

BID FORM
for
JOLIET JUNIOR COLLEGE, MFP PH2
Joliet, IL 60431
GILBANE JOB NO. 4764

BID RELEASE 21, BID PACKAGE 09L
Casework, Millwork, & Custom Woodwork Work
Health Professions Center
~~November 18, 2010~~
Revised: December 13, 2010

MANDATORY PRE-BID: December 1, 2010
TIME: 9:00 AM CST
LOCATION: Joliet Junior College
Building "K" – Theatre K1000
Last date for Bidder's questions is 12/7/10 by 2:00 PM

SUBMIT 1 ORIGINAL
AND 2 COPIES

PROPOSAL DUE DATE: December 16, 2010
TIME: 9:00 AM CST
BID OPENING LOCATION: Joliet Junior College
Building "T" - Room T1002

Joliet Junior College, Illinois Community College District No. 525
Office of Business and Auxiliary Services
1215 Houbolt Road
Room H1018
Joliet, Illinois 60431-8938
Attn: Judy Mitchell, Director of Business and Auxiliary Services

FORWARD
PROPOSAL TO

FIRM NAME:

_____, the undersigned.

A. Proposes to furnish all labor, materials, equipment, and services as required to satisfactorily complete all **Casework, Millwork, & Custom Woodwork Work** herein described as **Bid Package No. 09L** as required for the construction and completion of the **Health Professions Center Project** in accordance with the Drawings and Specifications as prepared by Legat Architects and their Consultants, the Contract Documents, Project Manual Volumes 1, 2, 3 dated October 29, 2010, this Bid Form, and all documents incorporated by reference. It is expressly understood by the Bidder that each of the enumerated documents as set forth in this paragraph are incorporated by reference as part of the Bid Proposal.

B. All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of _____
_____) (\$ _____)
(Show amount in both words and figures, in case of discrepancy the lesser amount shown will govern)

The Lump Sum Bid Price above EXCLUDES all applicable sales, consumer, use and other similar taxes for the project on the equipment and materials to be incorporated into the work (project is tax-exempt); INCLUDES all insurance premiums required to meet Schedule "A" - Insurance Specifications; and INCLUDES all premiums for Performance and Labor & Material Payment Bonds in the sum of one hundred ten percent of the Contract price.

- C. Bidder agrees that upon award of the contract by Joliet Junior College if written notice of the acceptance of this bid is mailed or delivered to the undersigned within sixty (60) days after the Proposal Due Date, or any time thereafter before it is withdrawn, the undersigned shall meet with representatives of Joliet Junior College and Gilbane Building Company at Joliet Junior College's office or at a mutually agreed upon location to execute the contract which is included as an Exhibit within this Project Manual. The Trade Contractor's contract will be held by and made with Joliet Junior College; Gilbane Building Company will be acting on the behalf of Joliet Junior College as their Construction Manager (agent). A Performance Bond and Labor & Material Payment Bond will be delivered to the Construction Manager at the time of execution of the Contract on the form contained within the Project Manual identifying Joliet Junior College and Gilbane Building Company as dual obligees. Failure to execute said contract within ten (10) days after receipt of written Notice to Proceed may be considered a default under the obligation of the bid bond. Insurance certificates shall be provided before starting on-site activities if such activities occur before the Contract is signed.

By submitting its bid, the Bidder hereby agrees that the Owner may, in its sole discretion, decide which combination of base bid plus alternates, (if any) would provide the Owner with the most efficient expenditure of the Owner's funds with respect to any particular Bidder. Owner's selection and determination of which combinations of base bid plus alternates (if any) would provide the most efficient expenditure of the Owner's funds shall form the basis of awarding the contract. By submitting its bid, Bidder further agrees that the sum total of the base bid plus alternates (if any) as so determined by the Owner separately for each Bidder shall be deemed to be such Bidder's bid for purposes of determining the lowest responsible Bidder for such portion of the work or for such bid package. Such determination by the Owner shall not be subject to challenge by the Bidder.

- D. The above price includes all stipulations and requirements of Supplement Numbers: _____, which have been received and accepted by the undersigned.

