

COUNTY of KANE  
PURCHASING DEPARTMENT  
KANE COUNTY GOVERNMENT CENTER

Theresa Dobersztyn, C.P.M., CPPB  
Director of Purchasing

719 S. Batavia Ave., Bldg. A, 2<sup>nd</sup> Floor  
Geneva, Illinois 60134  
Telephone: (630)232-5929  
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October 30, 2017

**ADDENDUM 2**

**BID No. & Title:      01-018 KANE COUNTY KBC/CIRCUIT CLERK RTU REPLACEMENTS**

The attention of bidders is called to the following changes, clarifications and/or additions/deletions to the original bid document and they shall be taken into account in preparing the proposal and shall be part of the contract.

**CLARIFICATION**

This pre-bid meeting was not mandatory.

NTP – incorrect start date, start date and completion dates are correct

Clarified work hours, stated some Saturday work may be necessary if work is too loud, approved by Architect and owner. Building has to be operational at all times during regular work hours.

All units can't be shut down at the same time, have to coordinate completing a few at a time.

Visit to the roof to inspect the units.

Sign in sheet is included with this addendum

Please submit your bid response accordingly and confirm your receipt of Addendum 2.

Sincerely,

Theresa Dobersztyn, C.P.M., CPPB  
Director of Purchasing

## ARCHITECT'S ADDENDUM

ADDENDUM NUMBER: 002

DATE: 10-30-2017

RE: Kane County KBC Circuit Clerk RTU Replacements

PREPARED BY: David Allen

Cordogan, Clark & Associates

CCA Project No.: 17382

To: Prospective Bidders

Subject: Addendum No. 002 to the Construction Documents for the Kane County KBC Circuit Clerk RTU Replacements.

This Addendum forms a part of the Construction Documents and modifies the original Construction Documents, dated October 23, 2017. Acknowledge receipt of this Addendum in space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

### THE FOLLOWING ITEMS ARE TO BE INCLUDED IN THE PROPOSAL.

#### Clarifications To The Specifications:

1. 004000 – Section F: Added Temperature Controls as a line item.

#### Clarifications To The Drawings:

1. NA

#### Request for Information:

1. On the M3.0 drawing there are 12 RTU's listed for replacement, but on M1.0 there are 13 RTU's listed for replacement. RTU16 is the one which is no listed on the RTU Schedule. I just want to confirm that we are indeed replacing this unit.  
Response will be provided in addendum 003.
2. Per 237413-4, there are 3 acceptable Manufacturers for the RTU's. Can we provide any other substitutions beyond those?  
Response: Base bid will include one of the listed equipment manufactures. Contractor can provide alternate manufacture as a part of a voluntary alternate.
3. Is the controls contractor providing new Duct Smoke detectors that the electrician will need to wire? Or, are there existing that the controls contractor will simply replace?  
Response: Re-use the existing duct smoke detectors. Typically, the mechanical contractor shall mount the detectors. The electrical contractor shall provide power wiring and interlock to the supply fan.

Attachments: 004000 Offer to contract bid form, and Sign-in sheet.

END OF ADDENDUM NO. 002

**KANE COUNTY  
OFFER TO CONTRACT BID FORM**

**Kane County KBC Circuit Clerk RTU Replacements Project:**

**Bid Due Time & Date: 1:30 p.m., November 7, 2017**

To: County of Kane (Purchasing Department)  
Kane County Government Center, Bldg. A, 2<sup>nd</sup> Floor, Room 210  
719 S. Batavia Ave.  
Geneva, IL 60134

**Bidders shall provide ONE original Bid Form and TWO copies with their Bid.**

The following offer is hereby made to the County of Kane, Illinois, hereafter called the Owner.

**A. GENERAL**

FORM OF PROPOSAL FOR BID PACKAGE NUMBER: \_\_\_\_\_

BID PACKAGE NAME: \_\_\_\_\_

SUBMITTED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

TO: Kane County

The undersigned having carefully examined the Contract Documents consisting of the following: Specifications (Inclusive of all Sections and Exhibits); Drawings; and Addenda, if any. All as prepared by Cordogan Clark & Associates, which Contract Documents form a component part of this Proposal, and having examined the premises and conditions affecting the work, proposes to furnish all labor and materials required for the Contractor as follows:

**B. BASE BID**

BASE PROPOSAL: In accordance with Drawings and Specifications for general contract including all divisions of work as indicated in Work Included in the Specifications for as shown in the drawings.

BASE BID AMOUNT: \$ \_\_\_\_\_

AS WRITTEN: \_\_\_\_\_

The undersigned understands that this proposal is for the work fully described in the specifications and individual Bid Package scope of work thereafter for which the proposal is intended.

