

REQUEST FOR BIDS

MCC HVAC Replacement Units

The Mundelein Park and Recreation District hereby requests bids for purchase and installation of two (2) heating and ventilation units. Bids are to be submitted in opaque, sealed envelopes clearly marked **“Bid: MCC HVAC Replacement Units.”** Bids are due no later than 11:00am, Wednesday, May 24th, 2017, at the office of the Mundelein Park and Recreation District, 1401 Midlothian Road, 3rd Floor Administration Office, Mundelein, Illinois 60060.

The Board of Commissioners of the Mundelein Park and Recreation District reserves the right to reject any or all bids and to waive any technicalities or formalities, or adjust quantities, which it deems in the best interest of the District.

All prices are F.O.B. Mundelein, Illinois. Any questions regarding this bid should be directed to Derek Solberg, Superintendent of Buildings and Grounds at (847) 388-5463. All work must be performed according to specifications in a professional manner and be warrantied for a minimum 12 months from the date of acceptance.

All contracts involving labor must adhere to local, state and federal requirements including prevailing wage. All pay requests and invoices must include a copy of the certified payrolls. The information shall include the name, address, telephone number, social security number, classification, wage per hour, number of hours worked each day and starting and ending times of each day for each employee that works on the project. A certified payroll is also required from subcontractors. The certified payroll must contain the records listed above along with a statement that declares the records are true, that the hourly rate is not less than required by Public Act 094-0515 and an acknowledgement that filing a false certified payroll is a Class B misdemeanor. Contractors shall provide the District with a Certificate of Insurance naming the Mundelein Park and Recreation District as additional insured for the contractors work on this project. Coverage shall include general liability, automobile liability and workman's compensation.

The Contractor awarded this bid is required to comply with the requirements of the federal and state Drug Free Workplace Acts (41 U.S.C.A. & 701 et. seq. and 30 ILCS 580/1 et. seq.).

MCC HVAC Replacement Units: General Conditions

Scope of Work: The project consists of the following: furnishing two (2) HVAC replacement units, removal/disposal of existing units, installation of new units and operation/startup of systems.

Qualifications of Contractors: Bidding shall be open to all qualified contractors who have completed at least two (2) similar installations by said bidder that have been in service a minimum of two (2) years; and supply locations and dates completed if requested.

Completion Schedule: The contractor shall complete this project on or before September 22nd, 2017.

Pre-bid meeting: A pre-bid meeting will be held on May 10th, 2017 at 10:00am at the Mundelein Community Center, 1401 N. Midlothian Rd, Mundelein, IL 60060. Enter the building on the south side, check-in at the front desk and proceed to the 3rd floor.

Bid Documents: All bids must be submitted on the form supplied in the bid document package.

Prevailing Wage: The contractor must pay the prevailing wage for each trade involved with this project as specified by the Illinois Department of Labor.

Guarantee: The successful bidder shall guarantee the work specified herein against defective parts or faulty workmanship for a minimum period of one (1) year following the date of acceptance by the Park District unless otherwise stated herein.

Bid/Performance Guarantee: A bid bond in the form of a certified check or bank draft, payable to the Mundelein Park and Recreation District, in the amount of 10% of the total bid shall be attached to the bid as a guarantee the bidder will enter into contract with the Park District. Bid Bonds will be accepted as performance guarantees. Failure on the part of the contractor to complete work within the specified time and/or to do the work as specified herein will be just cause to forfeit this surety.

Insurance Requirements: The successful bidder shall file with the Park District a certificate of insurance in the amount of \$1,000,000 for general and automobile liability. Workers Compensation Insurance shall be provided in accordance with State law. The Mundelein Park and Recreation District shall be named as an additional insured on all policies affecting the contract at no extra expense to the District.

Withdrawal of Bids: Bids must be firm for sixty (60) days after opening.

Right Reserved by the Park District: The District reserves the right to waive any informality and/ or reject any or all bids when, in the opinion of the District, such action serves the best interests of the District. Unless bids are rejected, the contract will be awarded to the lowest responsible, qualified bidder.

HVAC Units: Specifications

Location: Mundelein Community Center, 1401 N. Midlothian Road, Mundelein, IL 60060. Inspection of the jobsite will be available as part of the pre-bid meeting.

Equipment Description:

- Units must be compliant with 2015 IECC code and provide SEER rating.
- There is one thermostat for each rooftop unit.

Mundelein Community Center RTU #9 (Model # YCD180B3HCEA, Serial # M24101000D):

- Install a Trane 15-ton pkg gas/electric high gas heat R410A 11 EER rooftop model YSD180F3RHA2035
- Unit is 208/230v 3-phase
- Factory installed economizer
- New curb adapter
- Hail guard for condenser
- Honeywell programmable thermostat TH8320R
- Crane Service included
- Removal of existing unit and complete start-up

Mundelein Community Center RTU #4 (Model # YCD120B3HCEA, Serial # M31103517D):

- Install a Trane 10-ton pkg gas/electric high gas heat R410A 11.3 EER rooftop model YSC120F3RHA201U
- Unit is 208/230v 3-phase
- Factory installed economizer
- New curb adapter
- Hail guard for condenser
- Honeywell programmable thermostat TH8320R
- Crane Service included
- Removal of existing unit and complete start-up

General Warranty: Shall be a minimum (1) one year on labor for all service and repairs. Warranty shall begin upon date of acceptance.

