

Algonquin-Lake in the Hills Fire Protection District

REQUEST FOR SEALED BID PROPOSALS

Station 2 Kitchen Remodel

**Algonquin/ Lake in the Hills Fire Protection District
2440 Harnish Dr
Algonquin IL, 60142**

PROPOSALS DUE:

October 11, 2023

**Algonquin-Lake in the Hills Fire Protection District
Lake in the Hills, IL 60156**

The Algonquin-Lake in the Hills Fire Protection District is soliciting Sealed Bids for a **Kitchen Remodel**.

Proposals will be received at the District Office, 1020 West Algonquin Road, Lake in the Hills, Illinois, 60156, (Headquarters Fire Station) until **October 11th** at **09:00 a.m.**, local time, at which time they will be publicly opened and read aloud. It is the responsibility of the vendor to meet the specified opening time and any proposal not so received will be returned unopened. Proposals must be identified as such on the outside of the sealed envelope. This can be done by marking the envelope "SEALED BID" and with the following information: Company's name, address, and item proposed.

Specifications and complete proposal documents may be obtained from the District Office. Further information regarding this proposal may be obtained by contacting Battalion Chief Eric Busby, at (847) 658-8233.

The Algonquin-Lake in the Hills Fire Protection District reserves the right to waive any/all formalities, or to reject any/all proposals and/or parts thereof; and to accept that proposal which it deems most favorable to the District after all proposals have been examined and canvassed.

The Algonquin-Lake in the Hills Fire Protection District reserves the option to complete all or part of the Kitchen Remodel.

Purpose

The Algonquin-Lake in the Hills Fire Protection District is seeking proposals for a Kitchen remodel. The District will make one award for the purchase, installation and disposal of all materials involved with the remodel project. The District will make such award in the manner it deems to be in its best interests, considering price, convenience, and references.

Background

The Algonquin-Lake in the Hills Fire Protection District is currently in the process of remodeling the kitchen at our Station 2 at 2440 Harnish Dr in Algonquin Illinois.

General Information

All Vendors understand and recognize that the Algonquin-Lake in the Hills Fire Protection District is required by law to engage in the formal bidding process for purchasing. The District has opted to utilize the Sealed Bid Process for securing the Vendor of choice. Emphasis will be placed not only on the lowest price but also on quality of references and product.

Projected 2023 Calendar of Events

September 11th Sealed Bids available for distribution
October 11th Due date for all proposals at 9:00 a.m.
October 25th Facility Director to make recommendation of vendor to Board of Trustees
TBA Pending Board approval, contract implementation and purchase
Installation to take place as soon as possible

If you are unable to adhere to any of the above events, please note this in your proposal.

“Best and Final Offers” are allowed, prior to award.

The District may establish a common date and time for finalists to submit a best and final offer. Best and final offers shall only be submitted once unless a written determination is issued by the District that requires a second round of “best and final offers”. If this occurs and a contractor fails to notify the District they are withdrawing their proposal, their immediately previous offer will be construed as their best and final offer.

Prevailing Wage

This project is subject to the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.). Vendors submitting proposals, and any subcontractors, must (a) agree to pay not less than the prevailing rate of wages to all laborers, workers and mechanics performing work under the proposal and contract as found Department of Labor and are available on its official website (<http://www.state.il.us/agency/idol/rates/rates.HTM>) and (b) must comply with payment, certification and reporting provisions of the Prevailing Wage Act including but not limited to those enumerated in Section 4 (820 ILCS 130/4).

Scope of Services

A summary of services the General Contractor shall perform to complete the Project, include, but are not limited to, the following:

- a. **Obtain any permits which may be needed and include cost in proposal.**
- b. Planning, supervision and timely completion of the project.
- c. Prepare, monitor and maintain Project schedule.

- d. Material procurement, delivery and storage.
- e. Provide any documentation for warranties of materials, labor and options for the kitchen remodel
- f. Provide documentation of Waivers for all materials and sub-contractors.
- g. Provide any drawings or layouts of the project.
- h. Coordinate all direct labor and subcontractors.
- i. Manage site access, safety, security, and cleanliness of site.
- j. Accept responsibility for any accidental damaged caused.
- k. Coordinate any inspections (if needed) and testing of any plumbing or electrical work provided.
- l. Provide a final walk through of project with District.
- m. **This project will be completed in one month from start of demolition.**
- n. **All work shall be self-performing. Work that is not generally performed by a self-performing contractor requiring subcontractors shall be coordinated by the contractor that is awarded the bid.**
- o.

