

**COUNTY OF McHENRY  
McHENRY COUNTY ADMINISTRATION BUILDING  
PURCHASING DEPARTMENT - ROOM 200  
2200 N. SEMINARY AVENUE  
WOODSTOCK, IL 60098**

Sealed bids will be accepted in the above office until

***August 26, 2014 at 2:00 P.M. (CST)***

**For  
BID #14-74**

***Elevator Maintenance for County  
Buildings***

CONTACT PERSON - DONALD A. GRAY, CPPB  
DIRECTOR OF PURCHASING  
MCHENRY COUNTY ADMINISTRATION BUILDING  
2200 N. SEMINARY AVENUE-- ROOM 200  
WOODSTOCK, IL 60098  
Phone - (815) 334-4818  
Fax - (815) 334-4680

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COMPANY

DATE

---

CONTACT PERSON

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ADDRESS

E-MAIL ADDRESS

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CITY, STATE AND ZIP

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TELEPHONE NO

FAX NO.

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FEIN, or Social Security NUMBER

The attention of bidders is directed to the McHenry County Purchasing Ordinance, approved December 1, 2006. This Ordinance is incorporated by reference into this bid as if it were contained herein. If you have not received a copy of the above Ordinance and desire a copy, please contact the office of the Director of Purchasing.

**SCOPE OF WORK**

Provide Preventative Maintenance / Service Agreement for ten (10) elevators at County of McHenry Government Center, 2200 N. Seminary Avenue, Woodstock, Illinois 60098, two (2) elevators at Valley Hi Nursing Home, 2406 Hartland Road, Woodstock, IL 60098, one (1) elevator at Annex A 675 Russel Court and one (1) elevator at County of McHenry Administration Center, 667 Ware Road, Woodstock, IL 60098. Subject to continuing need and availability of funds. Bid as per specifications contained herein.

Agreement will be for the period December 15, 2014 through November 30, 2015 with an option to renew for two additional years, subject to continuing need and availability of funds, beginning December 1, 2015 through November 30, 2016, December 1, 2016 through November 30, 2017.

**If you require a site visit in order to prepare your response to this BID, please contact our Maintenance Manager Mr. Tom Burroughs at 815-334-4492 or [gtburroughs@co.mchenry.il.us](mailto:gtburroughs@co.mchenry.il.us) prior to the date of that questions need to be received in Purchasing .**

**SCHEDULE OF EVENTS**

August 8, 2014-----	Bid Available
August 13, 2014-----	Vendors Questions Submitted via fax to 815-334-4680 by 4:00 P.M.(CST)
August 19, 2014-----	Vendors Questions Answered via fax and Posted on Website by 4:00 P.M.(CST)
August 26, 2014-----	Bid due in Purchasing at 2:00 P.M.(CST)

**PAYMENT**

Payment will be processed after receipt of delivery invoice and appropriate affidavit.

**NON-DISCRIMINATION**

Contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), 775 ILCS 5/1-102, which is incorporated herein by reference, and constituting of a written EEO Policy and a workforce profile that demonstrates its EEO practices. Furthermore, the Contractor shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended. The Contractor must have a written sexual harassment policy, which meets Illinois State Statutes, 775 ILCS, 15/3.

**PREVAILING WAGE**

The State of Illinois requires that all wages paid by the Contractor and each subcontractor shall be in compliance with The Prevailing Wage Act (820 ILCS 130), as amended. This requires payment of the general prevailing rate for each craft or type of worker, including payment of the general prevailing rate for legal holiday and overtime work. The Illinois Department of Labor publishes the prevailing wage rates on its website at [www.state.il.us/agency/idol/rates.htm](http://www.state.il.us/agency/idol/rates.htm). The Contractor shall review the wage rates

applicable to the work of the contract at regular intervals in order to ensure the timely payment of current wage rates. The Contractor agrees that no additional notice is required. The Contractor shall be responsible to notify each subcontractor of the wage rates set forth in this contract and any revisions thereto. A copy of the prevailing wage rates is posted on the McHenry County website at [www.co.mchenry.il.us](http://www.co.mchenry.il.us) under BIDS and RFP's. If wage rates change during the course of the project, the new rates will be available in the County of McHenry Purchasing Office. Vendors may access the Illinois Department of Labor website for updates [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol).

#### CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)

Effective August 10, 2005 contractors and subcontractors on public works projects must submit certified payroll records on a monthly basis to the public body in charge of the construction project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include for every worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

#### INCREASED PENALTIES FOR PREVAILING WAGE VIOLATIONS (Public Act 94-0488)

Effective January 1, 2006, penalties for violations of the Prevailing Wage Act will increase from 20% to 50% of the underpaid amounts for second or subsequent violations. An additional penalty of 5% of the underpayment penalty must be paid to workers for each month the wages remain unpaid (up from the current 2% penalty).

For violations that occur after January 1, 2006, the debarment period --during which contractors are ineligible for public works contracts -increases from 2 years to 4 years if two notices of violation are issued/serious violations occur within a 5-year period. In addition, a new monetary penalty of \$5,000 may be assessed against contractors who retaliate against employees who report violations or file complaints under the Prevailing Wage Act.

#### OSHA REQUIREMENTS

The Occupational Safety and Health Act of 1970 (OSHA) "guarantees workers the right to a safe and healthful workplace". Under Section 5(a) (1) of the OSHA Act, the employer must "furnish to each of his employees' employment and a place of employment which are free from recognized hazards that are causing or likely to cause death or serious physical harm to his employees."

There are times when the County must hire entities and individuals (contractors) to perform services. To this end, contractors hired by the County of McHenry must perform their duties in a manner that is complaint with all state and federal health and safety laws and industry guidelines. It is the responsibility of the contractor to ensure that their personnel and subcontractors comply with all state and federal health and safety laws and regulations and industry guidelines, including, but not limited to those set forth by: OSHA and related regulations, the Safety Inspection and Education Act, the Health and Safety Act, the National Institute of Occupational Safety and Health, the National Fire Protection Association, the Centers for Disease Control, American Industrial Hygiene Association, the American Council of Governmental Industrial Hygienists, the Environmental Protection Agency, and the Department of Transportation.

### SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT

The successful bidder must be in compliance with State of Illinois HB-1855 (Public Act 095-0635), which amends the Prevailing Wage Act. Before an employer commences work on a public works project, the employer shall have in place a written program, which meets or exceeds the program requirements in this Act, to be filed with the public body engaged in the construction of the public works and made available to the general public, for the prevention of substance abuse among its employees. The testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.

### PROCUREMENT OF GREEN PRODUCTS AND TECHNOLOGIES

As approved by the McHenry County Board in April 2008, it is in the interest of public health, safety and welfare and the conservation of energy and natural resources to use and promote environmentally responsible products. The County should strive to influence private purchases through the example of using government specifications and standards that are green or environmentally friendly when making its purchases.

Whenever available and cost-justified, the County should purchase those materials including the purchase of recycled products containing post-consumer materials rather than residual materials resulting from the processing or manufacturing from another product. To the extent practicable, all products standards shall emphasize functional or performance criteria, which do not discriminate against the use of, recycled materials.

McHenry County should cooperate to the greatest extent feasible with other governments and organizations to develop a comprehensive, consistent, and effective procurement effort intended to stimulate the market for recycled products, reusable products, products designed to be recycled, and other environmentally responsible products.

McHenry County shall continue to participate in and shall encourage other public jurisdictions to participate with the County in the purchase of products containing recycled content. Participation in such cooperative systems shall be aimed at obtaining maximum practical recycled content in County purchases, to obtain best available price for products with recycled content, to facilitate or encourage lower prices industry-wide and to encourage development of industries and markets dealing with recycled content products.

### PROCUREMENT OF PRODUCTS THAT ARE ENERGY STAR QUALIFIED

McHenry County shall select, where life cycle and cost-effective, ENERGY STAR and other energy efficient products, when acquiring energy-using products. This information will be required by the bidder in their bid submittal.

### SECURITY

The contractor represents and warrants to the County of McHenry that neither it nor any of its principals, shareholders, members, partners or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the County of McHenry that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as Specially Designated National and Blocked Person. The Contractor hereby agrees to defend, indemnify and hold harmless the County of McHenry, the Corporate Authorities, and all County of McHenry elected or appointed officials, officers, employees, agents, representatives, engineers and attorneys, from and against any

and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representation and warranties.

