

Notice of Humidifier and Fan Motor Replacement Bid

Humidifier and Fan Motor Replacement Project

Glenview Public Library

Bids Due:

August 12, 2025 at 2:00 pm CST

Late bids will not be accepted

Library Contact:

Attn: Jean Sanders

Deputy Director Operations

Glenview Public Library

1930 Glenview Road

Glenview, Illinois 60025

jsanders@glenviewpl.org

(847) 901-5937

ADVERTISEMENT FOR BIDS

Sealed bids will be received by the Glenview Public Library hereinafter known as the Owner, for work performed for the **Glenview Public Library Humidifier and Fan Motor Replacement Project**. The substantial completion date for this scope of work is to be no later than November 14, 2025.

A mandatory Pre-Bid Meeting will be held at 9:00 a.m. (CT) on July 29, 2025, at the Glenview Public Library, 1930 Glenview Road, Glenview, IL 60025 to review bidding procedures and tour the existing facilities. Attendees should meet outside the west entrance.

Bids will be received by the owner at the Glenview Public Library, 1930 Glenview Rd, Glenview IL 60025 before 2:00 p.m. (CT) on August 12, 2025. Bids will be opened publicly, read aloud, and recorded immediately thereafter.

The Bidder will hand deliver or mail **(2)** hard copies that are labeled with the Bidder's name and **Humidifier and Fan Motor Replacement Project** to the following address:

Glenview Public Library
Attn: Jean Sanders
1930 Glenview Road
Glenview, IL 60025

Electronic bids will also be accepted and should be sent to jsanders@glenviewpl.org with the Subject message **Humidifier and Fan Motor Replacement Project**.

Bids will be held good and may not be withdrawn for a period of 60 calendar days from the date of receipt.

Library Board project approval is anticipated to occur at the August 21, 2025, meeting of the Board of Trustees.

Commencement of the work on the project shall be to the discretion of Owner. The Owner reserves the right to waive any irregularities and to accept any or reject all bids when, in the opinion of the Owner, such action will serve the best interest of the Owner.

The Owner has determined that the Illinois Prevailing Wage Act applies to this Contract. Contractor shall therefore comply with the Illinois Prevailing Wage Act and shall pay, and require every Subcontractor to pay, the prevailing rates of wages as established by the Illinois Department of Labor for each craft or type of work needed to execute the contract in accordance with 820 ILCS 130/.01 et seq.

Project specifications and scope may be obtained through on the Library's [website](#) and also on DemandStar, the Library's purchasing website

<https://www.demandstar.com/app/agencies/illinois/glenview-public-library/procurement-opportunities/36239fc1-8bab-4fd1-93dd-d15b602a9dcb/>

Questions must be submitted via email, to Deputy Director Operations Jean Sanders at jsanders@glenviewpl.org no

later than August 1, 2025, by 5:00 p.m. (CT). Any clarifications or revisions to the scope or specifications will be issued by the Library in the form of an addendum and will be posted on the Library's [website](#) and on DemandStar.

SECTION I. INTRODUCTION

The Glenview Public Library is soliciting bids from qualified, licensed and bonded contractors to replace the Humidifier and Fan Motor equipment. All necessary fuel, equipment, materials, insurances, and personnel should be included in the bid.

Jean Sanders will oversee the Project for the Owner.

Copies of this Notice Inviting Bids are available online <https://glenviewpl.org/rfq-rfp/>

SECTION II. DEFINITIONS

The following definitions shall apply to this Notice Inviting Bids and its attachments.

Term	Definition
Bidder; Contractor	Any person or company submitting a bid in response to this Notice Inviting Bids
Bid Notice	This Notice Inviting Bids for Humidifier and Fan Motor Replacement Project
Successful Bidder	The bidder that is selected by the Glenview Public Library Board of Trustees through this Notice Inviting Bid process shall supply the services specified in the Scope of Services herein

SECTION III. TIMELINE

PUBLIC BID OPENING AT 2:00PM CST on August 12, 2025

Action	Date
Bid Release Date	July 21, 2025

Mandatory Walk Thru*	July 29, 2025 at 9:00 AM CST
Deadline for questions / clarifications	Aug 1, 2025 at 5:00pm CST
Answers to questions released	Aug 4, 2025, 5:00pm CST
Bid Submittal Deadline	August 12, 2025 2:00pm CST
Successful Bidder Notification**	August 22, 2025
Work to begin **	October 20, 2025
Final Completion	November 14, 2025