Description of Work

- a. Remove and dispose of approximately 78 linear feet of existing counter tops.
- b. Remove and dispose of 15 existing cabinets.
- c. Remove and dispose of existing backsplash tile.
- d. Remove and dispose of approximately 700 square feet of existing vinyl flooring along with some existing carpet. **The area of carpet will be identified at the mandatory contractor walk through.**
- e. Supply and install Lifeproof rigid core luxury vinyl flooring or similar, final color will be determined by the Fire District and the contractor. Concrete floor must be properly prepped by removing all glue from old vinyl flooring and carpet as well as grinding or smoothing cracked or raised areas of concrete prior to installation of new flooring. Installation of new flooring will include transition strips and cove base.
- f. A temporary protection will be laid down to protect the flooring around the work area prior to any work continuing after new floor is installed. (ex. Ram board or Masonite).
- g. Supply and install new woodgrain textured finish Frameless European Style Cabinets that are equipped with soft close hinges for doors and soft close drawer slides for all drawers and 2 bottom rollout cabinet drawers. Cabinets will be completed with all toe kick, shoe, trim, and fillers if needed. The new cabinets will be 36-inch-high by 12-inch-deep uppers and 36 ½ inch by 24-inch base cabinets. The final color will be chosen between the District and the Contractor. Cabinet doors will be full overlay style with flat panel.
- h. Cabinet boxes, doors, drawer fronts and shelves will be constructed of ¾ inch particle board. Cabinet drawer boxes and 2 bottom rollout boxes will be solid 5/8-inch hardwood with ½ inch bottoms and will be a Dovetail type construction. All upper (wall) cabinets will be supplied with 2, ¾ inch particle board Melamine shelves to match the interior finish of the cabinet.
- i. Install new handles and pulls to be selected by Fire District and provided by contractor, cost not to exceed \$250.00 for materials.
- j. Install four 24-inch LED under cabinet lights where existing lights are located to be provided by contractor.
- k. Supply and install approximately 78 linear feet of new counter tops including kitchen island and coffee bar. **Quartz style countertops.** Color will be discussed between district and contractor. Upon submittal please provide pricing

- l. Supply and install approximately 55 square feet of ceramic backsplash tile above the lower cabinets. Tile will be of subway style 3x6. Drywall will be properly prepped prior to the installation of the tile. Tile color will be chosen between the district and the contractor.
- m. Supply and install new 33-inch 18-gauge single bowl dual mount stainless steel kitchen sink. Sink will be a dual mount type of sink due to the district needing to decide on if sink will be mounted under or above countertops.
- n. No additional electrical outlets or switches will be needed but contractor will be responsible for reinstalling all existing outlets in new cabinets.
- o. Install new Kohler faucet to be chosen by Fire District and contractor.
- p. Install new In Sink Erator garbage disposal.
- q. Reinstall 1 existing microwave.
- r. Reinstall existing dishwasher.
- s. Reinstall existing 36-inch Wolf range.
- t. Install new 36-inch Thermador vent hood. Style to be picked by Fire District and Contractor. Price of \$1200 to be allowed for in the proposal.
- u. Install all water supply lines and drains needed for sink, disposal, dishwasher, refrigerators (if needed) and coffee maker.
- v. Any drywall patching or painting (if needed) shall match existing color.
- w. **A final drawing and cabinet layout with specs will be provided by the contractor prior to construction of the cabinets. Cabinets will be similar to existing layout with a few changes in cabinet size and style. The changes will be discussed with contractors on mandatory walk through.**

There will be a contractor walk through at 2440 Harnish Dr in Algonquin on **September 26th, 2023 at 0900.**

Proposal Submission Instructions

In addition to the forms included in this sealed bid, anyone submitting a proposal shall include documentation and information that shows the cost of materials, cost of labor and cost of options broken down separately.

Materials to be Provided – Please describe the materials to be provided listed above.

Services to be Provided – Please describe the services to be provided. Describe in narrative and/or outline form your detailed work plan, including the number of hours to be committed and the results to be expected as well as your timeline for installation, and completion of project.

