

Vermilion County Building and Grounds
% Auditor's Office
6 N. Vermilion Street
Lower Level
Danville, IL 61832

LOCATION OF PROJECT:

Vermilion County Courthouse
7 North Vermilion St.
Danville, IL 61832

All bidders should read and be aware of all information contained in the document called "Policy for Selection of Contractors & Competitive Bidding or Construction & Repairs." Bidders should be prepared to submit any or all of the information and/or documents included in that writing.

All bidders should also read and be aware of all information contained in the document called "Contractor's Proposal Bidding Instructions." The enclosed acknowledgement forms for the above documents must be signed and turned in with your bids.

The Courthouse is currently heated / cooled by water source heat pump units, as well as some perimeter radiational heating and cooling. This project is for replacing two (2) boilers which are currently Bryant 1988 Flexible-tube hot water boilers, Model #CL270 – 150 – FDG. While the management has an idea of their desired outcome, their instructions are rudimentary. For this reason, the project calls for both the design of the system, and the actual installation as well as instruction on the operation of it. It is the bidders' responsibility to calculate and properly size the replacement boilers. Redundant systems are to be factored into the bid. Blueprints of the current HVAC system are available to view at Vermilion County Building & Grounds, 123 N Hazel St., Danville, IL 61832. A visual inspection of the site is required to bid. Such inspection is by appointment only, and may be arranged by calling Mark Cravens, Superintendent Vermilion County Building & Grounds, 217-304-1835, or Linda Anstey, Vermilion County Auditor, 217-554-6021.

While the project is a design / build, there are some basic standards or requirements. The system must be natural gas, and the boilers must exceed 90% efficiency. The County is aware that certain grants funds are available for installing increased efficiency gas fired equipment. While the County will do all the work to apply for any such available grants, we require that you note on your bid if the boilers you are bidding meet the criteria for any funding that you are aware of.

The boilers must meet all applicable industry and testing standards. A spec sheet for the replacement boilers, stating the same, must be included with your bid. The bid is to include all piping, electrical components and controls necessary to operate the system. All piping shall conform to industry

standards and installation must be performed by a qualified welder / pipefitter. The bid must include removal and disposal of the old boilers and materials. If tandem synchronized boilers are proposed, note in the bid the staging that is / would be required to meet the same capacity and flow rates of those boilers being replaced.

Boiler controls must have the ability to integrate into the existing controls or provisions in the bid should be made for controls that notify us by text message to at least two (2) phone numbers when an alarm condition exists, and what the condition is that caused the alarm. Boiler controls must include a minimum of low water cut-offs and alarms for low water, loss of power, loss of pump, loss of feed water, and low temperatures beyond selectable preset parameters.

When submitting your bid, you must include the amount of lead time needed for the arrival of the equipment, and an estimated amount of time for completion of the project from the starting date. You must also include an estimated start date for the project. Also because this building is a busy public facility, bids must include any proposed staging of the installation process, and an estimate of the amount of time that the heat (boilers) would be off. Due to the nature of the operations of the building the successful bidder must be able to have flexible scheduling, based on the length of time the system will be down, and the weather which may include some weekend work.

The Vermilion Courthouse is a high security building, so all employees must authorize for and pass a background check. Your employees would then be given an ID pass to enable access. However, no access will be granted without a County employee present at all times.

All bids should include the cost of materials and labor, any necessary permits, and any disposal fees. These items should be listed separately on the mandated Bid Form enclosed in your packet.

In the project, all measurements and estimates of materials and labor cost will be the responsibility of the bidders. Guidance will only be given pertaining to the scope of the projects. No prints, drawings, or detail will be available for the current system other than noted above.

DEADLINE:

All sealed bids must be turned in to the office of the Vermilion County Auditor, Courthouse Annex, 6 N Vermilion, Lower Level, Danville, IL 61832 no later than 2:30 p.m. prevailing time on Tuesday, September 3, 2013. Bids will be opened at 10 a.m. prevailing time on Wednesday, September 4, 2013 in the Office of the County Auditor, 6 N. Vermilion St., Lower Level, Danville, IL 61832

In the case of bids that are substantially the same, the winning bid may be selected based on receipt of the bid. In light of that each bid will be date stamped on the outside of the envelope, and the time noted, when it is received in the Office of the County Auditor. If submitting your bid by mail or other common carrier, please be sure that the submission is made so that it is received by the deadline. No provision or exception will be made due to failure of the carrier to get it delivered on time.

Selection of the winning bid will be done at the Vermilion County Property Committee meeting to be held 5:00 p.m., September 16, 2013, in room 319 of the Vermilion County Courthouse Annex. Notification will be given to the winning bidder(s) by phone, by US Mail, and be posted on the Vermilion County Building & Grounds website: www.vcbandg.com .