* Only bidders who attend the mandatory walk thru shall be eligible for consideration

** Dates are subject to change

SECTION IV. INSTRUCTIONS TO BIDDERS

A. Examination of Bid Documents

Before submitting a bid, Bidders should read this carefully and inform themselves completely of all details outlined herein. The submission of a bid shall be deemed a representation and certification by the Bidder that:

- Bidder has carefully read and fully understands the information provided by the Glenview Public Library (“Owner”) to serve as the basis for submission of the bid;
- Bidder has the capability to successfully undertake and complete the responsibilities and obligations of the bid being submitted;
- All information contained in the bid is true and correct;
- Bidder did not, in any way, collude, conspire, or agree, directly or indirectly, with any person, firm, corporation or other Bidder in regard to the amount, terms or conditions of the bid; and

- Bidder acknowledges that the Owner has the right to make any inquiry it deems appropriate to substantiate or supplement information supplied by Bidder, Bidder grants the Owner permission to make these inquiries, and Bidder shall provide any and all related documentation in a timely manner.

No request for modification of the bid shall be considered after its submission on grounds that Bidder was not fully informed to any fact or condition.

B. Required Bid Submission Documents

As a part of their bid submission, Bidders shall submit the following documents:

Documents to Submit	Comments
Bid Pricing Form	Must be filled out completely and signed
List of Independent Contractor(s), Subcontractor(s) or Sub-consultant(s), i.e. "Other Contractor"	Must be filled out completely
Reference List	Must be filled out completely
Certificate of Bidder Eligibility	Must be filled out completely and signed

The successful bidder agrees to sign and execute the attached **A105-2017**, as modified by Owner.

C. Bid Cost

The Contractor must complete, sign and submit the below Bid Pricing Form with Contractor's bid. All pricing must be inclusive, and include all labor, material, and equipment necessary for all tasks listed in this Scope of Services. Provision of this information assists the Owner in determining whether the Bidder understands the project, whether the costs are fair and reasonable in light of the services to be provided, and provides Library staff with tools to negotiate the final cost.

The Contractor acknowledges that by submitting a bid, the Contractor's proposed pricing is bound for 90 days after the Bid Submittal Deadline.

D. Bid Submittal Deadline and Location

Bids are due on or before **August 12, 2025 , at 2:00 pm CST** in sealed envelopes. The Bidder will hand deliver or mail (2) hard copies that are labeled with the Bidder's name to the following address below:

Glenview Public Library
Attn: Jean Sanders
1930 Glenview Road
Glenview, IL 60025

Bids must bear the Bidder's name and address, and be clearly marked:

"LIBRARY HUMIDIFIER and FAN MOTOR REPLACEMENT PROJECT DUE 2:00 PM August 12, 2025 ."

Electronic bids will also be accepted and should be sent to jsanders@glenviewpl.org with the Subject message **Humidifier and Fan Motor Replacement Project**.

Late bids will not be considered.

E. Withdrawal of Bids

Any Bidder may withdraw his or her bid by written request, addressed to the Glenview Public Library specified in Section XIV at any time prior to the Bid Submittal Deadline.

F. Insurance and Bonds

The successful bidder agrees to obtain insurance and bonds as required under **Article 5 of the A105-2017**, as modified by Owner.

G. Indemnification

In consideration of the award of the Contract and to the fullest extent permitted by law, the Contractor shall waive any right of contribution against the Owner and agrees to defend, indemnify, and hold harmless the Glenview Public Library, and each of their respective library trustees, directors, officers, officials, employees, volunteers, and agents (collectively all of the foregoing entities and persons are referred to as the "Indemnitees") from and against from all claims, actions, damages, losses, costs and expenses incurred to third parties including but not limited to legal fees (including attorney's and paralegals' fees and court costs), arising out of or resulting from the Contractor's operations or its performance of the Work of the Contract which claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the work itself, including the loss of use therefrom or is attributable to misuse or improper use of patent, trademark or copyright protected material or otherwise protected intellectual property (ii) and, only to the extent such liabilities, damages, losses, and expenses are caused by any wrongful or negligent act or omission of the Contractor, or any subcontractor or anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable. Nothing herein shall be construed to require the Contractor to indemnify any indemnitee for that indemnitee's own negligence. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which Indemnitees would otherwise have. The Contractor shall similarly defend, indemnify and hold harmless Indemnitees against and from any and all claims, actions, damages, losses, costs and expenses including but not limited to legal fees, incurred by reason of Contractors' breach of any of its obligations under, or Contractors' failure to perform the Work in accordance with any provision of the Contract. Contractor shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions

and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Contract. The indemnification obligations under this paragraph shall not be limited to in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Worker's Compensation or Disability Acts or Employee Benefits Acts.