#### PURCHASE EXTENSION

This contract shall be offered for purchases to be made by other counties and governmental units within the State of Illinois as authorized by the Government Joint Purchasing Act. All purchases and payments made under this authority shall be made directly by the governmental unit to the Vendor. The County of McHenry shall not be responsible in any way for such purchase orders or payments. All terms and conditions of this contract shall apply to all orders placed by another governmental unit.

#### ADDENDUM

Should the Vendor require any additional information about this Bid, please fax to Purchasing (815-334-4680) any questions by the deadline as outlined in the schedule of events. ANY AND ALL changes to these specifications are valid only if they are included by Written Addendum to All Bidders. NO interpretation of the meaning of the plans, specifications, or other contract documents will be made orally. If required, all addenda will be faxed to bidder if a Notice of Intent to Bid has been completed and faxed to the Purchasing Office. In addition, all addenda are posted on the County of McHenry's website. Failure of the bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this Bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused by a bidder to improperly submit a bid.

Response to these questions will be made by means of an addendum. Only the Director of Purchasing has the authority to issue an addendum.

Addenda are written instruments issued by the County prior to the date for receipt of proposals, which modify or interpret the Bid by addition, deletions, clarifications or corrections.

Prior to the receipt of bids, addenda will be faxed or delivered to all who are known to have received a Notice to Bid. Each vendor shall ascertain prior to submitting a bid that all addenda issued have been received and, by submission of a bid, such act shall be taken to mean that such vendor has received all addenda and that the vendor is familiar with the terms thereof and understands fully the contents of the addenda.

#### TAXES

The County of McHenry is exempt from paying Illinois Use Tax, Illinois Retailers Occupation Tax, and Federal Excise Tax. The bidder's attention is directed to the McHenry County Purchasing Ordinance {S3-10, (9), (10), and (11)}.

#### INSURANCE

(1) GENERAL

The successful bidder shall maintain for the duration of the contract and any extensions thereof, at bidder's expense, insurance that includes "Occurrence" basis wording and is issued by a company or companies qualified to do business in the State of Illinois that are acceptable to the County, which generally requires that the company(ies) be assigned a Best's Rating of A or higher with a Best's financial size category of Class XIV or higher, in the following types and amounts:

- (a) Commercial General Liability in a broad form, to include, but not limited to, coverage for the following where exposure exists: Bodily Injury and Property Damage, Premises/Operations, Independent contractors,

Products/Completed Operations, Personal Injury and Contractual Liability; limits of liability not less than:

\$500,000 per occurrence and \$1,000,000 in the aggregate;

- (b) Business Auto Liability to include, but not be limited to, coverage for the following where exposure exists: Owned Vehicles, Hired and Non-Owned Vehicles and Employee Non-Ownership; limits of liability not less than:

\$300,000 per occurrence, combined single limit for:  
Bodily Injury Liability and Property Damage Liability;

- (c) Workers' Compensation Insurance to cover all employees and meet statutory limits in compliance with applicable state and federal laws. The coverage must also include Employer's Liability with minimum limits of \$100,000 for each incident.

(2) EVIDENCE OF INSURANCE

The successful bidder agrees that with respect to the above required insurance that:

- (a) The County of McHenry shall be provided with Certificates of Insurance evidencing the above required insurance, prior to commencement of the contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration or cancellation of any such policies;
- (b) The contractual liability arising out of the contract shall be acknowledged on the Certificate of Insurance by the insurance company;
- (c) The County of McHenry shall be provided with thirty (30) days prior notice, in writing, of Notice of Cancellation or material change and said notification requirement shall be stated on the Certificate of Insurance;
- (d) Subcontractors, if any, comply with the same insurance requirements. In addition to being named as an additional insured on the Certificate of Insurance, each liability policy shall contain an endorsement naming the County of McHenry as an additional insured. A copy of the endorsement shall be provided to McHenry County along with the Certificate of Insurance; and,
- (e) have McHenry County named as an additional insured and the address for certificate holder must read exactly as:

County of McHenry, **a body politic**  
2200 N. Seminary Avenue  
Woodstock, IL 60098

- (f) Insurance Notices and Certificates of Insurance shall be provided to:

McHenry County, Purchasing Department  
2200 N. Seminary Avenue, Room 200  
Woodstock, Illinois 60098

### HOLD HARMLESS CLAUSE

The successful bidder will agree to indemnify, save harmless and defend the County of McHenry, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the work covered by this contract upon award. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the County of McHenry, its agents, servants, or employees or any other person indemnified hereunder.

