

# Notice of Humidifier Boiler Replacement Bid (NHBRB)

Humidifier Boiler Replacement Project,  
Northbrook Public Library

**Bids Due:**

September 23, 2022 at 10:00am CST

***Late bids will not be accepted***

**Library Contact:**

Attn: Anna Amen  
Finance & Operations Manager  
Northbrook Public Library  
1201 Cedar Lane  
Northbrook, Illinois 60062  
aamen@northbrook.info  
(847) 272-6224

## **ADVERTISEMENT FOR BIDS**

Beginning on **September 9, 2022**, the Northbrook Public Library [the "Owner"] is accepting bids for the following project:

### **LIBRARY HUMIDIFIER BOILER REPLACEMENT PROJECT**

**The Project will include replacing the humidifier boiler and auxiliary components. .**

A mandatory walk through will be held on **September 14, 2022 at 11:00am CST.**

Bids are due on or before **September 23, 2022, at 10:00am CST.** at which time they will be publicly opened and read.

In sealed envelopes. The Bidder will hand deliver or mail **(2)** hard copies as well as **(2)** soft copies on **(2)** USB Flash drives that are labeled with the Bidder's name to the following below address:

Northbrook Public Library  
Attn: Anna Amen  
Administration Office  
1201 Cedar Lane  
Northbrook, IL 60062

Bids must bear the Bidder's name and address, and be clearly marked:

**"LIBRARY HUMIDIFIER BOILER REPLACEMENT PROJECT DUE 10:00 A.M September 23, 2022 ."**

Bids submitted by fax, electronic, or telephonic means will not be considered. The Owner reserves the right to reject any or all bids and to waive any irregularities.

Bidders will be required to comply with all laws, including those relating to the employment of labor, and payment of the general prevailing rate of hourly wages in the locality in which the work is to be performed for each craft or type of worker or mechanic needed to execute the contract or perform such work, including the general prevailing rate for legal holiday and overtime work, as ascertained by the Owner or by the Illinois Department of Labor for Cook County, Illinois, shall be paid for each craft or type of worker needed to execute the contract or to perform such work.

Bid specifications may be obtained beginning **September 9, 2022** by visiting the Owner's website at <https://www.northbrook.info/about/bids-proposals>.

Direct any questions to Calor Design Group, Ltd., Mario Berrones [mberrones@calordesign.com](mailto:mberrones@calordesign.com) and Javier Rodriguez, [jrodriguez@calordesign.com](mailto:jrodriguez@calordesign.com)

## SECTION I. INTRODUCTION

The Northbrook Public Library is soliciting bids from qualified, licensed and bonded contractors to replace the boiler ventilation equipment. All necessary fuel, equipment, materials, insurances, and personnel should be included in the bid.

**Anna Amen will oversee the Project for the Owner.**

Copies of this Notice Inviting Bids are available online at <http://northbrook.info/about/bids-proposals>

## SECTION II. DEFINITIONS

The following definitions shall apply to this Notice Inviting Bids and its attachments.

Term	Definition
Bidder; Contractor	Any person or company submitting a bid in response to this Notice Inviting Bids
Bid Notice	This Notice Inviting Bids for Library Humidifier Boiler Replacement Project
Successful Bidder	The bidder that is selected by the Northbrook Public Library Board of Trustees through this Notice Inviting Bid process shall supply the services specified in the Scope of Services herein

## SECTION III. TIMELINE

PUBLIC BID OPENING AT 10:00AM CST on **September 23, 2022**

Action	Date
Bid Release Date	September 7, 2022

Mandatory Walk Thru*	September 14, 2022 11:00am CST
Deadline for questions / clarifications	September 19, 2022 12:00pm CST
Answers to questions released	September 21, 2022, 12:00pm CST
Bid Submittal Deadline	September 23, 2022 10:00am CST
Successful Bidder Notification**	October 24, 2022 3:00pm CST
Contract Award**	October 28, 2022 3:00pm CST
Notice to Proceed**	October 28, 2022 3:00pm CST
Work to begin **	October 31, 2022 3:00pm CST
Substantial Completion	January 13, 2023 3:00pm CST
Final Completion	January 27, 2023 3:00pm CST