- E. MILESTONE SCHEDULE DATES

See the Draft Milestone/Sequencing Schedule for reference. Dates and durations given are for reference only and are subject to change. Each awarded Trade Contractor, within 30 calendar days of being notified of their award, shall provide a CPM schedule (utilizing Primavera Project Planner or SureTrack software) to the Construction Manager defining scope of work items, items requiring fabrication, etc.; each with their respective anticipated start dates, end dates and durations. Trade Contractor is to identify any areas of potential conflict which may impact the Draft Milestone/Sequencing Schedule durations and/or milestones and/or prevent the Trade Contractor in meeting the expected start and finish dates identified in the Draft Milestone/Sequencing Schedule. All work is to be completed in accordance with the Draft Milestone/Sequencing Schedule Dates as follows:

Bid Release 21- Milestone Schedule Dates (Estimated)

	Start	Finish
Bid Proposals Due	-	12/16/10
Anticipated Dates for Bid Scope Review	12/17/10	1/3/11
Anticipated Date of Contract Award – Notification	1/19/11	-
Anticipated Contract Issuance (Insurance, Bond, etc.)	1/19/11	2/16/11
Anticipated Preconstruction Meeting	1/17/11	-
Anticipated Mobilization/Site Prep	1/21/11	-
Submittals/Review/Procurement (varies per trade)	1/17/11	9/17/11
Building 3D coordination (BIM)	2/21/11	4/15/11
Structural Steel Frame/Deck Fabrication	3/18/11	6/3/11
Site utilities extensions – Exterior demo and new work	2/21/11	5/6/11
Site utilities extensions – Interior demo and new work	2/21/11	4/1/11
Site Grading/Building Pad Prep	2/21/11	3/18/11
Building Excavation/Ftgs/Foundations/Elevator/tunnels	3/18/11	5/6/11
Building Steel Frame Erection	4/15/11	7/1/11
Building Decking	5/6/11	7/29/11
Concrete Elevated Slabs	5/20/11	7/22/11
Building MEP Below Slab – Deep rough-in	5/27/11	7/22/11
Masonry Shear Walls/Elevator Core	6/10/11	8/5/11
Building MEP Below Slab rough-in	6/17/11	8/26/11
Roofing Curbs/Rough-in	7/15/11	8/19/11
Roofing Insulation/Membrane/Copings	8/12/11	9/16/11
Exterior Walls	7/1/11	11/4/11
Slabs On Grade	8/5/11	9/16/11
Interior Misc. Steel	7/29/11	9/2/11
Interior Walls/Frames Work	8/12/11	5/4/12
MEP/FP Ceilings rough-in	6/24/11	11/11/11
MEP/FP Walls rough-in	10/7/11	3/23/12
Geothermal	5/20/11	8/12/11
Geothermal Site Restore Parking Lot	7/15/11	8/26/11
Site Work 2011 – Ring Road	5/20/11	8/12/11
Interior Glazing/Frames	10/7/11	2/10/12
Interior Ceilings/MEP-FP Trim/Set RTUs-AHUs	11/18/11	6/1/12
MEP/FP Equipment/Labs/Trim	2/17/12	9/7/12
Specialties	4/6/12	7/6/12
Exterior Veneers/Louvers	4/13/12	8/3/12
Elevator Equipment/Cabs Finishes	8/3/12	9/28/12
Casework/Woodwork/Wood Paneling	5/4/12	8/24/12
Interior Finishes/Doors/Hardware/Floor Finishes	2/10/12	10/5/12
Site Improvements/Paving/Landscaping/Green Roof	7/6/12	10/26/12
Commissioning	8/24/12	11/2/12
Substantial Completion/Punch List	9/21/12	11/16/12
FFE/Owner Move In	10/19/12	1/4/13
Closeout	10/19/12	1/11/13

F. TRADE-SUBCONTRACTORS

The following trade subcontractors are proposed for the item of work listed. Trade Subcontractors are subject to review per the General Conditions. List only firms that will supply labor at the site.

ITEM OF WORK	TRADE SUBCONTRACTORS

G. NOT USED

H. UNIT PRICES

Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in-place prices and include all costs for overhead, profit, bond costs, labor, materials, equipment, engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract. Deductive unit prices will be calculated at no less than 85% of the additive unit price.

