

SECTION 001113 – ADVERTISEMENT FOR BIDS

Sealed Bids for the Lobby Expansion and Renovation, Children’s Modification will be received at the Administrative Offices of the La Grange Public Library located at 10 West Cossitt Avenue, La Grange, IL 60525 until 2:00 p.m. local time on March 27, 2018. Lump Sum Bid proposals will be received for this project at the scheduled time of receipt of Bids and will be publicly opened and read aloud at the above stated time and in the Library Board Room.. Bidder assumes responsibility for late delivery of the Bid whether by mail or by any other delivery service. It is the sole responsibility of the Bidder to see that its Bid is received in the proper time. Any Bid received by the La Grange Public Library after **2:00 P.M.**, local time on **March 27, 2018** shall be rejected.

Each Bid must be accompanied by a Bid Guarantee in the form of a Bid Bond, Certified Check or Bank Draft in an amount equal to and not less than ten percent (10%) of the Bid and made payable to the Board of Trustees, La Grange Public Library. No Bid shall be withdrawn for a period of sixty (60) days after the Bid opening date without the consent of the Owner. Checks or drafts of unsuccessful Bidders will be returned as soon as practical, after opening and checking the Bids. Successful Bidder must provide a Performance Bond and a Labor and Material Payment Bond in the full amount of the Contract, acceptable to the Owner.

Bids shall be submitted in an opaque sealed envelope clearly marked as SEALED BID and addressed to:

Stephen Bero  
Executive Director  
La Grange Public Library  
10 W. Cossitt Avenue  
La Grange, IL 60525

All Bids must be submitted upon the blank forms attached herein with all blank spaces filled in and any alterations or erasures explained. Bids that contain any omissions, erasures, or alterations, or that contain any additions or omissions of items not called for in the Bid Package, or that contain irregularities of any kind, may be rejected as informal. Bids shall be in strict conformity with the Bid Package and any applicable Addenda. Only Bids which are made out upon the Bid form will be considered. Partial or incomplete Bids will not be considered. Bidders may not withdraw their Bid after the Bid opening without the approval of the Executive Director of the La Grange Public Library. Requests to withdraw a Bid must be in writing and properly signed. Bidders may, however, without prejudice, modify or withdraw its Bid by written request, provided that the request is received by the Executive Director of the La Grange Public Library prior to the scheduled Bid opening and at the address to which Bids are to be submitted. Following withdrawal or modification of its Bid, Bidder may submit a new Bid, provided it is received by the LaGrange Public Library prior to the Bid due date. No Bid will be opened which is received after the time and date scheduled for the Bids to be received.

The Board of Trustees reserves the right to reject any or all Bids or parts thereof, or waive any technicalities and irregularities in the bidding, and to disregard all nonconforming or conditional Bids or counter-proposals that are in the opinion of the Owner, to be in the best interest of the La Grange Public Library.

The Contract will be awarded to the lowest responsible Bidder. In determining the responsibility of any Bidder, La Grange Public Library may take into account other factors in addition to financial responsibility, such as past records of its or other entity’s transactions with the Bidder, experience, ability to work cooperatively with La Grange Public Library and its staff, adequacy of equipment, ability to complete performance within necessary time limits, and other pertinent considerations such as, but not limited to, reliability, reputation, competency, skill, efficiency, facilities and resources. The Bid will be awarded in La Grange Public Library’s best interests based on these and other legally-allowable considerations. La Grange Public Library and its representatives and agents may make any investigations deemed necessary to determine the ability of the Bidder to perform the Work. The Bidder shall furnish any information and data requested by the La Grange Public Library for this purpose.

This Contract is subject to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.).

