

Community Consolidated School District 15

580 North First Bank Drive

Palatine, Illinois 60067

REQUEST FOR BID

FIRE ALARM TESTING AND INSPECTION

BID #19-035

MAY 9, 2019



BID #19-035
NOTICE TO BIDDERS
FIRE ALARM TEST AND INSPECT
MAY 9, 2019

The Board of Education of Community Consolidated School District 15, 580 North First Bank Drive, Palatine, Illinois 60067, will receive bids for FIRE ALARM TESTING AND INSPECTION for all buildings all in accordance with the contract documents including specifications as filed with the Budget & Purchasing Coordinator in the Business Office.

Contract documents are on file and may be examined any time after May 9,2019

Board of Education Office
Joseph M. Kiszka Educational Service Center
580 North First Bank Drive
Palatine, Illinois 60067
Attention: IVY FLEMING

Bid Due Date: May 23, 2019 11:00 a.m. local time.

No proposals may be withdrawn for a period of 60 days after the Bid opening date.

Proposals will be held without right of withdrawal until June 12, 2019 at 7:00 p.m. when it is anticipated the Board will be acting on the bid. Results of the board decision are posted on district website www.ccsd15.net on Thursday, June 13, 2019.

The Board of Education reserves the right to waive any irregularities, reject any or all proposals, when in its opinion such action will serve the best interests of the Board of Education of Community Consolidated School District 15.

By authorization of the Board of Education:



Budget & Purchasing Coordinator

INSTRUCTIONS TO BIDDERS

Proposals:

Bids to be entitled for consideration must be made in accordance with the following instructions.

All bids must be submitted on forms of bid document marked Exhibits "B", "C" and "D", FIRE ALARM TESTING AND INSPECTION, furnished by the Board of Education of Community Consolidated School District 15 ("Board"). Bids submitted on other forms shall be rejected.

Bids must be signed in longhand by person(s) legally authorized to perform such function. Evidence may be required to substantiate the signature.

Oral, telephonic, telegraphic, electronic or facsimile transmitted bids **will not be accepted**.

Bid documents shall be submitted in sealed envelopes clearly marked BID #19-035 FIRE ALARM TESTING AND INSPECTION, ATTENTION: IVY FLEMING. Bid documents received in envelopes not clearly labeled as specified will be rejected if opened before specified bid opening time.

PROPOSAL FOR: FIRE ALARM TESTING AND INSPECTION

ADDRESSED TO: Board of Education
Community Consolidated School District 15
580 North First Bank Drive
Palatine, Illinois 60067
Attn: IVY FLEMING, Purchasing Agent
Due: May 23, 2019 11:00 a.m. local time.

Bid Bond

None required. Bidder acknowledges his failure to perform within the intent of the bid solicitation may disqualify him from bidding to the Board of Education, Community Consolidated School District 15.

Examination of Specifications:

Each bidder shall acquaint itself with the conditions as they exist so that it may be completely familiar with the conditions pertinent to the fulfillment of the work required under this Contract.

Time for Receiving Bids:

Bids (and sample, if any) must be delivered in the office of the Board no later than Thursday on May 23, 2019 at 11:00 a.m., at Educational Service Center, 580 North First Bank Drive, Palatine, IL 60067, when they will be publicly opened and the contents announced.

Award of Contract:

Contracts will be awarded to the lowest responsible, responsive bidder, as determined by the Board in its sole judgment, considering conformity with specifications, terms of delivery, quality and serviceability, and such other factors as the Board deems necessary and appropriate in the best interest of the School District.

We are providing one copy of Exhibit "A", "B", "C" and "D" of BID #19-035 FIRE ALARM TESTING AND INSPECTION. Please return one each of Exhibits "B", "C" and "D" as your bid in a sealed envelope labeled BID #36-035 FIRE ALARM TESTING AND INSPECTION and retain the other for your records.

SPECIFICATIONS FOR FIRE ALARM TEST AND INSPECT
FOR
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15
PALATINE, ILLINOIS

BOARD: Board of Education, Community Consolidated School District 15
Palatine, Illinois 60067, 847-963-3000

OFFICE: Joseph M. Kiszka Educational Service Center
580 North First Bank Drive
Palatine, Illinois 60067

ISSUED: May 9, 2019

GENERAL CONDITIONS

1. **BIDS MUST BE RECEIVED IN OUR OFFICE NO LATER THAN MAY 23, 2019, AT 11:00 A.M.** Bids received by the Board shall be opened at May 23, 2019, at 11:00 a.m. when they will be publicly opened and the contents announced. They will be held without right of withdrawal June 12, 2019, at 7:00 p.m., when it is anticipated the Board will be acting on the bid.
2. The Bid Documents consist of (a) the Notice to Bidders, (b) the Instructions to Bidders, (c) these General Conditions of the Contract, and other documents listed in the Contract and Modifications issued after the execution of the Contract. A modification is a written amendment to the Contract signed by both parties.
3. Where conflicts exist within or between parts of the Contract Documents and applicable standards, codes and ordinances, or simply within the Contract Documents, the more stringent, or higher quality or greater quantity requirements shall apply.
4. The Board cannot assume responsibility for **delayed postal deliveries** and **does not** recognize postmarks as representing the fact that a bid has been "received" by the Board before the specified deadline.
5. All bidders shall familiarize themselves with the details of the conditions relevant to the work or services to be provided.
6. **The Board reserves the right to split the bid on the basis of best quotation.** The Contract will be awarded to the lowest responsible bidder, as determined by the Board in its sole judgment, considering conformity with specifications, terms of delivery, quality and serviceability, and such other factors as the Board deems necessary and appropriate in the best interest of the Board. The Board reserves the right to reject any and all bids or any part thereof, and to waive immaterial technicalities in the bidding. Board decisions are final in all instances and are not subject to review.
7. No minimum order requirements may be made by a bidder.
8. Certification must be made that the contract/vendor is not barred from bidding on the Contract as a result of a conviction for either bid-rigging or bid rotating under Article 33 E of the *Criminal Code of 1961*. Certification is to be made by signature of person(s) legally authorized to perform such function in the appropriate place in Exhibit "B", FIRE ALARM TESTING AND INSPECTION, of the bid documents.