Unit Prices (furnished and installed unless noted otherwise): Description	Cost
3Form Ecoresin Paneling, 10sf min	\$ /10SF
¼' Solid Surface Corian, 10sf min	\$ /10SF
½' Solid Surface Corian, 10sf min	\$ /10SF
Mineral Composite Panel, 10sf min	\$ /10SF
Linear wood curved wood paneling (ceiling monumental stair), 10sf min	\$ /10SF
Veneered Wood Paneling, 10sf, min	\$ /10SF
PLAM countertops, 10sf min	\$ /10SF
PLAM Base Cabinet, 10LF min	\$ /10LF
PLAM Wall Cabinet, 10LF min	\$ /10SF

I. ALTERNATE PRICES

An Alternate Price shall include all costs associated with the changes, omissions, additions or other adjustments to the Work of this Bid Package (Contract), which are described in the Alternate, or are reasonably inferable there from. Claims for extras resulting from changes caused by the acceptance or rejection of any Alternate will not be allowed. Alternate prices shall also include all costs of overhead, profit and bond costs associated with the work of the Alternate, whether additive or deductive.

The Drawings, Specifications and other Contract Documents shall be considered appropriately modified by either the acceptance or rejection of the various Alternates. The Owner and the Construction

Manager expressly reserve the right to accept or reject any, or all, Alternate Prices, and in any sequence. If any combination of alternates is accepted, the classrooms identified must be completed within the time periods provided.

Alternates:

None

J. COST ALLOWANCES

The Bidder includes the following Cost Allowances in the total Lump Sum Amount of the Base Bid for this Bid Package. See General Conditions for definition of Allowances.

The Trade Contractor must include the cost of the allowances in the Base Bid. The Base Bid cost of this package should include the appropriate mark-up on the allowances. All work completed under the allowance will be paid at cost since the mark-up is incorporated in the base bid. Trade Contractors are not entitled to any unspent balance.

Cost Allowances:

1	<p>General Cleanup Allowance: Notwithstanding the Trade Contractor's obligation for his own cleanup under the general conditions, include in the base bid a sum of \$75.00 for every 80 man-hours (or fraction thereof) actually expended on-site regardless of trade or labor classification. This cost will be used for cleanup of unidentifiable trash and debris as directed by the Construction Manager, and will be deducted from the Contract Sum periodically to pay for cleanup services. Trade Contractors are not entitled to any unspent balance. Costs for this scope of work item are over and above costs for cleanup required by the general conditions. This requirement does not eliminate this Trade Contractors responsibility for the daily clean up of his/her work efforts. The formula for this fee is as follows: $\frac{\text{Total Man hours}}{80} \times \\$75.00 = \\$ \text{CLEANUP FEE}$ Bidder to fill in: _____ man-hours</p>	\$ _____ (Bidder to Fill In)
2	<p>Miscellaneous Work Allowance: Miscellaneous work to be completed at the direction of the Construction Manager</p>	\$40,000

K. COST AND QUANTITY BREAKDOWN

In order to properly evaluate the Proposal, provide the following information. The Scope of Work to be awarded will not be influenced by the cost and quantity information requested here. Do NOT include the cost of any alternates in base bid or in the following information. Cost and quantity breakdown shall include all related work to the subject category.

1. Cost Breakdown

Monumental stair curved linear wood panels	\$
Ecoresin Panels	\$
Glass Display Cases	\$

media walls built ins	\$
Reception Desk 3016 (complete)	\$
Sim. Center Entry Feature Wall Built-in	\$
Millwork Doors (For Folding Partitions Enclosure as indicated)	\$
Wood Finish Casework/Millwork	\$
Plastic Laminate Casework/Millwork	\$
Plastic Laminate Countertops	\$
Solid Surface horizontal/vertical surfaces & countertops	\$
Wood paneling	\$
Mock-ups	\$
Joint Sealant	\$
Scaffolding	\$
Hoisting	\$
General Condition	\$
Cleanup of Own Debris	\$
\$75/ 80MH of Clean-Up Allowance	\$
Allowances described above	\$ 40,000
Total bond cost	\$
Mobilization	\$
Shop Drawings & Submittals	\$
Miscellaneous not included above (define below)	\$

Total Bid (Total of all items above including the Allowances)	\$
Estimated total of On-Site Man-hours (required)	(Man-hours)

