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.

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- 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**

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

**BASE BID TOTAL LUMP SUM**

________________________

HOFFMAN ESTATES PARK DISTRICT

BY: ________________________
    Sign and Date

BY: ________________________
    Sign and Date

FIRM NAME ________________________

ADDRESS _________________________

PHONE __________________________

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

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.

<table>
<thead>
<tr>
<th>Year Completed</th>
<th>Type and Location of Work and for Whom Performed</th>
<th>Contact Name and Phone #</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. __________</td>
<td>_______________________________________________</td>
<td>________________________</td>
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<tr>
<td>2. __________</td>
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<td>5. __________</td>
<td>_______________________________________________</td>
<td>________________________</td>
</tr>
</tbody>
</table>
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: __________________________________________

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

1. ________________________________________________________________
2. ________________________________________________________________
3. ________________________________________________________________
4. ________________________________________________________________
5. ________________________________________________________________
6. ________________________________________________________________
7. ________________________________________________________________
8. ________________________________________________________________
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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, photosensor 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. ____________________________________________

________________________________________________________________________

________________________________________________________________________.