### BID RESPONSE

It is highly recommended that the vendor completely read the bid prior to filling out to become acquainted with terms and conditions of the bid document and merchandise requirements. No relief will be allowed from the bid conditions unless you take written exception to that condition on your bid. **BIDS MUST BE SUBMITTED IN DUPLICATE FORM, (One Original, and One Copy). BIDS ARE DUE BACK BY 2:00 P.M. (CST) ON AUGUST 26, 2014.**

**SEALED BID ENVELOPES ARE TO BE CLEARLY MARKED WITH THE BID/RFP TITLE, TIME & DATE OF OPENING.**

Bidders are urged to respond to this bid request in every case to insure being maintained on current bid lists. Explanations of the reasons for not bidding will assist in maintaining the bidder on the correct bid list(s).

### SUBMITTAL

**Submit one (1) bid, multiple bids will not be accepted.**

### GENERAL CONDITIONS

This bid shall be firm for at least 120 days after the latest time specified for submission for bids and thereafter until written notice is received from the bidder.

### AWARD OF ORDER

The County will award a purchase order to the lowest responsive, responsible bidder meeting the County's requirements as listed in this document. The County will be the sole judge of acceptability of any products offered.

### WORKMANSHIP

Items shall be manufactured according to the highest traditions of the industry and shall meet all commercial standards of quality. The County shall be the sole judge of acceptable products. Unacceptable products will be rejected and suitable price adjustments made.

### MISCELLANEOUS

It is the bidder's task to be familiar with the referenced items and to offer only products of equal or greater quality. Any questions on specifications should be directed to the Purchasing Department.

### EXCEPTIONS

The bid speaks for itself. Bidders taking exception to any terms, conditions or specifications of this bid must clearly state in writing such exception(s) either on or with their bid. The County will be the sole judge of the acceptability of any exception noted, and is not bound to consider any bid submitted with exceptions.

### ALTERNATES

Trade names are used solely for the purpose of setting minimum standards of quality and performance and are not to be construed as exclusionary. Bidders are encouraged to contact the Purchasing Department prior to the bid opening for the purpose of clarifying specifications.

### FULL PRICING AND CONTINGENCIES

The County shall hold the successful bidder to bid pricing. Additional charges for contingencies discovered by the vendor at any time after the date of opening of this bid will not be considered for payment by the County.

### RECOURSE FOR UNSATISFACTORY MATERIALS

Payment shall be contingent upon the County's inspection of and satisfaction with completed work. Any defective work or materials, non-conformance to bid specifications, damaged materials, or unsatisfactory installation shall be corrected to the County's satisfaction by the successful bidder at no additional charge.

### TERMINATION

Failure to comply with the terms and conditions as herein stated shall be cause for cancellation of the contract. The County will give written notice of unsatisfactory performance and the contractor will be allowed thirty (30) days to take corrective action and accomplish satisfactory control. If at the end of the thirty days, the County deems the contractor's performance still unsatisfactory, the contract shall be canceled. The exercise of its right of cancellations shall not limit the County's right to seek any other remedies allowed by law.

The successful bidder will agree that the resulting contract is made subject to available budgetary appropriations and shall not create any obligation on behalf of the County in excess of such appropriations. In the event that no funds or insufficient funds are appropriated and budgeted, this Contract shall terminate without penalty or expense to the County thirty (30) days after written notification of termination from the County.

The successful bidder will agree that pursuant to requirements imposed under Illinois law, the County shall have 120 days after each election of county board members to terminate this Agreement, without cause and without penalty.

### CHOICE OF LAW AND VENUE

The bidder agrees that this bid has been executed and delivered in Illinois and that their relationship and any and all disputes, controversies or claims arising under this bid or any resulting contract shall be governed by the laws of the State of Illinois, without regard to conflicts of laws principles. The bidder further agrees that the exclusive venue for all such disputes shall be the Circuit Court of the 22<sup>nd</sup> Judicial Circuit of McHenry County, Illinois, and the bidder hereby consent to the personal jurisdiction thereof.