2. Quantity Breakdown

Item	Quantity	Material Cost	Install Cost	Total Cost
Wood Finish Casework/Millwork	SF	\$	\$	\$
Plastic Laminate Casework/Millwork	SF	\$	\$	\$
Plastic Laminate Countertops	SF	\$	\$	\$
Solid Surface Horiz/Vert Surfaces & Count	SF	\$	\$	\$
Wood Paneling	SF	\$	\$	\$

Miscellaneous not included above (define)		\$	\$	\$
			TOTAL	\$

L. SCOPE OF WORK

1. Description of Work Included:

Except for those items (if any) specifically noted in the section below entitled "Work Excluded From This Bid Package", the work of this Bid Package shall INCLUDE, but is not necessarily limited to, all of the following:

- a. All items of work required by, and/or specified in, those sections of the Specifications which are listed herein under Section M SPECIFICATIONS – Specific Sections.
- b. All items of work related to the "Scope of Work", which are indicated in the Specifications which are listed herein under Section M SPECIFICATIONS – Related Sections.
- c. All items of work related to the "Scope of Work", which are shown on the Drawings listed herein under Section N CONTRACT DRAWINGS.
- d. The following "Specific Items to be Included" are related to those required by the above referenced documents and are to be provided under, and hereby form a part of, the Scope of Work of this Bid Package (Contract). Should any conflict exist between this written Scope of Work and any scope items implied by the above referenced documents, this Scope of Work shall govern.

SPECIFIC ITEMS TO BE INCLUDED

Perform complete "**Casework, Millwork, & Custom Woodwork Work**" and related work as required by and in accordance with the Conditions of Contract, Drawings, Specifications, and elaborations below. The Work shall include all labor, materials, equipment, and related items necessary to complete all of the work defined in the following specification sections, except for those noted exclusions or clarifications listed below.

In general, the following clarifies the scope of work to be included. It is intended for clarification and convenience only and is not intended to limit any portion of the scope of this bid package.

1. Provide all wood finish and plastic laminate casework, millwork and custom woodwork including but not limited to (Provided with all applicable hardware, trim, fasteners, miscellaneous supports and joint sealants required for a complete installation) *except those identified within the L-Series of drawings, unless noted in bulleted items below. (Revised Supplement #4):*
 - Custom wood paneling at monumental stair - complete
 - All ecoresin paneling complete - throughout
 - All solid corian surfaces and countertops complete – throughout
 - All plastic laminate surfaces and countertops complete - throughout
 - All plastic laminate base and wall cabinets – complete where shown per drawings, details,

- and specs.
- All wood casings and trim complete – throughout
 - All veneered wood paneling systems - throughout
 - All wheatboard MDF wood paneling systems – throughout
 - All glass display cases complete with specified frames, hardware, accessories, etc.
 - Atrium cantilevered bench – complete (with required steel support)
 - All transaction low walls, counters, and desks - complete
 - Stand alone frames (similar to display cases frames)
 - Media walls built ins and those with graduating glass display - complete
 - Custom reception desks at 3016 – complete as detailed and specified
 - Custom built-in at 3105, 2002 reception and reception entry, 1105 Corr., – complete as detailed and specified (except stone veneer)
 - All custom closure doors at operable partitions where shown/indicated in the documents – provided and installed complete with finish, hardware, accessories, etc.
2. Provide complete all shelving, angled shelves, and adjustable shelving including all standards, brackets, hardware, etc. for a complete installation.
 3. Provide complete all wood paneling work including lacquered filler panel, fasteners and adhesives. Coordinate the framing with the Drywall Trade Contractor.
 4. Provide all wood bases as shown on the contract documents.
 5. Provide and install all glazing that is integral with the custom millwork.
 6. Provide all steel angles integral with casework / millwork or required for support. Include in the base bid all steel support other than what is shown on the Structural Drawings.
 7. All wood casework and architectural woodwork to custom match architect's control sample.
 8. Provide, pre-finished, all wood trim, wood veneers, wheatboard and wood accessories integral to the work provided in this bid package.
 9. Provide all caulking required for materials and equipment installed by this Trade Contractor and between equipment provided, or installed, by this Trade Contractor and all adjacent surfaces.
 10. All wood all trim, wood veneers and wood accessories integral to the work provided in this bid package shall be provided pre-finished.
 11. Provide all required field finishing and/or field touch-up necessary for the material provided by this Trade Contractor.
 12. Provide all cut-outs for items of work provided by others. Coordinate openings in all casework/millwork and all countertops with the Plumbing, Mechanical and Electrical Trade Contractors. Obtain templates and verify locations of plumbing fixtures, accessories, lighting devices, and pipe penetrations in order to assure proper location of all openings and penetrations. For small openings hole and grommet size shall be coordinated on site. All openings and penetrations required in the material provided by this bid package shall be cut by this Trade Contractor. Provide grommets and any special trim pieces as may be necessary to provide a complete and finished look at all penetrations.
 13. Provide any blocking required for the work of this bid package that is between the wall and the work of this bid package.
 14. Any required blocking not coordinated in a timely manner with the Drywall Trade Contractor prior to wall board installation shall be provided by this Trade Contractor; any costs for replacement or repair of

