

PLEASURE DRIVEWAY and PARK DISTRICT of PEORIA, ILLINOIS

Planning, Design and Construction Division ▪ 1314 N. Park Road
Peoria, IL 61604 ▪ Phone (309) 686-3386 ▪ Fax (309) 686-3383

April 30, 2014

REQUEST FOR QUOTE

Replacement Windows and Trim Sommer Park Day Camp Building

The Peoria Park District is soliciting written quotes for replacement windows and trim for the Sommer Park Day Camp Building.

All work must conform to all applicable local, state, and national building codes. Please note that the prevailing rate of wage for the Peoria area shall be paid for each craft or type of worker needed to execute this project or perform this work as required by the State of Illinois Department of Labor.

Contractor is responsible for field verifying all measurements. Please contact Zach Terry at 686-3386 if you have any questions. The Day Camp building can be viewed at any time prior to the quote deadline by contacting the Sommer Park Manager Tom Miller at 309-691-6295 to schedule an appointment.

Deadline:

Please submit written quotes by Wednesday, May 14, 2014 at 2:00 p.m.. Quotes may be delivered, mailed, faxed, or emailed (zterry@peoriaparks.org) to the Planning Offices at the address above.

General Description and Scope of Work:

Remove and replace existing double hung wood windows with double hung vinyl windows. Project shall be completed by July 18, 2014. There are 19 windows in the Day Camp Building. Contractor is responsible for all measurements and dimensions. The Peoria Park District is a tax-exempt unit of local government.

- A. **Demolition:**
Remove existing windows and dispose of legally off-site. Contractor shall be responsible for correcting any damage to the Owner's property resulting from construction activities.
- B. **Products:** White vinyl faced sliding windows with double panes and half screens.
- C. **Execution:** Exterior perimeter shall be caulked and trimmed as needed. Window shall be wrapped in insulation to eliminate drafts. Interior shall be trimmed out as needed. Contractor shall clean up any debris left over from removal and installation.

Windows shall be double hung vinyl with insulating glass units (2 lites of clear tempered glass), insulating glass unit to be minimum .75 total inches, airspace shall be filled with air or argon. Windows to have sloped sills. Windows shall meet a minimum .30 U value. Color shall be white. Double hung units shall include screens. Windows shall carry a minimum 20 year warranty. Provide and install necessary trim, weatherstripping, and sealant as needed to seal building envelope around windows.

PEORIA PARK BOARD

TIMOTHY J. CASSIDY
President

NANCY L. SNOWDEN
Trustee

KELLY A. CUMMINGS
Trustee

JAMES T. HANCOCK
Trustee

ROBERT L. JOHNSON, SR.
Trustee

JACQUELINE J. PETTY
Trustee

MATTHEW P. RYAN
Trustee

BONNIE W. NOBLE – Executive Director

Quantity	Description
18	32" x 54" vinyl double hung
1	32" x 39" vinyl double hung

Administrative Requirements

We are required by State law and Park Board policy to request the following to be submitted with quote. Unfortunately, Quotes submitted without this information are considered incomplete and ineligible for award. All forms noted in this section are available from the Planning Department website at <http://www.peoriaparks-planning.org/forms.html>. If needed, these forms may be faxed or emailed to you for your use.

1. EEO Certification – A completed Certificate of Equal Employment Opportunity Compliance must be submitted with quotes if not currently approved.
2. Workforce Profile – A completed Workforce Profile must be submitted if not currently approved.
3. Sexual Harassment Policy – A sexual harassment policy must be submitted for approval if not currently on file.
4. W-9 Taxpayer Identification Form: Bidder must complete and sign the W-9 form.
5. Substance Abuse Prevention Program Certification – Submit form with appropriate section completed. If Part B of the form is completed, your company's Substance Abuse Policy must be submitted for approval.
6. Certification of Safety Compliance – A completed certification of safety compliance must be submitted.
7. Illinois Drug Free Workplace Certification – A completed Illinois Drug Free Workplace Certification (form attached) must be submitted.

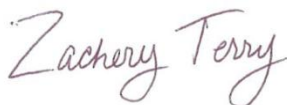
Required forms after Award is made before work can begin:

1. Insurance Requirements: A Certificate of Insurance and Endorsement with a minimum of one million (\$1,000,000) of liability coverage, naming the Peoria Park District as Additional Insured, will be required, before work begins. Verification that all employees who will be working at the site are currently covered by Workers Compensation Insurance will also be required.

Forms to be submitted with project closeout and pay requests:

1. Certified Payroll – Prevailing wage is required for this job. A certified payroll form must accompany all requests for payment.
2. Weekly Workforce Reports – Contractor shall submit completed Weekly Workforce Report for each week until project is completed.

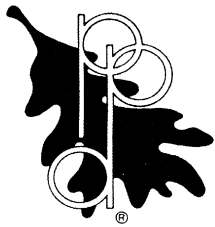
Thank you for your quote! If you have any questions, please give me a call.



PEORIA PARK BOARD

TIMOTHY J. CASSIDY President	NANCY L. SNOWDEN Trustee	KELLY A. CUMMINGS Trustee	JAMES T. HANCOCK Trustee
ROBERT L. JOHNSON, SR. Trustee	JACQUELINE J. PETTY Trustee	MATTHEW P. RYAN Trustee	

BONNIE W. NOBLE – Executive Director



QUOTE FORM

PEORIA PARK DISTRICT
Sommer Park Day Camp Window Replacement

ITEM	COST
BASE QUOTE #1: Remove and dispose of only the eight windows located on the front (west side) of the Day Camp building. Provide and install new windows only for the front (west side) of Day Camp Building.	\$
BASE QUOTE #2: Remove and dispose of all old windows, provide and install all new windows at Day Camp Building.	\$

THE UNDERSIGNED CERTIFIES THAT THIS QUOTATION IS IN ACCORDANCE WITH PEORIA PARK DISTRICT SPECIFICATIONS.

QUOTE SUBMITTED BY:

Company Name

Address City State Zip

Telephone Number Fax Number E-Mail

Signature Title Date

PEORIA PARK BOARD

TIMOTHY J. CASSIDY
President

NANCY L. SNOWDEN
Trustee

KELLY A. CUMMINGS
Trustee

JAMES T. HANCOCK
Trustee

ROBERT L. JOHNSON, SR.
Trustee

JACQUELINE J. PETTY
Trustee

MATTHEW P. RYAN
Trustee

BONNIE W. NOBLE – Executive Director