Qualifications – Describe the experience of your company and your involvement in projects of similar size and scope. Include the names of at least three (3) professional references, along with the address and telephone information for each (please see attached references form). The vendors grant the District permission to contact said references and ask questions regarding equipment and service performance.

Price Structure – Include two copies of your submittals with materials, labor, and options for the kitchen remodel project.

Sealed Bids must be signed by an authorized official of the proposing company. Proposals must be sealed in an envelope clearly marked “**Kitchen Remodel**” written thereon. Faxed proposals will not be accepted.

Please submit two (2) copies of the proposal, including materials, labor, training and options breakdown with references, no later than **October 11th** to:

Algonquin-Lake in the Hills Fire Protection District
1020 West Algonquin Road
Lake in the Hills, IL 60156

Please address all questions to Battalion Chief Eric Busby, at (847) 658-8233.

A recommendation is expected to be presented to the District Board of Trustees on **October 25th**. We may request further information, examples, references or an interview after receiving a proposal.

RETURN WITH PROPOSAL

ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT
PROPOSAL FORM
Station Two Kitchen Remodel

COMPANY INFORMATION

Name of Company:	
Address:	

CONTACT INFORMATION

Printed Contact Name:	
Title:	
Phone Number:	
Authorized Signature:	
Date of Submittal:	

RETURN WITH PROPOSAL

REFERENCES

VENDOR NOTE: Vendor shall provide as many customer references as possible for work/equipment comparable to that which vendor has proposed within this request for proposals.

ORGANIZATION _____
ADDRESS _____
CITY, STATE, ZIP _____
PHONE NUMBER _____
CONTACT PERSON _____
DATE OF SALE _____

ORGANIZATION _____
ADDRESS _____
CITY, STATE, ZIP _____
PHONE NUMBER _____
CONTACT PERSON _____
DATE OF SALE _____

ORGANIZATION _____
ADDRESS _____
CITY, STATE, ZIP _____
PHONE NUMBER _____
CONTACT PERSON _____
DATE OF SALE _____

ALGONQUIN-LAKE IN THE HILLS FIRE PROTECTION DISTRICT INSTRUCTIONS TO VENDORS

In this Request for Proposal the term *Bidder* refers to the person proposing to do the work. By submitting a bid, the bidder understands and agrees that, if that proposal is accepted and the bidder fails to enter into a contract forthwith, the bidder shall be liable to the Fire Protection District for any damages the District may suffer.

Bids may not be modified after submittal. Bidders may withdraw proposals either personally or by written request at any time before the hour set for the bid opening, but may not resubmit them. No proposal may be withdrawn or modified after the bid openings except if the award of contract has been delayed for a period more than forty-five (45) days.

Bidder Responsibility. In addition to complying with the statutes and regulations specifically referenced in this bid specification, the Bidder is responsible for determining the applicability of and complying with any other laws, regulations, ordinances, etc. which govern the Bidder's performance. All applicable federal, state and local laws, rules and regulations governing the performance required by Bidder shall apply to this bid specification and will be deemed to be included in this bid specification the same as though written herein in full. Bidder is responsible for ensuring compliance with all applicable laws, rules and regulations, including, but not limited to, those specifically referenced herein. Except where expressly required by applicable laws and regulations, the Fire Protection District shall not be responsible for monitoring Bidder's compliance.

State of Illinois Discrimination Laws (775 ILCS 5/1-101 et. seq.). In carrying out the performance required under this bid specification, and any contract subsequently awarded pursuant to the Bid, the Bidder shall comply with all applicable provisions of the Illinois Human Rights Act, and rules and regulations promulgated by the Illinois Department of Human Rights, prohibiting unlawful discrimination in employment. Bidder's failure to comply with all applicable provisions of the Illinois Human Rights Act, including, specifically, provisions related to sexual harassment, or applicable rules and regulations promulgated thereunder, may result in a determination that Bidder is ineligible for future contracts or subcontracts with the Fire Protection District or any of its political subdivisions or municipal corporations, and this bid specification may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

Drug-free Workplace Act (30 ILCS 580/1, et. seq.). Bidder must comply with all of the provisions of the Drug-free Workplace Act, which are applicable to the Bidder. False certification or violation of the requirements of the Drug-free Workplace Act may result in sanctions including, but not limited to, termination of this bid specification and debarment of contracting or bid opportunities with the Fire Protection District for at least one (1) year but not more than five (5) years.

