



Date: March 3, 2025  
To: Dr. Jennifer Norrell, Superintendent of Schools  
East Aurora School District 131 Board of Education  
From: Ashraf Kawash, Director of Buildings and Grounds  
Subject: Waldo Middle School Elevator Update

**Information:**

Proposal Summary for 2025 Waldo elevator replacement.

**Justification:**

Waldo elevator has had several issues over the past few years requiring service. The District would like to replace or modernize the elevator given its age.

On December 17, 2024, bids were received for the EASD 131 –2025 Waldo Elevator Replacement project. The bids received did not align with the estimated project budget by a significant amount due to the complex logistics required to modify the existing elevator shaft. Please refer to the attached bid results for reference. A decision was made by East Aurora School District’s administrative team to pivot to an elevator Modernization in lieu of full replacement to remedy the current elevator operational issues. Cordogan Clark assisted in a request for proposal (RFP) to reputable elevator companies for pricing to fulfill the modernization scope within the summer construction window. (6) Companies were invited to submit a proposal, and two (2) proposals were received.

**Board Policy:**

Pursuant to Board Policy 4:60, Supplies, materials, or work involving an expenditure in excess of \$25,000 must comply with the State law bidding procedure, 105 ILCS 5/10-20.21, unless specifically exempted.

**Strategic Plan:**

This recommendation supports Strategic Goal #2, Operational Excellence that states the following: *East Aurora School District 131 will align and utilize systems and resources that promote operational excellence, efficiency, and fiscal accountability.*

**Supporting Data:**

Proposal Summary and architect recommendation are attached.

**Recommendation:**

It is recommended that the Board of Education award Total Elevator Services in the amount of \$133,233.13

**Timeline for Decision**

March 17, 2025

February 27, 2025

Dr. Jennifer Norrell, Superintendent  
East Aurora School District #131  
310 Seminary Avenue  
Aurora, IL 60505

**Re: EASD 131 –2025 Waldo Elevator Modernization Project  
Proposal Summary & Recommendations  
CCA Project #24-1030**

Dear Dr. Norrell:

On December 17, 2024, bids were received for the EASD 131 –2025 Waldo Elevator Replacement project. The bids received did not align with the estimated project budget by a significant amount due to the complex logistics required to modify the existing elevator shaft. Please refer to the attached bid results for reference. A decision was made by East Aurora School District’s administrative team to pivot to an elevator *Modernization* in lieu of full replacement to remedy the current elevator operational issues. Cordogan Clark assisted in a request for proposal (RFP) to reputable elevator companies for pricing to fulfill the modernization scope within the summer construction window. (6) Companies were invited to submit a proposal, and two (2) proposals were received.

The elevator modernization scope includes replacement of the existing controller, power unit, elevator car door assembly, car and hall stations, car finishes, communication cabling and camera system. The work also includes sealing of the existing jack, testing, permits and inspections. This type of work is very common for upgrades to existing elevators to bring long-lasting functionality to the facilities they serve. After reviewing the proposals received, we are recommending the award to Total Elevator Services, who, in our opinion, has provided a complete proposal at a fair value to the School District. Below is a summary along with our recommendations for use at the March 17th, 2025, Board Meeting for direction with award of the project. Copies of the proposals received have also been attached for reference.

Waldo Elevator Modernization Proposal Summary		
Contractor	Proposal Amount	Recommendation
Anderson Elevator Co.	\$168,000.00	
Total Elevator Service	\$133,233.13	Recommended for Award



Total Elevator Service's proposal is in line with the original estimate for this project that was presented to B&G group. Total Elevator Service has successfully completed elevator repair work for the District in the past. To ensure expediency with the project schedule and correct the Aurora Fire Department's required fixes to the existing elevator by the start of the 2025-2026 school year, we recommend the Board of Education approve the award of the above listed proposal.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael Perez'.

Michael Perez  
Cordogan, Clark & Associates, Inc.