9. Unless otherwise specified in the invitation to bid, YOUR PROPOSAL PRICE MUST BE A DELIVERED PRICE, F.O.B. ROLLING MEADOWS, PALATINE, HOFFMAN ESTATES, THE BOARD'S DESTINATION, WITH ALL TRANSPORTATION AND HANDLING CHARGES PAID BY THE BIDDER TO ONE LOCATION. Delivery must be made as specified on the dates indicated in the specifications of Exhibit "A", FIRE ALARM TESTING AND INSPECTION, when applicable.
10. The Board reserves the right to terminate the Contract for just cause upon ten (10) days' written notice to Contractor without any penalties. For purposes of this Contract, just cause may include, but is not necessarily limited to, any of the following:
- The Contractor's entry into liquidation, receivership or dissolution, its filing for bankruptcy or insolvency, or the assignment of its assets for the benefit of its creditors;
 - The Contractor's failure to pay suppliers or workmen, or failure to provide sufficient workmen or sufficient supplies for the job;
 - The Contractor's disregard of applicable laws, ordinances or the instructions of the Board;
 - The Contractor's failure to follow the bid specifications or its violation of the Contract Documents;
 - The Contractor's failure, for any reason, to maintain the level of service required by the bid specifications; or
 - Any other failure on the part of the Contractor to perform or adhere to any of its obligations under this Contract.
11. Whenever, in the specification the term "or equal" is used, it shall be interpreted to indicate the type, function, minimum standard, design, efficiency and quality desired and shall not be construed in such a manner as to exclude manufacturers' products of comparable quality and design. The bidder shall furnish the Board with all evidence required to determine whether or not the proposed product is equal to and will perform according to the Board's specifications. The Board's decision on this matter will be final.
12. The price for the units specified in the invitation to bid should be clearly shown for each separate item in the space provided on the bid form. The total price for the quantity requested should also be shown. If the group totals are requested in the bid invitation, bidders should show group totals on the space provided.
13. **Equal Employment Opportunity.** Contractor agrees to fully comply with the requirements of the Illinois *Human Rights Act*, 775 ILCS 5/1-101 *et seq.*, including, but not limited to, the provisions of sexual harassment policies and procedures pursuant to Section 2-105 of the Act. Contractor further agrees to comply with all federal Equal Employment Opportunity Laws, including, but not limited to, the *Americans with Disabilities Act*, 42 U.S.C Section 1201 *et seq.*, and rules and regulations promulgated thereunder.

As required by Illinois law, in the event of Contractor's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois *Human Rights Act* or the Rules and Regulations of the Illinois Department of Human Rights ("Department"), Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Agreement may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Agreement, Contractor shall agree as follows:

- a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental handicap unrelated to ability, military status, or an unfavorable discharge from military service or arrest record status; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
 - b) That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules) of minorities and women in the areas from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
 - c) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental handicap unrelated to ability, military status, or an unfavorable discharge from military service.
 - d) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of Contractor's obligations under the Illinois *Human Rights Act* and the Department's Rules. If any such labor organization or representative fails or refuses to cooperate with Contractor in its efforts to comply with such Act and Rules, Contractor will promptly so notify the Department and the Contracting agency and will recruit employees from other sources when necessary to fulfill its obligation thereunder.
 - e) That it will submit reports as required by the Department's Rules, furnish all relevant information as may from time to time be requested by the Department or the Contracting agency, and in all respects comply with the Illinois *Human Rights Act* and the Department's Rules.
 - f) That it will permit access to all relevant books, records, accounts and work sites by personnel of the Contracting agency and the Department for purpose of investigation to ascertain compliance with the Illinois *Human Rights Act* and the Department's Rules.
 - g) That it will include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractors. In the same manner as with other provisions of the Agreement, Contractor will be liable for compliance with applicable provisions of this clause by such subcontractors; and further it will promptly notify the Contracting agency and the Department in the event any subcontractor fails or refuses to comply therewith. In addition, Contractor will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.
14. To extent applicable, the Contractor agrees to comply with the provisions of the *Occupational Safety and Health Act of 1970* (29 U.S.C.A. § 651 *et seq.*) and the standards and regulations issued thereunder and shall certify that all items furnished under this bid will conform to and comply with said standards and regulations.

15. Contractor agrees to comply with provisions of the *Consumer Products Safety Act of 1972* (15 U.S.C.A § 205 *et seq.*) and shall certify that items furnished under this bid conform to applicable standards.
16. To the extent applicable, the Illinois *Employment of Illinois Workers on Public Works Act* (30 ILCS 470/0.01 *et. seq.*) shall prevail on this Contract.
17. Contractor acknowledges that, pursuant to the Illinois *Criminal Code* (720 ILCS 5/11-9.3), it is unlawful for a child sex offender to knowingly be present on school property when persons under the age of eighteen are present without the specific notification to and permission of the Superintendent of Schools or the Board of Education. Accordingly, Contractor shall ensure that none of its employees, agents or independent contractors are child sex offenders. Child sex offenders found to be present on school property without permission will be considered trespassers and will be prosecuted in accordance with Illinois law.
18. Bids will be considered only if made without any connection with any other person or firm submitting a bid, if in all respects fair and without collusion, and if no member of the Board or other officer of the School District is directly or indirectly interested in the bid or in any portion of the profits thereof.
19. A bidder may withdraw or change a bid if written notice of the withdrawal or change is received by Board before the latest time specified for submission of bids. Any change may be made only by substitution of another bid.
20. Bids received after the time specified in the invitation to bid will not be considered and shall be returned to the bidder. The method of transmittal of the bid proposal is at bidder's risk of untimely receipt by the Board.
21. Title to the goods herein described shall not pass until said goods have actually been received by Board or its consignee, notwithstanding any agreement to the contrary, including, but not by way of limitation, any agreement to pay freight, express, or other transportation or insurance charges. Risk of loss prior to such actual receipt by Board or its consignee shall be borne by Contractor. Nothing herein contained, however, shall be construed to deprive Board of its interest, or limiting such interest, in goods herein described prior to such actual receipt.
22. All material and workmanship shall be subject to inspection and test by Board or its designee. The Board reserves the right to reject any goods which contain defects in material or workmanship, which fail to meet the specifications contained herein or any warranties (express or implied). Rejected goods shall be removed at the expense of the Contractor, including all transportation costs, promptly after notification of rejection. As to rejected goods, Contractor shall bear all costs of inspection and all risk of loss.
23. Payment by the Board for goods supplied hereunder shall not constitute acceptance thereof if subsequent inspection discloses defects in material or workmanship or a failure to meet the specifications contained herein.
24. Purchase order number and vendor name must appear on each invoice submitted to the Board for payment.
25. Signature Constitutes Acceptance - The signing of these bid forms shall be construed as acceptance of all provisions contained herein and that the Contractor had read the Contract Documents and is fully aware of the terms hereof.