### COMPLIANCE WITH LAWS

The bidder hereto covenants and agrees to comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations. Failure to comply with the terms of this provision shall constitute a breach of contract and permit the County to terminate this (Request for Sealed Proposal/Bid) in accordance with the termination provisions stated herein.

### REJECTION OF BIDS, WAIVER OF IRREGULARITIES

McHenry County reserves the right to reject any or all bids, to waive irregularities, and to accept that bid which is considered to be in the best interest of the County. Any such decision shall be considered final.



### PROTEST PROCEDURES

Any Bidder who believes contractual terms or specifications are unnecessarily restrictive or limit competition may submit a protest, in writing, to the Director of Purchasing. To be considered, the protest must be received by McHenry County five (5) days prior to the stated bid opening. Any adversely affected or aggrieved Bidder shall have ten (10) days from the date of the bid opening to file a written protest regarding the intent to award the bid. Protests submitted after that date will not be accepted. Protests must specify the grounds upon which the protest is based (refer to appropriate statute, rule, code, or ordinance which defines the protest process).

### BIDDER'S ATTACHMENT TO THE BID

Any attachment to this bid, as required by the bid conditions, or made at the bidder's option, must reference on their face the bid title, opening date, and time.

### DELIVERY

Delivery will be considered in making the award and the bidders shall state, in the spaces provided, expected delivery after receipt of Purchase Order. Failure to meet said delivery promises without prior consent of the Director of Purchasing will be considered a breach of faith.

### FREIGHT

Freight is all inclusive unless otherwise stated.

### FUEL SURCHARGE

The County of McHenry does NOT accept any fuel surcharges.

## SPECIFICATIONS

All labor, equipment, material, replacement parts, utility and transportation services required to continuously maintain the elevators and associated equipment in a safe, convenient, reliable and satisfactory operation condition is required. The work shall include, but not limited to, the following:

- (1) Regularly and systematically inspect, lubricate, adjust and repair elevators and associated equipment, including safety devices monthly;
- (2) Lubricate guide rails, car door operators, motors, etc., and renew or replace hydraulic oil monthly;
- (3) Repair, renew and / or replace care guide rollers and gibs, and car door operator parts as needed.
- (4) Repair and / or replace pumps, cylinder head packings, pistons, valves, motors, sheaves, worm or ring gears, and controller parts including windings, armatures, rotors, coils, contacts, resistors, etc., but not limited to specified items as needed.
- (5) Repair and / or replace all necessary wiring and conductors, including traveling cables forming part of the operating circuit; wiring between service switch and controller; wiring for shaftway door interlocks, push button and car operator stations as needed;
- (6) Lubricate, adjust and / or replace or repair any other related mechanical and / or electrical equipment not specifically noted herein before monthly;
- (7) Clean at least every three months, and at such additional times as required to keep equipment in first class operating condition, all shafts, elevator machines, motors, motor generator sets, controllers, brakes, car frames, top and bottom of cars, pits, overhead equipment, machine room floors, brushing house dirt from rails, beams, brackets, door operators, door hangers, door tracks, and ledges in structure.
- (8) One (1) year inspection and test requirements use Rule 1005.2;

**1005.2a Relief Valve Setting.** The relief valve setting shall be tested to determine conformance with the applicable requirements. It shall be resealed if the relief valve setting is altered or if the seal is broken (Rule 303.2a; Item 210, 1b).

**1005.2b Cylinders.** Cylinders which are exposed shall be visually inspected. Cylinders which are not exposed shall be tested. After a minimum of 15 minutes, a change in car position which cannot be accounted for by visible oil leakage or temperature change indicates a leak in the unexposed portion of the cylinder or the piping ( Rule 302.3; Item 210.1c)

**1005.2c Additional Inspections and Tests.** The following inspections and tests shall also be performed.

- (1) normal and final terminal stopping devices (Rule 1002.2a)
- (2) governors (Rule 1002.2c)
- (3) safeties (Rule 1002.2b)
- (4) oil buffers (Rule 1002.2a)
- (5) operation of elevators under fire or other emergency conditions (Rule 1002.2f)

- (9) Must have current service contracts for Schindler, Schumacher, and Montgomery elevators.
- (10) Must have service contracts for Nursing homes and Correctional facilities.
- (11) Service technician(s) must be able to pass a background check.
- (12) Must have current service contracts for Schindler, Schumacher and Montgomery elevators. And if asked, provide names.
- (13) Must have experience in service contracts for Nursing homes and Correctional facilities. And if asked, provide names.
- (14) Identify the number of CET & CAT staff in the company that will provide services to the County.

