

**INVITATION TO BID
COOK MEMORIAL PUBLIC LIBRARY DISTRICT**

Sealed bids will be received by the Board of Library Trustees of the Cook Memorial Public Library District during operating hours for the construction of a proposed Drive-Thru Window & Bookdrop Project at the Aspen Drive Library until 1:00 p.m. (C.S.T.) on Tuesday, April 6, 2021.

A complete set of project bid documents including plans, specifications, project bid form, instructions to bidders, and a written scope of work will be issued for bid on Wednesday, March 10th, 2021 and available electronically by contacting Alex Krug of Product Architecture + Design by email at akrug@product-architects.com

Each bid must be accompanied by a bid bond, cash, or a certified check payable to the order of the Cook Memorial Public Library District, certified by a responsible bank for an amount not less than ten percent (10%) of the total amount of the bid, as a guarantee that the bidder, if awarded the Contract, will furnish a satisfactory performance and payment bond, execute a contract for the full scope of work, and proceed with and complete the work within the agreed upon project schedule. Upon failure to do so, the bidder shall forfeit the amount deposited as liquidated damages and no mistakes or errors on the part of the bidder shall excuse the bidder or entitle them to a return of the aforementioned amount.

No bid will be considered until the bidder furnishes evidence satisfactory to the Board of Library Trustees for the Cook Memorial Public Library District that the bidder has the necessary facilities, abilities, experience, equipment, financial and physical resources available to fulfill the conditions of the Contract and execute the work, should the Contract be awarded to the bidder.

Bidders will examine the plans and specifications and also the location in which said work is to be done and judge for themselves all the circumstances and surrounding conditions affecting the cost and nature of the work. All bids will be presumed to be based on such examination, familiarity and judgment.

Not less than the prevailing wage shall be paid for labor on the work to be done as required by Illinois and federal law applicable to a public works project, including the Illinois Prevailing Wage Act. The successful bidder will be required to comply with the provisions of all State of Illinois and federal laws concerning public works projects as well as the State of Illinois Human Rights Act and the regulations of the Illinois Human Rights Commission.

A mandatory pre-bid meeting will be held Tuesday, March 23, 2021 at 8:00 a.m. at the Aspen Drive Library, 701 Aspen Dr., Vernon Hills, IL 60061.

Bids will be opened on Tuesday, April 6, 2021 at 1:01 p.m. via online video conference call. An invitation will be emailed prior to the meeting.

Contractor agrees to be bound to the terms of the bid for a period of Sixty (60) calendar days after the Bid Opening Date.

The Board of Library Trustees reserves the right to reject any and all bids, and to waive any technicalities and irregularities in the bidding and to hold the bid proposals for a period of thirty (30) days from the date of opening set forth above.

David Archer, Director
Cook Memorial Public Library District