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."

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The Bidder, in response to your advertisement for bids for Furnish and Install of Boilers, Spa’s & Sauna Emergency Shut off Switches at Multiple Facilities 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:

Document: Numbers: ____________, ____________, ____________, ____________.
Triphahn Center

- Furnish and install new emergency shut off switch near boiler room hallway entrance door for domestic hot water, spa boiler and hydronic heater.
- Furnish and install new emergency shut off switch near boiler room exterior entrance door for domestic hot water, spa boiler, and hydronic heater.
- Furnish and install new emergency shut down switch to the spa to be located near the spa.
- Furnish and install new emergency shut down switch to the sauna to be located near the sauna.
- Furnish and install new emergency shut down switch to the hydronic heater near the heater.

| Boiler Room Shut off Switch (hall entrance) | __________________________ |
| Boiler Room Shut off Switch (outdoor entrance) | __________________________ |
| Spa Shut Down | __________________________ |
| Sauna Shut Down | __________________________ |
| Hydronic Heater Shut Down | __________________________ |
| **Total for Triphahn Center** | __________________________ |

Willow Recreation Center

- Furnish and install new emergency shut off switch near boiler room entrance door for domestic hot water boiler.

| Boiler Room Shut off Switch | __________________________ |
| **Total for Willow Rec Center** | __________________________ |

The Club at Prairie Stone

- Furnish and install new emergency shut off switch near boiler room entrance door for domestic hot water boilers (2), laundry boiler (1) and pool boilers (3). This should be one switch to shut down all six boilers.
- Furnish and install new emergency shut down switch to be located near the spa to shut down spa filter pumps.
- ADDENDUM #2 Furnish and install new conduit and run wiring from spa shut down switch to spa filter pumps (275 ft)

| Boiler Room Shut off Switch | __________________________ |
| Spa Shut Down | __________________________ |
| Spa conduit and wire run (275 ft) | __________________________ |
| **Total for The Club at PS** | __________________________ |
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-(Ordinance number) adopted by the Hoffman Estates Park District.


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.
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:

_______________________________
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:      _________________________________________
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.