

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 **PSSWC Wet Area Renovation** 5050 Sedge Blvd Hoffman Estates, IL 60169, 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 understands that he is responsible for all damage to areas outside the defined work area caused by his work and that he is responsible for the safety of the patrons and staff at this facility which is open 7 days a week; 5am -11:00pm. The bidder understands that patron and staff will be functioning in close proximity to the proposed work and that it is his is responsible for all environmental controls to maintain a safe environment according to the direction of the owners environmental engineer (Midwest Environmental Services Inc.) The bidder understands that patron access to the club lockers and adjacent dressing areas must be safely maintained at all-times except for the periods defined in the bidder's schedule of events as 1.construction barrier installation, 2.ceiling tile removal & installation and 3.barrier removal except for the period when barrier walls are constructed or demolished and additionally, during the period at which the ceiling tiles are being replaced above the wooden lockers outside of the barrier wall.

The bidder in preparing his bid assumes the following:

1. The owner will have secured a building permit from the village of Hoffman Estates by June 1, 2017.
2. That a contract between the owner and bidder is executed prior to May 6, 2017.
3. That work on the project will commence on July 10, 2017 and continue until completion scheduled for September 29, 2017.

*Base Bid*

Bidder agrees to supply all shop drawings, materials, equipment labor and profit to complete the PSSWC Club Locker room wet areas renovation project within the **twelve (12) week** (or less) time frame according to plans and specifications provided as part of the bid package.

For the total bid price of \$\_\_\_\_\_

In writing \_\_\_\_\_

***As part of this Bid Proposal, the bidder shall provide a detailed schedule of events including all subcontractors work and probable impact dates to customers and/or staff. The schedule shall be attached to this form and submitted at time of bid opening. This proposed event schedule shall be used to determine the bidder's understanding of how he plans to complete the project within the 12 week time frame.***

*ALTERNATE #1: Floor*

Add cost of removing all existing partitions, relocate these items to storage, removal of floor tile in the Men's and Women's Toilet Areas, prep all existing floor surfaces, supply and install new tile and grout. Reinstall from storage all partitions according to plans and specifications:

For the total bid price of \$\_\_\_\_\_

*ALTERNATE #2: Walls*

Add cost of removing all plumbing fixtures and toilet accessories, relocate these items to storage, removal of existing wall tile in the Men's and Women's Toilet Areas, prep all existing wall surfaces, supply and install new tile and grout according to plans and specifications. Reinstall from storage all plumbing fixture and toilet accessories. Alternate B assumes that Alternate A will be accepted by the owner and the partitions have been removed and will be reinstalled as part of Alternate A pricing.

For the total bid price of \$\_\_\_\_\_

**VOLUNTARY ALTERNATES**

The contractor is encouraged to provide Voluntary Alternates. All Voluntary Alternates **must** be a modification to the Base Bid and shall **not** be included in the Base Bid.

Description of Alternate Proposed (state any change in time required):

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Add/Deduct \$ \_\_\_\_\_

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Add/Deduct \$ \_\_\_\_\_

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Add/Deduct \$ \_\_\_\_\_

**Labor Hourly rates**

The following hourly rates include overhead and profit and will be utilized should extras be authorized by the owner on a time and materials basis.

- Hourly wage for Job site superintendent \$ \_\_\_\_\_
- Hourly wage overtime for Job site superintendent \$ \_\_\_\_\_
- Hourly wage for Sundays / Holiday’s Job site superintendent \$ \_\_\_\_\_
- Hourly wage for laborer \$ \_\_\_\_\_
- Hourly wage overtime for laborer \$ \_\_\_\_\_
- Hourly wage for Sundays / Holiday’s laborer \$ \_\_\_\_\_
- Hourly wage for Skilled Labor \$ \_\_\_\_\_
- Hourly wage overtime for Skilled Labor crew leader / supervisor \$ \_\_\_\_\_
- Hourly wage Holiday /Sunday for Skilled Labor crew leader / supervisor \$ \_\_\_\_\_

**Unit Pricing**

- 1. Cost to remove, supply and install new floor drains including adjustment hub. \$ \_\_\_\_\_/each

**BID SECURITY**

Accompanying the proposal is a Bid Bond, or Cashier’s Check, as surety, in the amount of not less than 5% of the total bid payable to the Owner, which it is agreed will be forfeited if the undersigned fails to execute the Contract in conformity with the requirements set forth in the Project Manual and furnish Performance and Labor Material Payment Bonds as specified within ten (10) days after notification of the award of the Contract to the undersigned.

**PERFORMANCE / PAYMENT BOND**

The undersigned bidder certifies that he is eligible for and agrees to provide Performance and Labor and Material Payment Bonds executed in accordance with AIA Document A312 written with

\_\_\_\_\_ (bonding company) in the amount of 100% of the Contract Sum (Base Bid and all accepted Alternate Bids) the cost of which is included in the bid.

**REJECTION & WITHDRAWAL OF BID**

In submitting this Bid, it is understood that the right is reserved by the Owner to reject any and all bids and to waive any informalities in bidding. It is agreed that this Bid may not be withdrawn for a period of sixty (60) days from the opening thereof.

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-16-03 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.

COMPANY \_\_\_\_\_

HOFFMAN ESTATES PARK DISTRICT  
1685 W. HIGGINS ROAD  
HOFFMAN ESTATES, IL 60169

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

\_\_\_\_\_  
Staff

TITLE \_\_\_\_\_

EMAIL \_\_\_\_\_

**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:

\_\_\_\_\_

## SUBCONTRACTORS

The following list includes all Subcontractors who will perform work representing five percent (5%) or more of the total base bid. The Bidder represents that the Subcontractors are qualified to perform the work required.

<b>Category</b>	<b>Subcontractor Name</b>	<b>Address</b>
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____

REFERENCES  
Work Completed within the past 24 months only

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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: \_\_\_\_\_



## STATEMENT OF EXPERIENCE

The Bidder shall list all recent projects for which he provided services of a similar nature to the subject project.

Project/Location	Contract Amount	Reference/Phone #
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____