

RIVER GROVE PUBLIC LIBRARY DISTRICT

Request for Proposal

**Demolition work for
River Grove Public Library District – 8301 W Grand Ave property**

Submission Date/Time:
October 8, 2024 at 2:00 pm

Place:
River Grove Public Library District
8638 W Grand Avenue
River Grove, IL 60171

The River Grove Public Library District (“Library”) is pleased to invite you to submit a proposal for:

Partial Demolition for River Grove Public Library District building located at - 8301 W Grand Ave. Proposals must be submitted by October 8, 2024 at 2:00 p.m. via email to director@rivergrovelibrary.org or in person to the Library at 8301 W Grand Ave, River Grove, IL 60171. Late submissions will not be accepted.

RFP Opening: September 26 2024

Where: The River Grove Public Library District, 8301 W Grand Ave, River Grove, IL 60171.”

An optional site visit will be held Wednesday, October 2 at 2:00 PM at the River Grove Public Library District –8301 W Grand Ave Property. Interested proposers should notify the library of their intention to attend the site visit by calling the Library Director at 708-395-4361 or emailing them at director@rivergrovelibrary.org and plan to meet at the 8301 W Grand Ave property.

Please note the following requirements of the Request for Proposal:

- Proposal Form (attached)
- Fee Proposal Work Sheet (attached)
- Certificate of Insurance
- References (three (3) minimum)
- Proof of license to operate in the state of Illinois for a minimum of 3 concurrent years
- Original and 1 copy of your fully completed proposal and 1 electronic proposal

TIMELINE:

RFP issuance date: September 26, 2024

RFP Submission due: October 8, 2024

Anticipated Contract Approval: October 9, 2024

Anticipated Start of Service: November 9th

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**River Grove Public Library District
General Terms and Conditions
Request for Proposal (RFP) Instruction to Proposers**

The general terms and conditions which follow apply to all purchases, solicitations for goods and/or services become a definite part of each formal request for proposal, purchase order, or contract issued by the River Grove Public Library District, unless otherwise specified. By submitting a response, the proposer agrees to be bound by these terms and conditions. Proposers or their authorized representatives are expected to fully inform themselves of the conditions' requirements and specifications before submitting proposals, failure to do so will be at the proposer's own risk and he/she cannot secure relief on the plea of error.

RFP Procedures

The first two items must be performed by the proposer in order for the proposal to qualify for consideration by the Library.

1. **PROPOSAL FORMS:** Proposals shall be submitted via email, mail, or in-person delivery to director@rivergrovelibrary.org or the River Grove Public Library District front desk, 8638 W Grand Avenue River Grove IL 60171 by 2:00 p.m. on Tuesday, October 8, 2024.
2. **SUBMISSION OF PROPOSALS:** All proposals submitted must be received by the Library before the time specified for receipt of proposal. Printed submissions must be in an envelope clearly marked "SEALED PROPOSAL" with the RFP TITLE, DATE DUE AND TIME OF RECEIPT written on the front of the envelope. The director, or their designated agent, will decide when the specified time for receipt has arrived. Formal sealed proposals, amendments thereto, or requests for withdrawal of bids after the time specified for the bid opening will not be considered.
3. **ADDENDUM:** Proposer shall acknowledge the receipt of any addendum interpreting the specifications on the proposal form.
4. **QUESTIONS:** All questions concerning the RFP shall be submitted in writing, via email, mail, or in-person delivery by 2:00 p.m. on October 4, 2024. Phone calls will not be accepted. Emailed submissions should be sent to director@rivergrovelibrary.org, mailed submissions should be sent to Scott Grotto, Director at the River Grove Public Library District, 8638 W Grand Avenue River Grove IL 60171. The Library will post a written response on our website <https://www.rivergrovelibrary.org/> in the form of an addendum by the end of the day October 7, 2024. Whenever the answer to a question is contained in the documents, the proposer shall be directed to the RFP document. The River Grove Public Library District, River Grove, Illinois will not be responsible for any other explanation of the specifications made prior to the receipt of proposals.