**Exclusions:**

The following items are specifically excluded from the scope of work:

- 1. Repair or damage resulting from accidents, misuse or negligence not caused by the Contractor;
- 2. Refinishing of cab, car doors, hoistway entrances, and finished flooring; replacement of light bulbs or tubes; and
- 3. Underground piping.
- 4. The County will supply the Contractor with light bulbs on top maintenance side of the cars and in the elevator pits. These bulbs are to be replaced annually.

**Routine Maintenance:**

The Contractor shall carry out a complete monthly maintenance program for the elevators. All work found to be necessary to maintain the elevators in first class operating condition shall be performed by the Contractor and recorded. Routine inspection and preventative maintenance shall be performed on a monthly scheduled basis on a day and time mutually agreed upon by the facility and the Contractor.

**Materials:**

All Contractor-furnished materials used in repair and replacement shall be new, of high quality, modern in design and give long life and reliable operation. The items of equipment used shall be standard products of manufacturers regularly engaged in the production of such equipment. The workmanship shall be of the highest quality in every detail. The Contractor shall have readily available all parts and assemblies for these elevators on order to provide a maximum use of the elevators and minimum of shutdowns.

**Additional Work:**

Upon due notice of the Owner, any violation of the rules, regulations and / or recommendations of insurance carriers, federal, state, municipal or other governmental or non-governmental authorities shall be corrected. Any such violations or recommendations that occur after award of the contract and require new attachments and /or substantial rearrangement of existing equipment shall be done at additional cost to the Owner. Before any such work is started, the Contractor shall provide the McHenry County Building Operations Department with a firm itemized quotation of the work for the

Building Operations Department's written approval by issuance of a change order or Purchase order. This paragraph does not relieve the Contractor of any responsibility to correct, at no cost to the Owner, any work that was performed in violation of any law, ordinance, rule or regulation that existed at the time the contract was awarded.

**Equipment Areas:**

The Owner shall keep all equipment areas, pits and motor rooms free from rubbish and water.

**Response Time:**

Desired response time is a maximum of 4 hours from time Vendor receives maintenance call until Vendor arrives on site.

**Travel Time:**

Indicate how travel time is calculated and hourly rate charged.

**Overtime:**

Provide how overtime rate is calculated and what time frame overtime applies.

**Optional Site Visit:**

If you require a site visit in order to prepare your response to this BID, please contact our Maintenance Manager Mr. Tom Burroughs at 815-334-4492 or [gtburroughs@co.mchenry.il.us](mailto:gtburroughs@co.mchenry.il.us) prior to the date of that questions need to be received in Purchasing .

**DETAIL OF ELEVATORS SPECIFICATIONS**

Group	Elevator Location	Manufacturer	Number of Stops	Capacity	Type	Year installed	Notes	State ID number
I	Jail (Staff Elevator )	Schindler	5	2500	Hydro	1992		H010140
I	Jail ( Kitchen )	Schindler	4	3500	Hydro	1992	Front and rear load	H010138
I	Jail ( Prisoner Transport )	Schindler	4	2500	Hydro	1992		H010139
I	MCGC C-Mod Passenger South	Schumacher	3	2500	Hydro	1970		H010146
I	MCGC C-Mod Freight North	Schumacher	4	5000	Hydro	1970	Front and rear load	H010147
I	MCGC Court Holding	Schindler	4	2000	Hydro	1992		H010120
I	MCGC Court Holding	Schindler	3	2000	Hydro	1992		H010136
I	MCGC Secure Judges	Schindler	5	2000	Hydro	1992		H010119
I	MCGC West entrance (left - east)	Schindler	4	3500	Hydro	1992		H010151
I	MCGC West entrance (right - west)	Schindler	3	3500	Hydro	1992		H010145