## **Total Elevator Service**

10107 Clow Creek Dr.  
Plainfield, IL 60585  
Tel: (630) 791-9553



DATE: February 25, 2025

FOR: **Aurora School District 131**  
Waldo Middle School  
56 Jackson St.  
Aurora, Illinois. 60506

ATTN: Presli Huitron

### **DESCRIPTION OF WORK:**

This outlines the proposed modernization work for the elevator at Waldo Middle School.

#### **1. Machine Room and Pit:**

- Remove existing power unit, controller, and disconnects.
- Thoroughly clean and apply epoxy coating to the machine room and pit floors.
- Reseal the existing jack, install new valve fittings and shut-off valve in the pit.
- Inspect piping, replace any needed Victaulic fittings, clean and paint pipes as needed.

#### **2. Elevator Car and Fixtures:**

- Retain and inspect the existing cab, platform, rails, sling, and pit equipment. Clean and paint these components as needed.
- Remove the existing car station, hall stations, and position indicators.
- Install a new car station with hall stations, braille tags, and signage compliant with 2019 code requirements for fire safety recall and accessibility.
- Upgrade the cab interior with new side laminate walls and polish front and rear stainless walls. Install a new island ceiling featuring Solo Beam LED fixtures.

#### **3. Electrical and Control Systems:**

- Install a new power unit and solid-state controller in the machine room.
- Coordinate with the fire protection company to connect the elevator controls to the fire system shunt trip.
- Install new traveler cable, hoist way wiring, and Cat 5 cabling for communication and camera systems.
- Verify compliance with lighting and smoke detector requirements.

- Confirm proper sizing and type of disconnects in the machine room and GFCI protection in the pit and machine room.
- Complete wiring for the controller, hoist way, Cat 5, and Wi-Fi.
- Install and wire the car top inspection station.

**4. Door System:**

- Retain existing hall entrances and doors.
- Install new car doors with a GAL MOVFR rear door operator, new GAL clutch and lock equipment, and header and tracks as required.
- Equip the front and rear doors with new 3D door detection edges.

**5. Testing and Completion:**

- Ensure the 2019 codes are met with camera system, ADA two way communication and 3D door protection.
- Conduct a thorough test run of the modernized elevator system.
- Make any necessary adjustments to ensure optimal performance.
- Perform full load test and acceptance inspection.
- Clear permit and release elevator for public use.

**WORK PERFORMED BY OTHERS:**

- Electricians required to install GFCI outlets in the pit and machine room. 48" LED fixtures in the pit and machine room, A 208v main power, and a 110v aux power heavy duty disconnects in the machine room. A 110v disconnect for the new in car camera circuit. Coordinate with the fire protection company to install a shunt trip for the fire system.
- Plumbers to ensure a working sump pump, a cover, and proper flow specs per code.
- The Fire protection company is to install proper fire panel in the machine room, smokes in the halls, shaft, pit and machine room as per 2019 code.

**ESTIMATE OF COSTS:**

• <u>Equipment/Materials:</u>	<u>\$73,233.13</u>
• <u>Labor (3 wks.):</u>	<u>\$60,000.00</u>
• <u>Total Full MOD:</u>	<u>\$133,233.13</u>

**PAYMENT TERMS:**

50% deposit required  
 40% on parts delivered  
 10% on final inspection

If you would like to proceed with this work, please sign the proposal and return to us via e-mail, and we will get this work scheduled as soon as possible.

**SUBMISSION AND MILESTONES:**

- Vendor components will be ordered upon securing the deposit, all lead times have been estimated at 8-10 weeks.
- Project completion milestones are on target as listed below;
- March 18, NTP.
- April 29, final submissions to CCA.

- May 13, Verification of all ordered materials.
- May 27, equipment delivered to site.
- June 9, contractor access.
- August 15<sup>th</sup>, scheduled completion date, inspection completed or ordered.