Should the respondent suspect any error, omission, or discrepancy in the RFP, the respondent shall immediately notify Scott Grotto in writing via postal mail or email. Scott Grotto shall issue written instructions to all respondents, which are to be followed by each respondent. Updated instructions will be posted on the River Grove Public Library District's website

The River Grove Public Library District accepts no responsibility or liability for the accuracy or completeness of this RFP or of any recorded or oral information communicated or made available for inspection by the Library, and no representation or warranty, either express or implied, is made or given by the Library with respect to the accuracy or completeness of any of those things. The sole risk, responsibility, and liability connected with reliance by any Contractor or any other person on this RFP or any other such information as is described in this RFP is solely that of each Contractor.

5. PROPOSALS BINDING FOR 90 DAYS: Unless otherwise specified in the specifications, all formal RFP submitted shall be binding for ninety (90) calendar days following date of opening.
6. WITHDRAWAL OF PROPOSALS: A written request for the withdrawal of a proposal will be granted if the request is received by the Library prior to the time of bid opening.

AWARDING THE PROPOSAL

1. CRITERIA FOR AWARDING / RESERVATION OF RIGHTS: The contract will be awarded to the responsible, responsive proposer, and any other proposer determined by the River Grove Public Library District Board of Trustees to be in the best interest of the Library, who meets or exceeds the criteria. The Library reserves the right to reject any or all proposals or to waive any details in proposals received whenever such rejection or waiver is in the best interests of the Library. The Library also reserves the right to reject the RFP of a proposer who has previously failed to satisfactorily perform, has not completed contracts on time, or whom, upon investigation, shows is not in a position to perform the contract.

In determining responsibility, the following qualifications will be considered by the Library.

- (a) The ability, capacity, and skill of the proposer to perform the contract or provide the service required;
- (b) Whether the proposer can perform the contract or provide service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the proposer;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the proposer with law and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the proposer 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 proposer to provide future maintenance and service for the use of the subject of the contract;
- (i) Proposer's record of experience in this field of endeavor; and, the size and scope required in the proposals specifications;

(j) Cost

The Library reserves the right to reject any or all proposals, or any part thereof, make counter proposals and/or engage in negotiation with any or all Contractors making a proposal in order to obtain the required and appropriate services at a cost acceptable to the Library and in its sole judgment will best serve the interests of the Library. The Contractor's qualifications, cost, and proposal as to the work will be considered in awarding the work. The Library reserves the right to expand the response period, including but not limited to supplying further information, making revisions in the scope of work, or soliciting additional proposals from other Contractors. The Library reserves the right to cancel or amend this RFP at any time, without liability for any loss, damage, cost, or expense incurred or suffered by any Contractor as a result of that change or cancellation. Each Contractor is solely responsible for the risk and cost of preparing and submitting its proposal to this RFP, and the Library is not liable for the cost of doing so or obliged to remunerate or reimburse any Contractor for that cost. This RFP does not impose on the Library any duty of fairness or natural justice to any or all respondents with respect to this RFP or the process it creates. The Library is entitled to act in its sole, absolute, and unfettered discretion.

In considering any responses delivered in response to the RFP, the Library, among other things, reserves the absolute and unfettered discretion to:

- accept or reject any proposal that fails to comply with the requirements set out in the RFP for the content of proposals;
- assess proposals as it sees fit, without in any way being obligated to select any proposal or Contractor;
- assess and select proposals as it sees fit without being obliged in any way to select the proposal that offers the lowest price or cost;
- determine whether any proposal or proposals satisfactorily meet the selection criteria set out in this RFP;
- the right to require clarification after the dates and times set out above from any one or more of the Contractors in respect of proposals submitted;
- the right to communicate with, meet with, or negotiate with any one or more of the Contractors respecting their proposals or any aspects of the project;
- reject any or all proposals with or without cause, whether according to the selection criteria set out above or otherwise.

