

**SECTION 00 1116
INVITATION TO BID**

1. DATE

March 11, 2026

2. PROJECT

2nd Floor AHU Replacement
Skokie Public Library
5215 Oakton St.
Skokie, IL 60077
GBA #P25-1226-00

3. BID SCHEDULE

Documents Issued to Bidders: March 11, 2026 after 10:00 AM

Pre-Bid Conference/Site Tour: March 17, 2026 at 1:00 PM

Bids Due: April 1, 2026 at 3:00 PM

4. DOCUMENT PROCUREMENT

4.1 Bid documents may be obtained at the issuing office as follows:

- A. Date: March 11, 2026 after 10:00 AM
- B. Time: 9:00 am - 5:00 pm weekdays
- C. Issuing Office: Grumman | Butkus Associates
820 Davis Street, Suite 300
Evanston, IL 60201

Contact Andrew Milleville
Project Manager

amilleville@grummanbutkus.com

5. TYPE OF BID REQUESTED

- 5.1 Bids for performing the Work shall be on a lump sum basis.
- 5.2 Owner reserves the right to retain 10% on payments to Contractor until Final Acceptance of Work.
- 5.3 Base Bid and Alternates shall include all Work called for in the Project Manual, on the Drawings and in any Addenda that may be issued.
- 5.4 Prices for Work performed by all subcontractors (including a General Contractor, if used) shall be included in Base Bid and Alternates. Owner reserves the right to request a copy of any subcontractor's proposal.
- 5.5 All copies of Project Manual, Drawings and Addenda shall be returned with Bids. Successful Bidder shall receive copies of bidding documents back after signing contract for the Work.

6. PRE-BID CONFERENCE AND SITE TOUR

- 6.1 The pre-bid conference and site tour is mandatory (see bid schedule for times).
- 6.2 A site tour will be conducted for all Bidders and will be led by Owner's personnel immediately following the pre-bid conference.

6.3 Additional site visits relating to examining the existing facilities and systems may be made during the bidding period. Arrangements may be made with:

Vinny Tangherlini
Building Services Manager
Skokie Public Library
224-392-5138
vtangherlini@skokieliibrary.info

7. TECHNICAL ISSUES

7.1 Technical questions should be directed to the Engineer:

Grumman | Butkus Associates
820 Davis Street, Suite 300
Evanston, IL 60201

Attention:
Andrew Milleville
Project Manager
847.328.3555 x285
amilleville@grummanbutkus.com

7.2 Questions shall be submitted in writing. Answers will be provided in writing, with the original questions, to all bidders.

8. RECEIPT OF BIDS

8.1 Place (Hand delivered or mailed):

Skokie Public Library, Administration Office
5215 Oakton St.
Skokie, IL 60077

Attention:
Richard Kong
Executive Director

8.2 Format Lump Sum Bids on Bid Form (two copies)

Label envelope as follows:

TECHNICAL/PRICE PROPOSAL

To: Skokie Public Library

Attn: Richard Kong
Executive Director

5215 Oakton St.

Skokie, IL 60077

For: 2nd Floor AHU Replacement

Bidder: Bidder's Name

Date Due: April 1, 2026 at 3:00 PM

8.3 TIME: All Proposals shall be time-stamped as received. Any Proposal received after time due may be returned unopened at Owner's discretion.

8.4 TYPE OF BID OPENING: Public

9. RIGHT TO REJECT BIDS

9.1 Owner reserves the right to reject any or all bids, to award all or part of a bid to any vendor, to accept an alternate, or to award the contract to other than the lowest bidder, and to waive any nonconformity, informality or irregularity in any bid at its sole discretion.

10. BID SECURITY

10.1 No Bid Security will be required.

11. CONTRACT SECURITY (PERFORMANCE BOND AND PAYMENT BOND)

11.1 Performance bond and Labor and Material Bond will be required for this project. Refer to the Instructions to Bidders for requirements.

12. CONTRACT FORM

12.1 A copy of the Contract Form is included in the Project Manual.

13. PREVAILING WAGE NOTICE

13.1 The contractor shall comply with the Illinois Prevailing Wage Act. Refer to the Instructions to Bidders for requirements.

14. SUBSTANCE ABUSE PREVENTION ACT

14.1 The Contractor shall comply and cause all subcontractors to comply with requirements and provisions of the Illinois Substance Abuse Prevention on Public Works Projects Act. Refer to the Instructions to Bidders for requirements.

15. COMPLIANCE WITH ALL LAWS NOTICE

15.1 Contractor shall comply with all applicable laws, regulations, and rules promulgated by any Federal, State, County, Municipal and or other governmental unit or regulatory body now in effect during the performance of the work, and the orders and decrees of any courts or administrative bodies or tribunals in any manner affecting the performance of the Contract for this project. By way of example, the following are included within the scope of the laws, regulations and rules referred to in this paragraph, but in no way operate as a limitation on the laws, regulations and rules with which Contractor must comply: all forms of Workers Compensation Laws, all terms of the Equal Employment Opportunity Clause of the Illinois Fair Employment Practices Commission, the Illinois Preference Act, Illinois Substance Abuse Prevention on Works Projects Act, the Social Security Act, Statutes relating to contracts let by units of government, all applicable Civil Rights and Anti-Discrimination Laws and Regulations, and traffic and public utility regulations.

END OF SECTION

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