

## Scope of Work

The Schaumburg Township District Library will receive sealed bids in the Bid Box in the Central Library Lobby, next to the Welcome Desk until 12:00 P.M. March 29, 2023 for the furnishing of all Labor, Materials, and Equipment necessary to construct the following improvements. Bids must be addressed to the following:

Annie Miskewitch  
Executive Director  
Schaumburg Township District Library  
130 S. Roselle Road Schaumburg, IL 60193

Separate sealed bids will be received for each of the following contracts:

05 Millwork

Project: Interior Renovations Second Floor at Schaumburg Township District Library located in Schaumburg, IL 60193

Description: Contracts consist of work related to the Interior Renovations Second Floor to: Schaumburg Township District Library

Required Completion Date: Project Completion May of 2024

Plans, Specifications, and Proposal Forms may be downloaded from the designated Procore by emailing the construction manager, Featherstone, Inc., at [annicas@featherstoneinc.com](mailto:annicas@featherstoneinc.com) or calling [\(630\) 737-1990](tel:6307371990) for Procore access information. Bidders may also purchase the complete printed bid documents from Cross Rhodes Reprographics 30 Eisenhower Lane North Lombard, IL 60148 after making arrangements with the construction manager.

Bidders must accompany the proposal with a Bid Bond in the amount of not less than five percent of the bid (or a certified check in the same amount), payable to the Schaumburg Township District Library, which it is agreed will be forfeited if the undersigned fails to execute the Contract in conformity with Specifications.

Bidders must file a Prequalification Statement and a Financial Statement along with the following information with Featherstone, Inc. before the bid opening date in conformance with the instructions set forth in the Information for Bidders.

1. Contractor's Qualification Statement, AIA Document A305, 1986 Edition
2. A statement regarding the bidder's previous experience in performing comparable work including a current list with a minimum of five Owner references for similar projects you have completed within the last twelve months and include the owner, contact name, and telephone number, and a detailed description of the project including the scope of work.
3. A current Financial Balance Sheet and Income Statement

All contracts and subcontracts for this Project will be subject to the provisions of the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.), providing for the payment of the prevailing rate of wage to all laborers, workmen and mechanics engaged in the Work.

Pre-Bid Meeting: Not Applicable. If jobsite visit is needed, please coordinate with Construction Manager.

The Schaumburg Township District Library hereby notifies all bidders that it will affirmatively insure, that in any contract entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

Contractor agrees to be bound to the terms of its bid for a period of Sixty (60) calendar days after the Bid Opening Date. The Schaumburg Township District Library reserves the right to award contracts to the lowest responsible bidder, to reject any and all bids, and to waive any irregularities in bidding. Bids received after the due date and time will be rejected.

Any questions regarding the preparation of bids for contract 05 shall be directed to Featherstone, Inc. the construction management company Annica Simpson, Project Manager by email [annicas@featherstoneinc.com](mailto:annicas@featherstoneinc.com) or by phone [\(630\) 737-1990](tel:6307371990). All such questions shall be submitted no later than 12:00 p.m. Wednesday, March 22, 2023. The project manager to the best of their abilities shall answer such questions in writing and provide a copy of the written questions and answers to all interested bidders via email.

The Schaumburg Township District Library shall not be directly contracted.

If contracts are awarded, the successful bidder will be required to post performance, labor, and material payment bonds. In addition, the successful bidder will be required to comply with all applicable laws, including, as mentioned above the Prevailing Wage Act as well as the Illinois Human Rights Act. The successful bidder will execute contracts directly with Schaumburg Township District Library.

Annie Miskewitch  
Executive Director  
Schaumburg Township District

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