\* Only bidders who attend the mandatory walk thru shall be eligible for consideration

\*\* Dates are subject to change

## SECTION IV. INSTRUCTIONS TO BIDDERS

### A. Examination of Bid Documents

Before submitting a bid, Bidders should read this carefully and inform themselves completely of all details outlined herein. The submission of a bid shall be deemed a representation and certification by the Bidder that:

- Bidder has carefully read and fully understands the information provided by the Northbrook Public Library (“Owner”) to serve as the basis for submission of the bid;
- Bidder has the capability to successfully undertake and complete the responsibilities and obligations of the bid being submitted;
- All information contained in the bid is true and correct;
- Bidder did not, in any way, collude, conspire, or agree, directly or indirectly, with any person, firm, corporation or other Bidder in regard to the amount, terms or conditions of the bid; and

- Bidder acknowledges that the Owner has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Bidder, Bidder grants the Owner permission to make these inquiries, and Bidder shall provide any and all related documentation in a timely manner.

No request for modification of the bid shall be considered after its submission on grounds that Bidder was not fully informed to any fact or condition.

## B. Required Bid Submission Documents

As a part of their bid submission, Bidders shall submit the following documents:

Documents to Submit	Comments
Bid Pricing Form	Must be filled out completely and signed
List of Independent Contractor(s), Subcontractor(s) or Sub-consultant(s), i.e. "Other Contractor"	Must be filled out completely
Reference List	Must be filled out completely
Certificate of Bidder Eligibility	Must be filled out completely and signed and notarized
Certificate of Compliance with Illinois Drug-Free Workplace Act	Must be filled out completely and signed and notarized
Certificate Regarding Sexual Harassment Policy	Must be filled out completely and signed and notarized
Certificate Regarding Equal Employment Opportunity	Must be filled out completely and signed and notarized
Non Collusion Affidavit	Must be filled out completely and signed and notarized

Illinois Drug Free Workplace Statement	Must be filled out completely and signed
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The successful bidder agrees to sign and execute the attached **A105-2007**, as modified by Owner.

### C. Bid Cost

The Contractor must complete, sign and submit the below Bid Pricing Form with Contractor's bid. All pricing must be inclusive, and include all labor, material, and equipment necessary for all tasks listed in this Scope of Services. Provision of this information assists the Owner in determining whether the Bidder understands the project, whether the costs are fair and reasonable in light of the services to be provided, and provides Library staff with tools to negotiate the final cost.

The Contractor acknowledges that by submitting a bid, the Contractor's proposed pricing is bound for 90 days after the Bid Submittal Deadline.

### D. Bid Submittal Deadline and Location

Bids are due on or before **September 23, 2022 , at 10:00 am CST**. In sealed envelopes. The Bidder will hand deliver or mail (2) hard copies as well as (2) soft copies on (2) USB Flash drives that are labeled with the Bidder's name to the following address below:

Northbrook Public Library  
Attn: Anna Amen  
Administration Office  
1201 Cedar Lane  
Northbrook, IL 60062

Bids must bear the Bidder's name and address, and be clearly marked:

**"LIBRARY HUMIDIFIER BOILER REPLACEMENT PROJECT DUE 10:00 A.M September 23, 2022 ."**

Bids submitted by fax, electronic, or telephonic means will not be considered. Late bids will not be considered.

## E. Withdrawal of Bids

Any Bidder may withdraw his or her bid by written request, addressed to the Northbrook Public Library specified in Section XIV at any time prior to the Bid Submittal Deadline.

## F. Insurance and Bonds

The successful bidder agrees to obtain insurance and bonds as required under **Article 5 of the A105-2007**, as modified by Owner.