Vermilion County reserves the right to reject any and all bids, or any individual portion of a bid. Project may be rebid if it is felt that the bids received are not satisfactory. Project may be cancelled in total, or postponed, as deemed necessary by the management of Vermilion County.

BID FORM

TO: Vermilion County Building and Grounds
% Auditor's Office
6 N. Vermilion St.
Lower Level
Danville, IL 61832

WORK LOCATION: Vermilion County Courthouse
7 N. Vermilion St.
Danville, IL 61832

The undersigned, having carefully examined the specifications, and having become fully informed of all conditions pertaining to this project, propose to provide all labor, materials, equipment, permits, fees and associated costs to perform all work in a workmanship and professional manner. I certify that I will comply with all specifications, laws and regulations of any applicable governing body, and policies as given to me by Vermilion County, Illinois.

The following is a summary of my bid. Full information as required in the specifications is attached.

This bid includes all associated costs of the project, and meets or exceeds all included specifications.

Materials \$ _____ Fees and Permits \$ _____

Labor \$ _____ Disposal Fees \$ _____

Total Cost of the Project \$ _____

Signed: _____

Date: _____

Printed Name: _____

Company Name: _____

Company Address: _____

RESOLUTION

VERMILION COUNTY
DEPARTMENT OF BUILDING & GROUNDS
POLICY FOR SELECTION OF CONTRACTORS &
COMPETITIVE BIDDING OF CONSTRUCTION & REPAIRS

The County of Vermilion, Illinois hereby establishes these requirements for the selection of contractors and for competitive bidding of construction and repair projects.

All contractor bidders must:

- A) Comply with all laws pre-requisite to doing business in Illinois, Vermilion County, and/or any municipality within the County.
- B) Produce evidence of a federal employer tax number or social security number.
- C) Provide evidence of compliance with Federal Equal Opportunity Employer requirements.
- D) Provide evidence of all specified insurance coverages.
- E) Comply with all provisions of the Illinois Prevailing Wage Act.
- F) Comply with any other additional requirements as expressed in this policy or within project bid specifications.
- G) Comply with any other additional requirements that Vermilion County may find beneficial. (Other additional requirements could include: weekly certified payrolls, non-compliance penalties such as fines and debarment, policies on harassment, or mandating residency requirements.)

The Department of Building & Grounds of Vermilion County Illinois, (the Department) will establish and maintain lists of pre-approved mechanical, electrical, plumbing, carpentry, HVAC, excavation, hauling, paving, roofing, masonry, painting, floor-covering and general building repair and construction contractors who wish to compete for the publicly-funded work contracts issued by the Department. The bid process used by the Department is competitive, sealed-bid bidding. Pre-qualified contractors will be invited to bid projects which are assisted or funded by the County. Applications from interested contractors are accepted at all times, and periodically the Department will advertise in the newspapers and provide information on the County's website to insure that the opportunity to participate is available to all qualified responsible contractors. Pre-qualified general contractors are placed on list according to their craft.

The Department reserves the right to solicit for bids and award a project bid to a contractor who has not been pre-qualified. Circumstances for this to occur include, but are not limited to, a specialty field, a lack of pre-qualified contractor bidders, or an emergency project. Such contractors must still meet the pre-qualified requirements, unless waived.

The Department will retain certain records pertaining to the contractors we utilize, including verification of insurance, licensures and references. This information is held by the County in the strictest confidence and utilized only to pre-qualify contractors for our list.

Contractors on the list may be deleted from the list for cause or lack of responsibility. Some examples include, but are not limited to, failure to maintain necessary insurance or licensure, failure to satisfy outstanding judgments, failure to perform, unacceptable workmanship, failure to maintain timely job progress, contract violations or failure to respond to successive invitations to bid. In the event of a dispute concerning specific performance issues within a contracted job, the contractor will be notified and reasonable time and assistance shall be provided by the Department to reach a mutually agreeable resolution. It is our policy that anytime a contractor is behind schedule on a contracted job, the contractor or any of his/her employees are the subjects of any theft, fraud or business practices investigation, or a job is stalled due a dispute, the Department reserves the right to withhold new invitations to bid. Similarly a contractor's workload to capacity ratio may be a factor in causing the Department to withhold an invitation to bid in the interest of timely job performance.

Competitive bids shall be sought when the estimated project cost exceeds \$10,000, except as permitted by the Illinois Counties Code Competitive Bids Act (55 ILCS 5/5-1022).

Notification of bid request will be communicated to the pre-qualified contractors by the Department. Every effort will be made to match the project requirements with the pre-qualified contractors' skills. Publicizing bid requests will comply with requirements of 55 ILCS 5/5-1022. Time and deadlines of bid submission will be set for each project by the Department.

Contracts are awarded to the lowest responsible bidder, except when all bids are outside the range of acceptance

established by the Department's own estimate of costs and bidding is reopened.