Proposals will be evaluated by representatives of the Library, with such other assistance as it might require. Proposals will be evaluated based on demonstrated experience and qualifications of the firm, the proposed cost for the work, and the availability and capacity of the firm to perform the work in a timely manner.

2. NOTICE OF AWARD: The Library expects to accept in writing one of the proposals within ninety (90) days from the date of opening, or the time specified within the specifications. Notice of Award will be mailed to all proposers of record within the time for acceptance specified in the Request for Proposal.
3. REGISTRATION REQUIRED: Companies awarded should be registered to do business in the State of Illinois.

PRICE

1. TAX EXEMPTION: Sales to the River Grove Library District are exempt from state and local retailers' occupation tax, state and local service occupational tax, use tax, and service use tax pursuant to Rule No. 40 of the Illinois Retailers Occupation Tax Rules issued April 15, 1965. Our Tax Exemption Identification No. is E9988-9684-07.
2. The Contractor shall supply the River Grove Public Library District an "all inclusive" price (one Lump Sum Fee) for each of the line items as part of this proposal. The costs for all the work outlined under the scope of work shall be included with this Lump Sum fee.

FINANCIAL RESPONSIBILITY PROVISIONS

1. GENERAL GUARANTY: Contractor agrees to:
 - (a) Save the Library, its agents, and employee harmless from liability of any nature or kind for the use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article, or appliance furnished or used in the performance of the contract which the Contractor is not the patentee, assignee, licensee, or owner; and
 - (b) Protect the Library against latent defects in materials or workmanship and to repair or replace any articles damaged or marred in transit or during delivery; and
 - (c) Obtain and pay for all permits, licenses, and fees associated with this work from any local, county, state and federal agency having jurisdiction over this project and give all notices and to comply with all laws, ordinances, and rules of the Village of River Grove and the State of Illinois.
2. WARRANTIES: Unless otherwise specified, the Contractor shall unconditionally guarantee the materials and workmanship on all equipment furnished by Contractor for a period of one year from date of delivery and installation if required unless otherwise stated in the specifications. If within the guarantee period any defects or signs of deterioration are noted which, in the opinion of the Library, are due to faulty design and installation, workmanship, or materials, the Library shall notify the Contractor. At the Contractor's expense, the contractor shall repair or adjust the equipment or parts to correct the condition, or replace the part or entire unit to the complete satisfaction of the Library.
3. INSURANCE: The contractor shall maintain during the progress of the Work, and if required to return during the warranty period, insurance with the minimum limits and coverages as shown below or, if higher, the requirements set forth in prime contract documents:
 - a. WORKERS COMPENSATION meeting the statutory requirements of the State in which the work is to be performed and containing Employers Liability insurance in the amount of \$1,000,000 for each insured limit. A waiver of subrogation in favor of River Grove Library District.
 - b. COMMERCIAL GENERAL LIABILITY insurance providing limits of \$1,000,000 each occurrence and \$2,000,000 aggregate (Per Project). The policy must include River Grove Public Library District (Owner). Coverage provided for the additional insureds shall be on a primary and non-contributory basis. Coverage must include premises/operations, independent contractors, products/completed

operations and contractual liability. Coverage must be provided on the latest edition of ISO Form CG 0001 or equivalent (General Liability) and ISO Forms CG 2010 7/04 and CG 2037 7/04 or equivalent (Additional Insured). A waiver of subrogation in favor of River Grove Public Library District (Owner) shall be provided.