## G. Indemnification

In consideration of the award of the Contract and to the fullest extent permitted by law, the Contractor shall waive any right of contribution against the Owner and agrees to defend, indemnify, and hold harmless the Northbrook Public Library, and each of their respective library trustees, directors, officers, officials, employees, volunteers, and agents (collectively all of the foregoing entities and persons are referred to as the "Indemnitees") from and against from all claims, actions, damages, losses, costs and expenses incurred to third parties including but not limited to legal fees (including attorney's and paralegals' fees and court costs), arising out of or resulting from the Contractor's operations or its performance of the Work of the Contract which claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the work itself, including the loss of use therefrom or is attributable to misuse or improper use of patent, trademark or copyright protected material or otherwise protected intellectual property (ii) and, only to the extent such liabilities, damages, losses, and expenses are caused by any wrongful or negligent act or omission of the Contractor, or any subcontractor or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable. Nothing herein shall be construed to require the Contractor to indemnify any indemnitee for that indemnitee's own negligence. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which Indemnitees would otherwise have. The Contractor shall similarly defend, indemnify and hold harmless Indemnitees against and from any and all claims, actions, damages, losses, costs and expenses including but not limited to legal fees, incurred by reason of Contractors' breach of any of its obligations under, or Contractors' failure to perform the Work in accordance with any provision of the Contract. .Contractor shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions

and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Contract. The indemnification obligations under this paragraph shall not be limited to in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Worker's Compensation or Disability Acts or Employee Benefits Acts.

#### H. Taxes

The Owner is exempt from the Illinois Use Tax Act and the Retailer's Occupation Tax.

#### I. Payment

Payment terms shall be in accordance with the provisions of the Local Government Prompt Payment act, 50 ILCS 505/1 et seq. and the provisions of Article 12 of the A105-2007, as modified by Owner.

#### J. Freedom of Information Act

Contractor agrees to maintain all records and documents for projects of the Owner in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Contractor shall produce, without cost to the Owner, records which are responsive to a request received by the Owner under the Freedom of Information Act so that the Owner may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Owner and if possible, the Owner shall request an extension so as to comply with the Act. In the event that the Owner is found to have not complied with the Freedom of Information Act based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Owner harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

#### K. Prevailing Wages

To the extent that the Prevailing Wage Act applies, the Contractor shall comply therewith and pay, and require every Subcontractor to pay, the prevailing rates of wages as established by the Illinois Department of Labor for each craft or type of work needed to execute the contract in



accordance with 820 ILCS 130/.01 et seq. Contractor shall prominently post the current schedule of prevailing wages at the Contract site and shall notify immediately in writing all of its Subcontractors, of all changes in the schedule of prevailing wages. Any increases in costs to Contractor due to changes in the prevailing rate of wage during the terms of any contract shall be at the expense of Contractor and not at the expense of the Owner. Change orders shall, however, be computed using the prevailing wage rates applicable at the time the change order work is scheduled to be performed. Contractor shall be solely responsible to maintain accurate records as required by the prevailing wage statute and to obtain and furnish all such certified records to Owner as required by Statute including certified payroll or, in lieu thereof, a certified letter stating that the Contractor is exempt from the application of the Act. Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the Work and in every way defend and indemnify Owner against any claims arising under or related to the payment of wages in accordance with the Prevailing Wage Act. The Owner agrees to notify the Contractor or Subcontractor of the pendency of any such claim, demand, lien or suit. The Illinois Department of Labor publishes the prevailing wage rates on its website at <http://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>. The Contractor is advised that the Department revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Department's web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website.

The Contractor shall also: (1) insert into each subcontract and the project specifications for each subcontract, a written stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract; and (2) require each subcontractor to insert into each lower-tiered contract and the project specifications for each lower tiered subcontract, a stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract.