H. Taxes

The Owner is exempt from the Illinois Use Tax Act and the Retailer's Occupation Tax.

I. Payment

Payment terms shall be in accordance with the provisions of the Local Government Prompt Payment act, 50 ILCS 505/1 et seq. and the provisions of Article 12 of the A105-2007, as modified by Owner.

J. Freedom of Information Act

Contractor agrees to maintain all records and documents for projects of the Owner in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq. In addition, Contractor shall produce, without cost to the Owner, records which are responsive to a request received by the Owner under the Freedom of Information Act so that the Owner may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the Owner and if possible, the Owner shall request an extension so as to comply with the Act. In the event that the Owner is found to have not complied with the Freedom of Information Act based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold the Owner harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

K. Prevailing Wages

The Owner has determined that the Illinois Prevailing Wage Act applies to this Contract. Contractor shall therefore comply with the Illinois Prevailing Wage Act and shall pay, and require every Subcontractor to pay, the prevailing rates of wages as established by the Illinois Department of Labor for each craft or type of work needed to execute the contract in accordance with 820 ILCS 130/.01 et seq. Contractor shall prominently post the current schedule of prevailing wages at the Contract site and shall notify immediately in writing all of its Subcontractors, of all changes in the schedule of prevailing wages. Any increases in costs to

Contractor due to changes in the prevailing rate of wage during the terms of any contract shall be at the expense of Contractor and not at the expense of the Owner. Change orders shall, however, be computed using the prevailing wage rates applicable at the time the change order work is scheduled to be performed. Contractor shall be solely responsible to maintain accurate records as required by the Prevailing Wage Act and to obtain and furnish all such certified records to Department of Labor as required by Statute or Regulation, in the manner specified by the Department of Labor (e.g., through the Department's portal) including certified payroll. Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the Work and in every way defend and indemnify Owner against any claims arising under or related to the payment of wages in accordance with the Prevailing Wage Act. The Owner agrees to notify the Contractor or Subcontractor of the pendency of any such claim, demand, lien or suit.

The Contractor is advised that the Illinois Department of Labor revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Department's web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website: <http://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>.

The Contractor shall also:

- (1) Insert into each subcontract and the project specifications for each subcontract, a written stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract.
- (2) Require each subcontractor to insert into each lower-tiered contract and the project specifications for each lower tiered subcontract, a stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract.

SECTION V. SCOPE OF SERVICES

Purpose

The purpose of this Request for Proposal (RFP) is to solicit licensed and qualified mechanical contractors for the replacement of two existing roof mounted humidifiers “H-1” & “H-2” (Nortec GSTC200; 200 Lbs/Hr. steam (280 MBH Gas Input)) serving two existing roof mounted air handling units RTU-1 (AAON RL-075; ~65 tons, 796 MBH heating capacity) & RTU-2 (AAON RL-095; ~80 tons, 1096 MBH) with new humidifiers of the same capacity. The units are located outdoors on the roof. The replacement is due to recent premature failures of the existing units as well as difficulty to maintain due to the current humidifier configuration.

In addition, this RFP also includes the replacement of (2) 25HP fan motor, serving the existing RTU-2, located on the roof. The fan replacement shall be in kind and shall match the existing fan configuration. The contractor shall perform a pre-balance report and shall include all costs to balance the RTU to match the existing airflow. **The additional motor will be retained for future use.**

General Facility Description

The existing Glenview Public Library opened in 2010 and is a two-story building with a basement and parking garage. The facility mechanical systems include large roof mounted VAV air handling roof top units, boilers for heating which are controlled by a central DDC controls system. In addition, a Fleck 5600SXT water softener system is present for water treatment. The mechanical systems are regularly maintained as well as the existing humidifiers (See Appendix B for current humidifier maintenance efforts).

As a precursor to this project, the library has obtained recent water test data (see Appendix A) which should be used by the bidding contractor in selection of the replacement equipment as well as any required accessory equipment to ensure equipment longevity and ease of maintenance.

The facility reports no current humidification issues, so a humidifier of a similar capacity is anticipated. It is the responsibility of the bidding contractor to evaluate all options submitted based on field investigation and the installation should include all manufacturer’s recommended components and accessories. Approved manufacturers for the replacement unit are **driSteem** and **Armstrong**. It should be noted that Nortec / Condair brand humidifiers shall not be used.