26. Exceptions – Any exceptions to these terms and conditions of deviations from the written specifications must be shown in writing and attached to the bid form.
27. The Board reserves its rights to reject any goods and to cancel all or any part of this sale if Contractor fails to deliver all or any part of the goods described in the invitation to bid in accordance with the terms, conditions, and specifications contained herein. Acceptance of any part of the goods covered by the invitation to bid shall not obligate Board to accept future shipments nor deprive it of its rights to revoke any acceptance theretofore given. If Contractor ceases to conduct its operations in the ordinary course of business (including inability to meet its obligations as they mature), or if any proceeding under bankruptcy or insolvency laws is brought by or against Contractor, or if a receiver for Contractor is appointed or applied for, or if an assignment for the benefit of creditors is made by Contractor, Board may cancel this order without liability except for deliveries previously made or for goods covered by the invitation to bid then completed and subsequently delivered in accordance with the terms, conditions, and specifications contained herein.
28. Contractor makes the following warranties to Board and users of the goods herein described: (a) It will, at the date of delivery, have good title to any and all goods supplied hereunder, and said goods will be free and clear of any and all liens and encumbrances; (b) Any and all goods supplied hereunder will be of merchantable quality; (c) Any and all goods supplied hereunder will be fit for the particular use intended, will be free from defects, whether patent or latent in material or workmanship, and will be in full conformity with the specifications contained herein. Contractor agrees that the foregoing warranties shall survive acceptance of the goods, and that said warranties shall be in addition to any warranties for additional scope given to Board by Contractor.
29. Contractor agrees to indemnify, defend, and hold harmless the Board, its successors, assigns, customer, agents, and users of the goods herein described against any and all loss, damage, or injury arising out of or resulting from a claim or suit for alleged infringement or any letters patent granted by the United States or any foreign government relating to the goods herein described. Contractor agrees that it will assume the defense of any and all such suits and pay all costs, judgments, and expenses incidental thereto.
30. Bidder must make delivery upon receipt of order unless otherwise specified in the invitation to bid. Bidder must indicate time required for delivery on bid.
31. The bidder shall at all times observe and comply with all laws, ordinances, regulations and codes for the Federal, State, County and other local government agencies, which may in any manner affect the preparation of proposals or the performance of the contract.
32. Any interpretation of the proposed Contract Documents will be made only by an addendum duly issued by the Budget & Purchasing Coordinator. A copy of such addendum will be mailed to each person receiving a set of such Contract Documents and to such other prospective bidders as shall have requested that they be furnished with a copy of each addendum. Failure on the part of the prospective bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of his proposal. Oral explanations will not be binding.
33. The award of the Contract will be made by official Board documents. Bidder's order form is not acceptable and cannot be used.
34. The Board is exempt from paying Illinois Use Tax (35 ILCS 105/3-5.4) and sales to the Board are exempt from Illinois Retailer's Occupation Tax (35 ILCS 120/2-5.11). As such, Contractor shall not include such taxes in its bid.

35. The Board is exempt from paying Federal Excise Taxes (26 U.S.C.A. § 4221). As such, Contractor shall not include such taxes in its bid.
36. In computing transportation costs, bidders should not include any federal transportation tax, because Board is exempt.
37. The Contractor shall pay sales, consumer, use and similar taxes for the work or portions thereof provided by the Contractor. Contractor shall collect and remit Illinois Use Tax on all sales of tangible personal property in accordance with the Illinois *School Code* (105 ILCS 5/10-20.21) and the Illinois *Use Tax Act* (35 ILCS 105/1 *et seq.*). The payment of this tax will take place regardless of whether the Contractor is a retailer maintaining a place of business within this State. The cost of such tax shall be borne solely by the Contractor as part of the Contract price. Contractor shall not be reimbursed or paid any taxes unnecessarily paid by Contractor when not required due to the Board's tax exempt status.
38. Where the term Sub-contractor is used throughout the bid it refers to those specialized people who are not on the Contractor's payroll. Such Sub-contractors are to be brought to the attention of the Board, which reserves the right to approve or disapprove any such related Sub-contractors.
39. ERRORS AND OMISSIONS - All proposals shall be submitted with each space properly completed. Special attention of bidders is directed to the policy that no claim for relief because of errors or omissions in the bidding will be considered and bidders will be held strictly to the proposals as submitted. Should a bidder find any discrepancies in, or omissions from any of the documents, or be in doubt as to their meanings, it shall advise the Director for Business Services who will issue the necessary clarifications to all prospective bidders by means of addenda. Failure on the part of the prospective bidder to receive a written interpretation prior to the time of the opening of bids will not be grounds for withdrawal of its proposal. Oral explanations will not be binding.
40. To the extent applicable, it shall be mandatory upon the Contractor to whom the Contract is awarded and upon any Sub-contractor(s) thereof to pay to all laborers, workmen, and mechanics employed by them not less than the prevailing rate of wages in the locality for each craft of type of workmen or mechanic needed to perform such work and the general prevailing rate for legal holidays and overtime work as ascertained by the Department of Labor and pursuant to Illinois law and statutes in such case made and provided.

The Contractor and Sub-contractor(s) shall comply with the Illinois *Prevailing Wage Act* and shall include in bids the cost for the current prevailing wage. A copy of the current Illinois Department of Labor Prevailing Wages for Cook County is included at the end of this Section. Prevailing wage rates are revised by the Department of Labor and available on its website (**Amendment to Prevailing Wage Act 97-0964**). As changes are made in these prevailing wages, the Contractor and Sub-contractor(s) performing work on the project will be responsible for conforming to the changes and shall have the responsibility for determining when changes are made. No additional costs are to be incurred by the Board as a result of changes in prevailing wage. All record keeping requirements are the obligation of the Contractor and Sub-contractor(s).

To the extent that there are any violations of the *Prevailing Wage Act* and any demands are made upon the Board by the Illinois Department of Labor or by any employee of the Contractor or a Sub-contractor performing work on the project, the Contractor or the particular Sub-contractor and Contractor shall be responsible for indemnifying and holding the Board free and harmless from all costs incurred, directly or indirectly, by the Board in responding to and complying with demands made by the Department of Labor, or an aggrieved employee and such amounts may be withheld from the payments to be made on the project. It is the intention that the Board shall suffer no time loss or other additional expenses in complying with any inquiry made with regard to the *Prevailing Wage Act*.

Palatine Community Consolidated School District 15 is bound by the requirements of **Prevailing Wage Act, 820 ILCS 130/01 et seq**, which amended the Illinois Prevailing Wage Act effective January 2010 to impose additional obligations on public school districts engaged in “public works” construction projects. The new Act requires each contractor and sub-contractor to submit to Palatine Community Consolidated School District 15 a monthly certified payroll containing the names of all laborers, mechanics and other workers employed on each project. The certified payroll must also include the address, telephone number, social security number, classification(s), hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day for each identified worker. The contractor or sub-contractor must also certify that each worker has been paid not less than a general prevailing hourly rate of pay which is required by law. Palatine Community Consolidated School District 15 will retain these records for no less than three (3) years. This requirement is to be met for any projects following the date of this notification. The certified payroll must be received at Joseph M. Kiszka Educational Service Center, Community Consolidated School District 15, 580 North First Bank Drive, Palatine, IL 60067, Attention: IVY FLEMING for retention. Any future payments will be withheld until CCSD 15 receives your certified payroll.