wallboard resulting from the untimely coordination of blocking installation shall be the responsibility of this Trade Contractor.

15. Coordinate dimensions with the Drywall Trade Contractor. Field measure for all casework, countertops, and other work of this bid package and scribe/cut to fit adjoining work as required. This Trade Contractor shall verify all existing conditions as required prior to commencing work and make whatever modifications necessary to facilitate the installation of new work. Trade Contractor shall immediately notify the Construction Manager in writing of his findings, especially upon finding unsatisfactory conditions that may affect his work and the quality of the work of others.
16. Provide all means and methods of supporting all work of this bid package including all brackets, p-lam cleats and/or angles, both exposed and concealed.
17. This Trade Contractor shall review all means of building access and make provisions to ensure that equipment/material will fit through permanent doorways and/or structure.
18. Coordinate, through the Construction Manager and with other Trade Contractors for the installation of work by others affected by the work of this package. This Trade Contractor shall cooperate by providing advance notice to the Construction Manager and shall schedule its work activities in such a manner as to avoid delays in the performance of its own work or the work of others.
19. This project intersects with existing buildings. It is this Trade Contractor's responsibility to field verify all existing conditions prior to fabrication. Any rework, field adjustments, re-fabrication, dismantling and re-installation will be at this Trade Contractor's own expense.

GENERAL PROVISIONS

1. The word Trade Contractor and the word Subcontractor are used interchangeably in the documents. Therefore where the words Trade Contractor or Subcontractor are used in the document, it shall mean a Contractor having a contract with the Owner unless it is apparent by the content of the usage that the Subcontractor reference is assumed to be a Subcontractor to a Contractor having a contract with the Owner.
2. This trade contractor shall protect all adjacent areas of work. Remove protection after completion of work of this bid package and repair all damaged areas as necessary and required.
3. This Trade Contractor shall make arrangements with the Construction Manager for any storage provisions prior to mobilization. Outside storage must be coordinated with Gilbane. All areas disturbed by the action of the Trade Contractor shall be returned to their original condition at no additional expense to the owner.
4. Electronic Data and Documentation Submittal (e-Doc): Trade Contractors shall provide construction documentation in electronic documentation to support the Owner's computerized asset, maintenance, or space management systems for: Equipment tagging, Updated as-built drawings, Submittal of Construction Documents, Asset Data, etc. Updated monthly and all submittals shall be completed prior to substantial completion. Refer to Manual 1 for more information on e-Doc.
5. Should the Plans or Specifications disagree in themselves or with each other, the Trade Contractor shall provide the better quality or greater quantity of work and/or materials unless otherwise directed by written addendum to the contract.
6. Each Trade Contractor is required to provide and maintain covers for any openings/ penetrations resulting from their scope of work until permanent installation is complete.