**IMPORTANT NOTES AND QUALIFICATIONS:**

1. Sales tax is not included in the amounts shown unless otherwise noted. If this project qualifies for exemption, the exemption certificate must be supplied prior to equipment ordering.
2. Special or additional code or site requirements must be specified in detail (and may affect price).
3. Any manufacturer’s warranty on equipment starts on the day of shipment from factory.
4. Any building issues or project requirements that were not properly disclosed or which are discovered or conveyed or changed during the course of work, or any code or inspection items needed which are not explicitly covered by this proposal, will be additional. Total Elevator Service may require additional payments prior to start or completion of work for any such items.
5. Lead times start from final drawing approvals and receipt of down payment and acceptance of proposal/contract, whichever is later.
6. Other trades’ work is not included in this estimate. “Other trades” include, but are not limited to, the following: engineering, architecture, electrical, plumbing, excavation, concrete, masonry, cutting/boring/drilling/coring, welding, carpentry, demolition, fire protection/detection, smoke/heat detection, IT/telecom, utilities, finish carpentry, flooring, roofing, painting and trim work.
7. All proposals are valid for 90 days from the date they are issued.
8. Additional work outside the scope of the proposal is at additional cost to client/buyer.
9. TES reserves the right to make adjustments to the pricing and/or to decline to provide the quoted service for any reason. Additional work outside the scope of the proposal is at additional cost to client/buyer.


**If you have any questions or feedback, please reach out to us at (630) 791-9553 or via email to jim@totalelevator.co**

**CLIENT/BUYER SIGNATURE BELOW INDICATES AGREEMENT & AUTHORIZATION TO PROCEED**

**CLIENT / BUYER:**

Accepted By: \_\_\_\_\_ *Authorized Signatory*  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Date: \_\_\_\_\_

**TOTAL ELEVATOR SERVICE:**

Offered By: Jim Crafton 2/26/2025 *Authorized Signatory*  
 Title: BUSINESS DEVELOPMENT MANAGER  
 Total Elevator Service 





**ANDERSON ELEVATOR CO.**

South West Industries, Inc.  
2801 South 19th Avenue, Broadview, IL 60155  
708/345-9710 FAX 708/345-9507

Quote Date	Quote #
2/13/2025	QUO-06284-G5S3

**MODERNIZATION PROPOSAL**

To: K D Waldo Middle School  
56 Jackson St.  
Aurora, IL 60505

**Attention:** Presi Huitron

**Re:** 56 Jackson St. Aurora, IL - Modernization

**Furnish and install labor and material to fulfill the following scope of work:**

- Furnish and install (1) one new non-proprietary microprocessor controller
- Furnish and install (1) one new submersible pumping unit
- Furnish and install car station, position indicators, hall button fixtures, directional arrows, access switches and fire service key switch with code compliant Phase I and Phase II capabilities
- Furnish and install associated piping, wiring and traveling cable
- Furnish and install hydraulic oil, oil line and oil shut offs where necessary
- Furnish and install escape hatch switch, limit switches, door lock contacts, pick up rollers, shorting bars, selector system and pit switch
- Furnish and install (2) door operators and clutch assemblies
- Furnish and install (1) car top inspection station
- Furnish and install (2) infrared 3D door detector edges
- Furnish and install hanger rollers for both hall and car doors
- Apply for and provide all necessary permits per governing code
- Customer to pay separately for permit
- Perform all necessary tests and schedule all inspections per governing code
- Provide 1 year of warranty maintenance
- Customer agrees to a maintenance contract after 1 year warranty period

**Note:**

- All general contracting work outside the elevator scope is not included in this price and the responsibility of the owner. If Anderson Elevator needs to run the elevator for GC related work, the billing rate is \$250/HR.