41. The Board will attempt to make payments for items ordered within thirty (30) days of delivery. Invoices must be submitted in a timely manner, and if received by the 25th day of the month, will be processed and paid at the next regularly scheduled Board of Education meeting (normally held on the second Wednesday of each month.) Notwithstanding anything herein to the contrary, however, all payments made to the Contractor shall be governed by the Illinois *Local Government Prompt Payment Act* (50 ILCS 505/1 *et seq.*).
42. **INSURANCE:** Each Prime Contractor shall furnish and pay for insurance in accordance with the conditions stipulated below. Contractors shall file with the Board a Certificate of Insurance certifying to insurance coverage specified herein. All Certificates shall contain a clause stating the policy will not be canceled without thirty (30) days prior written notice having first been sent to the Board. Each Contractor shall carry insurance to cover responsibility and liability of all kinds, and shall require Sub-contractors to carry similar insurance.

The attached Certificate of Insurance requirements shall be maintained by the Contractor receiving award in addition to all Sub-contractors as stated during the execution of the Contract and until such time as contract work is complete. Said Certificate of Insurance is to name the Board of Education of Community Consolidated School District 15 and its employees and agents as "Additional Insured" IN ADDITION TO Certificate Holder. Designated Certificate is to be submitted with your bid to the Board.

The Contractor shall include during the life of this Contract, insurance under a contractor's floater, or as an alternative, specific fire insurance with the standard extended coverage, a vandalism and malicious mischief endorsement on all Contractors' machinery, tools, equipment, forms scaffolding, trailers/vans, sheds, and similar property, rented or owned, used in the move.

The policy shall provide that in a case of loss from any cause whatsoever, there shall be no liability on the part of the Board for property of this nature belonging to or rented by any Contractor or Sub-contractor, or by any employee of a Contractor. The contractor's floater referred to herein may be an all-risk or named peril policy; but, if a named peril policy, it shall be written to include loss caused by the following perils; fire, lightning, flood, and the perils insured against under the extended coverage and vandalism and malicious mischief endorsements.

The Contractor must provide evidence of Workers' Compensation insurance as required by statute, auto liability coverage and a umbrella liability coverage of a minimum of \$5,000,000.00 per occurrence and in the aggregate.

The following limits should be in place:

- a. Bodily injury and property damage combined per occurrence - \$1,000,000.
- b. Bodily injury and property damage combined aggregated \$3,000,000.
- c. Excess liability - Each occurrence in the amount of the limit of their policy.
- d. Excess liability - Aggregate in the amount of the limit of their policy.
- e. Evidence of workers' comp in the amount required by statute.
- f. General Liability - \$1,000,000 per occurrence, \$2,000,000 aggregate.
- g. The special endorsement to read: Community Consolidated School District 15 is named as additional insured as their interest may appear and notice of cancellation/material change, if applicable, should be attached to certificate of insurance or otherwise evidenced as in effect under the policies listed.

43. All vendor staff/personnel must undergo a criminal background investigation within 60 days prior to the start of the contract at the vendor's expense and available upon request. Section 10-21.9 of *The School Code* (105 ILCS 5/10-21.9) provides that:

After January 1, 1990, the provisions of this section (criminal background investigations) shall apply to all employees of persons or firms holding contracts with any school district including, but not limited to, food service workers, school bus drivers and other transportation employees, who have direct, daily contact with the pupils of any school in such district.

Additionally, the contractor must also agree not to send to any school building or on any school property any employee who is a known child sex offender.

EXHIBIT "A"
REQUEST FOR BID #19-035
FIRE ALARM TESTING AND INSPECTION
MAY 9, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

SPECIFICATIONS

OVERVIEW:

Community Consolidated School District 15 is accepting bids for Fire Alarm Testing and Inspection. Bidders are requested to submit a proposal to provide annual inspection and testing services at the twenty-two (22) locations as listed below. This contract shall be for a three year period subject to cancellation by either party giving sixty (60) days written notice thereof to the other party prior to July 1 of any year of the 3-year contract period. **Fire Alarm Test and Inspect under this bid will begin on July 1, 2019, and continue to the end of the official 2019-2020 school year in June, 2020.** If both the vendor and the school district agree to the terms set forth in this contract, this contract may be renewed on an annual basis, not to exceed a total of three (3) years. Any and all contract renewals will be bound by the conditions and specifications of this, May 9, 2019, Fire Alarm Testing and Inspection bid. The first year would be considered the formal bid with two possible renewal years for the 2020-2021, and 2021-2022 school years and optional one year renewals, not to exceed two additional years. **Prospective Vendors may arrange an on-site visit of each building by contacting Van Le (847-963-3990). There will not be a formal pre-bid walk through of the buildings.**

SCHOOLS AND LOCATIONS FIRE ALARM TEST AND INSPECTION ARE LISTED:

1. Jane Addams School, 1020 Sayles Drive, Palatine, IL 60074
2. Central Road School, 3800 Central Road, Rolling Meadows, IL 60008
3. Conyers Learning Academy, 2800 W. Central Road, Rolling Meadows, IL 60008
4. Kimball Hill School, 2905 Meadows, Drive, Rolling Meadows, IL 60008
5. Hunting Ridge School, 1105 W. Illinois, Palatine, IL 60067
6. Thomas Jefferson School, 3800 Winston Dr., Hoffman Estates, IL 60192
7. Marion Jordan School, 100 N. Harrison St., Palatine, IL 60067
8. Lake Louise School, 500 N. Jonathon, Palatine, IL 60074
9. Lincoln School, 1021 Ridgewood Lane, Palatine, IL 60067
10. Stuart R. Paddock School, 225 Washington Court, Palatine, IL 60067
11. Pleasant Hill School, 434 W. Illinois Ave., Palatine, IL 60067
12. Plum Grove Jr. High, 2600 Plum Grove Road, Rolling Meadows, IL 60008
13. Gray M. Sanborn School, 101 N. Oak Street, Palatine, IL 60067
14. Carl Sandburg Jr. High, 2600 Martin Lane, Rolling Meadows, IL 60008
15. Walter R. Sundling Jr. High, (including Transportation and Food Services Department),
1100 N. Smith St. Palatine, IL 60067
16. Virginia Lake School, 925 N. Glenn Dr., Palatine, IL 60074
17. Frank C. Whiteley School, 4335 Haman Ave., Hoffman Estates, IL 60192
18. Willow Bend School, 4700 Barker Avenue, Rolling Meadows, IL 60008
19. Winston Campus, 900 E. Palatine Road, Palatine, IL 60074
20. Joseph M. Kiszka Education Service Center, 580 North First Bank Drive, Palatine, IL 60067
21. Maintenance Warehouse, 1001 Rohlwing Road, Rolling Meadows, IL 60008
22. William Tremelling Technology Center, 110 N. Harrison Ave., Palatine, IL 60067

SCOPE OF WORK:

- 1) The Contractor shall furnish supervision, labor and equipment to perform all required inspections, tests and services on Fire Alarm Systems at twenty-two (22) locations (see Exhibit B). All work shall be performed and completed in accordance with the requirements of the National Fire Protection Association, NFPA 72: National Fire Alarm Code® - 2007 Edition (NFPA), Chapters 10.1 through 10.7.