**QUALIFICATION:**

Although price is a major consideration, product quality, references, service, delivery time and past experience, if applicable, will also be considered. No Bid will be considered unless the Bidder shall furnish evidence satisfactory to La Grange Public Library that he has the necessary facilities, abilities, experience, equipment, and financial and physical resources available to fulfill the conditions of the Contract and execute the Project should the Contract be awarded to him. Each Bidder must satisfactorily complete the qualification process described in Section 004395 - General Requirements of the Project Manual, by providing the required Qualification Documents. The required Qualification Documents must be delivered along with the Bidder's sealed Bid at the same place and time required for the Bid. Contents of each Bidder's Qualification Documents will be available for public review. The Qualification Documents will be reviewed by the Owner and Architect to determine the lowest responsible Bidder. Bid documents which are not responsive to the requirements herein may not be considered by La Grange Public Library for an award of the Contract.

Bidding documents are on file and are available on March 8, 2018. Bid documents can be obtained electronically and reproduced at the contractor's expense from the following: Cross Rhodes Reprographics, 30 Eisenhower Lane North, Lombard, IL 60148; Phone: 630-963-4700

A **non-mandatory** Pre-Bid meeting walk-through for general contractors will be held at 9:00 a.m., local time, on Tuesday, March 13, 2018 at the La Grange Public Library located at 10 West Cossitt Ave., La Grange, IL 60525. **Subcontractors are encouraged, but not required to attend.** After the Pre-Bid meeting, everyone shall visit the site to view the area of work, gather additional information, and ask specific questions. There shall be only one scheduled walk-through of the site. The Bidder should visit the site of the proposed work and fully inform himself as to the facilities involved, the difficulty and restrictions concerning the performance of the Contract. No additional compensation will be authorized for a Bidder's failure to be fully informed of the existing conditions. If awarded the Contract, the Bidder will not be allowed any extra compensation by reason of any matter or thing concerning which such Bidder should have fully informed himself, because of his failure to have so informed himself prior to the bidding. The submission of a Bid shall be construed as conclusive evidence that the Bidder has made such examination as is required in this section and that the Bidder is conversant with local facilities and difficulties, the requirements of the Bid Package documents, and of pertinent, local, state and federal laws and codes, prevailing local labor and material markets, and has made due allowance in its Bid for all contingencies.

Each Bid must be signed by the Bidder with his/her usual signature. Bids by partnerships must be signed with the partnership name by all members of the partnership, or an authorized representative, followed by the signature and title of the person signing. Bids by corporations must be signed with the name of the corporation, followed by the signature and title of the person authorized to bind it in the matter. All signatures must be in ink.

When a corporation submits a Bid, its agent must present legal evidence that he has lawful authority to sign said Bid and that the corporation has a legal existence. In the event that any corporation organized and doing business under the laws of any foreign state is the successful Bidder, such corporation must present evidence before any Contract is executed that it is authorized to do business in the State of Illinois. Bids by corporations must be executed in the corporate name by the President or a Vice President (or other corporate officer accompanied by evidence of authority to sign), and the signature must be attested by the Secretary or an Assistant Secretary, and the corporate seal must be affixed. The corporate address and state of incorporation must be shown below the signature. Bids by partnerships must be executed in the partnership name and signed by a partner whose title must appear under the signature, and the official address of the partnership must be shown below the signature. Any corrections to entries made on the Bid forms shall be initialed by the person signing the Bid. When requested by La Grange Public Library, satisfactory evidence of the authority of any signature on behalf of the Bidder shall be furnished.

The Successful Bidders shall furnish sufficient insurance of guarantee of indemnity to the La Grange Public Library, Architect, and Construction Manager against any and all claims which might arise for damages to persons or property due to the negligence of himself, his employees or agents during the construction of said improvements and until said improvement has been finally accepted as complete by the La Grange Public Library.

Successful Bidders shall at all times observe and comply with all Federal, State, Municipal and other local laws, ordinances, regulations, and requirements which in any manner affect the conduct of the work, and with all Federal, State and local laws and policies of non-discrimination, sexual harassment, prevailing wages and others applicable thereto; and all such orders or decrees as exist at the present and which may be enacted later, of bodies or tribunals having jurisdiction or authority over the work, including but not limited to the Illinois Human Rights Act and the regulations of the Illinois Human Rights Commission, and no plea of misunderstanding or ignorance thereof will be considered. Bidders shall indemnify and save harmless La Grange Public Library and all its officers, agents, employees and servants against any requirement, claim or liability arising from or based on the violation of any such law, ordinance, regulation, order or decree, whether by itself or its employees. All Bidders must supply a certificate of eligibility to enter into public contracts.