PRICE: \$168,000.00

TERMS: 50% down to secure material, 40% due upon mobilization, 10% due when elevator is turned over for public use



**ANDERSON ELEVATOR CO.**

South West Industries, Inc.  
2801 South 19th Avenue, Broadview, IL 60155  
708/345-9710 FAX 708/345-9507

Quote Date	Quote #
2/13/2025	QUO-06284-G5S3

**Company:** K D Waldo Middle School

**Submitted By:** Anderson Elevator Co.

**By:** \_\_\_\_\_

**By:** Zak Stamm

**Title:** \_\_\_\_\_

**Title:** Sales

**Date:** \_\_\_\_\_

**Date:** 2/13/2025





February 12, 2025

To All Qualified Professionals:

**RE: East Aurora School District 2025 Waldo Elevator Modernization**

Dear Sir/ Madam,

Cordogan Clark on behalf of East Aurora School District 131 invites your company to submit a proposal for the modernization of the existing elevator at Waldo Middle School, located at 56 Jackson Street, Aurora, IL 60505. We are seeking qualified elevator contractors to assess the current system, recommend necessary upgrades, and implement a modernization plan that ensures full functionality and compliance with all applicable safety codes and regulations.

Enclosed, you will find the Request for Proposal (RFP), which outlines the scope of work, submission requirements, and project milestones. Key proposal details are as follows:

Proposal Due Date: February 26, 2025 (by the end of the business day)

Submission: One (1) electronic copy to Presi Huitron at [phuitron@cordoganclark.com](mailto:phuitron@cordoganclark.com)

Notice to Proceed: March 18, 2025

We encourage you to review the RFP thoroughly and ensure that all required documentation is included with your submission. If you have any questions or require clarifications, please contact Presi Huitron at (630) 546-2378 or [phuitron@cordoganclark.com](mailto:phuitron@cordoganclark.com) before the submission deadline.

We appreciate your interest in this project and look forward to receiving your proposal.

Sincerely,

**Cordogan Clark**

Presi Huitron | Project Manager

[phuitron@cordoganclark.com](mailto:phuitron@cordoganclark.com)

February 12, 2025

To All Qualified Professionals:

**Subject: East Aurora School District 2025 Waldo Elevator Modernization**

Description:

The East Aurora School District 131 is seeking proposals from a select list of Elevator Companies to modernize an existing elevator that is experiencing software issues at Waldo Middle School, 56 Jackson Street, Aurora, IL 60505.

The selected contractor will be responsible for assessing the current system, determining the necessary upgrades, and implementing a solution that ensures a fully functional and code-compliant elevator. Modernization work is to commence in the summer of 2025.

**A. Scope of Services:**

1. Conduct a comprehensive evaluation of the existing elevator system to diagnose software and hardware deficiencies.
2. Familiarize yourself with the building layout and logistics for equipment delivery, removal, and installation.
3. Provide Modernization recommendations for necessary equipment and component replacements to restore full functionality.
4. Ensure all modernization work complies with applicable building codes, safety regulations, and industry standards.
5. Develop a project timeline that aligns with scheduled milestones.
6. Conduct final testing, commissioning, and training for facility personnel on the upgraded system.
7. Clearly outline any exclusions associated with the modernization.
8. Indicate whether subcontractors will be required under the elevator contractor's scope of work to complete associated work.
9. If the elevator contractor is unable to assume responsibility for subcontractors' scope, provide recommendations for qualified subcontractors and a proposed approach for their integration into the project.

B. Billing:

Cordogan Clark & Associates  
960 Ridgeway Avenue  
Aurora, IL 60506  
Attn: Richard Blair, Vice President  
[rblair@cordoganclark.com](mailto:rblair@cordoganclark.com), (630) 896.4678 x340

C. Elevator Modernization proposal to be submitted no later than **February 26, 2025**.

D. Email proposal to:

Presi Huitron  
Cordogan Clark & Associates  
[phuitron@cordoganclark.com](mailto:phuitron@cordoganclark.com)  
630-546-2378

E. Submittal Schedule:

Proposals to be submitted as follows:

Date: **February 26, 2025**, by end of business day.  
Deliver to: Presi Huitron, [phuitron@cordoganclark.com](mailto:phuitron@cordoganclark.com)  
Copies: One (1) electronic copy  
Notice to Proceed: Monday, **March 18, 2025**

Please contact Presi Huitron with any questions prior to submitting proposals.

Thank you.

