

DIVISION 0 - PROCUREMENT AND CONTRACTING
REQUIREMENTS
Section 00 11 13 - Advertisement For Bids

PROJECT: HVAC Controls Upgrade and Air Handler Refurbishment for AHU-1 and AHU-2
FOR: Glen Ellyn Public Library

AT: 400 Duane Street
Glen Ellyn, IL 60137

1.0 GENERAL

1.01 RECEIPT

- A. Sealed proposals will be received by Glen Ellyn Public Library, 400 Duane Street Glen Ellyn, IL 60137 to the attention of Dawn Bussey until 11:00 a.m. Friday, July 01, 2011.
- B. Any bid received after the stated time for closing of bidding, shall be returned unopened.
- C. Bids will be opened and read aloud at a public meeting on the first floor in Meeting Room B, 400 Duane Street Glen Ellyn, IL 60137 subsequent to the 11:00 a.m. closing.

1.02 DOCUMENTS

- A. Examination:
 - 1. Bid Documents are on file and may be examined at the following places:
 - a. Office of ELARA Engineering
30 N. Wolf Road, Second Floor
Hillside, IL 60162
708/236-0300 - Phone
708/236-0330 – Fax
- B. Deposit:
 - 1. A set of such Bid Documents may be obtained at the Pre-Bid Meeting and thereafter from the office of the Engineer upon deposit of fifty (\$50.00) dollars per set.
 - 2. Building Automation System Contractors (prime) will be allowed four (4) sets.
 - 3. General, Electrical, Mechanical, and Sheetmetal Sub-contractors will be allowed one (1) set of Bid Documents.
 - 4. Additional Bid Documents may be obtained by paying the actual cost of reproduction, which will not be refundable.
 - 5. Sub-subcontractors and vendors/suppliers may obtain documents from the Engineer only by purchasing the documents.
- C. Return Deposit:
 - 1. Deposits will be fully refunded (except when purchased) to the Bidders:
 - a. Who submit a bona fide bid and return, undamaged, the documents within ten days after date for receipt of bids.
 - b. Who do not submit bona fide bids but return the documents, undamaged, a full seven days before due date for bids.
 - 2. Those not complying with the above stipulations will automatically forfeit their deposits.

1.03 BID

- A. Forms:
 - 1. The Bid Form used shall be that provided as a part of the Bid Documents.
- B. Classifications:
 - 1. Bids shall be submitted according to the following classification:
 - a. Bid No. 1) Controls Replacement and refurbishment of AHU-1 and AHU-2 (to include all trades)
- C. Bond:
 - 1. Each Bid must be accompanied by a Certified Check, or Bid Bond, equal to 10% of the Bid, binding the Bidder to enter into contract.
 - 2. Checks shall be made payable to Glen Ellyn Public Library.
 - 3. Bid Bonds will not be returned; Certified Checks of Bidders will be returned.
- D. Time:
 - 1. No Bid shall be withdrawn for a period of thirty (30) days after the bid opening date without the consent of the Owner.

1.04 PERFORMANCE/PAYMENT BOND

- A. The successful Bidder(s) shall provide a Performance and Payment Bond for the full amount of their Contract. See Section 00 73 01 - Supplementary General Conditions.

1.05 GENERAL

- A. Applicable Laws:
 - 1. The successful bidder will be required to comply with the provisions of all State of Illinois and federal laws concerning public works projects as well as the State of Illinois Human Rights Act and the regulations of the Illinois Human Rights Commission. Not less than prevailing wage shall be paid for labor on the work to be done as required by law.
- B. Procedures:
 - 1. The Owner reserves the right to reject any or all bids, and to waive informalities in bidding.
 - 2. No bid will be considered unless the bidder shall furnish evidence satisfactory to the Board of Trustees that the bidder has the necessary facilities, abilities, experience, equipment and financial and physical resources available to fulfill the conditions of the Contract and execute the work, should the Contract be awarded such bidder.

1.06 PRE-BID MEETING

- A. A Pre-Bid meeting is scheduled for Monday, June 20, 2011, 2011 at 2:00 p.m. in the 3rd Floor Board Room at the Glen Ellyn Public Library.
- B. Attendance by Building Automation System Contractor (prime) is mandatory to qualify to submit a bid.

Board of Trustees
Glen Ellyn Public Library
400 Duane Street
Glen Ellyn, IL 60137

END 00 11 13