- 2) The entire fire detection and fire alarm signaling systems and the reporting system will be visually inspected and functionally tested once a year to include all initiating, supervisory, notification, annunciation appliances and their auxiliary power supplies. This includes each and every device, whether it is readily accessible or not. Testing a sample population of devices that is less than 100% of the total of each device type DOES NOT meet the requirements herein.
- a) Each system shall be tested for proper operation in accordance with NFPA 72 and all local, state and federal regulations.
 - b) Included in the service is all of the manufacturer's written instruction for the proper testing and servicing of installed equipment.
 - c) Services and inspections shall be performed as outlined herein.
 - d) Upon completion of each inspection, the Contractor will compile a complete report on each system tested, services rendered, adjustment performed and any recommendation for minor or major repair or replacement.
 - e) This report should also include any damage, malicious or otherwise, found during this inspection.
 - f) A report will be submitted for each building or system inspected.
 - g) All service reports will be electronically signed by the contractor's personnel performing the inspection.
 - h) All reports will be captured, stored and reported in accordance with the requirements of Fire Code.
 - i) Where the requirements of this are not defined or explicitly called for in this request for proposal, the requirements of NFPA 72: National Fire Alarm Code® - 2007 Edition (NFPA), Chapters 10.1 through 10.7 shall prevail.
 - j) Upon completion of annual testing, a labeled, divided three-ring binder shall be provided containing a paper copy of all 22 building fire alarm inspection reports.

WORKMANSHIP AND MATERIALS:

- a) Contractor agrees to furnish all supervision, labor, transportation, materials, tools and equipment, including high lifts, necessary to complete the service.
- b) The Contractor guarantees, even though not specifically described in this contract or otherwise, that materials shall be of the best quality, that work shall be installed in a first class manner, and that all aspects of the project will be delivered in good working order, complete and perfect in every respect, and that all systems and materials necessary to make the inspection a complete service as contemplated by the above description shall be included in the contract price.

INSPECTION SCHEDULE:

- a) Each system will receive one (1) full 100% functional test and visual inspection per year. An Annual Report will be filled out during each inspection, in accordance with the standards mandated by the 2007 edition of NFPA 72.

- b) All photo-electric or ionization type smoke detectors will be opened and thoroughly cleaned and re-installed and functionally tested. Cleaning will not be required if awarded contract excludes cleaning of smoke detectors.
- c) All manual pull stations will be pulled to ensure their proper function.
- d) All fire sprinkler system tamper switches are to be functionally tested and activated. This is not a requirement to provide an inspection to the NFPA 25 Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems.
- e) All fire sprinkler system flow switches are to be functionally tested and activated, and the water flow retard time is to be noted for compliance with applicable code.
- f) All horns, speakers, strobes, lights, bells and combination notification devices are to be tested for proper operation.
- g) All annunciator panels are to be checked for proper operation.
- h) All duct detectors are to be checked and will be opened and thoroughly cleaned and re-installed and functionally tested. When HVAC equipment is in occupied mode, confirm that equipment shuts down upon duct detector activation.
- i) All power supply battery systems are to be fully load tested and visually inspected for proper age and performance.
- j) All miscellaneous fire alarm detection, signaling and auxiliary control devices will be tested in accordance with the requirements herein, whether or not they are specifically called out or not. Failure to list each and every type of device or device functions of the existing devices and the acceptable test methods in no way relieve the respondent from performing the full required visual inspection and functional testing of said devices and functions.
- k) Testing will be done during weekdays between 7:00 a.m. and 7:00 p.m., or before or after normal hours of occupied operation.
- l) The Maintenance Supervisor will be given a two (2) week prior notification so employees will not be subject to evacuation.
- m) CCSD 15 will supply Maintenance personnel to allow the Contractor into the space, or will provide Contractor keys to get into the space that will be tested.
- n) CCSD 15 will supply access to regularly inaccessible areas including roof hatches, access panels, and areas of continuous process operation.
- o) The schedule will be at the discretion of the Contractor and approved by the Buildings & General Services' Maintenance Supervisor.
- p) The location of each and every device will be documented by room number, floor of elevation to include a directional coordinate when common sense dictates it be used to distinguish between similar devices.

WEB-BASED REPORTING SYSTEM:

- a) Company shall provide a web-based reporting system for creating, updating and maintaining all service work, inspections, and maintenance performed as part of this specification to CCSD 15.
- b) Web-based reporting system shall be capable of using a standard Internet browser such as Internet Explorer® or Netscape® or approved equivalent. No proprietary software of any kind shall be required for viewing data or reports online, and no charge shall be associated with the use of the reporting system by CCSD 15 to view reports or data.
- c) Web-based reporting system shall be capable of downloading or uploading inspection history, new tests and inspections, and maintenance tasks to Palm OS® handheld devices for use in conducting inspections, tests, and or maintenance as described herein.
- d) Web-based reporting system shall be capable of providing reports and data as web pages, RTF files, or emailed reports, and shall utilize XML as an open and nonproprietary format for integration with other systems and databases.
- e) Online access to web-based reporting system must be available 24 hours a day, 365 days a year through an Inspection Portal provided by Company as required by Section **Error! Reference source not found.** or at Portal specified by CCSD 15 and indicated herein.

INSPECTION PORTAL and ONLINE ACCESS:

- a) Company shall provide a secure Inspection Portal for review of reports and other data used in the web-based reporting system. Inspection Portal must be capable of providing color coded status flags (or other approved status indicator) for immediate notification of inspection results.
 - Green flag for passed inspections
 - Yellow flag for inspections with notes and/or recommendations
 - Red flag for inspections with failures or other discrepancies.
- b) Company shall provide a login ID and password to CCSD 15 for the purpose of viewing data online in a secure non-proprietary format using only a standard Internet browser at the Inspection Portal as required by Section.
- c) Online access to Inspection Portal must be provided to anyone that CCSD 15 requires to periodically review reports online or to download reports in an open, non-proprietary format compatible with any standard Internet browser. There shall be no charge for viewers of reports.
- d) Inspection Portal shall utilize SSL for secure 128-bit data encryption at all times, including login. Security certificate shall be available to CCSD 15 for confirmation. Internet browser should support up to 128-bit encryption or at a minimum 56-bit for older Internet browsers.
- e) Company shall provide an unlimited number of login ID's and passwords for access to the Inspection Portal via the Internet by CCSD 15.
- f) Inspection Portal shall provide a search engine for viewing reports and data. Search engine shall include the ability to search by building or property name, building ID or inspection ID.