The following sequence of operation is taken from the original design documents, and should be verified with existing facility engineering as correct and followed for the replacement units.

Humidifier Sequence of Operation

6

GAS STEAM HUMIDIFIER (H-1 AND H-2) SEQUENCE OF CONTROL

NTS

GAS STEAM HUMIDIFIER (H-1 AND H-2) SEQUENCE OF CONTROL (ADD ALTERNATE BID M1)

OCCUPIED MODE:

AFTER AIRFLOW IS PROVEN, THE HUMIDIFIER MICROPROCESSOR CONTROLLER SHALL OPERATE THE HUMIDIFIER AND ASSOCIATED DEVICES TO MAINTAIN HUMIDITY SETPOINT. REFER TO PLAN DRAWINGS FOR SENSOR LOCATION. SETPOINT SHALL BE A STRAIT-LINE RELATIONSHIP BETWEEN THE FOLLOWING CONDITIONS:

- A. 20% RH (ADJ) WHEN OUTDOOR AIR TEMPERATURE IS -10°F.
- B. 40% RH (ADJ) WHEN OUTDOOR AIR TEMPERATURE IS 95°F.

CONTROLLER SHALL OPERATE THE FILL CONTROL VALVE TO MAINTAIN WATER LEVEL AS SENSED BY THE FLOAT SWITCH.

CONTROLLER SHALL OPERATE THE DRAIN CONTROL VALVE TO DRAIN THE HUMIDIFIER. THE INTERNAL DRAIN WATER COOLER SHALL TEMPER WATER TO BELOW 140°F BEFORE DRAINING. HUMIDIFIER SHALL DRAIN IF NOT OPERATIONAL FOR MORE THAN 72 HOURS.

UNOCCUPIED MODE:

HUMIDIFIER MICROPROCESSOR CONTROLLER SHALL OPERATE THE HUMIDIFIER TO MAINTAIN HUMIDITY SETPOINT. SETPOINT SHALL BE 20% RH (ADJ) FOR ALL UNOCCUPIED MODES. ALL OTHER MODES OF OPERATION SHALL BE THE SAME.

UNIT SHUTDOWN:

HUMIDIFIER MICROPROCESSOR CONTROLLER SHALL SHUTDOWN THE HUMIDIFIER WHEN SIGNALLED.

ALARMS:

THE HUMIDIFIER SHALL HAVE THE FOLLOWING ALARMS:

- A. WATER LEVEL FAULT.
- B. DRAIN PUMP FAULT.
- C. HIGH LIMIT (80% RH, ADJ).
- D. AIR FLOW PROOF.
- E. GAS IGNITION FAULT.

THE MICROPROCESSOR CONTROLLER AND CENTRAL BAS WORKSTATION SHALL ALARM. THE HUMIDIFIER SHALL SHUTDOWN PER "UNIT SHUTDOWN" ABOVE.

COORDINATION:

COORDINATE INSTRUMENTATION AND CONTROLS PROVIDED BY THE HUMIDIFIER MANUFACTURER. IF NOT PROVIDED BY THE MANUFACTURER, PROVIDE INSTRUMENTATION AND CONTROLS.

WIRING:

PROVIDE ALL WIRING TO IMPLEMENT THE SEQUENCE OF CONTROL. WIRING SHALL CONFORM TO DIVISION-26 SPECIFICATIONS.

Scope of Work Assignment

As the scope of work for this project is mechanical in nature, the submitting mechanical contractor is to be considered the "Prime" contractor for the project, which is to say, the Prime contractor shall engage all necessary sub-contractors as required to fulfill the work and provide a complete operating system which includes but is not limited to:

- Roofing Contractor
- Plumbing Contractor
- Electrical / Controls Contractor

- Riggers
- Control contractor
- Etc.

Further, it is the responsibility of the bidding contractor, to submit all required permits including all drawings, calculations, cut sheets, sealed drawings, etc. in order to complete the equipment replacement work. The bidding contractor shall engage licensed Professional Engineers if required by the Village of Glenview to obtain replacement permits. Should the equipment selected be larger, or heavier than the existing equipment, the bidding contractor shall have the existing conditions, design and installation reviewed by an Illinois Licensed Structural Engineer and submit a signed and sealed review on the Structural Engineers letterhead indicating the existing structure can support the new equipment does not adversely affect the existing building or systems. There shall be no modifications to the building structure without prior written approval from the Library.