- c. COMMERCIAL AUTOMOBILE LIABILITY insurance providing coverage on all owned, non-owned and hired vehicles providing limits of \$1,000,000. The policy must include River Grove Library District (Owner) as additional insureds on a primary & non-contributory basis. A Waiver of subrogation in favor of River Grove Public Library District.
- d. COMMERCIAL UMBRELLA LIABILITY/EXCESS LIABILITY insurance with limits of \$5,000,000 or whatever limit you feel is sufficient for your project) per contract requirements per occurrence and \$per contract requirements aggregate providing excess coverage over (A), (B) and (C) above including the additional insureds.
- e. A certificate of insurance, on an approved form, (Acord [25 2016/03](#)) must be delivered prior to commencing the work and must state that coverage will not be altered, cancelled or allowed to expire without 30 days written notice to River Grove Public Library District. Any self-insured retention or deductible applicable to loss shall be the sole responsibility of subcontractor. All policies of insurance shall be written with insurance carriers rated A. M. Best & Co. with ratings no less than A- IX.
- f. It is agreed that the subcontractor shall purchase and maintain property insurance for material and equipment used on the jobsite. It is further agreed that the subcontractor shall have no recourse or rights of subrogation for loss or damage to any such property from River Grove Library District or any other party to the prime contract.
- g. Equivalent insurance coverage must be obtained from each of your subcontractors or suppliers, if any, before permitting them on any job site. Otherwise, their protection must be included within your insurance policies.
- h. It is understood and agreed that authorization is hereby granted to River Grove Public Library District to withhold payments to the subcontractor until a properly executed certificate of insurance is delivered.

Subcontractor agrees to maintain the above insurance for the benefit of River Grove Public Library District (Owner) and any other entities required in the prime contract for a period of one (1) year from the completion of the period for correction of Work or for such other period for maintenance of completed operations coverage as specified in the Contract documents, whichever is greatest as it relates to the statute of repose in the jurisdiction that the work is being performed.

The Contractor understands and agrees that any performance bond or insurance protection required by this contract or otherwise provided by the Contractor shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Library as herein provided.

INDEMNIFICATION:

4. To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify, and hold harmless the River Grove Public Library District, its officials, agents, employees, and volunteers, herein referred to as Indemnities, from and against any and all claims for injuries, deaths, damages, losses, patent claims, suits, liabilities, judgments, economic losses and expenses, including but not limited to, attorney's fees arising out of or resulting from the performance of work under this contract, provided that such claim, loss, or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of, tangible property (other than the work itself) including loss of use resulting there from, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, excluding any proportionate amount of any claim, damage, loss, or expense which is caused by a party indemnified hereunder. Such obligations shall not be construed as to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to a party or persons described in this paragraph. The Contractor shall, at his own expense, appear, defend, and pay all charges of attorneys and all costs and other expenses arising there from, or in connection therewith, and if any judgment shall be rendered against the River Grove Public Library District, its officials, agents, employees, and volunteers in any action, the Contractor shall at their own expense satisfy and discharge the same.

In any claims against any person or entity indemnified under this paragraph by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or a Subcontractor under worker's or workmen's compensation acts, disability benefits acts, or other employee benefit acts.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Indemnities as herein provided.

The Contractor further agrees, that to the extent that money is due the Contractor by virtue of this contract, and as shall be considered necessary in the judgment of the River Grove Public Library District, funds may be retained by the River Grove Public Library District to protect itself and/ the other Indemnities against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the River Grove Public Library District.

The Contractor and any Subcontractor engaged in the performance of any work on this project agree to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation, claims asserted by persons allegedly injured on the project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and agree to indemnify and defend the Indemnities from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnities may sustain as a result of such

claims, except to the extent that Illinois law prohibits indemnity for the Indemnitites' own negligence.

5. CERCLA INDEMNIFICATION: The Contractor shall, to the maximum extent permitted by law, indemnify, defend, and hold harmless the Library, its officers, employees, agents, and attorneys from and against any and all liability, including without limitation, costs of response, removal, remediation, investigation, property damage, personal injury, damage to natural resources, health assessments, health settlements, attorneys' fees, and other related transaction costs arising under the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) of 1980, 42 U.S.C.A. Sec. 9601, et seq. as amended, and all other applicable statutes, regulations, ordinances, and under common law for any release or threatened release of the waste material collected by the Contractor, both before and after its disposal.

