



April 11, 2017

Kelly Rajzer
Director of Parks and Recreation
Village of Romeoville, Parks and Recreation Department
900 West Romeoville Road
Romeoville, Illinois 60446

RE: Discovery Park

Dear Kelly,

After attending the bid opening on April 7, 2017 and reviewing the bids, Copenhaver Construction was the apparent low bidder. See attached bid summary.

During our review, we identified significant discrepancies with their bid as it related to earthwork in comparison to both our estimate and the next lowest bidder's estimate. We requested that they review their bid for accuracy and confirm their proposal. After their review, they identified a mathematical error and requested withdrawal of their bid (see the attached letter).

With this significant mathematical error present and their request to withdraw, we do not recommend entering into an agreement with Copenhaver Construction. The next lowest bidder was **J. Russ and Company, Inc.**

We contacted the references of **J. Russ and Company, Inc.** and asked the following questions and recorded the responses on the attached summary:

Communications

1. Were they easy to communicate with?
2. Did they initiate communications when problems arose?
3. Were they good problem solvers, did they want to be involved in the solution?
4. Did they follow standard procedures for RFIs, payout applications, etc?

Quality

1. Would you describe their work as detailed oriented?
2. Were there any quality/craftsmanship issues with their or their sub-contractors work?
3. Was any work removed and re-done due to poor quality or non-passing test results?

Budget/Schedule

1. Did they initiate a lot of change orders?
2. Was their pricing for Owner requested change orders reasonable?
3. Did they meet the project deadline? If no, why not?

Miscellaneous

1. If given the opportunity to hire or recommend them would you?

Our conclusions, after reviewing **J. Russ and Company, Inc.** bid and based on their references:

1. It appears that **J. Russ and Company, Inc.** has completed many projects that feature good quality construction.
2. It appears that **J. Russ and Company, Inc.** has good problem solving skills and is good at coordinating and communicating with all of the involved parties.
3. It appears that **J. Russ and Company, Inc.** consistently completes their work on time.

225 W. Jefferson Avenue
Naperville, Illinois 60540
630.961.1787

hitchcockdesigngroup.com



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We have reviewed the bid forms and found everything in order. **J. Russ and Company, Inc.** has produced reasonable references, and has met the bidding and experience requirements. Please advise us of your decision so we may prepare the AIA contract document and schedule the pre-construction meeting.

Sincerely,
Hitchcock Design Group

Eric Hornig
Principal

cc: Al Grzyb, Village of Romeoville, Parks and Recreation Department
Bridget Deatrick, Hitchcock Design Group