## SECTION V. SCOPE OF SERVICES

### OVERALL PROJECT SCOPE OF WORK:

1. REMOVE EXISTING STEAM HUMIDIFICATION BOILER, B-1, WITH, CONTROLS, SAFETY, POWER AND WATER PIPING CONNECTIONS. PREPARE THE REMAINING CONNECTIONS FOR NEW STEAM HUMIDIFICATION BOILER INSTALLATION.
2. PROVIDE NEW HARTFORD LOOP AND NEW WATER FEED, SAFETY VALVE: CODE APPROVED (P AND T) VALVE WITH DISCHARGE TO PLUMBING FLOOR DRAIN, CONNECT INTO EXISTING MAKE-UP WATER FROM CODE APPROVED BACK FLOW PREVENTER
3. CONNECT NEW UL LISTED FLUE INTO EXISTING BREECHING IN THE MECHANICAL ROOM, UPSTREAM OF THE EXISTING INLINE, INDUCTION FAN.
4. CONNECT NEW STEAM HUMIDIFICATION BOILER TO EXISTING NATURAL GAS PIPING; LPS SUPPLY MAINS AND TO EXISTING GRAVITY AND PUMPED CONDENSATE DRAIN LINES.
5. PROVIDE INSULATION ON ALL NEW AND EXISTING PIPING AND FITTINGS CONNECTED TO AND OTHERWISE SERVING THE NEW STEAM HUMIDIFICATION BOILER.
6. PROVIDE NEW POWER WIRING, CONDUIT AND SAFETY SWITCHES AS SHOWN AND REQUIRED FOR THE NEW STEAM HUMIDIFIER BOILER CONTROLS AND OTHER REQUIRED ELECTRICAL CONNECTIONS.
7. PROVIDE NEW TEMPERATURE CONTROLS AND SAFETY CONTROLS REPLACING THE EXISTING CONTROLS TO FULLY FUNCTION FOR THE NEW HUMIDIFIER BOILER.
8. RELOCATE AND REINSTALL THE ENTIRE EXISTING WATER SOFTENER AND TREATMENT SYSTEM.
9. MOUNT NEW STEAM BOILER ON A NEW REINFORCED CONCRETE PAD, FULLY REPLACING THE EXISTING CONCRETE PAD.
10. PROVIDE NEW BOILER AND RELATED EQUIPMENT CONTROLS TO BE MONITORED AND CONTROLLED BY A SINGLE COMPUTER APPLICATION AND BACNET COMMUNICATION WITH THE LIBRARY'S BUILDING AUTOMATION SYSTEM.
11. PROVIDE COMPLETE WATER TESTING, ADJUSTING AND BALANCING (TAB) REPORT FOR NEW PROJECT SYSTEMS.

### GENERAL SCOPE OF WORK:

1. WORK SHALL MEAN THE FURNISHING OF ALL LABOR, MATERIAL, EQUIPMENT AND OTHER INCIDENTALS NECESSARY OR CONVENIENT TO THE SUCCESSFUL COMPLETION OF THE IMPROVEMENTS SHOWN ON THIS SET OF PLANS. WORK SHALL ALSO INCLUDE CARRYING OUT OF ALL THE DUTIES AND OBLIGATIONS IMPOSED BY THE AGREEMENT BETWEEN THE OWNER AND THE CONTRACTOR FOR THE PROPER INSTALLATION AND ACCEPTANCE OF THE IMPROVEMENTS SHOWN ON THIS SET OF PLANS.
2. COMPLIANCE WITH LOCAL ORDINANCES ALL WORK PERFORMED UNDER THIS CONTRACT SHALL BE IN ACCORDANCE WITH THE VILLAGE OF NORTHBROOK'S AND THE NORTHBROOK PUBLIC LIBRARY'S ORDINANCES AND STANDARDS.
3. ALL WORK PERFORMED BY THE CONTRACTOR AND/OR SUBCONTRACTOR UNDER THIS CONTRACT SHALL BE GUARANTEED TO THE VILLAGE OF NORTHBROOK AND OWNER BY EACH CONTRACTOR AND SUBCONTRACTOR AND HIS SURETY FOR A PERIOD OF 12 MONTHS AFTER FINAL ACCEPTANCE OF THE WORK AGAINST ALL DEFECTS IN MATERIALS AND WORKMANSHIP OF WHATEVER NATURE.
4. EACH CONTRACTOR AND SUBCONTRACTOR SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. EACH CONTRACTOR AND SUBCONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS FOR THE SAFETY OF, AND SHALL PROVIDE THE NECESSARY PROTECTION TO PREVENT DAMAGE, INJURY OR LOSS TO:
  - A) ALL EMPLOYEES ON THE WORK AND OTHER PERSONS AND ORGANIZATIONS WHO MAY BE AFFECTED THEREBY;