Attachments;

Milestone Schedule  
Existing Drawings – For Reference Only

**End of RFP**



**MILESTONE SCHEDULE**

**East Aurora School District #131  
2025 Waldo Elevator Replacement Project (Waldo Middle School)**

February 12, 2025	RFP Issued
February 21, 2025	Last Day for Questions
<b>March 3, 2025</b>	<b>Presentation to Building and Grounds</b>
<b>March 17, 2025</b>	<b>Presentation to the Board of Education for Approval</b>
<b>March 18, 2025</b>	<b>Notice to Proceed</b>
<b>April 29, 2025</b>	<b>Final date for all submittal submissions Due to CCA</b>
<b>May 13, 2025</b>	<b>Contractor provides verification all materials have been ordered</b>
<b>May 27, 2025</b>	<b>Elevator Modernization Equipment to arrive on site. (10-12 weeks: executed contract, approved shop drawings and 50% initial payment)</b>
June 2, 2025	Assumed Last Day of 2024-2025 School Year**
<b>June 9, 2025</b>	<b>Contractor Access</b>
<b>August 15, 2025</b>	<b>Substantial Completion</b>

**Footnotes:**

1. **Significant dates are in bold**
2. Contingent upon remaining emergency days. Maximum of 5.



# EAST AURORA SCHOOL DISTRICT #131

## WALDO ELEVATOR MODERNIZATION

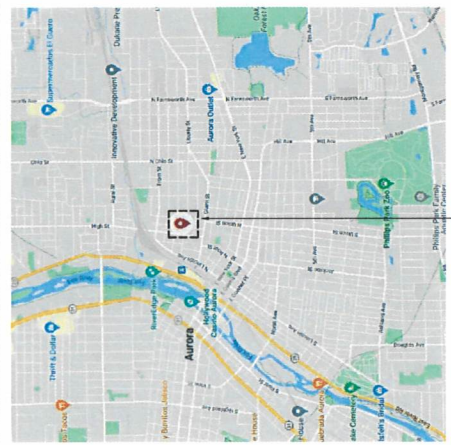
56 JACKSON ST.  
AURORA, IL 60505

**OWNER:**  
EAST AURORA SCHOOL  
DISTRICT #131  
310 SEMINARY AVENUE,  
AURORA, IL 60505  
(630) 299-2550

**CONSULTANTS:**  
**ARCHITECT:**  
CORDOGAN CLARK &  
ASSOCIATES, INC  
960 RIDGEWAY AVE AURORA, IL 60506

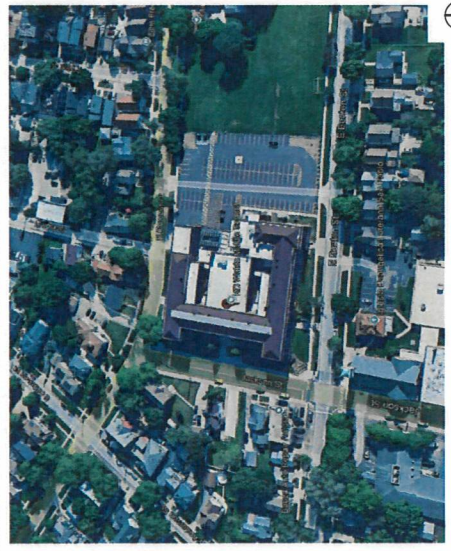
ILLINOIS LICENSE NO. 184.000.695-0007

### VICINITY MAP



PROJECT LOCATION

### LOCATION MAP



SEAL

### DRAWINGS

1 - GENERAL	COVER SHEET
2 - ARCHITECTURAL	OVERALL EXISTING FLOOR PLANS
3 - MECHANICAL/ELECTRICAL/PLUMBING	WALDO-ENHANCED EXISTING ELEVATOR FLOOR PLANS

**FOR REFERENCE ONLY**

PROJECT NO: 24-1030  
DATE: 02.12.2025



STATEMENT OF COMPLIANCE  
I have prepared, or caused to be prepared under my direct supervision, the attached plans and specifications and I am a duly licensed professional engineer in the State of Illinois. My license number is 184.000.695-0007.