Any and all demolition will be performed with care and existing surfaces will be returned to their previous state. The contractor shall include all required subcontractors for demolition and repair including demolition contractors, drywallers, painters, etc. The bidding contractor shall include within their bid, all costs for the handling and legal disposal of the existing equipment, building materials, etc. as required. The bidding contractor shall include a preliminary timeline/installation and prepurchase requirements for the work within the bid including but not limited to procurement timing, demolition, installation, mechanical and electrical equipment downtime, etc. All work shall be performed on regular time, except for building shut-downs which shall occur on premium time. The schedule shall be based on an October 20, 2025 start. All work, regardless of the start date, shall be completed by November 15, 2025. If these dates cannot be achieved, this shall be outlined within the bid.

Startup & Training

The awarded contractor shall include equipment startup services and (2) 4hr sessions with the Library engineering staff to educate the facility on the proper use and maintenance of the humidifier and all accessory equipment. Startup & training shall be performed by the equipment manufacturers or a certified manufacturer's representative. The training sessions shall be performed separately within the first 12-months after installation to allow for potential change in engineering and maintenance staff.

OVERALL PROJECT SCOPE OF WORK: Humidifiers

1. Disconnect existing humidifiers and all associated steam piping, domestic water piping, gas piping, controls, electric, etc. and prepare for new equipment installation.
2. Provide and install new humidifier in existing location(s). Provide new supports as required. Reconnect to existing branch circuits, controls, domestic water piping, gas piping, existing steam piping, heat tracing, etc.
3. Provide as required local humidifier electrical disconnect, backflow preventor on domestic water connection if not existing or in need to replacement due to incompatibility with the new system.
4. Insulate all domestic water and steam piping.
5. Heat trace all domestic water piping where subject to freezing. Provide new circuits as required.

6. Reconnect humidifier drain to existing drain connection. Provide new as required.
7. Provide supplementary water treatment/conditioning equipment as required by the new equipment manufacturer requirements.
8. Commission existing humidifier to ensure proper operation and report findings to Owner.
9. Patch existing roof, walls, etc. as required to match.

GENERAL SCOPE OF WORK:

1. WORK SHALL MEAN THE FURNISHING OF ALL LABOR, MATERIAL, EQUIPMENT AND OTHER INCIDENTALS NECESSARY OR CONVENIENT TO THE SUCCESSFUL COMPLETION OF THE IMPROVEMENTS SHOWN ON THIS SET OF PLANS. WORK SHALL ALSO INCLUDE CARRYING OUT OF ALL THE DUTIES AND OBLIGATIONS IMPOSED BY THE AGREEMENT BETWEEN THE OWNER AND THE CONTRACTOR FOR THE PROPER INSTALLATION AND ACCEPTANCE OF THE IMPROVEMENTS SHOWN ON THIS SET OF PLANS.
2. COMPLIANCE WITH LOCAL ORDINANCES ALL WORK PERFORMED UNDER THIS CONTRACT SHALL BE IN ACCORDANCE WITH THE VILLAGE OF GLENVIEW.
3. ALL WORK PERFORMED BY THE CONTRACTOR AND/OR SUBCONTRACTOR UNDER THIS CONTRACT SHALL BE GUARANTEED TO THE VILLAGE OF NORTHBROOK AND OWNER BY EACH CONTRACTOR AND SUBCONTRACTOR AND HIS SURETY FOR A PERIOD OF 12 MONTHS AFTER FINAL ACCEPTANCE OF THE WORK AGAINST ALL DEFECTS IN MATERIALS AND WORKMANSHIP OF WHATEVER NATURE.
4. EACH CONTRACTOR AND SUBCONTRACTOR SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. EACH CONTRACTOR AND SUBCONTRACTOR SHALL TAKE ALL NECESSARY PRECAUTIONS FOR THE SAFETY OF, AND SHALL PROVIDE THE NECESSARY PROTECTION TO PREVENT DAMAGE, INJURY OR LOSS TO:
 - A) ALL EMPLOYEES ON THE WORK AND OTHER PERSONS AND ORGANIZATIONS WHO MAY BE AFFECTED THEREBY;
 - B) EACH CONTRACTOR AND SUBCONTRACTOR SHALL DESIGNATE A RESPONSIBLE REPRESENTATIVE AT THE SITE WHOSE DUTY SHALL BE THE PREVENTION OF ACCIDENTS. THIS PERSON SHALL BE THE CONTRACTOR'S SUPERINTENDENT UNLESS OTHERWISE DESIGNATED IN WRITING BY THE CONTRACTOR TO OWNER.
5. THE GLENVIEW PUBLIC LIBRARY SHALL BE NOTIFIED BY EVERY CONTRACTOR AND SUBCONTRACTOR AT LEAST TWO WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
6. EVERY CONTRACTOR SHALL COMPLY WITH ALL LOCAL AND STATE SAFETY LAWS, REGULATIONS AND ORDINANCES; AND FEDERAL SAFETY REGULATIONS AS OUTLINED IN THE LATEST REVISIONS OF THE FEDERAL CONSTRUCTION SAFETY STANDARDS AND WITH ALL PROVISIONS AND REGULATIONS OF THE OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) STANDARDS. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE FOR PROVIDING A SAFE WORKING PLACE FOR HIS EMPLOYEES. EACH CONTRACTOR AND SUBCONTRACTOR IS RESPONSIBLE FOR THE SUPERVISION, DIRECTION AND CONDUCT OF THEIR EMPLOYEES, AGENTS, MATERIAL SUPPLIERS AND VENDORS.
7. CONTRACTOR AGREES TO COMPLY WITH THE INSURANCE AND INDEMNITY REQUIREMENTS INCLUDED IN THE A105-2007, AS MODIFIED BY OWNER.
8. ALL ITEMS THAT ARE NOT SPECIFICALLY SHOWN ON THE PLANS OR IN THE SUMMARY OF QUANTITIES BUT CAN REASONABLY BE INTERPRETED TO BE INCLUDED IN THE WORK DESCRIBED SHALL BE INCIDENTAL TO THE COST OF THE CONTRACT.
9. FOR THE PURPOSES OF THESE SPECIFICATIONS, THE TERMS CONTRACTOR AND SUBCONTRACTOR SHALL MEAN ANY PERSON OR ENTITY THAT PROVIDES WORK FOR THE

