

INVITATION TO BID: Replacement of water source heat pumps, boilers, and Bacnet system for the Vermilion County Health and Education Building, Danville, IL. For the

VERMILION COUNTY BOARD

201 N Vermilion

Danville, IL 61832

Bids are invited for repair work on the building at 200 S College Street, Danville, Illinois 61832, for the Vermilion County Board Office, Danville, IL 61832.

A single lump bid will be required for the work of the project. Supplemental materials in addition to that bid form will be accepted.

Sealed bids, submitted in duplicate will be received until 11:00 a.m. on September 16, 2022, at the office of the Vermilion County Board Office, 201 N Vermilion St., 2nd FL, Danville, IL 61832. Bids offered after this time will not be considered. Bids will be publicly opened, read aloud on September 16, 2022 at 12:00 PM and shall be open to public inspection in the Vermilion County Board Office for a period of at least forty-eight (48) hours before an award of the contract is made.

To arrange a tour of the intended work site, please contact the Building and Grounds Supervisor, Kyle Richards @ 217-918-2486 or at krichards@vercounty.org

The County reserves the right to reject any or all proposals for any reason, to waive any informality in the bidding, and to accept that proposal which the County considers to be in its best interest.

A limit of one (1) complete set of the bid documents may be obtained by calling the Vermilion County Board Office at (217) 554-6000. The bid documents will also be posted on line at <https://www.vercounty.org/>

By: Larry Baughn, Jr.

Vermilion County Board Chairman

INSTRUCTION TO BIDDERS

1.01 PROJECT

Repair work on the HVAC system for the building at 200 S College Street, Danville, IL 61832, for the Vermilion County Board Office, Danville, IL 61832.

1.02 CONTACT PERSON

Kyle Richards, Vermilion County Buildings and Grounds, 217-918-2486

1.03 BIDS

Bids to be considered must be made in accordance with the instructions contained herein. A lump-sum bid is called for in the Bid Form and is required. **Bidders must however add as an attachment a breakdown of costs in any format they deem appropriate so long as the costs for items are separately set out. The County reserves the right to accept a bid for the most reasonable, efficient, and or cost-effective proposal regardless of the design so long as the proposal meets the heating and cooling needs of the County.**

THE SPECIFICATIONS FOR THE BID ARE ATTACHED AS EXHIBIT "A" LABELED BID SUMMARY

Bids shall be submitted in duplicate on forms furnished with this specification. Additional supporting documentation will be accepted. The bidder must by interlineation or by separate document indicate their compliance with every paragraph and subparagraph of this bid specification. If a separate document is used, it must indicate compliance with all specifications or specifically point out any exceptions to these bid specifications. Bids shall be submitted in an opaque, sealed envelope on or before the time stated and shall bear the name of the individual, firm, or corporation submitting the bid and the title of the project.

If the bidder is a corporation, the proposal shall bear the legal name of the corporation and the corporation seal. The bid shall be signed by an officer authorized to bind the corporation to a contract and the signer's signature shall be attested to another office of the corporation.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12). Any bidder must acknowledge the *Contractor's*

Addendum concerning compliance with all applicable State and Federal laws. Because the source of funding is in part federal funding, the bidder must not be barred from bidding on federal contracts.

1.04 DOCUMENTS

Documents for the bid will be available for examination and will be obtainable from the Vermilion County Board office during regular business hours.

Prospective bidders may obtain a limit of one complete set of documents for bidding purposes.

1.05 EXAMINATION OF DOCUMENTS AND PROJECT PREMISES

Upon submitting a bid, it is presumed that the bidder has acquainted himself with the Specifications prepared by the County. It is understood that omissions from the bid requirements due to the failure of the bidder to fully acquaint himself with the requirements of the Documents will not entitle the bidder to additional consideration of compensation, if awarded the contract.

Bidders will have the opportunity and are required to attend at least one bidder's conference to inspect the project premises on September 7, 2022 and September 8, 2022 at 9:00 AM. Contact Kyle Richards (217) 918-2486 for questions. Bidders must provide their own ladder or other equipment if desired and provide proof of insurance if they intend to use the ladder or gain access to any roof area. Such inspections are done at the risk of the bidder and the County shall not be liable for any injury arising from any injury during the inspection of the building. Partaking of this bid process shall constitute acceptance of this condition.

1.06 INTERPRETATION OF DOCUMENTS

Interpretations of the meaning of the Bid Requirements, or of the bid Contract Documents will be valid only if issued in writing by the County as Addenda. Such Addenda will be issued no later than three days prior to the date for receiving bids. Each Addendum will be numbered and dated and issued to all prospective bidders of record at the time of issuance. Bidders may receive such addenda by providing their email to krichards@vercounty.org. The interpretations or clarifications made other than by such written Addenda will not be binding upon the County. Each bidder submitting a bid must acknowledge receipt of Addendum received in the blanks provided for this purpose in the proposal form.

Should a bidder find discrepancies in, or omissions from the Documents, or should he be in doubt as to the meaning of any requirements in the Documents, he shall at once notify the County in writing, but in no event later than seven days prior to the date for

receiving proposals. Conflicting requirements brought to the County's attention subsequent to seven days prior to the date for receiving bids will be subject to the County's decision and at no additional cost to the County.

1.07 SUBMISSION OF BIDS

Bids will be received at the time and location stated in the Invitation for Bids, page one.

Bids received after the time set for receiving bids will not be considered.

1.08 MATERIAL

No re-built. re-conditioned. re-furnished or previously used equipment is acceptable. Refer to the description of the scope of work, marked as Exhibit "A" for further specifications.