ASSIGNMENT/TERMINATION/DEFAULT

1. ASSIGNMENT: Assignment of this contract or any part thereof, or any funds to be received there under the Contractor shall be subject to the sole approval of the River Grove Public Library District.
2. TERMINATION OF CONTRACTS: Contracts will remain in force for full periods and until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:
 - (a) Terminated prior to expiration date by satisfactory deliveries of entire contract requirements.
 - (b) Extended upon written authorization of the Executive Director and accepted by Contractor, to permit ordering of unordered balances or additional quantities at contract prices and in accordance with contract terms.
3. DEFAULT: The contract may be cancelled or annulled by the River Grove Public Library District Board of Trustees in whole or in part by written notice of default to the Contractor upon non-performance or violation of contract terms. Upon receipt of such notice, the Contractor shall have seven (7) days within which to cure any default or violation. If the default or violation is not cured within the specified time an award may be made to the next lowest Bidder, or articles specified may be purchased on the open market. In either event, the defaulting Contractor (or his surety) shall be liable to the Library for costs incurred by the Library in excess of the defaulted contract prices. However, the Contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

MISCELLANEOUS

1. MATERIAL SAFETY DATA SHEETS: It is a federal law that chemical manufacturers and importers must develop an MSDS for each hazardous chemical they produce or import, and must provide the MSDS automatically at the time of the initial shipment of a hazardous chemical to a downstream distributor or user, or anytime the chemical makeup of the product is changed. Distributors must also ensure that downstream employers are similarly provided an MSDS.

Contractors who are awarded this contract, and if the above paragraph applies to this bid, must submit Material Data Sheets which include information regarding the specific chemical identity of the hazardous chemical(s) involved and the common names. In addition, information must be provided on the physical and chemical characteristics of the hazardous chemical; known acute and chronic health effects and related health information; exposure limits; whether the chemical is considered to be a carcinogen by NTP, IARC, or OSHA; precautionary measures; emergency and first-aid procedures; and the identification of the organization responsible for preparing the sheet.

2. **MINORITY PARTICIPATION:**

The River Grove Public Library District encourages minority business firms to submit proposals and encourages the successful contract bidder to utilize minority businesses as sub-contractors for supplies, equipment, services and construction.

3. **PROSECUTION OF WORK:**

The Contractor shall begin the Work to be performed under the contract no later than ten (10) days after the execution and acceptance of the contract, unless otherwise provided. The Work shall be conducted in such a manner and with sufficient materials, equipment and labor as is considered necessary to insure its completion within the time specified in the contract.

4. **NON-RESIDENT EXECUTIVE AND TECHNICAL EXPERTS:** Every contractor on a public works project or improvement or hazardous waste clean-up and on-site disposal project in this State may place on such work no more than 3, or 6 in the case of a hazardous waste clean-up and on-site disposal project, of his regularly employed non-resident executive and technical experts, even though they do not qualify as Illinois laborers as defined in Section 1 of Article 2 of this Act.

5. **FORCE MAJEURE:** Whenever a period of time is provided for in this Agreement for either the LIBRARY or OWNER and CONTRACTOR to do or perform any act or obligation, neither party shall be liable for any delays or inability to perform due to causes beyond the control of said party such as war, riot, strike or lockout by or against either party's own employees or suppliers, unavoidable casualty or damage to personnel, materials or equipment, fire, flood, storm, earthquake, tornado or any act of God; provided, however, that said time period shall be extended for only the actual amount of time said party is so delayed. Except as to a strike or lockout by or against either party's own employees or suppliers, an act or omission shall not be deemed to be "beyond OWNER and CONTRACTOR's control: if committed, omitted or caused by OWNER and CONTRACTOR, OWNER and CONTRACTOR'S employees, officers or agents or a subsidiary, affiliate or parent of OWNER and CONTRACTOR or by any corporation or other business entity that holds a controlling interest in OWNER and CONTRACTOR, whether held directly or indirectly.