IMPROVEMENTS AS SHOWN ON THESE PLANS. THE ENGINEER, AND THE OWNER ARE NOT CONSIDERED CONTRACTORS OR SUBCONTRACTORS.

SECTION VI. FORM OF AGREEMENT BETWEEN OWNER AND CONTRACTOR

A. Form To Be Used

The form of Agreement between the Owner and Contractor shall be the attached **A105-2017**, as modified by Owner.

SECTION VII. CONTRACT AWARD

The Owner's Board of Trustees may award a contract to the lowest responsive and responsible Bidder. Only bidders who attend the mandatory walk thru shall be eligible for consideration. Upon acceptance of a bid by the Owner's Board of Trustees to the lowest responsible bidder a notice of award will be issued within 45 days. No bid shall be withdrawn for a period of sixty (60) calendar days after the opening of bids without the consent of the Owner and all bids shall remain open and subject to acceptance during such period or until actual award of bid, or sooner.

The ability of the apparent low bidder(s) to successfully execute the Work in accordance with the contract documents and on time will be considered by the Owner in making an award. The bid shall be let to the lowest responsive, responsible bidder as determined by Owner. The lowest bidder will be determined on the basis of the base bid, or the base bid and any combination of alternates the Owner desires to accept, all in the exercise of its discretion. Owner may also use all publicly available information about the bidders in determining whether a bidder is a responsible bidder.

The Owner reserves the right to reject any and all bids or parts thereof, or waive any technicalities and irregularities in the bidding, and to disregard all nonconforming or conditional Bids or counter-proposals that are in the opinion of the Owner, to be in the best interest of the Owner. The Contract will be awarded to the lowest responsible Bidder. In determining the responsibility of any Bidder, the owner may take into account other factors in addition to financial responsibility, such as past records of its or other entity's transactions with the Bidder, experience, ability to work cooperatively with the Owner and its staff, adequacy of equipment, ability to complete performance within necessary time limits, and other pertinent considerations such as, but not limited to, reliability, reputation, competency, skill, efficiency, facilities and resources. The Bid will be awarded in the Owner's best interests based on these and other legally-allowable considerations. The Owner and its representatives and agents may make any investigations deemed necessary to determine the ability of the Bidder to

perform the Work. The Bidder shall furnish any information and data requested by the Owner for this purpose.