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7. This bid package construction work is phased will require multiple mobilizations to be include in the base bid as appropriate to accommodate various areas of construction required to complete the work.
 8. This Trade Contractor shall review all means of building access and make provisions to ensure that equipment provided by this Bid Package will fit through permanent doorways and/or structure.
 9. This Trade Contractor is cautioned that its work will control the schedule of some of the work of other Trade Contractors. The schedule for this package is not an independent activity that can be completed early without concurrence from other effected Trade Contractors. This provision shall be considered as a part of the cost of this Bid Package.
 10. Each Trade Contractor shall field verify all existing conditions as required prior to commencing of work and shall make whatever modifications necessary to facilitate the installation of new work. Trade Contractor shall immediately notify the construction manager in writing of his findings, especially upon finding unsatisfactory conditions that may affect his work and the quality of the work of others.
 11. This Trade Contractor shall be responsible to maintain an accurate record of deviation and changes in the work and reasons thereof. The Construction Manager and Architect may elect to review the status of these documents on a monthly basis. Failure on the part of the Trade Contractor to maintain the As-Built Documents will be cause to reject the Trade Contractor's monthly payment request in part or in total until the condition is corrected and the record documents are updated to reflect site conditions.
 12. Where the General Requirements or the Technical Specifications indicate that the Trade Contractor will be "directed by" or "as indicated or designated by" the Architect all such directions, indications and/or designations etc., shall be through the Construction Manager. All work performed by a Trade Contractor as directed by or as indicated or designated by the Owner, its consultants or the Architect which has not been communicated to the Trade Contractor through the Construction Manager shall not be an added cost to the Trade Contractor's contract with Gilbane and may be subject to rework at the expense of the offending Trade Contractor or Trade Contractors.
 13. All debris and materials demolished by this Trade Contractor shall be removed from the project site daily. Stockpiling of debris on the site will not be permitted. Dumpsters for the completion of this work shall be provided by the General Trades contractor.
 14. For this project, Gilbane has adopted a policy to reduce the amount of construction waste being sent to landfills by 75%. To that end, each Trades Contractor will be required to provide documentation indicating that at least 75% of their contracted construction work waste shipped from this project has been recycled. This trade contractor will be required to comply with Gilbane's construction waste management plan which is included in the front ends. Gilbane will be monitoring the progress of the successful bidder and may recommend to the Owner to terminate his/her contract for non-performance. The following documentation will be required on a monthly basis in order to determine compliance with the waste recycling policy:
 - Monthly yardage reports of all waste shipped from the project site.
 - Monthly recycling rates for the facility in which the waste is being shipped to for processing.Please refer to the "WASTE MANAGEMENT PLAN" and project LEED Requirements for further instructions.
 15. Site Benchmarks will be provided by the owner (3). Each Trade Contractor is responsible for their own layout utilizing these benchmarks only.
 16. Use of Elevator in the existing building is prohibited for use by any Trade Contractor.

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17. Provide a "long lead" item listing for the following, but not limited to: equipment and materials, which are required for early order to meet the project schedule. Provide this as a separate document on company letterhead and include within two weeks of receiving the contract from Gilbane.
 18. There will be limited storage and field office areas available on site. These areas may be available for short periods of time and office/storage locations will need to be relocated to accommodate construction activities. This Trade Contractor shall make arrangements with the Construction Manager for any office or storage provisions prior to mobilization. All site areas disturbed by the action of this Trade Contractor shall be returned to its original condition at no additional expense to the owner. Trade Contractor shall coordinate all staging and storage with the Construction Manager inclusive of but not limited to, trailers, tool sheds, storage areas, etc.
 19. Securely cover and tie down all materials nightly or when high winds are forecast to prevent damage and wind-blown debris.
 20. Coordinate with the Construction Manager the delivery, storage, crane pick points, and laydown areas for the material consistent with the Site Utilization Plans. All erection shall be from outside the building. No erection equipment such as cranes, derricks, etc. will be permitted within the building lines. Any access, erection, cribbing, pads, mats, ramps, etc. required for cranes, hoists, etc. shall be provided, maintained and removed by this Trade Contractor. This requirement will include all mats which may be required for equipment movement on-site under wet conditions or foul weather.
 21. This Trade Contractor shall submit complete shop drawings for the Construction Manager and Architect's review prior to commencing work.
 22. Any housekeeping pads incidental to this scope of work shall be included in the base bid.
 23. All abatement of hazardous materials (if and where applicable) will be conducted by the owner. The Trade Contractor must notify the Construction Manager immediately about any suspect material.
 24. The Trade Contractor's Project Manager shall be responsible to maintain an accurate record of deviation and changes in the work and reasons there of. The Construction Manager and Architect may elect to review the status of these documents on a monthly basis. Failure on the part of the Trade Contractor to maintain the As-Built Documents will be cause to reject the Trade Contractor's monthly payment request in part or in total until the condition is corrected and the record documents are updated to reflect site conditions.
 25. Trade Contractor shall immediately notify the Construction Manager in writing of his findings, especially upon finding unsatisfactory conditions that may affect his work and the quality of the work of others.
 26. The campus is an extremely busy site. Traffic patterns can be very congested at times and parking lots can fill up quickly. Extreme caution should be used at all times when entering and exiting the site.
 27. Each Trade Contractor shall coordinate their work with the works of other trades and with the Construction Manager.
 28. The Owner has employed a testing agency for this project. This Trade Contractor shall conform to all testing requirements as identified within the Contract Documents. The Trade Contractor shall provide 48 hour notice to the Construction Manager prior to date testing agency needs to be on site to perform tests.
 29. In addition to the requirements for safety defined in the Conditions of Contract and the Construction Manager's Safety Plan, the Trade Contractor shall submit within two weeks of Notice to Proceed a detailed safety plan defining it's intentions and procedures to be used on the project to comply with all