ILLINOIS DESIGN FIRM REGISTRATION NO. 184.000.695-0007

DATE: 02.12.2025  
PROJECT NO: 24-1030

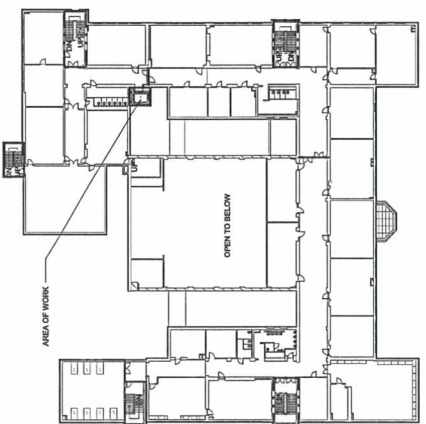


CC JOB NUMBER	24-1029
DATE	02.11.2025
REVISIONS:	
1	REVISED (1/16)
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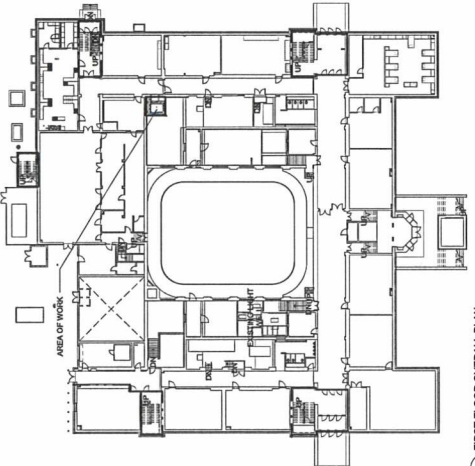
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OVERALL EXISTING FLOOR PLANS

G2.0

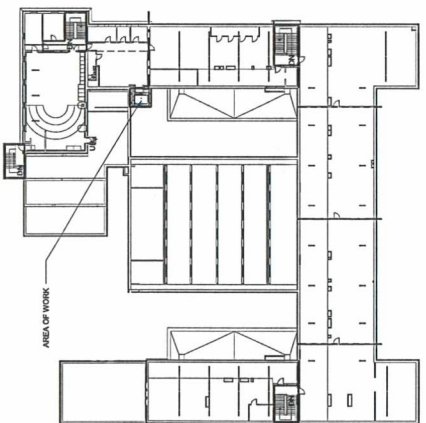
FOR REFERENCE ONLY



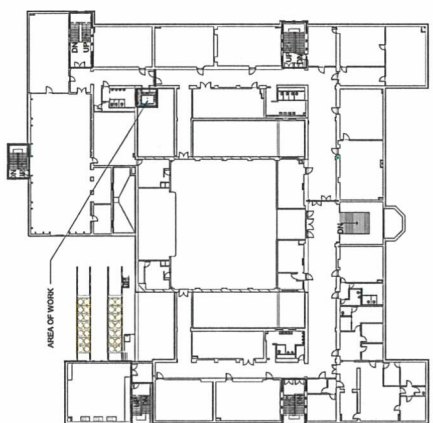
4 THIRD FLOOR OVERALL PLAN  
1/16" = 1'-0"



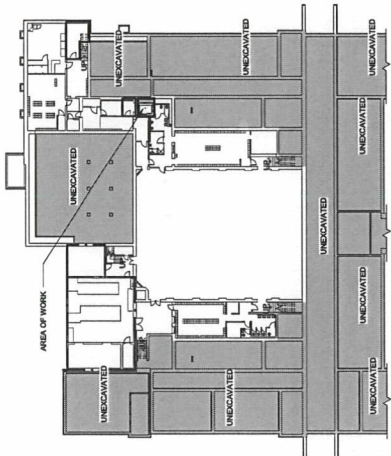
2 FIRST FLOOR OVERALL PLAN  
1/16" = 1'-0"



