



Oak Park Elementary School District 97

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TO: Dr. Albert G. Roberts, Superintendent of Schools

FROM: Therese M. O'Neill, Asst. Supt. Finance & Operations
Norman Lane, Director of Buildings & Grounds

SUBJECT: Abestos Abatement Bid - Summer 2011

DATE: April 12, 2011

Over the past two summers, the District has utilized the services of Environ International for much of its asbestos consulting work. In anticipation of this summer's work, Environ presented the District with a proposal to do all work for \$29,400 which is above the necessary bid threshold of \$25,000. When apprised of this, Environ agreed to reduce its proposal to \$24,600; however, the Administration felt it was appropriate to go out to bid anyway.

Therefore, the attached bid notice was published in the Oak Leaves on March 17, 2011, calling for a bid opening on March 29, 2011 and a mandatory pre-bid meeting on March 22, 2011, at which time eleven prospective vendors attended. Attached is a list of vendors invited to bid as well as the bid summary for the five bids received on March 29, 2011.

Given that Carnow, Conibear & Associates would be a first time vendor for the District, the Maintenance Supervisor, Don Vacca, contacted three school districts who had previously used this firm (Aurora, Crystal Lake and Freeport) and spoke with a Buildings & Grounds representative and, in all three instances, Carnow, Conibear & Associates was highly recommended for the quality of their work and the professionalism of its firm.

The Assistant Superintendent for Finance & Operations contacted the District's architectural firm, DLA Architects, Ltd. to further determine the viability of Carnow, Conibear & Associates; however, they had no experience with them. So, she then contacted three other sources (two other architectural firms with whom she has had prior experience and her former Director of Buildings & Grounds in Evanston). The firm name sounded familiar to her and indeed Evanston District 65 utilized this firm in previous asbestos and environmental work. All three sources recognized that this firm has been around for a long time, has a reputation for good work and supported what the three contacted school districts reported.

Therefore, it is the recommendation of both the Director of Buildings & Grounds and me to award a contract to Carnow, Conibear & Associates, in the total amount of \$15,875 for the asbestos abatement work associated with the summer 2011 Capital Projects.

tmo

Attachments (3)