Permits: Contractor shall be responsible for obtaining all necessary applications and permits to perform installations. Permit from the Village of Mundelein is required. Structural Engineer report not required if unit is same size or smaller than existing. Specified units are same size as existing. Note that Village of Mundelein Code requires one GCFI outlet within twenty five feet (25') of each unit. One outlet can cover two units.

Scheduling: Installation scheduling shall be made with the Superintendent of Buildings and Grounds or agents in advance so as to minimize interruption of Park District services.

Installation: Contractor shall schedule and provide all necessary equipment to remove old units and install new.

Gas supply piping shall be reconnected, new gas shut off valves to be installed. Exhaust venting shall be installed and routed as required by the manufacturer.

A licensed electrician will complete electrical work. New weather tight disconnect boxes shall be installed where required.

Work must comply with all required building codes.

Start-up, operation: Contractor will review start-up and operation of units with an agent of the Park District. Contractor will review filter service procedures with Park District staff.

Documentation: Contractor shall provide Park District with technical data for installed units, including operation, service and parts manuals.

Disposal: Contractor shall be responsible for proper disposal of old equipment.

MCC HVAC Replacement Units: Bid Submittal Form

To: Mundelein Park and Recreation District
1401 Midlothian Road
Mundelein, Illinois 60060

The undersigned proposes to furnish all equipment, materials and labor as specified to install and connect two (2) HVAC units at the Mundelein Community Center as specified above.

BID ITEM:

Mundelein Community Center RTU #9: \$ _____

Mundelein Community Center RTU #4: \$ _____

Total bid amount: \$ _____

FIRM: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: _____ FAX: _____

EMAIL: _____

EMPLOYEE TAX ID# _____

DATE: _____

PRINT NAME: _____

BY: _____

Authorized Signature

**PREVAILING WAGE ACT
NOTIFICATION TO CONTRACTORS**

Pursuant to P.A. 96-0437, effective January 1, 2010, a public body that fails to provide written notice to its public works contractors that a project is subject to Illinois prevailing wage requirements is, itself, liable for interest, penalties and fines as stated under Section 4(a-3) of the Act. Failure by the public body to provide written notice does not relieve the contractor of the duty to comply with the prevailing wage rate, nor of the obligation to pay any back wages, to the extent applicable under the Act. This notice is being provided for the mutual benefit of you and the Park District.

This contract may call for the construction of a “public work,” within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. (“the Act”). The Act requires contractors and subcontractors, to the extent that the Act applies, to pay laborers, workers and mechanics performing services on public works projects no less than the “prevailing rate of wages” (hourly cash wages plus fringe benefits) in the county where the work is performed. Related to the Act, the Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1, et seq., requires contractors and subcontractors performing services on public works to have in place a written substance abuse program, which meets or exceeds the program requirements in this Act, on file with the Park District.

To the extent that the Act applies, all contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice and record keeping and submittal duties, including the Substance Abuse Prevention on Public Works Act. If the contractor determines that the Act does not apply to it, contractor shall—in lieu of certified payrolls—submit a letter stating that the Act does not apply to it and setting forth the reasons therefor.

I acknowledge that I have received the Prevailing Wage Act notification and:

- The services my company has performed for the Mundelein Park and Recreation District **are subject** to the above Prevailing Wage Act and I will submit a Certified Transcript of Payroll for these services prior to receiving payment.

Company: _____ Owners’ name: _____

Signature: _____ Date: _____

- The services my company has performed for the Mundelein Park and Recreation District **are not subject** to the Prevailing Wage Act and therefore am requesting payment as invoiced.

Company: _____ Owners name: _____

Signature: _____ Date: _____

**CERTIFICATE OF COMPLIANCE
WITH ARTICLE 33e OF THE
CRIMINAL CODE OF 1961**

The undersigned, _____,

being the contractor submitting a bid for the public project as described in these bid documents hereby certifies that the undersigned is not barred from bidding on the public contract as a result of a violation of either Sec. 33E-3 or Sec. 33E-4 of Article 33E of the Criminal Code of 1961, approved July 28, 1961, as amended.

Date: _____

Contractor

By: _____

Attest: _____

DRUG FREE WORKPLACE CERTIFICATION

_____, Contractor with the Mundelein Park
(Contractor's Name)

And Recreation District for the project known as _____,

certifies that the Drug Free Workplace Policy, as set forth in the bid documents has been

reviewed by or explained to the officers, agents and employees of _____
(Contractor's Name)

and _____ hereby agrees that the Bid Documents is a part of the Contract

and _____ further certifies that _____ will comply
(Contractor's Name)

with the requirements thereof, this _____ day of _____, 20_____.

Contractor's Name

ATTEST:

Secretary/Treasurer
(Corporate Seal)

By: _____
President /Vice President

SWORN TO AND SUBSCRIBED before me this _____ day of _____, 20_____.

Notary Public

My Commission Expires