Bids are opened publicly in the Offices of the Vermilion County Board on the specified date. Any interested parties may attend. After receipt and opening the bids are reviewed by the Department. Totals and items are checked. Items in the bids may be deleted. The County reserves the right to accept and/or reject any or all bids, and any part of section of a bid. Projects may be bid again.

The Department also requires that all sub-contractors to be utilized on a job be named in the bid.

Bid totals are available for public view for two business days after their opening. The actual price review by the public or by competitors for each and every bid item or page is not permitted.

The Department of Building & Grounds Maintenance of Vermilion County uses the following Contractor Qualification Policy as a basic information guide to a pre-select list of general contractors and to provide an understanding of what is required of contractors.

Minimum Qualifications

Contractors desiring to do work issued by the Department must meet the minimum qualifications provided here and be placed on the approved list of eligible contractors. Contractors will be selected from the eligibility list by the Superintendent of the Department after soliciting proposals and undergoing a review.

1. Recognized Contractor Eligible contractors must have completed similar work and must provide written letters of reference from at least three (3) clients served within the last two (2) years preceding the contractor's request to be included on the eligibility list. To be considered, contractors must be capable of acquiring the necessary permits in a timely manner, and of completing work in compliance with the work description. Any work to be performed on County property located within the corporate limits of the City of Danville is subject to all requirements for contractor licensure, insurance, registration, permits, inspections and code requirements set forth by the City of Danville. All subcontractors to be utilized for Department work shall also be qualified as previously described and

licensed as required by law. Subcontractors who participate in a general contractor's bid must hold all applicable city licenses required for the craft.

2. Financial Capability The Superintendent may investigate the Contractor's available credit with material suppliers or credit rating by contacting the appropriate rating agency. A negative credit rating, record of bankruptcy, unavailability of credit necessary to facilitate the smooth uninterrupted execution of the work or other issues may be reason to disqualify a contractor.

3. Performance Bonds or Pledge of Assets To remain qualified, a contractor must, for all projects exceeding \$50,000 (fifty thousand dollars) in County funds, provide a full payment and performance bond for the total cost of the contract in question prior to the commencement of work. The Superintendent may accept an irrevocable letter of credit or other pledge of liquid assets in lieu of the performance bond in the form approved by the County's legal counsel.

4. Insurance The Contractor must submit to the Department office by May 1 of each year, evidence that the Department's insurance and licensure requirements are being met.

5. Suspension The Contractor must not be on the U.S. Department of Housing and Urban Development's debarred/suspended list.

6. Warranty Failure to conform to the warranty agreements on previous projects shall be reason to disqualify a Contractor.

7. Procedures The Contractor must conform to the County's Affirmative Action Plan and other licensing and registration regulations when applicable. Evidence of the withholding and forwarding of federal and state income taxes, Social Security and Medicare for all the Contractor's employees and the Contractor's contribution for Social Security and Medicare must be presented to the Department Office annually, as provided for proof in insurance (see #4 above).

CONTRACTOR'S PROPOSAL
BIDDING INSTRUCTIONS

Vermilion County Department of Building & Grounds Maintenance

GENERAL REQUIREMENTS:

1. The Contractor as well as any sub-contractors participating in the Contractor's bid must meet all applicable City and State licensing requirements. This also requires that continuous liability insurance and worker's compensation coverage be maintained at no less than the following levels, unless otherwise indicated in bid specifications:

Comprehensive General Liability:	\$1,000,000 CSL;
Worker's Compensation:	Illinois Statutory Requirements;
Comprehensive Automobile Liability:	\$1,000,000 CSL;
Umbrella Liability	\$2,000,000.

2. The Contractor must be pre-approved by the Department. This requires completion and submission of the forms provided, including a Statement of Contractor's Qualifications, which contains information about debarment.

3. All workmanship and materials must conform to the program's guidelines as stated in the work description, any applicable state, federal or local codes, and be of quality common to the commercial craft involved.

4. The Contractor must be familiar with the project site and the work description.

5. The Contractor must attend any scheduled pre-construction meeting when held.

DOCUMENTS:

The following documents are necessary in the preparation of a proposal:

Work Description - This report is prepared by the Superintendent of the Department. It identifies eligible work items to be bid

upon in general scope. Any floor plans included are diagrammatic only. It is the Contractor's responsibility to confirm all measurements and quantities.

Proposal Form - this IS obtained with the work description. It is to include a signature area for the Contractor and an area for the proposal amount.

