

SECTION 004113 – BID FORM

NAME: _____

ADDRESS: _____

CITY: _____ ZIP: _____

PHONE: (____)-_____ FAX: (____)-_____

TO: Hudson Area Public Library District
104 Pearl Street
Hudson, IL 61748

Attn: Suzanne Drucker, Library Director

1. BASE BID

The Undersigned, having inspected the construction site and having familiarized themselves with the conditions likely to be encountered affecting the cost and schedule of the Work, and having thoroughly familiarized themselves with the Bidding Documents; hereby proposes to provide all labor, material, tools, equipment, utilities, transportation, supervision and services required for the proper execution of the entire Work required, in strict accordance with the Contract Documents for the **Lighting Replacement & Minor Alterations at Hudson Area Public Library** prepared by StudioGC for the Base Bid Sum, plus any allowances, for the Total Bid Amount listed below:

Base Bid:	\$ _____
Allowance No. 1: Moisture Control Allowance	\$ _____
TOTAL BID AMOUNT:	\$ _____
_____ Dollars	

and, if this proposal is accepted, agrees to execute a formal Contract subject to modifications as may be exercised by the Owner under alternate proposals.

2. SELF PERFORMING WORK

The bidder shall self-perform at least one major trade of work such as carpentry, electrical etc. Indicate trade here _____.

3. ALTERNATE PROPOSALS

a. ALTERNATE BID NO. 1 _ Perimeter Fascia Board Replacement

State the amount to be ADDED to the Base Bid to remove the existing perimeter fascia board and replace with new western red cedar fascia boards, painted to match existing wood. The existing gutter system is to be removed temporarily and reinstalled in the same place.

ADD TO THE LUMP SUM BASE BID \$ _____

a. ALTERNATE BID NO. 2 _ Light Fixture Alternatives

State the amount to be DEDUCTED / ADDED to the Base Bid to utilize the alternate light fixtures in lieu of the specified products.

DEDUCT / ADD TO THE LUMP SUM BASE BID \$ _____

4. UNIT PRICES: State the amount (unit price) which shall include all expenses, including overhead and profit, which shall be used to make adjustments to the Contract Sum should additional work or less work be required. The unit prices shall be the same for additional, deducted or omitted units of work. Unit prices shall be established by the Bidder in accordance with Section "Unit Prices".

Item 1: Exterior Painting of Soffit \$ _____/100 sf

Item 2: Exterior Painting of Existing Wood Trim \$ _____/100 lf

Item 3: Interior Painting of Ceiling \$ _____/ 100 sf

5. UNDERSTANDING: The Undersigned in submitting this proposal agrees to the following:
- a. Not to withdraw their proposal for a period of 90 days after the date of the Bid Opening.
 - b. To enter into and execute a Contract, if same is awarded to them on the basis of this Proposal, and to furnish Contract Bonds, within five days of a written "Notice of Award".
 - c. To construct the Work in accordance with the intent of the Contract documents.
 - d. That the owner reserves the right to reject any and all Bids and to waive irregularities in the Bidding, and to award the contract in its best interest.
 - e. That any alterations to this Bid Form will result in disqualification of the Bid.
6. CONTRACT DOCUMENTS: The Undersigned acknowledges the following documents as the basis for their proposal:
- a. Instructions to Bidders.
 - b. Agreement: AIA Document A101, 2007 Edition by reference.
 - c. The General Conditions of the Contract for Construction, AIA Form A201, 2007 Edition by reference.
 - d. Supplementary General Conditions.
 - e. Project Manual, dated May 1, 2018, including all Divisions and Sections of the Specifications.
 - f. Drawings indexed on Sheet T1.00 of the Drawings, all dated May 1, 2018.
 - g. Addenda: The undersigned further acknowledges receipt of Addenda as listed below and represents that any additions to, modifications of, or deletions from the Work specified, as called for in these Addenda, are included in the Base Bid Sum and the Alternates.

<u>ADDENDUM NUMBER</u>	<u>DATE</u>
_____	_____
_____	_____
_____	_____

(NOTE: If no Addenda have been received, write "NONE".)

7. **BID SECURITY:** The undersigned shall attach to this Form of Proposal a Bid Bond, in an amount not less than 10% of the Base Bid amount, payable to Hudson Area Public Library District which is agreed will be forfeited to the Library Board of Trustees if the undersigned fails to execute the Standard Form of Owner/Contractor Agreement (AIA Document A-101, 2007 Edition), as modified herein as modified herein by the Supplementary Conditions and General Conditions of the Contract for Construction (AIA Document A201, 2007 edition), as modified herein by the Supplementary Conditions, and which is hereby made a part of this Contract Document by reference, and furnish evidence of their ability to become bonded and provide insurance coverage as specified, within five days after Owner's notification of the intent to award the contract to the undersigned.
8. In signing and submitting this bid, the undersigned certifies that all materials and construction to be provided are as specified in the proposed Contract Documents.
9. **TIME OF COMPLETION:** If awarded the Contract for Construction, the Bidder agrees to complete all work for the Owner's occupancy on or before the following dates:
 - a. Commence Construction Work on site: July 30, 2018
 - b. Final Completion of Work: August 31, 2018
10. **TAX EXEMPTION:** The Owner is exempt from the Illinois Retailer's Occupation Tax and Use Tax (Sales Tax). The Bidder shall exclude such taxes from consideration in preparing their bid.
11. **ADDRESS, LEGAL STATUS AND SIGNATURE OF BIDDER**
 - a. The Undersigned hereby designates the address given below as the legal address to which all notices, directions, or other communications may be served or mailed.