Contract documents shall consist of the **A105-2017** as modified by Owner, this Notice of Humidifier and Fan Motor Replacement Project Bid and all related attachments, the Successful Bidder's written bid, bonds, the Drawings, the Specifications any Supplemental Plans, Supplemental Specifications, Bulletins, all Addenda issued prior to and all modifications issued after execution of the Contract and a Purchase Order issued by the Owner's Finance Department

SECTION VIII. RIGHTS OF THE OWNER

This Notice of Humidifier and Fan Motor Replacement Project Bid does not commit the Owner to enter into a contract, nor does it obligate the Owner to pay for any costs incurred in preparation and submission of bids or in anticipation of a contract. The Owner reserves the right to:

- Make the selection based on its sole discretion;
- Reject any and all bids;
- Issue subsequent Notices Inviting Bids;
- Postpone contract start date for its own convenience;
- Remedy technical errors in the Notice of Humidifier and Fan Motor Replacement Project Bid process;
- Approve or disapprove the use of particular sub-contractors;
- Negotiate with any, all or none of the Bidders;
- Cancel the Notice of Humidifier and Fan Motor Replacement Project Bid and reject any and all bids when it is in the best interest of the Owner;
- Waive informalities and irregularities in the bids;
- Enter into an agreement with another Bidder in the event the originally selected Bidder defaults or fails to execute an agreement with the Owner.

An agreement shall not be valid or binding on the Owner unless and until it is executed by authorized representatives of the Owner and of the Bidder.

SECTION IX. PUBLIC NATURE OF BID MATERIALS

Responses to this Notice of Humidifier and Fan Motor Replacement Project Bid become the exclusive property of the Owner. The Owner shall not in any way be liable or responsible for the disclosure of any such bid or portions thereof, if they are not plainly marked as “Confidential,” “Trade Secret,” or “Proprietary” or if disclosure is required under the Illinois Freedom of Information Act (FOIA). Any bid which contains language purporting to render all or significant portions of the bid “Confidential,” “Trade Secret,” or “Proprietary” may be regarded as non-responsive.

SECTION X. COLLUSION

By submitting a bid, each Bidder represents and warrants that its bid is genuine and not a sham or collusive or made in the interest of or on behalf of any person not named therein; that the Bidder has not directly induced or solicited any other person to submit a sham bid or any other person to refrain from submitting a bid; and that the Bidder has not in any manner sought collusion to secure any improper advantage over any other person submitting a bid.

SECTION XI. FAIR DEALING / CONFLICT OF INTEREST

The Bidder warrants that no gratuities, in the form of entertainment, gifts or otherwise, were, or shall be offered or given by the Bidder, or any agent or representative of the Bidder to any officer or employee of the VILLAGE with a view toward securing a recommendation of award or subsequent contract or for securing more favorable treatment with respect to making a recommendation of award.

The Bidder warrants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required under the contract resulting from this Notice of Humidifier Boiler Replacement Project Bid. The Bidder also warrants that, to the best of its knowledge, no officer, agent or employee of the Owner who shall participate in any decision relating to this Notice of Humidifier Boiler Replacement Project Bid and the resulting contract, currently has, or shall have in the future, a personal or pecuniary interest in the Bidder’s business.

SECTION XII. NON-CONFORMING BID

A bid shall be prepared and submitted in accordance with the provisions of these Notice of

Humidifier Boiler Replacement Project Bid instructions and specifications. Any alteration, omission, addition, variance, or limitation of, from or to a bid may be sufficient grounds for non-acceptance of the bid, at the sole discretion of the Owner.

SECTION XIII. QUESTIONS REGARDING THE NOTICE OF HUMIDIFIER and FAN MOTOR REPLACEMENT PROJECT BID

Should discrepancies or omissions be found in this Notice of Humidifier and Fan Motor Replacement Project Bid or should there be a need to clarify this Notice of Humidifier and Fan Motor Replacement Project Bid, questions regarding this Notice of Humidifier Boiler Replacement Project Bid must be put in writing and received by the Owner's contact person identified Section XIV no later than **August 1, 2025 5:00pm CST**. Inquiries received after the date and time stated shall not be accepted.

Any interpretations or corrections of the Notice of Humidifier and Fan Motor Replacement Project Bid shall only be made by an addendum posted online to the Owner's website at <https://glenviewpl.org/rfq-rfp/>. Such addenda shall be considered a part of the Notice of Humidifier and Fan Motor Replacement Project Bid and must be signed and submitted with the bid.

Oral interpretations or clarifications shall be without legal effect.

