | \$296,130.00          | \$295,255.00        |

TABLE 2

|          |           |                                                  |          |                 | Anchor Mechanical, Inc. |             | Artlip and Sons, Inc. |            | US EAASY HOLDCO LLC |            |
|----------|-----------|--------------------------------------------------|----------|-----------------|-------------------------|-------------|-----------------------|------------|---------------------|------------|
| Selected | Line Item | Description                                      | Quantity | Unit of Measure | Unit Cost               | Total       | Unit Cost             | Total      | Unit Cost           | Total      |
| X        | 1         | Troubleshoot Communication Issue for Units 1 & 3 | 1        | Each            | \$10,000.00             | \$10,000.00 | \$1,300.00            | \$1,300.00 | \$5,885.00          | \$5,885.00 |
| Total    |           |                                                  |          |                 |                         | \$10,000.00 |                       | \$1,300.00 |                     | \$5,885.00 |