



City of Grand Forks

Staff Report

Committee of the Whole - April 13, 2026

City Council - April 20, 2026

APPROVED & ACCEPTED

by City Council

04/20/2026

Maureen Storstad
Maureen Storstad
City Auditor

Agenda Item: City Project #9115 - HVAC Replacement Unit at the Public Works Facility

Submitted by: Sharon Lipsh, Public Works Director

Staff Recommended Action: Approve proposal from Custom Aire in the amount of \$115,560 for replacement of the HVAC system at the Public Works Facility Building, including any necessary budget amendment.

Committee Recommended Action: Motion by Berg, second by Lunski to move staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Council Action: Motion by Sande, second by Lunski to approve staff recommendation. Motion passed unanimously on consent agenda.

BACKGROUND:

The City of Grand Forks issued a request for proposals (RFP) for the design, supply, and installation of a turnkey HVAC system to replace an existing unit at the Public Works Facility, located at 724 N 47th Street. The current unit serves the electrician workspace and lower-level areas of the building and is no longer operational. The system is outdated, and replacement parts are increasingly difficult to obtain, making continued maintenance impractical.

ANALYSIS AND FINDINGS OF FACT:

- The proposal was advertised on March 28, 2026.
- Two proposals were received and reviewed by Public Works Staff based on price and scope of services:
 - Custom Aire: \$115,560
 - CL Linfoot: \$119,840
- The purchase will be funded from the Public Works Facility budget cash reserves.

SUPPORT MATERIALS:

- Proposals

PROPOSAL

April 8, 2026

City of Grand Forks
ATTN: Sharon Lipsh, Public Works Director

Project: 9115| Rooftop Unit Replacement (Electrician's Unit)
724 N 47th Street
Grand Forks, ND

Custom Aire, Inc. proposes to furnish and install *HVAC* complete.

INCLUDES

- Demolition
- Ductwork
- RTU
- Crane
- Gas Piping
- Condensate Piping
- Permits
- P and P Bonds
- Start-up of equipment
- Owner training

EXCLUDES:

- Electrical Wiring | *By Owner*
- Roofing | *By Others*
- Control Wiring | *By Others*
- Cutting & Patching
- Testing & Balancing
- Gas Piping to Building
- Allowances / Contingency
- Engineering
- Wage Rates

BID: \$115,560.00

ALTERNATE: UPGRADE CONTROLS: NO BID

**Installation by October 31st, 2026, dependent on equipment lead times at time of award.*

***PROPOSED PROJECT COSTS GUARANTEED UNTIL APRIL 30TH, 2026**

Sincerely,

Nathan Saye
HVAC Estimator



HVAC BID PROPOSAL

April 8, 2026

Attn: Sharon Lipsh and Dylan Snobeck

City of Grand Forks

Project: GF Public Works RTU Replacement (Electricians Area)
Grand Forks, ND

We propose to furnish all labor and materials for:

Includes:

- Demolition of Existing RTU
- Smoke and CO2 duct sensors
- New AAON Roof Top Unit, matching existing,
- New AAON Controls as Required
- Gas Piping Modifications
- Testing & Balancing New Unit Only
- Factory Start-up of Equipment
- Permit
- Crane Service
- Owner Training

Excludes:

- Landscaping/Concrete Repair

Acknowledge Addendum: NONE

Clarifications:

- New RTU matches existing unit's Brand, Model, Capacity, Approximate Weight.
- Smoke and CO2 duct sensors are included.
- New Unit includes economizer section.
- Existing Unit and equipment will be discarded.
- Existing unit's roof curb will be reused, no new roof penetrations.
- Roof loading by the new unit will be essentially unchanged as unit an in-kind, same brand replacement.
- Unit will heat/cool current zone, but new controls will need to be added with the new unit per supplier strong recommendations.
- No alternate bid will be given as new controls are required; base bid will include all new controls.



- Installation will be completed by October 31, 2026.

BASE BID: \$119,840

Alternate 1 - No Bid

Proposal is firm for 30 days only and subject to change thereafter.

Sincerely,

Baden Ripplinger
Estimator/Mechanical Engineer