- B) EACH CONTRACTOR AND SUBCONTRACTOR SHALL DESIGNATE A RESPONSIBLE REPRESENTATIVE AT THE SITE WHOSE DUTY SHALL BE THE PREVENTION OF ACCIDENTS. THIS PERSON SHALL BE THE CONTRACTOR'S SUPERINTENDENT UNLESS OTHERWISE DESIGNATED IN WRITING BY THE CONTRACTOR TO OWNER.
5. THE NORTHBROOK PUBLIC LIBRARY SHALL BE NOTIFIED BY EVERY CONTRACTOR AND SUBCONTRACTOR AT LEAST TWO WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
  6. EVERY CONTRACTOR SHALL COMPLY WITH ALL LOCAL AND STATE SAFETY LAWS, REGULATIONS AND ORDINANCES; AND FEDERAL SAFETY REGULATIONS AS OUTLINED IN THE LATEST REVISIONS OF THE FEDERAL CONSTRUCTION SAFETY STANDARDS AND WITH ALL PROVISIONS AND REGULATIONS OF THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) STANDARDS. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE FOR PROVIDING A SAFE WORKING PLACE FOR HIS EMPLOYEES. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE FOR THE SUPERVISION, DIRECTION AND CONDUCT OF THEIR EMPLOYEES, AGENTS, MATERIAL SUPPLIERS AND VENDORS.
  7. CONTRACTOR AGREES TO COMPLY WITH THE INSURANCE AND INDEMNITY REQUIREMENTS INCLUDED IN THE A105-2007, AS MODIFIED BY OWNER.
  8. ALL ITEMS THAT ARE NOT SPECIFICALLY SHOWN ON THE PLANS OR IN THE SUMMARY OF QUANTITIES BUT CAN REASONABLY BE INTERPRETED TO BE INCLUDED IN THE WORK DESCRIBED SHALL BE INCIDENTAL TO THE COST OF THE CONTRACT.
  9. FOR THE PURPOSES OF THESE SPECIFICATIONS, THE TERMS CONTRACTOR AND SUBCONTRACTOR SHALL MEAN ANY PERSON OR ENTITY THAT PROVIDES WORK FOR THE IMPROVEMENTS AS SHOWN ON THESE PLANS. THE ENGINEER, AND THE OWNER ARE NOT CONSIDERED CONTRACTORS OR SUBCONTRACTORS.

## SECTION VI. FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

### A. Form To Be Used

The form of Agreement between the Owner and Contractor shall be the attached **A105-2007**, as modified by Owner.

## SECTION VII. CONTRACT AWARD

The Owner's Board of Trustees may award a contract to the lowest responsive and responsible Bidder. Only bidders who attend the mandatory walk thru shall be eligible for consideration. Upon acceptance of a bid by the Owner's Board of Trustees to the lowest responsible bidder a notice of award will be issued within 45 days. No bid shall be withdrawn for a period of sixty (60) calendar days after the opening of bids without the consent of the Owner and all bids shall remain open and subject to acceptance during such period or until actual award of bid, or sooner.