requirements of OSHA and Project Safety Program, including work rules, fall protection, hoisting procedures, protection of other trades and finished materials, etc.

30. This Trade Contractor must include all costs necessary to address the requirements of the Safety and Project Quality Plan included in the Project Manual.
31. This Trade Contractor is required to fill out a Gilbane daily report and turn in to Gilbane on a daily basis.
32. This Trade Contractor shall be responsible for their cleanup and debris removal. Dumpsters for the general use of all trades shall be provided by the General Trades Contractor.
33. This project shall pursue a LEED certification with the United States Green Buildings Council (USGBC); see specifications for requirements and responsibilities of subcontractors
34. Each Trade Contractor shall submit a CPM schedule utilizing Primavera Project Planner or SureTrack software within 30 days after notice to proceed. This schedule shall include all construction activities of the Trade Contractor and shall abide by all the requirements indicated in the bid documents pertaining to Critical Path Method Scheduling. Monthly updates of the schedule are required to be submitted along with the monthly Application for Payment.
35. The Trade Contractor shall be required to enter the RFI's, Daily Work Reports and Submittals using i-Build (requires Internet Explorer 7 or higher and active X. no other software is required). The Project Manager and Superintendent will be required to attend a two (2) hour Computer training by Gilbane which will teach them how to use this program. Refer to Manual 1 for more information on i-Build.

The above listed items are not intended to be an all-inclusive listing of the specified Contract Scope of Work, but are merely to highlight the major items of work.

SPECIFIC ITEMS TO BE EXCLUDED

The following specific item(s) of work contained in the above referenced documents are EXCLUDED from the work of this Bid Package (Contract):

1. EIFS and framing systems

M. SPECIFICATIONS

The following Specifications, together with the Drawings and other related items of work as described herein, further define the Scope of Work of the Bid Package (Contract).

Specific Specification Sections

SPEC SECT #	TITLE	DATE
<u>DIVISION 00</u>	<u>BIDDING REQUIREMENTS:</u>	
00 22 00	SOILS REPORT	10/29/10
<u>DIVISION 01</u>	<u>GENERAL REQUIREMENTS:</u>	
01 00 10	LEED Compliance Attachment: LEED Tracking Spreadsheet Example	10/29/10
01 10 00	SUMMARY	10/29/10
01 30 00	ADMINISTRATIVE REQUIREMENTS	10/29/10
01 35 14	LEED REQUIREMENTS	10/29/10
01 35 14.01	LEED-NC 2009 Credit Summary Attachment: LEED New Construction Credit Checklist	10/29/10