Name of Firm or Joint Venture: _____

Street Address: _____

City: _____

State: _____

Zip: _____

Telephone: _____

- b. The Undersigned hereby declares that the Bidder has the legal status indicated below.

- 1) If a partnership, give full names of all partners:

- 2) If a corporation, indicate state in which incorporated: _____

Affix Seal

c. The Undersigned hereby affirms that they are qualified to do business in the State of Illinois.

d. Signatures:

1) Individual, partnership or corporation:

Name: _____

By: _____

Title: _____

2) Parties to Joint Venture:

Name: _____

By: _____

Title: _____

Address: _____

END OF DOCUMENT 004113.

BIDDER'S REQUIRED BID DOCUMENTS CHECKLIST

Below is a list of all documents and attachments which must be included with a bid in order for the bid to be considered a complete bid. Bidders must check boxes to indicate each item has been included with this bid. The second list below is a list of documents and attachments that must be provided prior to executing the contract agreement. Failure to provide the requested documents after bid, and prior to executing the contract, is grounds for rejecting the bidding contractor.

To Be Provided With Bid

- 004113 – Bid Form
- Bidders Responsibility Information (Following Pages of Bid Form)
- 004325 – Substitutions (If Proposed)
- 004345 - Certificate of Prevailing Wage Requirements
- 004519 - Non-Collusion Affidavit
- 004521 - Bidder Eligibility Certificate

To Be Provided After Bid, Prior to Executing Contract Agreement.

- 004546 - Certificate of Compliance With Illinois Drug-Free Workplace Act
- 004548 - Certificate Regarding Non-Discrimination in Employment – Protected Categories
- 004550 - Certificate Regarding Sexual Harassment Policy
- Documentation of a minimum of two continuous years in business as detailed in Section 004395 General Requirements, Item 1.2.A.1
- Documentation that the Contractor meets the requirements as detailed in Section 004395 General Requirements, Item 1.2.C
- Documentation that Contractor's Insurance Rating is 1.0 or less.
- Letter from President of the Company certifying absence of any filings for protection from creditors under federal bankruptcy laws and/or placement under receivership or similar restrictions in the last five years.
- Letter from President of the Company certifying absence of contracts terminated by Owner for non-performance in the past five years, except where not due to the material fault of the Bidder.
- Letter from bonding company certifying absence of claims on Bidder's bond in the past five years, except where not due to the material fault of the Bidder.
- Per a Notice to Proceed Letter, Contractor shall provide shop drawing submittals for the lighting fixtures and controls in order to expedite the order of these materials for the project.

**THIS FORM MUST BE SUBMITTED WITH BID
BIDDER'S RESPONSIBILITY INFORMATION**

Information required to be submitted with bid to facilitate application of Bidder Responsibility Criteria as described in Section 004395 of the Project Manual:

1. Date of establishment of current form of business organization:

2. Type of current form of business organization:

3. State of registration of current form of business organization: _____

4. Name of bidder's project manager with experience limits set forth in Section 004395 – General Requirements:

5. Identification of projects which meet the requirements set forth in Section 004395 – General Requirements. Use Attachment 1 as the form on which to provide this information.
6. Case, caption, number and court for any bankruptcy, receivership or similar proceeding involving the bidder other than solely as a claimant:

7. List contracts terminated by owner for non-performance within the past three years of this project's bid date, and the name, address and telephone number of Owner's representative under all such contracts:

8. List contracts on which a claim against the bidder's bond was made within the past three years of this project's bid date, and the name, address and telephone number of owner's representative under all such contracts.

THIS FORM MUST BE SUBMITTED WITH BID

ATTACHMENT 1 TO BIDDER'S RESPONSIBILITY INFORMATION

Identification of projects which meet the requirements set forth in Section 004395 – General Requirements. Fill out one sheet for each project. Duplicate as necessary.

- 1. Name of Project _____
- 2. Contract Price: \$ _____
- 3. Final Contract Price: \$ _____
- 4. Contract Start Date: _____
- 5. Contract Completion Date: _____

6. Identification of any litigation, mediation or arbitration in which the bidder is or was a party, including the case caption, number and court, mediator or arbitrator and reasons for bidder's involvement:

7. Identification of claims on the Bidder's bond by owner, subcontractor or others which were due to the material fault of the Bidder.

8. Identification of mechanic's liens filed against the owner and reasons for liens:

9. Name, address and telephone number of owner's representative:

END OF SECTION 004113