1.09 METHOD OF AWARD- LOWEST QUALIFIED BIDDER

If at the time a Contract is to be awarded, the lowest base bid submitted by responsible bidder, including listed addenda, do not exceed the amount of funds then estimated by the County as available to finance the Contract, the Contract will be awarded based upon the base bids and the listed alternates based on criteria as outlined in this paragraph and paragraphs 1.10-1.12 below.

1.10 RETAIL SALES TAX EXEMPTION

Retail sales taxes shall not be included in the bid amount.

1.11 ADDITIONAL CONDITIONS

Prices must include delivery. Any damaged item must be replaced by the successful bidder.

All bidders must provide evidence of compliance with Federal Equal Opportunity Employment requirements and the Illinois Human Rights Act; produce evidence of a federal employer tax number, proof of insurance in the amounts shown in contractor's addendum, attached.

The bidder must state payment terms expected and provide adequate proof of ability to complete the project by performance bond or other adequate security acceptable to the County.

Any subcontractors must be identified in the Bid.

The award of the bid is not assignable without the written consent of the County.

1.12 AWARD OF CONTRACT

- A. The County reserves the rights to waive any informality in or to reject any or all bids and to accept any bids deemed most favorable to the interest of the County after all bids have been examined and tabulated.
- B. The County may award a contract on individual items within a particular group or on the total group of items.
- C. Contracts shall be awarded to the lowest responsible bidder on the basis of the bid that is in the best interests of the County to accept. In awarding the contract, in addition to price, the County will consider:
 - a. the ability, capacity, and skill of the bidder to perform the contract to provide the service required;
 - b. whether the bidder can perform the contract or provide the service promptly, or within the time specified, without delay or interference;
 - c. the character, integrity, reputation, judgment, experience, and efficiency of the bidder;
 - d. the quality of the performance of previous contracts or services;
 - e. the previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
 - f. the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
 - g. the quality, availability, and adaptability of the supplies or contractual services to the particular use required;
 - h. the ability of the bidder to provide future maintenance and service for the use of the subject of the contract; and the number and scope of conditions attached to the bid.
 - i. the overall design and efficiency of the proposal for the purposes of heating and cooling. Proposal may outline different options, for example the number of needed boilers, and the County may choose a design or proposal that differs from the County's current configuration if in the sole discretion of the County the proposal is overall in the best interests of the County and achieves the heating and cooling needs of the building efficiently and economically and is of sufficient reliability expected in the HVAC field for like sized projects.

D. The County shall not accept the bid of a contractor who is in default on the payment of taxes, licenses, or other money due the County.

MISCELANEOUS TERMS:

1. QUALITY ASSURANCE

A. Perform work in accordance with manufacturer's installation instructions.

B. All materials and work must comply with the description and scope of work attached to this bid as Exhibit "A" unless the bidder is offering a better or superior option and then only with the consent of the County Board Chairman in writing.

D. Source Limitations: No used materials will be accepted.

2. SAFETY AND SITE ISSUES

The successful bidder must supply appropriate dumpsters, if needed, and provide for cleanup of any debris.

All applicable rules of Illinois OSHA, where required, will be observed.

3. DELIVERY, STORAGE AND HANDLING

Bidder shall:

Protect materials from physical damage and from deterioration by sunlight, moisture, soiling, and other sources. Store in a dry location. Comply with manufacturer's written instructions for handling, storing, and protecting during installation. The County will be liable for items damaged or mishandled during delivery, storage or handling and installation.

4. WARRANTY

A. Contractor's Warranty: The contractor shall warrant the products with respect to workmanship and proper application for one (1) year from the effective date of the warranty issued by the manufacturer.

B. Manufacturer's Warranty: The County will have the benefit of any manufacturer's warranty and that will be provided to the County.

BID FORM

TO: County Board Office

Attn: Repair Vermilion County Health Department

Vermilion County Board Office 2nd Floor
201 N Vermilion
Danville, IL 61832

FOR: Repair Work HVAC System the Vermilion County Health Department

FROM: _____

The undersigned having familiarized himself with all requirements of the proposed Contract Documents as prepared by the County and duly issued Addenda to said Documents, having attended at least one on-site bidder's conference, as acknowledged herein, proposes to furnish all things as required by said Documents and Addenda thereto for Base Bid stated below.

BASE PROPOSAL: For the HVAC Repair, the bid amount is:

_____ Dollars (\$ _____).

Notes:

TIME OF COMPLETION

If awarded the contract, the undersigned agrees to commence work as bid herein on the date of the Notice To Proceed issued by the County, and to complete the project not later than 120 Days after the Notice to Proceed is issued unless there is a delay agreed upon by the County and bidder in writing.

BID FORM - CONTINUED

ADDENDUM RECEIPT

Receipt of the following Addenda to the Proposal Requirements and Contract Documents are acknowledged:

Addendum No. _ Dated _

Addendum No. _ Dated _

Addendum No. _ Dated _

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).

BID GUARANTEE

The undersigned agrees that the County shall have the right to retain this bid for a period of Sixty (60) days from the date of receiving bids and guarantee the amount or amounts set forth herein to be firm for the same Sixty (60) day period.

It is understood and agreed that the County reserves the right to award the contract to his best interests, to reject any or all bids, to waive any informalities in the bidding, and to hold all bids for the bid guarantee period.

Signed this ____ day of _____, 2022.

Business Name Business Address

Telephone: _____

Attest by Corporate officer (if corporation): _____

Exhibit A

CONTROLS TAKE OVER RFP

200 COLLEGE DANVILLE ILLINOIS

INSTALL CONTROLS ON THREE MULTIZONE AIR HANDLER
AND OPERATING CONTROLS IN EACH OFFICE AREA
INSTALL BACNET SYSTEM FOR CONTROLS AND FOR BOILER