6. **Cost of Preparing Proposal:** The cost of developing and submitting the proposal is entirely the responsibility of the respondent. This includes costs to determine the nature of the engagement, preparation of the proposal, submitting the proposal, negotiating for

the contract, and other costs associated with this RFP.

7. Preparation of Proposal: By submitting its proposal to the Library, each Contractor represents and warrants to the Library that the information in its proposal is accurate and complete. The Library has the right to rely on any information and price quotes provided by respondents. The respondent shall be responsible for any mathematical error in price quotes. The Library reserves the right to reject proposals that contain errors.

A proposal shall not be considered for award if the price in the proposal was not arrived at independently and without collusion, consultation, communication, or agreement as to any matter related to price with any other respondent, competitor, or interested party.

8. Proposal Disclosures: All information submitted is subject to the Illinois Freedom of Information Act (5 ILCS 140) and other applicable laws and rules. Respondents claiming exemption from disclosure of certain portions of the offer must do so in a separate section of the offer clearly labeled "Confidential Information." Although the Library does not guarantee that information contained in any proposal will remain confidential, if a Contractor considers any part of its proposal proprietary, including by reason of its being copyrighted, the proposal must clearly identify those portions that are considered proprietary.

At the time of response opening, only the names of those who submitted proposals shall be made public information. No price information will be released. Results will not be given to individuals over the telephone. Results may be obtained after the contract is awarded.

SCOPE OF WORK:

The River Grove Public Library District is seeking proposals from a qualified contractor for partial demolition work at 8301 W Grand Ave. The Library is seeking a contractor that will provide a single source responsibility for all entailed work, which may include moving shelving, furniture, and related materials within the library facility.

BIDDER'S QUALIFICATIONS:

Any bidding contractor is agreeing that they meet the following minimum requirements:

1. Company is licensed and in good standing to do business in the state of Illinois.
2. Company shall be in and maintain compliance with the Owner's Fair Employment Practices Agreement, the Federal Civil Rights Act and Illinois Fair Employment Practices Act
3. Company complies with the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq.
4. Company should be of sound financial status
5. Company shall have a minimum of five (5) years of documented experience.
6. Company shall be free of encumbering legal actions or firm history of judgments, claims and arbitration proceedings.
7. Company shall provide necessary insurance requirements as defined.
8. The Contractor shall at all times observe and comply with all laws, ordinances, and regulations of the Federal, State, county, and local government, which may in any manner affect the preparation and submittal of the RFP, the contract with the Library, and the performance of the work, including but not limited to all of the applicable provisions of the Illinois Prevailing Wage Act, the Illinois Human Rights Act, and the Federal Occupational Safety and Health Act, and any standards and regulations issued thereunder, and shall certify that all services furnished pursuant to its proposal will conform to and comply with said standards and regulations. Neither the Contractor nor its Subcontractors shall engage in any prohibited form of discrimination in employment as defined in the Illinois Human Rights Act. The Contractor shall maintain, and require that its Subcontractors maintain, policies of equal employment opportunity, which shall prohibit discrimination against any employee or applicant for employment on the basis of race, religion, color, sex, national origin, ancestry, citizenship status, age, marital status, physical or mental disability unrelated to the individual's ability to perform the essential functions of the job, association with a person with a disability, or unfavorable discharge from military service. Contractors and all Subcontractors shall comply with all requirements of the Illinois Human Rights Act, including maintaining a sexual harassment policy and complying with the Rules of the Illinois Department of Human Rights with regard to posting information on employees' rights under the Act. Contractors and all Subcontractors shall place appropriate statements identifying their companies as equal opportunity employers in all advertisements for workers to be employed in work to be performed under the contract.

These requirements also apply to all Subcontractors hired by the primary respondent.