**C. ADDENDA**

I acknowledge receipt of the following Addenda:

No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_

No. \_\_\_\_\_ Date \_\_\_\_\_ No. \_\_\_\_\_ Date \_\_\_\_\_

**D. SCHEDULE OF ALTERNATES**

The selected alternates will be used to determine the lowest qualified Bid for this Bid Package. The undersigned Bidder proposes the amount below be added to or deducted from the Base Bid if particular alternates are accepted by Owner. Amounts listed for each alternate include costs of related coordination, modification, or adjustment and all alternates shall be inclusive of contractor overhead and profit regardless of whether additive or deductive. Owner reserves the right to accept or reject any alternate, in any order, and to award or amend the Contract accordingly within 90 days of the Notice of Award unless otherwise indicated in the Contract Documents.

Bidder is required to note if alternate is additive, deductive, or no change from base bid amount. If the alternate does not affect the Contract Sum, the Bidder shall indicate "NO CHANGE." If the alternate does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE." The Bidder shall be responsible for determining from the Contract Documents the affects of each alternate on the Contract Time and the Contract Sum. Acceptance or non-acceptance of any alternates by the Owner shall have no affect on the Contract Time unless the "Schedule of Alternates" Article below provides a formatted space for the adjustment of the Contract Time.

- 1. Contractor shall provide Ultra high efficiency rooftop units with true variable speed compressors (10% to 100% capacity), single zone VAV option, direct drive EC Motors (10 tons and under), VFDs (12.5 ton and over), and unit efficiency below.

\$ \_\_\_\_\_  
Add/Deduct/No Change

**A. EER/IEER**

- i. 7.5 Ton: 12.8/22.4
- ii. 10 Ton: 12.1/23
- iii. 12.5 Ton: 12.7/19.7
- iv. 15 Ton: 12.7/19.7
- v. 17.5 Ton: 12.3/19.3

**E. VOLUNTARY ALTERNATES**

The Contractor is encouraged to provide Voluntary Alternates. If Contractor elects to do so, it must be a modification to the Base Bid and shall not be included in the Base Bid. The selected alternates will be used to determine the lowest qualified Bid for this Bid Package. Any alternates not specifically outlined on the Bid Proposal Form shall be submitted in the form outlined below. Failure to do so may result in the rejection of the bid. A separate sheet can be included with the bid form, if required.

Voluntary Alternate #01	_____	\$ _____ Add/Deduct/No Change
Voluntary Alternate #02	_____	\$ _____ Add/Deduct/No Change
Voluntary Alternate #03	_____	\$ _____ Add/Deduct/No Change

**F. SCHEDULE OF VALUES**

The following Schedule of Values shall be furnished for verification of scope of work, establish unit prices, and determine base bid. All unit costs are to include equipment, material, and labor costs, including overhead and profit. See Specification Section 012100 for description and assignment of allowances. Bidder must quote on all items called for in the Bid Proposal relative to their scope of work and / or bid package. Bidder is also required to email the Schedule of Values and Unit Pricing in Microsoft Excel (.XLS) electronic format one to 24 hours after bid due date but no earlier or later to Brian Kronewitter (bkronewitter@cordoganclark.com). Bidders may attach a printed copy of the Schedule of Values in lieu of handwriting each entry.

**KBC Circuit Clerk RTU Replacements Project:**

<u>ITEM</u>	<u>DOLLAR AMOUNT</u>
Labor	_____
Material	_____
Equipment	_____
Temperature Controls	_____
Sub-Total Base Bid Amount	_____
<b>Sub-Total Base Bid Amount for the Project:</b>	_____
Performance Bond	_____
General Conditions / OH & Profit	_____
<b>Total Base Bid Amount:</b>	_____

**G. UNIT PRICES**

All unit cost below shall be filled out for the Prime Contractor responsible for the individual items in their scope of work and are to include equipment material and labor costs, including bonding, overhead and profit. Bidder must quote on all items called for in their bid package. This form is required to be attached to the Bid Form. The undersigned Bidder proposes the amounts below be added to or deducted from the Contract Sum on performance and measurement of the individual items of Work and for adjustment of the quantity given in the Unit-Price Allowance for the actual measurement of individual items of the Work. If the unit price does not affect the Work of this Contract, the Bidder shall indicate "NOT APPLICABLE."

Bidder is also required to email the Schedule of Values and Unit Pricing in Microsoft Excel (.XLS) electronic format one to 24 hours after bid due date but no earlier or later to

bkronewriter@cordoganclark.com. Bidders may attach a printed copy of the Unit Prices in lieu of handwriting each entry.