II	Valley High	Schindler	3	4000	Hydro	2005	Front and rear load	H021639
II	Valley High	Schindler	3	4000	Hydro	2005	Front and rear load	H020884

III	Administration Building	Schindler	3	4500	Two Jack Holeless	2002	Front and rear load	H010150
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IV	Annex A	Montgomery	2	2000	Two Jack Holeless	1985		H010149
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**BID ON**

	BASE YEAR December 15, 2014 November 30, 2015	OPTION YEAR 2 December 1, 2015 November 30, 2016	OPTION YEAR 3 December 1, 2016 November 30, 2017
	Monthly cost for maintenance		
Provide Preventative Maintenance / Service Agreement for ten (10) elevators at 2200 North Seminary Avenue listed as Group I:	\$	\$	\$
Provide Preventative Maintenance / Service Agreement for two (2) elevators at 2406 Hartland Road listed as Group II:	\$	\$	\$
Provide Preventative Maintenance / Service Agreement for one (1) elevator at 667 Ware Road listed as Group III:	\$	\$	\$
Provide Preventive maintenance/Service Agreement for one (1) elevator at Annex A Health Dept. MCGC Campus listed as Group IV:	\$	\$	\$
	Hourly Rate		
BID Hourly Rate (M-F, 8:00 a.m. – 4:30 p.m.) for services not listed in specifications:	\$	\$	\$
	Discount Percent		
BID discount from list parts, materials not covered in specifications:	%	%	%
	Cost per Hour		
Travel Time Calculations	\$	\$	\$
Overtime Rate	\$	\$	\$

Number of days for completion after receipt of purchase order \_\_\_\_\_

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***REFERENCES***

List three (3) references that you have done similar work, service or supplied similar products to within the last twelve (12) months (Only correct contact names and phone numbers will be acceptable).

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

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Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

---

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

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**RUBBER STAMPED, FAXED, COPIED, OR TYPED SIGNATURE  
WILL DISQUALIFY YOUR BID MUST BE AN ORIGINAL  
SIGNATURE**

**CERTIFICATIONS**

Vendor certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended. \_\_\_\_\_ Yes \_\_\_\_\_ No

Vendor certifies that it is aware that all contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) \_\_\_\_\_ Yes  
No

Under penalties of perjury, I certify that \_\_\_\_\_ is my correct Federal Taxpayer Identification Number. I am doing business as a (please check one):

- |   |  |
|---|--|
| <input type="checkbox"/> Individual   | <input type="checkbox"/> Real Estate Agent       |
| <input type="checkbox"/> Sole Proprietorship                                      | <input type="checkbox"/> Government Entity       |
| <input type="checkbox"/> *Partnership   | <input type="checkbox"/> Tax Exempt Organization |
| <input type="checkbox"/> **Corporation  | (IRC 501(a) only)                                |
| <input type="checkbox"/> Not-for-Profit Corporation                               | <input type="checkbox"/> Trust or Estate         |
| <input type="checkbox"/> Medical and Health Care<br>Services Provider Corporation |  |

\*State full names, titles and addresses of all responsible principles and/or partners below;

\_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

\_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

\_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

\_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

\_\_\_\_\_  
Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

**If needed please submit any additional sheets.**



***THIS PAGE IS MANDATORY***

**PROPOSER'S CERTIFICATION**

I have carefully examined the Bid, Scope of Work, Specifications, and any other documents accompanying or made a part of this Bid.

I hereby propose to furnish the goods or services specified in the Bid. I agree that my proposal will remain firm for a period of up to 120 days in order to allow the County adequate time to evaluate the qualifications submitted.

I verify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Bid on behalf of the firm as its act and deed, and that the firm is ready, willing, and able to perform if awarded the contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service. No officer, employee or agent of the County of McHenry or any other proposer is interested in said proposal and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

\*\*State of Incorporation \_\_\_\_\_

\_\_\_\_\_  
(Individual - Partnership - Company - Corporation)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City, State and Zip Code)

\_\_\_\_\_  
(By Printed Name and Signature) (Title)

\_\_\_\_\_  
(Witness Signature) (Title)

\_\_\_\_\_  
(Telephone No) (Fax No.)

\_\_\_\_\_  
(Date)

***End of Document***