PROJECT SPECIFICATIONS:

Remodel of an existing grocery store, to a public library. Work to include but not limited to:

- Major Demolition and the removal and proper disposal of all the existing kitchen / food service related items (sinks, reach-in coolers, walk-in coolers, stainless steel wall coverings etc)
- Major Demolition and the removal and proper disposal of floors
- Major Demolition and the removal and proper disposal of existing roof top RTU's
- Major Demolition and the removal and proper disposal of existing electrical panels (reduction from 6 to 3)
- Major demolition and the removal and proper disposal of existing exterior vestibule
- Minor demolition and the removal and proper disposal of existing low voltage wiring and conduits
- Removal and the removal and proper disposal of HVAC unit and duct work
- Removal and proper disposal of all asbestos containing material (ACM) encountered

WORK SCHEDULE:

The proposal shall include the projected schedule of the work indicating the tentative date of work beginning, the anticipated duration, and a date of completion of fieldwork. All work is to be performed during standard business hours Monday-Friday, although arrangements may be made to start early or stay late on any work day. The exact scheduling and sequencing of areas will be resolved with successful contractor in collaboration with the Library. Completing the work in minimum amount of days is critical.

DELIVERABLES:

In order to fully respond to this RFP, each bidder must include:

- Proposal Form (attached) including acknowledged receipt of any or no Addendums
- Fee Proposal Worksheet (attached)
- Certificate of Insurance
- References (three (3) minimum, preferably from libraries)
- One print and one electronic copy of your full submitted proposal

Failure to include any of the deliverables may result in the response being disqualified or receiving a lower rating. It is the responsibility of the bidder to look for addendums.

RATING CRITERIA:

All responses shall be rated on the following scale:

- | | |
|--|-----|
| • Cost | 40% |
| • Company Qualifications and Experience (including reference checks) | 30% |
| • Availability and Capacity of the Company to Perform the Work | 30% |

The award will be made to the most qualified company whose proposal is deemed most advantageous. Any contract resulting from this RFP will be subject to the approval of the River Grove Public Library District Board of Library Trustees.

RIVER GROVE PUBLIC LIBRARY DISTRICT
PROPOSAL FORM

RFP TITLE: Demolition for the River Grove Public Library District – 8301 W Grand Ave property

RECEIVED BY: October 8, 2024

TIME DUE: 2:00 p.m.

WHERE: River Grove Public Library, front desk, 8638 W Grand Ave, River Grove, IL 60171

The undersigned proposer, having examined the specifications and other documents, hereby agrees to supply services as per the attached specifications and to perform other work stipulated in, required by and in accordance with the proposal documents attached for an in consideration of the proposed prices and certifies meets minimum bidder qualifications.

The undersigned acknowledges receipt of addendum Nos. _____.

**PLEASE SUBMIT ONE (1) PRINT
AND
ONE (1) ELECTRONIC COPY OF YOUR PROPOSAL**

To be considered, all proposals must: be signed, include worksheets and be received by the due date and time.

FIRM NAME: _____

ADDRESS: _____

CITY/STATE/ZIP _____

TELEPHONE # _____ FAX # _____

AUTHORIZED REPRESENTATIVE: _____

SIGNATURE: _____

DATE: _____ TITLE: _____

RIVER GROVE PUBLIC LIBRARY DISTRICT

Demolition of Interior

River Grove Public Library District
8301 W Grand Ave, River Grove IL 60171

FEE PROPOSAL WORKSHEET

The Contractor shall supply the River Grove Public library District an **“all inclusive”** price (one Lump Sum Fee) for each of the line items as part of this proposal. The costs for all the work outlined under the scope of work shall be included with this Lump Sum fee.

- 1. Major Demolition of all existing kitchen/food service related items (sinks, reach in coolers, stainless steel wall coverings, etc)**

\$ _____

- 2. Major Demolition of floors**

\$ _____

- 3. Major Demolition of existing roof top RTU's (reduction from 7 to 3)**

\$ _____

- 4. Major Demolition of existing electrical panels (reduction from 6 to 3)**

\$ _____

- 5. Major demolition of existing exterior vestibule**

\$ _____

6. Minor demolition of existing low voltage wiring and conduits

\$ _____

7. Removal of HVAC unit and duct work

\$ _____

8. Total

\$ _____