



CITY OF ELMHURST
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www.elmhurst.org

SCOTT M. LEVIN
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NOTICE TO BIDDERS

ADDENDUM #1
PROJECT 22-35 - PROVISION OF A WHEELCHAIR LIFT
June 28, 2022

NOTICE TO BIDDERS: Attached is Addendum #1 to the bid document for Project 22-35 - Provision of a WHEELCHAIR LIFT. The information provided in this addendum is herewith made part of the bid documents.

This addendum is made to provide clarification and/or additional information for the project and includes the following:

1. **Public Notice. Bid due date is changed to July 8, 2022.**
2. **Responses to Bidder questions:**
 - a) **Question: 'Do you have architectural drawings?'**
Response: Architectural drawings will be completed upon selection of a lift manufacturer through this bid process so that product—specific details may be included in the plans.
 - b) **Question: 'The specification states that substantial completion is required within 90 days. Lead-times may make that difficult'**
Response: It is understood that coordination and lead times may make it difficult to achieve substantial completion at 90 days. If this lead time is unachievable provide a statement projecting a different substantial completion.
 - c) **Question: 'The surface of the building will need to be refaced as a smooth surface on the side located as the 4th side of the lift. The building may need to be reinforced as well to handle the lifts forces which will be imposed upon it as well.'**
Response: Note exceptions to the specification in your bid response. Architectural details will be completed upon selection of a specific manufacturer and product.
 - d) **Question: 'Are colors other than standard options desired?'**
Response: Standard colors are acceptable. Final color selections (if any) will be made from standard colors during the submittal process.



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- e) **Question: 'Will the new lift be ramped or pitted?'**
Response: The lift will be installed on a flat surface with ramp provided by the bidder.
3. List of acceptable manufacturers shall include Garaventa Lift and Savaria. Bid item should comply with specifications in all other regards.

The accompanying NOTICE OF RECEIPT must be submitted along with the bid.



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NOTICE OF RECEIPT

ADDENDUM #1
PROJECT 22-35 - PROVISION OF A WHEELCHAIR LIFT

The information in this addendum shall be made part of the bid documents for Project 22-35 - Provision of a Wheelchair Lift.

Bidders must sign this document and include it with their bid for the bid to be considered complete.

BIDDER STATEMENT:

I confirm that I have received Addendum #1 and have incorporated the information therein into the bid documents.

Bidder's Signature

Date

Printed Name

Name of Bidding Firm

NOTICE TO BIDDERS AND INVITATION FOR BIDS

MUSEUM WHEELCHAIR LIFT

RECEIPT OF BIDS

Sealed bids for the procurement of a WHEELCHAIR LIFT will be received by the City of Elmhurst, DuPage County, Illinois, until **10:00 a.m., Local Time, Friday, July 1 8, 2022**. Thereafter or as soon thereafter as is practicable, all bids received will be publicly opened and the bid prices read aloud. Sealed envelopes or packages containing two (2) hard copies of bids shall be addressed to: Office of the City Clerk, Elmhurst City Hall, 209 N. York Street, Elmhurst, IL, 60126, and shall be marked **“Sealed Bid: MUSEUM WHEELCHAIR LIFT, Project# 22-35.”**

CONTRACT DOCUMENTS

Printed copies of bidding documents, consisting of bid proposals and project specifications are on file at the Office of the City Clerk, Elmhurst, Illinois, upon payment of a non-refundable charge of Five Dollars (\$5.00) (plus \$5.00 mailing charge if required) per set of bidding documents. An electronic version of the bidding documents is available free of charge by contacting the City of Elmhurst via email at: larry.p@elmhurst.org with the subject, “MUSEUM WHEELCHAIR LIFT, Project# 22-35.” All proposals must be submitted in hard-copy on the forms provided and in compliance with the Instructions to Bidders. Submission of a bid shall be conclusive assurance and warranty that the bidder has examined the plans, the site of the work and the local conditions affecting the contract and understands all of the requirements for performance of the work. The bidder will be responsible for all errors in its proposal resulting from failure or neglect to conduct an in-depth examination. The City of Elmhurst will in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder. The bidder shall not take advantage of any errors or omission in the plans or proposal.

Questions may be addressed to, or a site visit may be arranged by contacting Larry Paruskiewicz, Superintendent Facilities Management, at larry.p@elmhurst.org by ~~Monday~~ Tuesday, ~~June 27th~~ July 5th, 2022.

BID SECURITY

Each bid shall be accompanied by a proposal guaranty in the form of a bid bond, executed by a corporate surety company, a bank cashier’s check or a certified check payable to the City of Elmhurst for not less than five percent (5%) of the amount bid. The proposal guaranty checks of all, except the two lowest responsible bidders, will be returned after the proposals have been checked and tabulated. The proposal guaranty checks of the two lowest responsible bidders will be returned after the contract and the contract bond of the successful bidder have been properly executed and approved. Bid bonds will not be returned.

RIGHT TO REJECT BIDS

The City of Elmhurst reserves the right to waive technicalities and to reject any and all proposals for any reason deemed in the best interest of the City of Elmhurst.

AWARD OF CONTRACT

Unless all bids are rejected, the contract award will be made to the lowest responsive responsible bidder. In determining who the lowest responsive responsible bidder is, the City of Elmhurst will consider all factors which it, in its discretion, deems relevant in determining who the lowest responsive responsible bidder is. Bidders who are awarded a contract shall be required to provide a Labor and Material Payment Bond and a Performance Bond, each in the total amount of the contract sum upon execution of the contract.

PAYMENT OF PREVAILING WAGES

The general prevailing rate of wages in DuPage County for each craft or type of worker or mechanic needed to execute the contract or perform the work, also the general prevailing rate for legal holiday and overtime work, as ascertained by the Illinois Department of Labor, shall be paid for each craft or type of worker needed to execute the contract or to perform the work.

Dated: This 15th Day of June, 2022

City of Elmhurst

Scott M Levin, Mayor

James A. Grabowski, City Manager