Freedom of Information Act (5 ILCS 140/1 et. seq.). Applications, program reports and other information obtained by the Fire Protection District under this bid specification shall be administered pursuant to the Freedom of Information Act.

Educational Loan Default Act (5 ILCS 385/3). The Bidder must certify that the Bid is not in violation of the Educational Loan Default Act prohibiting certain contracts to individuals who are in default on an educational loan.

Americans with Disabilities Act. As a condition of receiving this bid, the Bidder must certify that services and activities to be provided pursuant to this bid specification comply and will continue to comply with The Americans with Disabilities Act (hereinafter "ADA") (42 U.S.C. 12101 et. seq.) and the regulations thereunder (28 CFR 35.130).

Prevailing Wage Act, 820 ILCS 130/0.01 et seq. Because the Contract is for the construction of fixed works or "public works" as defined by the Prevailing Wage Act, all laborers, workers and mechanics performing work under the Contract **shall not be paid less than the prevailing wage** as found by the Illinois Department of Labor or the District, and that the Contractor and all subcontractors and sub-subcontractors shall in all other respects comply with the Prevailing Wage Act.

Substitutions. Certain materials and equipment are specified by a manufacturer or trade name to establish standards or quality and performance and not for the purpose of limiting competition. Bidders are invited to submit bids not only on named items but also on items that they propose for substitution of named items. Products of other manufacturers may be substituted if, in the opinion of the Fire Protection District, they are equal to those specified in quality, performance, design, and suitability for intended use. When two or more items are specified, the selection among those specified is the Contractor's option.

Bids shall be based on materials and equipment included in the specifications. Substitutions for the purpose of evaluating bids will be considered only if proposed substitutions clearly are set forth in the Bid and will only be accepted prior to the award of contract. The offer of substitutions shall be an integral part of the proposal, appearing immediately after all requested bids and before the signature of the bidder for the entire proposal.

In addition to the requirements heretofore mentioned, in order for substitutions to qualify for consideration, the following shall accompany each proposal:

Each proposed substitution shall be itemized showing manufacturer's name, catalog number, quantity, unit cost, and total cost. The bidder shall prepare the necessary forms to list his substitutions in the manner outlined.

Each proposal offering substitutions shall be accompanied by descriptive literature, catalog data, complete technical specifications and reports of all pertinent tests concerning the bidder's proposed substitutions.

MISCELLANEOUS PROVISIONS

Waivers. A waiver of any condition of this bid specification must be requested in writing. No waiver of any condition of this bid specification may be effective unless in writing from the Fire Protection District.

Assignment. The benefits of this bid specification and the rights, duties and responsibilities of the Bidder under this bid specification may not be assigned (in whole or in part) except with the express written approval of the Fire Protection District. Any assignment by the Bidder in violation of this provision renders this bid specification voidable by the Fire Protection District.

Severability Clause. If any provision under this bid specification or its application to any person or circumstances is held invalid by any court of competent jurisdiction, this invalidity does not affect any other provision or its application of this bid specification which can be given effect without the invalid provision or application.

Integration Clause. This bid specification, with attachments, as written, is the full and complete bid specification between the parties and there are no oral bid specifications or understandings between the parties other than what has been reduced to writing herein.

Certification. The Bidder must certify that it is not barred from bidding on the contract as a result of a violation of Section 33E of the Illinois Criminal Code, 720 ILCS 5/33E-1 through 33E-18.

By Order of
PRESIDENT AND BOARD OF TRUSTEES

BID PROPOSAL FORM

_____ proposes to furnish the Algonquin-Lake in the Hills
Fire Protection District with materials and labor described in the preceding section, in accordance
with the attached conditions and specifications for the cost of;

\$ _____.

ITEMIZED TOTAL COSTS: \$ See Exhibits

ALL PRICES ARE FIRM.

By submission of this proposal I certify that the quote has been arrived at independently and has
been submitted without collusion with any vendor of materials, supplies, or equipment of the type
described in the preceding section.

COMPANY

ADDRESS

CITY, STATE, ZIP

TELEPHONE

SIGNATURE OF AUTHORIZED AGENT

PRINTED NAME OF AUTHORIZED AGENT