

HOFFMAN ESTATES PARK DISTRICT
Hoffman Estates, Illinois

FORM OF PROPOSAL

Proposal of _____, hereinafter called the
"BIDDER", (a) / (an) _____,
(Corporation, Partnership,
Individual) doing business as _____, to Hoffman Estates
Park District, hereinafter called the "OWNER."

* * *

The Bidder, in response to your advertisement for bids for **Bridges of Poplar Creek Country Club Hole #10 Retaining Wall Project** having examined the Specifications and other Documents and being familiar with all of the conditions surrounding the proposed work (purchase/sale) including availability of materials and labor, hereby proposes to furnish all labor, materials and supplies and to construct the project in accordance with the Contract Documents, within the time set forth therein and at the prices stated below. These prices are to cover all expenses incurred in performing the work required under the Contract Documents of which this proposal is a part.

Bidder acknowledges receipt of the following Addenda, which are a part of the Contract

Document: Numbers: _____, _____, _____, _____.

Bidder hereby agrees to start work within five (5) days after receipt of "Notice to Proceed" from Owner and to complete the project no later than April 1, 2015.

Project Responsibilities:

Following is the breakdown of Owner/Contractor responsibilities for this project. The **Contractor shall bid on only those items listed under Contract Responsibilities.**

Owner responsibilities:

- Install any necessary erosion control (silt fence).
- Pump down pond level to bottom of existing wall.
- Remove existing trees and stumps.
- Apply Roundup to existing turf areas within work limits.
- Rototill all turf areas within work limits.
- Remove and dispose of existing cart path.
- Cut out new cart path and stockpile topsoil (by pump building).
- Install drainage and make irrigation repairs, as needed.
- Install cart path base and asphalt.

- Provide Rosetta wall stone.
- Prepare soil for grassing following topsoil replacement.
- Apply starter fertilizer.
- Install all sand, seed, sod and erosion matting, including haul roads.

BASE BID – CONTRACTOR RESPONSIBILITIES

<u>Item</u>	<u>Price</u>
1. Supervision, Mobilization and General Conditions	_____
2. Remove existing wall and dispose off-site (1,000 lf)	_____
3. Strip and stockpile existing topsoil	_____
4. Excavate pond banks and haul material to mounds	_____
5. Excavate and install Rosetta stone walls	_____
6. Replace existing topsoil, including Owner-stockpile (130 cy) (Includes fine grade to clean dozer finish and repair of haul Roads)	_____

BASE BID TOTAL LUMP SUM _____

HOFFMAN ESTATES PARK DISTRICT

FIRM NAME _____

BY: _____
 Sign and Date

ADDRESS _____

BY: _____
 Sign and Date

PHONE _____

BY _____
 Sign and Date

EMAIL ADDRESS _____

Accompanying this is a _____
(Bid Bond, Certified Check, Bank Draft)

In the amount of _____
(Dollars)

(\$ _____) being five percent (5%) of the Base Contract Bid, the same being subject to forfeiture in the event of default by the undersigned.

In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids and it is agreed that this bid may not be withdrawn during the period of days in the Contract Documents.

The Bidder hereby certifies:

- A. That this bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation.
- B. That he has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid.
- C. That he has not solicited or induced any person, firm, or corporation to refrain from bidding.
- D. That he has not sought by collusion or otherwise to obtain for himself any advantage over any other bidder or over the "Owner."
- E. That he will comply with all provisions of the Prevailing Wage Ordinance #O-14-03 adopted by the Hoffman Estates Park District.
- F. That he is in compliance with the Criminal Code Act of 1961, Article 33E-11, Public Contracts, and Public Act 85-1295.
- G. That all materials, methods and workmanship shall conform to the drawings, specifications, manufacturer's standards and specifications, and all applicable Codes and Standards.
- H. The bidder understands that the Hoffman Estates Park District looks favorably on minority businesses as sub-contractors for supplies, equipment, labor services and construction.

FORM 1 – BID CERTIFICATION

I, _____ (Officer), having been first duly sworn on Oath, do
depose and state that I presently reside at _____ (Address), and
that I am the duly authorized principal, officer or agent of _____
(Name of Contractor) and do hereby certify to Hoffman Estates Park District, its
Commissioners, Officers and Employees that neither I nor _____
(Name of Contractor) are barred from bidding on the Contract for which this bid is
submitted, and as a result of violation of either Section 33E-3 (Bid-rigging") or
Section 33E-4 ("Bid-rotating") of Article 33E of the Criminal Code of 1961 of the
State of Illinois approved July 28,1961, as amended.

On behalf of Contractor

Subscribed and sworn to before me

This _____ day of _____, 20____

- Notary Public -

My Commission Expires:

STATEMENT OF QUALIFICATIONS

General

This form must be submitted with the submission of the Form of Proposal for the bid opening. The Bidder warrants that the following statements as to experience and financial qualifications are true and correct.

Bidder's Information

A. Bidder's organization has been in business under its present business name for _____ years, from _____.

B. Bidder's organization has had experience in work comparable with that required under the proposed contract:

As a prime contractor _____ years;

As a subcontractor _____ years.

C. List the golf course work completed within the past five (5) years as a prime contractor. The Bidder must have satisfactorily completed five (5) golf course projects or equivalent within the past five (5) years of similar character to that required in the proposed Contract. The work shall have been of substantial detail to reflect the Contractor's ability to read and interpret the plans and satisfactorily execute the work.

<u>Year Completed</u>	<u>Type and Location of Work and for Whom Performed</u>	<u>Contact Name and Phone #</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

REFERENCES

Hoffman Estates IL 60169

References for:

1. Company Name: _____

Address: _____

City-state: _____

Phone Number: _____

Contact Person: _____

2. Company Name: _____

Address: _____

City/State: _____

Phone Number: _____

Contact Person: _____

3. Company Name: _____

Address: _____

City/State: _____

Phone Number: _____

Contact Person: _____

4. Company Name: _____

Address: _____

City/State: _____

Phone Number: _____

Contact Person: _____

HOFFMAN ESTATES PARK DISTRICT
Hoffman Estates, Illinois

Please list all of the equipment you will be using on this specific job.

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

SUSTAINABILITY STATEMENT

Introduction

The Hoffman Estates Park District is committed to green and sustainable practices and good environmental stewardship. Consequently, we are asking bidders to provide a Statement of Sustainability to ensure our bidders are also incorporating sustainability into their firm's practices.

Instructions

Provide a clear description of your firm's sustainable practices, policies or procedures to the below sections or attach a copy of your practice. These practices may include but are not limited to:

Waste Minimization within the office or facilities through recycling programs, double-sided copying, electronic internal communications, recycled content in materials, reusable cups, limited printing, electronic document management, green purchasing policies, green cleaning supplies or reduced packaging in materials procured or supplied. _____

Energy Efficiency within office, facilities or firm through lighting retrofits, photo sensor switches for lighting, use of day lighting, Energy Star rated appliance or equipment, alternative fuel or efficient fleet, anti-idling policy, or indoor temperature management. _____

Water Efficiency in office, facilities or firm through faucet or fixture retrofits, switch individual bottled water to office water coolers or drinking fountains, drought tolerant landscaping. _____

Staff are encouraged to be sustainable and supported by your firm through public transit benefits, bicycle accommodations, telecommuting options, support to attend green seminars, US Green Building Council LEED accredited or the creation of an internal green team. _____

Education of your staff about green practices, your business peers of your green accomplishments, your community of your sustainability, or any environmental awards your firm has achieved. _____

_____.