SECTION XIV. CONTACT PERSON

Inquiries relating to this Notice of Humidifier Boiler Replacement Project Bid and/or the required services should be directed to:

Jean Sanders

Deputy Director Operations

Glenview Public Library

1930 Glenview Road

Glenview, IL 60025

847-901-5937

jsanders@glenviewpl.org

PLEASE SUBMIT ALL PAGES OF THE NOTICE OF HUMIDIFIER BOILER REPLACEMENT PROJECT BID.

BID FORM

PROJECT: Humidifier and Fan Motor Replacement
Glenview Public Library
1930 Glenview Road
Glenview, Illinois 60025

BID TO: Ms. Jean Sanders
Glenview Public Library
1930 Glenview Rd.
Glenview, Illinois 60025

BID FOR: _____
(Bidder's Name)

(Bidder's Address)

DATE: _____

THE UNDERSIGNED:

1. Acknowledges Receipt of:
 - A. Project Manual: Project Manual for
Humidifier and Fan Motor Replacement Project
Glenview Public Library
Glenview, Illinois
Dated: July 21, 2025
 - B. Addenda: _____ Dated: _____
2. Has examined the site and all Bidding Documents.
3. Agrees:
 - A. To hold the Bid open until 45 calendar days after the Bid Opening.
 - B. To be bound by the provisions of the Contract set forth in Section 00 50 00 - Agreement between Owner and Contractor.

- C. To provide to the Owner a Performance Bond and a Payment Bond in an amount equal to 100% of the Bid amount, or equal to the largest Bid amount submitted by Bidder if multiple Bids are submitted, and provide proof of insurance coverage to the owner for the entire Work in accordance with the Contract

Documents, within two (2) days of the execution of the Contract. The cost of these bonds and insurance is to be included in the Base Bid, or each of the Base Bids if multiple Bids are submitted.

4. Proposes to accomplish all Work in accordance with the Contract Documents for the Base Bid prices as outlined in the following sections.

1. BASE BID

All labor, materials, services, and equipment necessary, for completion of the work as described in the specifications:

_____ Dollars (\$ _____)

This firm fixed price (lump sum), base bid shall be based upon the scope of work described in project manual entitled "Humidifier and Fan Motor Replacement Project," dated July 21, 2025.

- i) Estimated project duration = _____ calendar days

2. SUBCONTRACTORS

The Contractor agrees, if notified of the acceptance of this Proposal, that he will utilize the following subcontractors for the following noted types of work and that all other work not listed below will be handled directly by the Undersigned. No substitutions shall be made in the employment of subcontractors without written approval having first been obtained through the Owner.

Subcontractor (Name, Address, Telephone Number):	Type of Work:

--	--

(Use additional page if necessary)

3. WORK TO BE DONE DIRECTLY

The Contractor hereby states that he will perform the work of the following major trades directly without employment of subcontractors:

4. BIDDER AGREES TO THE FOLLOWING

1. To obtain any and all building permits required to perform this work.
2. To complete the work by November 14, 2025.
3. To work at least five full working days per week, when weather permits.
4. To work within the following construction hours, in accordance with the Village of Glenview regulations: Weekdays 7 a.m. - 7 p.m., Saturdays 9 a.m. - 6 p.m., Sundays 9 a.m. - 5 p.m., and holidays 9 a.m. - 5 p.m.

IN SUBMITTING THIS BID, IT IS UNDERSTOOD THAT THE RIGHT IS RESERVED BY THE OWNER TO REJECT ANY AND ALL BIDS, AND IT IS AGREED THAT THIS BID MAY NOT BE WITHDRAWN FOR A PERIOD OF 60 DAYS FROM THE OPENING THEREOF.

FIRM NAME: _____

BUSINESS ADDRESS: _____

TELEPHONE: _____

BY: _____
(Signature)

NAME & TITLE: _____

CORPORATE SEAL (If bidder is a corporation)

Reference List

Please list 3 public agency clients, along with a very brief description of the work, which the Owner may contact regarding the Contractor's work performance.

Reference 1

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	
Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

Reference #2

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	

Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

Reference #3

Agency / City Name:	
Department:	
Contact Person:	
Telephone:	
Email Address:	
Dollar Value of Agreement:	
Date Range of Agreement:	
Nature of Work Performed:	

AFTER COMPLETING, PLEASE SUBMIT ALL PAGES OF THIS REFERENCE LIST AND SUBMIT ALL PAGES OF THE Notice of Humidifier Boiler Replacement Project Bid

Certificate of Bidder Eligibility

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for the Owner Cabling Project work for the Glenview Public Library, Cook County, Illinois, certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33-E4.

Firm: _____

By: _____
(Signature)

(Printed Name & Title)