Contract documents shall consist of the **A105-2007** as modified by Owner, this Notice of Humidifier Boiler Replacement Project Bid and all related attachments, the Successful Bidder's written bid, bonds, the Drawings, the Specifications any Supplemental Plans, Supplemental Specifications, Bulletins, all Addenda issued prior to and all modifications issued after execution of the Contract and a Purchase Order issued by the Owner's Finance Department

## **SECTION VIII. RIGHTS OF THE OWNER**

This Notice of Humidifier Boiler Replacement Project Bid does not commit the Owner to enter into a contract, nor does it obligate the Owner to pay for any costs incurred in preparation and submission of bids or in anticipation of a contract. The Owner reserves the right to:

- Make the selection based on its sole discretion;
- Reject any and all bids;
- Issue subsequent Notices Inviting Bids;
- Postpone contract start date for its own convenience;
- Remedy technical errors in the Notice of Humidifier Boiler Replacement Project Bid process;
- Approve or disapprove the use of particular sub-contractors;
- Negotiate with any, all or none of the Bidders;
- Cancel the Notice of Humidifier Boiler Replacement Project Bid and reject any and all bids when it is in the best interest of the Owner;
- Waive informalities and irregularities in the bids;
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with the Owner.

An agreement shall not be valid or binding on the Owner unless and until it is executed by authorized representatives of the Owner and of the Bidder.

## **SECTION IX. PUBLIC NATURE OF BID MATERIALS**

Responses to this Notice of Humidifier Boiler Replacement Project Bid become the exclusive property of the Owner. The Owner shall not in any way be liable or responsible for the disclosure of any such bid or portions thereof, if they are not plainly marked as "Confidential," "Trade Secret," or "Proprietary" or if disclosure is required under the Illinois Freedom of

Information Act (FOIA). Any bid which contains language purporting to render all or significant portions of the bid “Confidential,” “Trade Secret,” or “Proprietary” may be regarded as non-responsive.

## **SECTION X. COLLUSION**

By submitting a bid, each Bidder represents and warrants that its bid is genuine and not a sham or collusive or made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham bid or any other person to refrain from submitting a bid; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a bid.

## **SECTION XI. FAIR DEALING / CONFLICT OF INTEREST**

The Bidder warrants that no gratuities, in the form of entertainment, gifts or otherwise, were, or shall be offered or given by the Bidder, or any agent or representative of the Bidder to any officer or employee of the VILLAGE with a view toward securing a recommendation of award or subsequent contract or for securing more favorable treatment with respect to making a recommendation of award.

The Bidder warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under the contract resulting from this Notice of Humidifier Boiler Replacement Project Bid. The Bidder also warrants that, to the best of its knowledge, no officer, agent or employee of the Owner who shall participate in any decision relating to this Notice of Humidifier Boiler Replacement Project Bid and the resulting contract, currently has, or shall have in the future, a personal or pecuniary interest in the Bidder’s business.

## **SECTION XII. NON-CONFORMING BID**

A bid shall be prepared and submitted in accordance with the provisions of these Notice of Humidifier Boiler Replacement Project Bid instructions and specifications. Any alteration, omission, addition, variance, or limitation of, from or to a bid may be sufficient grounds for non-acceptance of the bid, at the sole discretion of the Owner.

## SECTION XIII. QUESTIONS REGARDING THE NOTICE OF HUMIDIFIER BOILER REPLACEMENTPROJECT BID

Should discrepancies or omissions be found in this Notice of Humidifier Boiler Replacement Project Bid or should there be a need to clarify this Notice of Humidifier Boiler Replacement Project Bid, questions regarding this Notice of Humidifier Boiler Replacement Project Bid must be put in writing and received by the Owner's contact person identified Section XIV no later than **September 19, 2022 12:00pm CST**. Inquiries received after the date and time stated shall not be accepted.

Any interpretations or corrections of the Notice of Humidifier Boiler Replacement Project Bid shall only be made by an addendum posted online to the Owner's website at <https://www.northbrook.info/about/rfps>. Such addenda shall be considered a part of the Notice of Humidifier Boiler Replacement Project Bid and must be signed and submitted with the bid.

Oral interpretations or clarifications shall be without legal effect.

## SECTION XIV. CONTACT PERSON

Inquiries relating to this Notice of Humidifier Boiler Replacement Project Bid and/or the required services should be directed to:

Anna Amen

Finance & Operations Manager

Northbrook Public Library

1201 Cedar Lane

Northbrook, IL 60062

847-272-6229

[aamen@northbrook.info](mailto:aamen@northbrook.info)

**PLEASE SUBMIT ALL PAGES OF THE NOTICE OF HUMIDIFIER BOILER REPLACEMENT PROJECT BID.**

## Bid Pricing Forms

BID DUE DATE: September 23, 2022

BID TIME: 10:00 AM, local time.