- g) Inspection Portal shall maintain a means of identifying inspections that are past due and those that have been replaced by a subsequent inspection.
- h) Inspection Portal shall include the ability to maintain and update building accounts, user accounts and inspection data by CCSD 15.

BAR CODE BASED SOFTWARE:

- a) Bar Code based Software must be capable of recording inspection and testing information for each of the devices or items indicated in Table 7.1a.

TABLE 7.1a	
Abort Station	Duct Detector
Addressable Relay	Door Smoke Detector
Addressable module	Heat Detector
Annunciator	Horn – Audio Device
Aspirating Detector	Horn/Strobe
Battery	Power Supply
Beam Detector	Pull Station
Bell	Releasing Device
Chime	Smoke Detector
Chime/Strobe	Speaker
CO Detector	Strobe – Visual Device
Communicator	Tamper Switch
Control Panel	

- b) At a minimum, data recorded by the software shall include the device type as listed in Table 7.1a, the manufacturer, the model number as indicated on the device, the date of installation (if available), the location in the building as defined by floor, direction, location and description of area where device is physically installed. The software shall also record the services performed during the test and inspection, the results of any such tests, and the recommendation for correcting any discrepancies found during the inspection.
- c) Time and Date shall automatically be recorded whenever a bar code is scanned, or whenever service information is manually recorded on the handheld device. There shall be no means or method of changing the time and date once recorded by the user on the handheld device.
- d) Software on handheld device must be capable of displaying all of the devices within a building sorted by either Bar Code number, Device Type or Location. Software shall be capable of viewing the devices or items remaining to be inspected or tested, the device or items that have been inspected and passed, and devices or items that have been inspected and failed or other discrepancy.
- e) Software must be capable of using internal IrDA port for transmitting device inspection data to another handheld device for review or continued inspection. Software shall be capable of receiving transmissions of inspection data from multiple users into one complete or merged inspection for upload to web-based reporting system.

- f) Software must be made available to CCSD 15 for use on Palm OS® devices that are owned or used by CCSD 15. All software shall be readily available to download from portal provided for under this specification, including all updates and upgrades to software as may be available from time to time. Software shall include all necessary synchronization utilities for using the Palm OS® handheld devices with the web-based reporting system. A copy of all software used in the performance of this specification must be made available to CCSD 15.

Online Forms Software and Forms Library:

- a) Online Forms software shall be provided for use under this specification. The Form software should allow the creation, editing and storage of forms on Palm OS® handheld devices, and the display of completed forms shall be provided within the Portal using a standard Internet browser.
- b) Online Forms software shall be non-proprietary, and require no special software for creation and editing of forms other than the standard Internet browser as listed in Section a).
- c) Online Forms software shall provide a selection of standard, industry specific forms acceptable to CCSD 15 in an easy to use Forms Library. Forms shall be available to use as is, or modified by CCSD 15 to suit the specific needs of this specification.
- d) Forms shall be capable of running on any Palm OS® 3.5 or later handheld device, for wireless transmission to web-based reporting system or through the use of a desktop cradle or modem in an operation commonly referred to as a "hot-sync".
- e) Forms shall be capable of printing from the Palm OS® handheld device to any IrDA equipped laser printer.
- f) Forms may be viewed online via the web-based reporting system as either a web page, downloaded as a RTF file, or emailed as a Word Document.

Bar Codes:

- a) Bar codes used by the system must utilize Code 3 of 9 or other approved format, and contain a minimum of eight (8) digits that comprise a unique serial identifier within the Web-based Reporting System. There shall be no duplication of serial numbers. Serial number shall be printed below the bar code for identification purposes.
- b) Bar codes shall be limited in size to no more than 2" (5cm) in width, and 3/8" (2 cm), in height and shall include a Mylar® or other protective coating to protect the bar code from fading due to sunlight or exposure for up to 7 years.
- c) Bar codes shall be installed on each device in such a manner as to require that scanning of the bar code take place no further than 12" from the device during inspection.
- d) Bar codes shall be issued on a roll containing no less than 2500 bar codes. In order to prevent photocopying or reproduction of serialized bar codes, at no time shall bar codes be issued on a sheet or other format suitable for copier machines or other similar reproduction equipment.
- e) Bar codes shall include a replacement warranty against deterioration due to sunlight for 7 years, and against manufacturer defect or failure for a period of 7 years from the date of installation. This warranty shall cover replacement of the bar code with the same product or like product as determined by the manufacturer. Warranty is void if tampering, improper use, or defacing of the bar code that would normally void manufacturer's warranty has occurred.

FIRE ALARM TESTING AND INSPECTION REPORT & DATA FORMAT:

- a) Inspection Reports: Report will be supplied in each of the following formats:
 - i. Online – Viewable over the Internet in a web page.
 - ii. Ability to download as a RTF file.
 - iii. Email – Microsoft Word Document attached to an email
- b) Hard copy reports will be required by CCSD 15 upon completion of the inspection, and be supplied in a covered binder with separated section tabs.
- c) Report Format – The inspection report is to include the following sections (or tabs, if the web based report is so requested to be printed in hard copy) at a minimum:
 - i. Inspection Log – A listing of every device installed in a building by location, services performed and the time and date of service.
 - ii. Discrepancy Report – A listing of any devices that did not pass the inspection. The report should include a description of the discrepancy for each device or item.
 - iii. Proposed Solutions Report – Solutions for any discrepancies found in the report. This report should include the services to be performed in order to correct any discrepancies found during the inspection.
 - iv. Device Inventory Report – An inventory listing of the quantity of devices by manufacturer, model number, and installation date. The inventory report should also group by installation date to allow for consideration of replacement of older devices, if necessary or required elsewhere in this specification.
- d) Delivery of Inspection Reports – Reports shall be completed by Company and submitted online for access and review by CCSD 15 within 24 hours of completion of inspection. Reports shall be delivered by Company to CCSD 15 in hard copy format within 72 hours if requested.

BACKUP/ARCHIVE SERVICES AND SECURITY:

- a) Company shall provide secure online access to data and reports for a period of the lesser of three (3) years or the length the contract is in effect.
- b) After the initial three (3) year contract period, a data archive shall be available for a minimum of 2 years.
- c) Data for the system shall be backed up daily onto other hard drive media. Tape backup systems are not permitted for data back-ups.
- d) Web Reporting Servers shall be protected against power loss via UPS and maintained in a co-location by a party other than the respondent Company.