5 FOURTH FLOOR OVERALL PLAN  
1/16" = 1'-0"



3 SECOND FLOOR OVERALL PLAN  
1/16" = 1'-0"



1 LOWER LEVEL OVERALL PLAN  
1/16" = 1'-0"





CC JOB NUMBER	24-1020
DATE	02.12.2025
REVISIONS:	
1	Design
2	RFI
3	RFI
4	RFI
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DRAWING TITLE  
WALDO -  
ENLARGED  
EXISTING  
ELEVATOR FLOOR  
PLANS

A0.0

FOR REFERENCE ONLY



EXISTING CONDITIONS PHOTOS - THIRD FLOOR



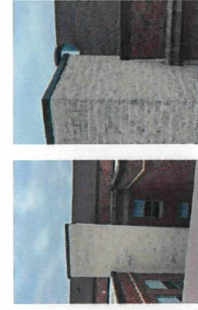
EXISTING CONDITIONS PHOTOS - LOWER LEVEL



EXISTING CONDITIONS PHOTOS - FOURTH FLOOR



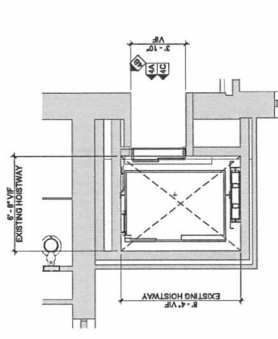
EXISTING CONDITIONS PHOTOS - FIRST FLOOR



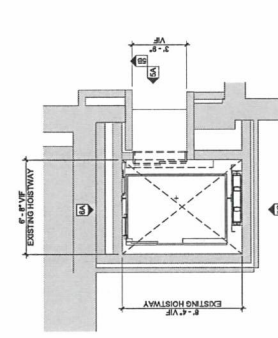
EXISTING CONDITIONS PHOTOS - SECOND FLOOR



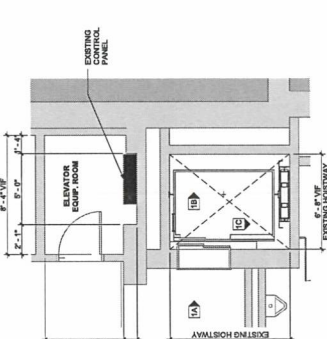
EXISTING CONDITIONS PHOTOS - SECOND FLOOR



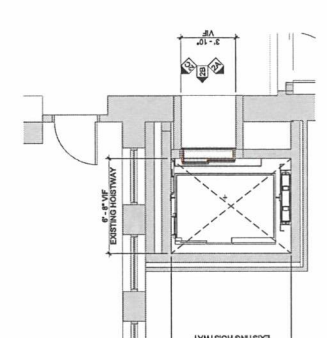
4 ENLARGED ELEVATOR DEMOLITION PLAN @ THIRD FLOOR PLAN  
1/4" = 1'-0"



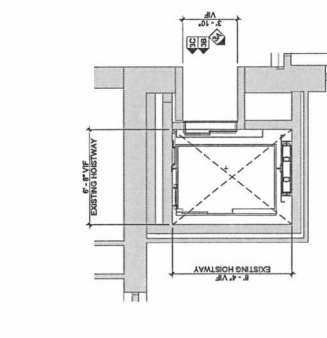
5 ENLARGED ELEVATOR DEMOLITION PLAN @ FOURTH FLOOR PLAN  
1/4" = 1'-0"



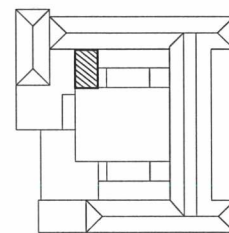
1 ENLARGED ELEVATOR DEMOLITION PLAN @ LOWER LEVEL FLOOR  
1/4" = 1'-0"



2 ENLARGED ELEVATOR DEMOLITION PLAN @ FIRST FLOOR PLAN  
1/4" = 1'-0"



3 ENLARGED ELEVATOR DEMOLITION PLAN @ SECOND FLOOR PLAN  
1/4" = 1'-0"



KEY PLAN  
North  
NTS

