

LEGAL NOTICE CALL FOR BIDS

The Des Plaines Public Library, Des Plaines, Illinois desires sealed bids for the following:

VARIABLE FREQUENCY DRIVE REPLACEMENT

Specifications are available at <http://dppl.org/about/rfps> or in the second floor Administrative Offices of the Des Plaines Public Library, 1501 Ellinwood, Des Plaines, Illinois.

There will be a **Mandatory Pre-Bid meeting on Friday, August 14, 2015** with a building walkthrough at the Des Plaines Public Library in the Conference Room – second floor at 10:00 a.m.

All sealed bids must be in the hands of Holly Richards Sorensen, Library Director by:

Friday, August 28, 2015 10:00 a.m.

at which time they will be publicly opened and read in the Conference Room.

Holly Richards Sorensen
LIBRARY DIRECTOR

Direct questions to Roberta S. Johnson at 847-376-2816 or rjohnson@dppl.org.

INSTRUCTIONS TO BIDDERS: VARIABLE FREQUENCY DRIVES REPLACEMENT

For the Des Plaines Public Library, 1501 Ellinwood Street, Des Plaines, Illinois.

The intent of this invitation to bid is to obtain the services of a qualified contractor to remove and replace eight (8) Variable Frequency Drives on two (2) floors of the Library. These drives control a variety of HVAC-related equipment in the Library.

There will be a mandatory **Pre-Bid meeting on Friday, August 14, 2015** with a building walk-through at the Des Plaines Public Library in the Conference Room – Second Floor at 10:00 a.m. Specifications are available at *dppl.org/rfps* or in the Library's Administrative Offices, Second Floor.

Proposal to be submitted in a sealed envelope, plainly marked **Bid for Variable Frequency Drives Replacement** and in the hands of the Library Director, 1501 Ellinwood Street, Des Plaines, Illinois, 60016 **before 10:00 a.m., Friday, August 28, 2014**. Bids will be publicly opened and read at that time. Bidder, their authorized agents and interested parties are invited to be present.

GENERAL INFORMATION

The Des Plaines Public Library has the right to reject any or all bids, have pre-determined pre-qualifications and/or to waive any informality in any bid. Bid proposals may be rejected where they are incomplete or improperly executed. Contracts shall be awarded to the lowest responsible bidder or to any other bidder the Library determines will best serve the interest of the Library.

- Contractor will provide a list of at least three recent business references for projects similar in scope and size.
- Contractor will provide sufficient evidence of insurance coverage, which shall consist of either a copy of the original insurance policy or a certified statement from the insurer listing the details from the policy.
- Contractor will provide with their bid a Bid Bond, Cashier's Check, or Certified Check made payable to the Des Plaines Public Library in the amount of five (5) % of their total bid.
- All successful bidders must be in compliance with Illinois Statutes as follows:
 - PUBLIC CONTRACTS, 720 ILCS 5/33E-1, 5/33E-3, 5/33E-4, 5/33E-7, 5/33E-8 – Interference with Public Contracting – Bid Rigging and Rotating-Kickbacks-Bribery;
 - PUBLIC CONTRACTS 65 ILCS 5/11-42.1-1 Delinquent Taxpayers;
 - EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT 30 ILCS 570;

- PREVAILING WAGE ACT 820 ILCS 130;
- PUBLIC WORKS EMPLOYMENT DISCRIMINATION ACT, 775 ILCS 10/0.01;
- The ILLINOIS HUMAN RIGHTS ACT, 775 ILCS 5/1-101.

SPECIFICATIONS

Contractor to remove and replace eight (8) Variable Frequency Drives (VFDs). VFDs will be controlled by 0-10 vdc signal.

Below listed drives are located in the first floor mechanical room.

1. AHU-I / Supply Fan
2. AHU-I / Return Fan
3. Chilled Water Pump #3 West
4. Chilled Water Pump #4 East
5. Hot Water Pump #1 West
6. Hot Water Pump #2 East

Below listed drives are located in the fourth floor mechanical room.