BID TO: **Northbrook Public Library, Civic Room**  
1201 Cedar Lane  
Northbrook, Illinois 60062

BID FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

BID FOR: **Northbrook Public Library Humidifier Boiler Replacement Project**

PROJECT NO: 1

BID PACKAGE(S): **Drawings and Project Manual, Issued for Bid September 9, 2022**

(Bidders to fill in all of the

above) THE UNDERSIGNED:

Acknowledges receipt of: \_\_\_\_\_

Plans and specifications for the Work indicated above.

Addenda No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addenda No. \_\_\_\_\_ Dated: \_\_\_\_\_

Addenda No. \_\_\_\_\_ Dated: \_\_\_\_\_

Having examined the site of the Work, and having familiarized itself with local conditions affecting the cost of the Work and with all requirements of the bidding documents including Instructions to Bidders, drawings, specifications and duly issued addenda as prepared by the engineer, Calor Design Group, Limited, hereby agrees to perform all Work and furnish all labor, material and equipment specifically required of itself by the bidding documents and such additional Work as may be included as related requirements in other divisions or sections of the specifications, exclusive of alternate bids.

### Agrees:

To furnish and/or install the described material and/or services for stated lump sum price.

To accept the provisions of the Standard General Conditions of the Construction Contract as amended and specifications and disposition of bid security.

To enter into and execute a contract with the Owner, if awarded on the basis of this bid, and in connection therewith to:

1. Furnish all bonds and insurance required by the bidding documents.
2. Accomplish the Work in accordance with the contract as amended by the Owner.
3. Complete the Work within the contract time herein specified.

**Completion Time:**

The undersigned agrees to commence and bring all Work under the Contract to Final Completion according to the schedule indicated within this Notice.

**Base Bid:**

1. For all the Work associated with this project.

The sum of: \_\_\_\_\_, Dollars (\$ \_\_\_\_\_)

**Base Bid Subcontractor Breakdown:**

1. Electrical Work: Contractor: \_\_\_\_\_,  
Cost (\$ \_\_\_\_\_)
2. Building Automation System (BAS) Work: Contractor: \_\_\_\_\_,  
Cost: (\$ \_\_\_\_\_)

**Base Bid Equipment Basis:**

1. Boiler Manufacturer: \_\_\_\_\_
2. Control Manufacturer: \_\_\_\_\_

**General Contingency:**

This bid shall include in the Base Proposal a construction contingency allowance of Fifteen Thousand Dollars (\$15,000.00), for additional Work that is not defined in the construction documents. The base bid shall not include the cost of any Alternate Bids. This Work may be authorized only by owner-signed change orders, and the unused amount remaining in this allowance shall be credited to the Owner at the completion of the project by way of deductive Change Order.

**Bid Acceptance:**

If written notice of the acceptance of this bid is mailed or delivered to the undersigned within the time noted herein, after the date of opening of bids or at any time thereafter before this bid is withdrawn, the undersigned agrees that he will execute a construction contract.

This proposal is binding upon the undersigned for 90 days after the Bid Submittal Deadline.



Company:	
Address:	
Contact Person:	
Contact Person's Telephone:	

**Signature for Bidders:**

*If INDIVIDUAL, sign here:*

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Post Office Address

*If PARTNERSHIP, sign here:*

\_\_\_\_\_  
Partners

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Post Office Address

*If CORPORATION, sign here (show names of non-signing officers)*

\_\_\_\_\_  
CORPORATION

Name of State Where Chartered

---

Signature

Date

---

President

Date

---

Secretary

Date

---

Treasurer

Date

---

Post Office Address

AFTER SIGNING, PLEASE SUBMIT ALL PAGES OF THIS BID PRICING FORM, INCLUDING THE SIGNATURE PAGES AND SUBMIT ALL PAGES OF THE NOTICE OF HUMIDIFIER BOILER REPLACEMENT PROJECT BID.