- |                             |    |       |
|-----------------------------|----|-------|
| 1. FX-PCG field controller. | EA | _____ |
| 2. FX-PCV field controller. | EA | _____ |

**H. PERSONNEL / SCHEDULE**

Average Size of Crew Anticipated \_\_\_\_\_

Staff \_\_\_\_\_

Identify Lead Time of Major Equipment after Shop Drawing Approval \_\_\_\_\_ Weeks

List Major Equipment \_\_\_\_\_

If the Bidder is not in agreement with the Project Schedule in the specifications, attach a schedule indicating the subcontractors proposed timeline for discussion purposes. The schedule compliance shall be factored into the qualification for award of the contract.

**I. BID SECURITY**

Accompanying the proposal is a Bid Bond or (Certified Check) as surety in the amount of not less than 5% of the Base Bid payable to the Owner, which it is agreed will be forfeited if the undersigned fails to execute the Contract in conformity with Specifications and Furnish Performance and Labor and Material Payment Bonds as specified within ten (10) days after notification of the award of the Contract to the undersigned

**J. PERFORMANCE / PAYMENT BOND**

The undersigned agrees to provide an acceptable Performance and Labor and Material Payment Bonds, in accordance with AIA Document A311, in the amount of 100% of the Base Bid of which the cost of the Bonds are included in the Bid.

**K. ATTACHMENT**

The undersigned acknowledges that he has read and understands the CERTIFICATE OF ELIGIBILITY TO BID attached to this Bid Form and signed and attested thereto. The undersigned further acknowledges that said CERTIFICATE OF ELIGIBILITY is a part of the Contract Documents and will be attached to the Agreement.

**L. REJECTION AND WITHDRAWAL OF BID**

The Owner reserves the right to accept or reject any or all of the above proposals.

**M. TIME OF COMPLETION**

The undersigned agrees, if awarded the Contract, to begin work immediately upon notification by the Architect. The undersigned agrees, if awarded the Contract, to complete the work within the time frame specified in Specification Section 003000.

**THIS SECTION MUST BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY OR ENTITY RESPONDING TO THE BID AND THE RESPONSE.**

Signature \_\_\_\_\_ Typed Signature \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

Federal I.D./Social Security # \_\_\_\_\_ Date \_\_\_\_\_

**ACCEPTANCE**

The Offer is hereby accepted for the **Kane County KBC Circuit Clerk RTU Replacements Project.**

The Contractor is bound to sell the materials and services listed in the attached contract documents and based upon the Invitation to Bid, including all terms, conditions, specifications, amendments, and the Contractor's offer is accepted by the County of Kane.

This contract shall henceforth be referred to as Contract Number 01-018. The Contractor has been cautioned not to commence any billable work or to provide any materials or services until this Contractor receives a purchase order and or notice to proceed.

\_\_\_\_\_  
Christopher J. Lauzen  
Chairman, County Board  
Kane County, Illinois

\_\_\_\_\_  
Date

**CERTIFICATE OF ELIGIBILITY TO BID**

The Bidder/Contractor certifies that the Contractor is not barred from bidding on the contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961. The Bidder/Contractor acknowledges that this certificate is a part of the Contract Documents and will be attached to the Owner/Contractor Agreement.

Date: \_\_\_\_\_ Firm Name: \_\_\_\_\_

Official Address: \_\_\_\_\_

\_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_ Position: \_\_\_\_\_

Where Bidder is a Corporation, add:

Attest: \_\_\_\_\_  
(Secretary) (Seal)

Subscribed and Sworn to Before Me this \_\_\_\_\_ day of \_\_\_\_\_, 2017

My Commission Expires: \_\_\_\_\_  
Notary Public

\_\_\_\_\_, 20\_\_ \_\_\_\_\_  
Address

**RELEVANT EXPERIENCE VERIFICATION FORM**

Attach additional sheets as required to complete this form in its entirety. Additionally, Bidder is also required to furnish with their bid the Prequalification Form AIA A-305.

List of all similar projects (and contract value) contracted with the Bidder that have been completed within the last 5 years.

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List of all similar projects completed for government institutions over the last 5 years that were contracted with the Bidder.

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List of five government institution references where similar work was contracted with and installed by the Bidder. Include organization name, contact name, phone, email, and any pertinent project details if not included w/ the above project experience lists.

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What work (be specific – field installation labor, administrative, etc. and % of total contract) is self performed and what is subcontracted under their contract as defined by the scope of work?

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List staffing (quantities, title, roles) assigned to complete this project in the timeline outlined in Section 003000.

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List of Key Personnel to be involved in this project (include title/responsibilities)

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List of Current Workload and Status (projected through 2017)

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Signature: \_\_\_\_\_

Printed Name & Position: \_\_\_\_\_

Date: \_\_\_\_\_ Firm Name: \_\_\_\_\_

Official Address: \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