1. AHU 2 / Supply Fan
2. AHU 2 / Return Fan

GENERAL CONDITIONS

1. Contractor will be responsible for all removal, demolition disposal and installation of Variable Frequency Drives (VFDs).
2. Contractor will state the manufacturer, type, model number, of all VFDs proposed for this project.
3. Contractor will be responsible for all required electrical work, wiring, piping, any permits required, and final inspection and verifying of proper operation of all VFDs installed.
4. Contractor will attend a mandatory pre-bid meeting and walk-thru of the first and fourth floor DPPL mechanical rooms, viewing the specified VFD locations of the new drives.
5. Contractor will be responsible for ensuring that the VFDs are compatible with the DPPL current building automation system and will consult with our building control contractor, Automated Logic Control Corporation.

6. Contractor will offer a one time, minimum of 4-hour training session for the DPPL building engineer of VFD's after final installation and will hand over all related VFD documentation.
7. Contractor will specify in writing all warranty information for labor and equipment of proposed VFDs.
8. Contractor will perform all work during normal working hours, Monday through Friday and work with the building engineer daily on progress of this project.
9. Contractor will provide an estimated time to complete the project. Project must be completed to owner's satisfaction by November 30, 2015.
10. Winning contractor will provide a firm start and end date, with detailed description of the scope of the project.
11. Contractor will keep all work areas safe for DPPL staff and workers for the duration of this project and clean up debris related to this project daily.

Please direct any questions to Roberta Johnson at 847-376-2816 or rjohnson@dppl.org.

BID FORM:
VARIABLE FREQUENCY DRIVE REPLACEMENT FOR THE DES PLAINES PUBLIC LIBRARY
BID RETURN DATE: Friday, August 28, 2015 by 10 a.m.

All of the described tasks to be performed for \$ _____

The Des Plaines Library Board of Trustees reserves the right to waive any or all technicalities and reject any or all bids. Bid proposals may be rejected where they are incomplete or improperly executed.

If accepted in writing by the Des Plaines Public Library, Illinois, this proposal shall constitute a valid agreement.

If this proposal is accepted and the undersigned shall fail to contract as aforesaid, the Des Plaines Public Library shall, at its option, determine that the bidder has abandoned this proposal, and acceptance thereof shall be null and void and the forfeiture of security accompanying this proposal shall operate and the same shall be the property of the Des Plaines Public Library as liquidated damages.

Accompanying this proposal is a Bid Bond, Cashier's Check, or Certified Check made payable to the Des Plaines Public Library in the amount of \$ _____ (5% of total bid)

Any questions regarding specifications should be addressed at the pre-bid meeting on Friday, August 14, 2015 at the Des Plaines Public Library, 1501 Ellinwood Street, Des Plaines, Illinois, in the second floor Conference Room at 10 a.m.

IF AN INDIVIDUAL:

Name of Bidder _____

Signed by _____

(Print Name Here)

Doing business as _____

Address _____

City _____ State _____ Zip _____ Telephone _____

IF A PARTNERSHIP:

Name of Firm _____

Signed by _____
(Print Name Here)

Business Address _____

City _____ State ____ Zip _____ Telephone _____

NAMES AND ADDRESSES OF PRIMARY FIRM MEMBERS:

IF A CORPORATION:

Corporate name _____

A Corporation in the State of _____

Signed by _____
(Print Name Here)

Business Address _____

City _____ State ____ Zip _____ Telephone _____

NAMES OF OFFICERS:

President: _____

Secretary: _____

Treasurer: _____

ACCEPTANCE

The foregoing bid is hereby accepted by the order of the Board of Trustees of the Des Plaines Public Library, this _____ day of _____, 2015.

Carol Kidd, Library Board Secretary

Holly Richards Sorensen, Library Director