City of Grand Forks Staff Report

Committee of the Whole – July 13, 2026
City Council – July 20, 2026

APPROVED & ACCEPTED
by City Council
07/20/2026
Maureen Storstad
Maureen Storstad
City Auditor

Agenda Item: City Project #9125 - HVAC Replacement Units at the Public Works Facility

Submitted by: Sharon Lipsh, Public Works Director

Staff Recommended Action: Approve proposal from CL Linfoot in the amount of $103,690 for replacement of the two HVAC systems at the Public Works Facility Building, including any necessary budget amendment.

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

Council Action: Motion by Berg, second by Fridolfs to approve on consent agenda. Motion carried unanimously.

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 two existing units at the Public Works Facility, located at 724 N 47th Street. The current units serve the conference room, locker rooms and sign shop area. The system is outdated, and replacement parts are increasingly difficult to obtain, making continued maintenance impractical.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 June 25th and July 2nd.
- Two proposals were received and reviewed by Public Works Staff based on price and scope of services:
  - Custom Aire: $127,500
  - CL Linfoot: $103,690
- The purchase will be funded from the Public Works Facility budget.

SUPPORT MATERIALS:

- Proposals
- Budget

HEATING • COOLING • ROOFING • SHEETMETAL

HVAC BID PROPOSAL

July 9, 2026

Attn: Sharon Lipsh

Grand Forks Public Works Office

Project: Project 9125 – HVAC Replacements for Public Works Facility
Grand Forks, ND

We propose to furnish all labor and materials for:

Includes:

- Demolition of Existing RTU, HRV, and related equipment
- Roof Top Units
- New HRV
- Roof Curb Adapters
- Gas Piping Modifications as required
- Condensate Piping as required
- New thermostats to Units
- Start-up of Equipment
- Owner Training
- Permits
- Crane
- Structural Engineer Review

Excludes:

- Electrical Wiring
- Roofing
- Temperature Controls
- Testing & Balancing
- Dumpsters

BASE BID – Both Rooftop Units with Thermostats and HRV Replacement: $103,690
BASE BID – Both Rooftop Units with Thermostats Only: $77,060

Alternate 1 – No Bid, Not Applicable

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

Sincerely,

Baden Ripplinger, PE
Mechanical Engineer/Project Manager

4805 DeMers Avenue • PO Box 12816 • Grand Forks, ND 58208-2816
Phone: 701.775.3961 • **Fax:** 701.775.2194

CUSTOMAIRE
Mechanical Contracting & Service

PROPOSAL

July 9, 2026

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

Project: Project 9125 HVAC Systems (Qty. 2)
724 N 47th Street
Grand Forks, ND

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

INCLUDES

- Demolition
- Ductwork
- RTUs
- ERV for RTU #2
- 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*
- Control Upgrades
- Cutting & Patching
- Testing & Balancing
- Fire Alarm Control Panel Terminations and Controls
- Allowances / Contingency
- Engineering
- Wage Rates

BID: $127,500.00

Installation by October 17th, 2026, depending on equipment lead times at time of award.

PROPOSED PROJECT COSTS GUARANTEED UNTIL AUGUST 1ST, 2026

Sincerely,

Nathan Saye
HVAC Estimator

Public Works Facility

G/L Account	Account Description	2023 Amended Budget	2023 Actual Amount	2024 Amended Budget	2024 Actual Amount	2025 Adopted Budget	2026 Adopted Budget
6104.100 460.0115	Flood Insurance	1,210.00	1,248.33	2,575.00	1,210.00	2,500.00	2,500.00
6104.100 460.0120	Fleet & Gen.Liab.Insuranc	.00	.00	1,000.00	401.00	1,000.00	1,000.00
6104.100 470.0040	Contingency	.00	.00	42,683.00	.00	50,000.00	50,000.00
	Other Operating Expenses Totals	$22,087.00	$21,189.62	$74,633.00	$23,759.74	$80,500.00	$80,500.00
Depreciation							
6104.100 850.0010	Depreciation Expense	.00	350,400.49	.00	366,006.44	.00	.00
	Depreciation Totals	$0.00	$350,400.49	$0.00	$366,006.44	$0.00	$0.00
Capital Outlay							
6104.100 650.0010	Work In Progress	.00	.00	.00	.00	.00	1,302,580.00

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Council Adopted	New HVAC on Roof	1.0000	102,580.00	102,580.00
Council Adopted	New roof on PWF	1.0000	1,200,000.00	1,200,000.00
			Council Adopted Totals	$1,302,580.00

6104.100 700.0000	Machinery & Equipment	.00	.00	118,429.00	118,429.00	.00	.00
6104.100 700.0020	Installed Mech Systems	64,395.00	52,820.15	20,000.00	8,090.44	20,000.00	20,000.00

Level	*Transaction*	*Number of Units*	*Cost Per Unit*	*Total Amount*
Council Adopted	Overhead/Walk-In Door Replacements	1.0000	20,000.00	20,000.00
			Council Adopted Totals	$20,000.00

6104.100 700.0030	Communication & Elec	.00	.00	43,036.00	43,035.50	3,500.00	3,500.00
6104.100 700.0050	Gen Equipment N.O.C.	.00	.00	29,619.00	24,196.12	10,000.00	10,000.00
	Capital Outlay Totals	$64,395.00	$52,820.15	$211,084.00	$193,751.06	$33,500.00	$1,336,080.00
Non-Current Outlay							
6104.100 996.0000	Non-Current Outlays	.00	.00	290,000.00	.00	290,000.00	.00
	Non-Current Outlay Totals	$0.00	$0.00	$290,000.00	$0.00	$290,000.00	$0.00
	EXPENSE TOTALS	$985,672.00	$1,206,478.50	$1,462,885.00	$1,467,935.35	$1,435,655.00	$2,453,834.00

Fund **6104 - Public Works Facility** Totals

REVENUE TOTALS	$1,521,092.00	$1,053,453.06	$1,392,446.00	$1,430,079.35	$2,019,159.00	$2,554,210.00
EXPENSE TOTALS	$985,672.00	$1,206,478.50	$1,462,885.00	$1,467,935.35	$1,435,655.00	$2,453,834.00