SPECIAL NOTES:

- a) All pre-action, Inergen, FM200 and Halon systems in the Buildings are tested by other vendors.
- b) All Wet Sprinkler, Dry-Sprinkler and other types of Sprinkler Fire Protection Systems are to be tested by other vendors.
- c) All Fire Pumps are to be tested by other vendors.
- d) The respondents of this proposal are only to test the electrically connected monitor, tamper and flow switches on these systems for proper reporting functions on the fire alarm system(s).

VENDOR QUALIFICATIONS CRITERIA:

- a) Contractor shall be full service entity qualified to provide the testing and inspection services outlined herein, capable of providing full repair service to any fire alarm system and/or provide fire alarm system installation and design including, but not limited to, the following minimum requirements:
 - i. Qualified Fire Alarm Service Company with employees who meet the criteria defined by NFPA 72 for the qualifications of both System Designers and System Installers to include the requirements of the Authorities Having Jurisdiction (AHJ):
 - a. Regional Office of Education (ROE) Lake County, IL
 - b) Board of Education (ISBE)
 - c) Department of Professional Regulation (ILDPR)
 - ii. Certified Fire Alarm Service Inspectors with employees of the entity who are certified in Fire Protection Engineering Technology by the National Institute for Certification in Engineering Technologies (N.I.C.E.T.) in FIRE ALARM SYSTEMS – LEVEL II, minimum.
- b) Contractor shall be a registered Illinois legal entity (Corporation, Partnership, Professional Corporation or Limited Liability Company) in Good Standing with the Secretary of State of Illinois.
- c) Contractor entity shall hold a valid Illinois Private Alarm Contractor Agency License. Sub-contractors or licensed individual Private Alarm Contractors DO NOT meet this requirement.
- d) Contractor entity shall be qualified by the AHJ to provide design services for a fire alarm system as evidenced by holding an Illinois Registered Professional Design Firm license. Sub-contractors or individually licensed individual Registered Architects, Professional or Structural Engineers DO NOT meet this requirement.
- e) All service employees of the entity shall have a valid Illinois Permanent Employee Registration Card (P.E.R.C.).

GENERAL REQUIREMENTS:

- a) INVOICING: Payments will be made upon receipt of inspection reports and Contractor's invoice(s). All invoices shall be submitted directly to Community Consolidated School District 15, 580 North First Bank Drive, Palatine, IL 60067, Attention: Accounts Payable.

b) CANCELLATION: The Owner specifically reserves the right to cancel the contract, or any portion thereof, if, in the opinion of the Authority Having Jurisdiction, the services or materials supplied by the Contractor are not satisfactory or are not consistent with the terms of the contract.

c) METHOD OF AWARD: LETTER OF INTENT

d) CONFIDENTIALITY: The successful response will become part of the contract file and will become a matter of public record, as will all other responses received. If the response includes material that is considered by the respondent to be proprietary and confidential, the respondent shall clearly designate the material as such, explaining why such material should be considered confidential. The respondent must identify each page or section of the response that it believes is proprietary and confidential with sufficient grounds to justify each exemption from release, including the prospective harm to the competitive position of the respondent if the identified material were to be released. Under no circumstances can the entire response or price information be marked confidential. Responses so marked may not be considered.

e) CONTRACT TERMS: The selected vendors will sign a contract with the Owner to provide the items named in their responses, at the prices listed. Minimum support levels, terms, and conditions from this bid, and the vendor's response will become part of the contract. This contract will be subject to review throughout its term. The Owner will consider cancellation upon discovery that a vendor is in violation of any portion of the agreement, including an inability by the vendor to provide the products, support, and/or service offered in their response.

f) SPECIFICATION CHANGE: Any changes or variations in the specifications must be received in writing from the Owner. Verbal instructions or written instructions from any other source are not to be considered.

g) AMENDMENTS: No changes, modifications, or amendments in the terms and conditions of this contract shall be effective unless reduced to writing, numbered, and signed by the duly authorized representative of the Owner and Contractor.

h) NON COLLUSION: The State of Illinois is conscious of and concerned about collusion. It should, therefore, be understood by all that in signing proposal and contract documents they agree that the prices quoted have been arrived at without collusion and that no prior information concerning these prices has been received from or given to a competitive company. If there is sufficient evidence to warrant investigation of the proposal/contract process by the Office of the Attorney General, all respondents should understand that this paragraph might be used as a basis for litigation.

i) PAYMENTS: Payments will be made upon receipt of inspection reports and Contractor's invoice(s). All invoices shall be submitted directly to: CCSD 15

j) SITE INSPECTION: A submission of a proposal by a Contractor shall be interpreted that he or his authorized agency has completed an on-site inspection of all areas where inspections, testing and services are to be performed. No extra compensation shall be considered resulting from a failure to perform such an inspection.

VENDOR RESPONSE CONTENT AND FORMAT:

a) The content and format requirements listed herein are the minimum required for our evaluation. They are not intended to limit the content of the proposals; vendors may include additional information but their solutions must offer exactly the minimum requirements outlined herein, NO EXCEPTIONS WILL BE EVALUATED FOR CONSIDERATION.

- b) NUMBER OF COPIES: Submit one original proposal.
- c) BACKGROUND AND EXPERIENCE: Provide a brief description of the company, primary business, years in operation and financial profile. Describe your company's experience with testing and inspecting fire alarm systems for Illinois Public School district accounts only.
- d) LICENSES AND CERTIFICATES: Provide a copy of the Certificate of Good Standing for the entity and a Copy of the entity's Illinois Private Alarm Contractor Agency and Illinois Registered Professional Design Firm license in their response. Employees valid P.E.R.C. cards shall be produced upon demand at each and every customer site in addition to valid state issued photographic identification.
- e) REFERENCES: Provide the names, addresses, and phone numbers of at least five (5) public school districts in Illinois with whom you have transacted similar business in the last 12 months. You must include contact names who can talk knowledgeably about performance.
- f) SAMPLES: Provide an example of your Fire Alarm & Inspection Report outlining strict conformance to the RFP requirements for reporting data content and information. Provide sample bar codes labels attached to the sample report. Be prepared to demonstrate the actual smoke chamber and heat chamber sensing equipment, bar coding devices, software, battery load testing, sound pressure level (dB) and speech intelligibility index (STI) measuring equipment upon final interview.
- g) PRICING: Respondents must use the attached Proposal Response Sheet. The Owner will not accept any other format and the Proposal Response Sheet must be completed in full or it will not be considered.

QUESTIONS:

Questions regarding this BID will be addressed by e-mail only to Craig Phillips, Manager of Environmental Services, PhillipC@CCSD15.net. No questions will be addressed after 12:00 p.m. local time on May 20, 2019.