INSTRUCTIONS:

1. All proposals must be submitted in ink or typewritten. Illegible proposals may be rejected. Proposals must be complete with the Proposal Form and work description included in the submitted package. The address of the project is to be noted on the outside of the envelope. The envelope must be sealed.
2. Proposals must be itemized per task on the work description form. Incorrect calculations may result in rejection of the proposal.
3. Proposals are to be submitted to the Chairman of the Vermilion County Board by the designated time and date. Contractors are invited to witness the proposal opening but attendance is not required to be awarded a project. Proposals are accepted by the Department on behalf of the people of Vermilion County. Late proposals will be rejected.
4. The Contractors must guarantee the proposed price for a period of sixty (60) days after the proposal opening date. If, after sixty (60) days, the County has not issued a Notice to Proceed on the project, the Contractor has the option of withdrawing the proposal.
5. Authorization to begin work is given with the execution of a Notice to Proceed on the project but not at any time prior to that execution.
6. The name(s) and business address(s) of all sub-contractors participating in the bid are to be listed on the proposal.

PROJECT AWARD:

The County reserves the right to accept and/or reject any or all bids, any part of section of a bid.

Projects will generally be awarded to the lowest responsible bidder. The Department does reserve the right to reject a proposal deemed to be too low for the bidder to maintain the performance standards required or to maintain sufficient job progress. Should your proposal be disqualified, it is your right to obtain the reason for the disqualification.

Contractors who are late in completion of a project will not be allowed to submit proposals on new projects until all their late projects are completed. Allowance will be made for unforeseen delays outside of the contractor's control such as change orders, material supply interruptions and uncooperative weather conditions.

If a Contractor has Department projects currently under construction, and it is not foreseeable that any of them will be completed before the project being proposed will be issuing a Notice to Proceed, the Department may determine, based upon the capacity and past performance of the Contractor, that the Contractor will be unable to carry the additional load of another project. If a Contractor is deemed unable to manage an additional project, the Department reserves the right to award the job to the next lowest responsible bidder.

RESOLUTION

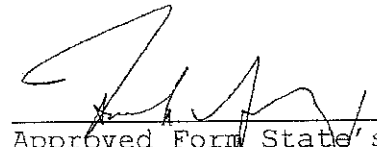
Vermilion County
Department of Building & Grounds
Policy for Selection of Contractors &
Competitive Bidding of Construction & Repairs.

PRESENTED, APPROVED AND RESOLVED by the County Board of Vermilion County Illinois at its May 13, 2008 A.D. meeting.

Dated this 13th day of May, 2008 A.D.


Vermilion County Board Chairman

ATTEST. 
Clerk of the County Board


Approved Form State's Attorney

AYE 24 NAY 0 ABSENT 3

RESOLUTION No. RESOLUTION # 08-0504



Vermilion County, Illinois

Maintenance Department

7 N. Vermilion St.

Danville, Illinois 61832

Mark H. Cravens

II Plumbing Lic. 058-131632 CCCDI

Superintendent

Phone: (217) 554-1960 * Voice Page and cell: (217) 304-1835 * E-mail: mcravens@vercounty.org * Fax: (217) 554-1965

CONTRACTORS AND THE ILLINOIS PREVAILING WAGE ACT

I, _____ (Name of Contractor), acknowledge that as a Contractor to perform services for Vermilion County, Illinois, a governmental body, that I will be subject to all parts of the Illinois Prevailing Wage Act, 820 ILCS 130/et al. I also understand that as a Contractor, all sub-contractors I may enlist in the project are also subject to the Act, and that I bear the responsibility for informing them of that fact.

I recognize that it is my responsibility as Contractor to pay wages as required under this Act, and to also meet all other requirements of the Act, including but not limited to the certification of such wages to Vermilion County, and the retention of payroll records. I understand that with 7 business days' notice I, and any subcontractor I enlist, may have to make any of these records available for inspection by Vermilion County or the Department of Labor.

Signature

Date

Witness

NOTICE: The opening of the bids for cars, numbers 2011-001, 2011-002, and 2011-003 has been changed. Bids will be open at the Vermilion County Property Committee meeting on Monday, September 19, 2011 at 5:00 p.m. Room 319, Courthouse Annex.

BID OPENING TALLY SHEET

Reference Number:	ITB-2013-08-0001
Description:	Replace Courthouse Boilers
Opening Date & Time:	09/04/2013, 10:00 am

AWARDED TO:	Frank J. Strahl & Sons, Inc
Cost:	\$149,900.00

Present at Opening:	Linda Anstey	Mark Cravens
	Gary Weinard	Joe Cromwell (Strahl)

Bid Tally Section

Bid # 1	Submitted By:	Frank J. Strahl & Sons, Inc
	Received:	10/03/13, 10:50 am
Bid Info	Materials:	\$80,000.00
	Labor:	\$69,900.00
	Bid Total:	\$149,900.00

Bid # 2	Submitted By:	Venture Mechanical Contractors, Inc
	Received:	10/03/2013, 1:00 pm
Bid Info	Materials:	\$85,000.00
	Labor:	\$105,000.00
	Bid Total:	\$190,000.00