This project is subject to the State of Illinois Prevailing Wage requirements for Cook County, IL, and as such the provisions of the Prevailing Wage Act shall be complied with in all applicable work to be performed at the La Grange Public Library (820 ILCS 130/0.01 et seq.)

1. The general prevailing rate of wages in the locality for each craft or type of worker or mechanic needed to execute the Contract or perform such work and the general prevailing rate for legal holiday and overtime work, shall be not less than the prevailing rate of wages as found by the Library Board, the Illinois Department of Labor, or the court on review, and be paid for each craft or type of worker needed to execute the Contract or to perform such work.
2. It shall be mandatory upon the contractor to whom the Contract is awarded and upon any subcontractor, to pay not less than the specified rates to all laborers, workmen, and mechanics employed in the execution on the Contract of such work.

All contractors and subcontractors rendering services under this Contract must comply with all requirements of the Act, *including but not limited to*, all wage, notice and record keeping duties. Contractor, and each of its Subcontractors, shall submit a certified payroll to La Grange Public Library stating each worker's name, address, telephone number, social security number, classification and the hourly wages paid each pay period, the number of hours worked each day and the starting and ending times each day. Each certified payroll shall be accompanied by the sworn affidavit required by the Act. All Contractors' bonds shall include such provision as will guarantee the faithful performance of such prevailing wage clause as provided by Contract (820 ILCS 130/0.01 et seq).

The successful Bidder shall obtain, at its own expense, all permits and licenses which may be required to complete the Contract.

The successful Bidder agrees to indemnify, protect, defend, and save La Grange Public Library and its officers and employees, harmless against any demand for payment for the use of any patented material process, article, or device that may enter into the manufacture, construction, presentation or form a part of the work covered by the Contract.

Samples of items, when required, must be submitted within the time specified and at no expense to La Grange Public Library; and if not destroyed in testing, they will be returned at the Bidder's request and expense. Samples which are not requested for return within thirty (30) days will become the property of La Grange Public Library.

The La Grange Public Library reserves the right to amend the Bid documents, including the plans, and specifications, Scope of Work Notes and Supplemental Conditions, at any time prior to the Bid opening, with reasonable notice to the Bid packet holders.

The Bidder acknowledges that the Freedom of Information Act, 5 ILCS 140/1 et seq. (the "Act"), places an obligation on La Grange Public Library, to produce certain records that may be in the possession of Bidder. Bidder shall comply with the record retention and documentation requirements of the Local Records Retention Act 5 ILCS 160/1 et seq. and the Act and shall maintain all records relating to any work being done for the La Grange Public Library in compliance with the Local Records Retention Act and the Act (complying in all respects as if the Bidder was, in fact, the La Grange Public Library). Bidder shall review its records promptly and produce to the La Grange Public Library within two business days of request by the La Grange Public Library the required documents responsive to a request under the Act. If additional time is necessary to comply with the request, the Bidder may request the La Grange Public Library to extend the time to do so, and the La Grange Public Library will, if time and a basis for extension under the Act permits, consider such extensions. Bidder further acknowledges that the Act, as amended and effective January 1,

2010, provides for severe criminal and civil penalties for willful failure to comply with its terms. Accordingly, Bidder does hereby agree, as an additional condition of being awarded a Bid or the Construction Manager agreeing to contract with Bidder to provide labor, services or materials to the La Grange Public Library, that it will hold harmless and indemnify, including costs and reasonable attorney's fees, the Construction Manager, the La Grange Public Library and its Trustees, officers, agents and employees, against all damages incurred or penalties or fees assessed against it or them because of non-compliance with this agreement or the Act or the production requirements imposed under the Act.

Board of Trustees  
La Grange Public Library  
La Grange, Cook County, Illinois

END OF SECTION 001113