EXHIBIT "B"
REQUEST FOR BID #19-035
FIRE ALARM TEST AND INSPECT
May 9, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

PRICING FORM

COMPANY NAME

SIGNATURE OF BIDDER

PRINT NAME

TITLE

EMAIL ADDRESS

ADDRESS OF COMPANY

CITY

STATE

ZIP CODE

(AREA CODE) PHONE NUMBER

DATE OF BID RESPONSE

1. The Board of Education, Community Consolidated School District 15, Palatine, Illinois, reserves the right to reject any or all bids and to waive any informality in bidding.
2. Having carefully examined all BID documents, as well as the proposed program, the undersigned hereby proposes to furnish all equipment and services set forth by the specifications, notice to bidders, general conditions and form of proposal herein referred to and described.
3. By entering into this Agreement, Contractor/Vendor certifies and warrants to the Board of Education that it is not barred from entering into this Agreement for any reason whatsoever, including, but not limited to, a violation of Section 33E-3 (Bid Rigging) or Section 33E-4(Bid Rotating) of the Illinois Criminal Code of 1961.
4. The contractor/vendor certifies that said contractor/vendor has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105 (A) (4).
5. Vendor acknowledges receipt of addendum(s) if issued. _____

PRICING FORM 2019

SCHOOL	CP	ANN	EP	BATT	HD	HORN	H/S	STROBE	SD	PS	RD	DT	CO	Annual Cost
Marion Jordan	1	1	1	2	12	0	72	22	85	21	17	0	0	
Lincoln	1	2	2	3	63	5	26	88	27	25	21	6	0	
Jane Addams	1	1	1	2	44	0	30	101	40	22	16	5	0	
Stuart R. Paddock	1	3	0	1	82	0	28	48	51	25	10	0	0	
Pleasant Hill	1	3	3	4	21	0	72	36	83	18	18	0	16	
Virginia Lake	1	3	2	1	47	6	27	98	41	24	15	2	0	
Conyers Learning Academy	1	4	4	5	59	0	122	101	183	30	40	10	0	
Winston Campus	1	2	1	2	162	2	77	170	61	47	44	13	0	
Thomas Jefferson	1	1	1	2	13	0	85	29	89	15	22	8	2	
Walter R. Sundling	1	1	4	5	79	7	58	31	69	30	22	11	0	
Frank C. Whiteley	1	2	1	1	13	0	75	37	128	20	14	4	0	
Educational Service Ctr.	1	1	1	2	7	0	23	66	118	10	1	3	0	
Hunting Ridge	1	2	1	2	21	0	33	79	67	22	26	7	0	
Plum Grove	1	2	1	2	61	0	70	82	117	30	39	4	0	
Central Road	1	1	2	3	1	0	22	82	37	19	24	13	0	
Gray M. Sanborn	1	2	1	2	13	0	52	91	114	26	29	2	3	
Willow Bend	1	2	3	4	8	0	29	74	120	24	28	8	0	
Lake Louise	1	1	3	4	44	3	27	90	25	27	12	0	0	
Kimball Hill	1	2	1	2	9	0	28	93	130	25	16	3	0	
Carl Sandburg	1	2	1	2	44	0	56	82	38	25	22	6	0	
Wm. Tremelling	1	1	0	1	6	0	4	6	10	4	0	1	0	
Maintenance Facility	1	0	0	1	13	0	14	1	19	0	2	0	0	
Total Equipment	22	39	34	53	822	23	1030	1507	1652	489	438	106	21	
Total Cost for Equipment														

BATT = Battery
 CP = Control Panel
 EP = Expander Panel
 HD = Heat Detectors
 SD = Smoke Detectors

PS = Pull Stations
 RD = Releasing Devices
 DT = Duct Detectors
 CO = Carbon Monoxide Alarm

COMPANY NAME _____

SIGNATURE OF BIDDER _____

DATE _____

EXHIBIT "C"
BID #19-035
FIRE ALARM TESTING AND INSPECTION
MAY 9, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

REFERENCES

COMPANY NAME _____

PROVIDE A LIST OF FIVE SCHOOL DISTRICT REFERENCES FOR WORK OF SIMILAR SIZE AND SCOPE WITHIN THE LAST THREE YEARS.

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

School District Name or Business Name _____

Address _____

Contact Person _____ Phone Number _____

E-mail Address _____

EXHIBIT "D"
BID #19-035
FIRE ALARM TESTING AND INSPECTION
MAY 9, 2019
COMMUNITY CONSOLIDATED SCHOOL DISTRICT 15

CONTRACTOR QUESTIONNAIRE

Pursuant to 105 ILCS 5/10-20.40 all school districts in the State of Illinois are required to annually report the number and value of contracts awarded to “minority owned businesses, female owned businesses, and businesses owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females and Persons with Disabilities Act, and locally owned businesses” for contracts over \$25,000. In order to comply with this requirement, we request contractors to complete the following questionnaire and return with their bid responses.

Is Your Company a Locally Owned Business YES _____ NO _____ as it relates to this School District?

For purposes of this questionnaire, “Locally Owned” means that the registered address or principal place of business of the company is located within the boundaries of the school district. For a corporation, LLC, LP, LLP, or LLLP, the registered address is the address for business on file with the Illinois Secretary of State. For all other business entities, the principal place of business is where the books and records of the business are kept and/or the management of the business works.

Guidance issued by the Illinois State Board of Education suggests that we inquire whether your company is certified as a minority, female, or disabled person owned business by a certifying agency (e.g., Chicago Transit Authority – Cook County – Illinois Department of Transportation – Metropolitan Transit Authority Metropolitan Water Reclamation District – U.S. Small Business Administration – State of Illinois) or that it would be eligible for certification if an application were made. The Guidance includes the definitions set forth below.

Definition of Ownership: “Minority owned business, female owned business, and business owned by a person with a disability” means a business concern which is at least 51% owned by one or more minority persons, females, or persons with a disability; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons, females, or persons with a disability; and the management and daily business operations of which are controlled by one or more of the minority females, or persons with a disability who own it. (30 ILCS 575/2)

Is Your Company a Minority Owned Business? YES _____ NO _____

“Minority person” shall mean a person who is a citizen or lawful permanent resident of the United States and who is: (a) African American – a person having origins in any of the black racial groups in Africa; or (b) Hispanic - a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race; or(c) Asian American - a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or (d) Native American or Alaskan Native – a person having origins in any of the original peoples of North America. (30 ILCS 575/2)

Is Your Company a Female Owned Business? YES _____ NO _____

“Female” shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender. (30 ILCS575/2)

Is Your Company a Business Owned By Persons with Disabilities? YES _____ NO _____

"Person with a disability" means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled, where "Disabled" means a severe physical or mental disability that: (a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, mental retardation, mental illness, multiple sclerosis, muscular dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, specific learning disabilities, or end stage renal failure disease; and (b) substantially limits one or more of the person's major life activities. Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in this definition. (30 ILCS 575/2).

COMPANY NAME

SIGNATURE

PRINT NAME

TITLE

ADDRESS OF COMPANY

CITY

STATE

ZIP CODE

EMAIL ADDRESS