## List of Independent Contractor(S), Subcontractor(S) or Sub-Consultant(S), I.E. “Other Contractor”

The following are the independent contractor(s), subcontractor(s) or sub-consultant(s) that Bidder proposes to engage for the following types of work. Any type of work not designated below shall be done by the main Contractor listed on the agreement with the Northbrook Public Library.

Work to be Performed by Other Contractor	Name and Address of Other Contractor	Dollar Value of Agreement

Main Contractor Company:	
Main Contractor Address:	

AFTER COMPLETING, PLEASE SUBMIT ALL PAGES OF THIS LIST OF INDEPENDENT CONTRACTOR(S), SUBCONTRACTOR(S) OR SUB-CONSULTANT(S), I.E. “OTHER CONTRACTOR” AND SUBMIT ALL PAGES OF THE Notice of Humidifier Boiler Replacement Project Bid.

## Reference List

Please list 3 public agency clients, along with a very brief description of the work, which the Owner may contact regarding the Contractor's work performance.

### Reference 1

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	
Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

### Reference #2

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	

Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

### Reference #3

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	
Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

AFTER COMPLETING, PLEASE SUBMIT ALL PAGES OF THIS REFERENCE LIST AND SUBMIT ALL PAGES OF THE Notice of Humidifier Boiler Replacement Project Bid

## Certificate of Bidder Eligibility

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

\_\_\_\_\_, as part of its bid for the Owner Cabling Project work for the Northbrook Public Library, Cook County, Illinois, certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

## Certificate of Compliance with Illinois Drug-Free Workplace Act

\_\_\_\_\_, having 25 or more employees, does hereby certify pursuant to section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that it shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies that it is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

Firm: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

## Certificate Regarding Sexual Harassment Policy

\_\_\_\_\_, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

Firm: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC



## Certificate Regarding Equal Employment Opportunity

\_\_\_\_\_, does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that it has a written equal employment opportunity policy that is in compliance with all terms and conditions of the Equal Employment Opportunity provisions of the Illinois Human Rights Act.

Firm: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

## Non-Collusion Affidavit

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) proposal was prepared independently for this project and that it contains no fees or amounts other than that for the legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

The following affidavit must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

\_\_\_\_\_, as part of its bid for the Owner Cabling Project work for Northbrook Public Library certifies that said Contractor is not barred from bidding on the aforementioned contract as a result of a violation of the above Non-Collusion Affidavit.

Firm: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed Name & Title)

SUBSCRIBED and SWORN TO before me

This \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
NOTARY PUBLIC

## Illinois Drug Free Work Place Statement

1. Notify employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the work place.
2. Specifying the actions that will be taken against employees for violating this provision.
3. Notifying the employees that, as a condition of their employment to do work under the contract with the City, the employee will:
  - a. Abide by the terms of the statement.
- b. Notify the undersigned of any criminal drug statute conviction for a violation occurring in the work place not later than five (5) days after such a conviction.
4. Establishing a drug free awareness program to inform employees about:
  - a. The dangers of drug abuse in the work place.
  - b. The policy of maintaining a drug-free work place.
  - c. Any available drug counseling, rehabilitation or employee assistance program.
  - d. The penalties that may be imposed upon an employee for drug violations.
5. The undersigned shall provide a copy of the required statement to each employee engaged in the performance of the contract with the City, and shall post the statement in a prominent place in the work place.
6. The undersigned will notify the City within ten (10) days of receiving notice of an employee's conviction.
7. Make a good faith effort to maintain a drug free work place through the implementation of these policies.
8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statute occurring in the work place, he shall:
  - a. Take appropriate action against such employee up to and including termination; or
  - b. Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposed by a federal, state, or local health, law enforcement, or other appropriate agency.

**IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER ANY AWARD MADE UNDER THE TERMS AND PROVISIONS OF THIS BID.**

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_