01 35 15	LEED Certification Procedures	10/29/10
01 35 16	LEED Submittal Forms	10/29/10
	Attachment A: LEED NC Version 2009 Reporting Form for Credits MR4 and MR5	
	Attachment B: LEED NC Version 2009 Reporting Form for Credit EQ4	
	Attachment C: LEED NC Version 2009 Reporting Form for Credit MR6	
	Attachment D: LEED NC Version 2009 Reporting Form for Credit MR7	
01 40 00	QUALITY REQUIREMENTS	10/29/10
01 57 13	Temporary erosion control	10/29/10
01 57 21	INDOOR AIR QUALITY CONTROLS	10/29/10
01 60 00	PRODUCT REQUIREMENTS	10/29/10
01 61 16	Volatile Organic Compound (VOC) Content Restrictions	10/29/10
01 61 16.01	Accessory Material VOC Content Certification Form	10/29/10
01 70 00	EXECUTION AND CLOSEOUT REQUIREMENTS	10/29/10
01 74 19	construction waste management and disposal	10/29/10
01 78 00	CLOSEOUT SUBMITTALS	10/29/10
01 78 20	Operation and Maintenance Manuals	10/29/10
01 81 00	General Commissioning Requirements	10/29/10
01 81 20	Commissioning Submittals	10/29/10
01 81 40	Commissioning Project Closeout	10/29/10
01 82 00	Operational and Maintenance Training	10/29/10
<u>DIVISION 02</u>	<u>EXISTING CONDITIONS</u>	
02 41 00	DEMOLITION	10/29/10
<u>DIVISION 05</u>	<u>METALS</u>	
05 50 00	Metal Fabrications	10/29/10
<u>DIVISION 06</u>	<u>WOODS, PLASTICS AND COMPOSITES:</u>	
06 10 00	ROUGH CARPENTRY	10/29/10
06 20 00	FINISH CARPENTRY	10/29/10
06 41 00	ARCHITECTURAL WOOD CASEWORK	10/29/10
06 42 16	WOOD VENEER PANELING	10/29/10
<u>DIVISION 07</u>	<u>THERMAL AND MOISTURE PROTECTION:</u>	
07 90 05	JOINT SEALERS	10/29/10
<u>DIVISION 12</u>	<u>FURNISHINGS:</u>	
12 36 16	<i>Manufactured Plastic Laminate Clad Casework</i>	12/6/10

Related Specification Sections

SPEC SECT #	TITLE	DATE
<u>DIVISION 03</u>	<u>CONCRETE</u>	
03 10 00	CONCRETE FORMWORK	10/29/10
03 20 00	CONCRETE REINFORCEMENT	10/29/10
03 30 00	CAST-IN-PLACE CONCRETE	10/29/10
<u>DIVISION 04</u>	<u>MASONRY</u>	
04 05 11	MORTAR AND GROUTING	10/29/10
04 20 00	UNIT MASONRY	10/29/10
04 22 00	REINFORCED UNIT MASONRY	10/29/10
04 43 01	STONE MASONRY VENEER	10/29/10

DIVISION 05	METALS	
05 12 23	STRUCTURAL STEEL	10/29/10
05 31 00	STEEL DECK	10/29/10
05 40 00	COLD-FORMED STEEL FRAMING (CFSF) SYSTEM	10/29/10
05 51 00	Metal Stairs	10/29/10
05 52 13	Pipe and Tube Railings	10/29/10
DIVISION 07	THERMAL AND MOISTURE PROTECTION:	
07 13 00	SHEET WATERPROOFING	10/29/10
07 21 00	THERMAL INSULATION	10/29/10
07 21 19	FOAM IN PLACE INSULATION	10/29/10
07 24 00	EXTERIOR INSULATION AND FINISH SYSTEMS	10/29/10
07 25 00	WEATHER BARRIERS	10/29/10
07 42 14	INSULATED METAL WALL PANELS	10/29/10
07 42 64	METAL COMPOSITE MATERIAL WALL PANELS	10/29/10
07 53 00	ELASTOMERIC MEMBRANE ROOFING	10/29/10
07 62 00	SHEET METAL FLASHING AND TRIM	10/29/10
07 72 00	ROOF ACCESSORIES	10/29/10
07 84 00	FIRESTOPPING	10/29/10
07 95 13	EXPANSION JOINT COVER ASSEMBLIES	10/29/10
DIVISION 08	OPENINGS:	
08 11 13	HOLLOW METAL DOORS AND FRAMES	10/29/10
08 11 16	ALUMINUM DOORS AND FRAMS	10/29/10
08 14 16	FLUSH WOOD DOORS	10/29/10
08 31 00	ACCESS DOORS AND PANELS	10/29/10
08 33 23	OVERHEAD COILING DOORS	10/29/10
08 36 13	SECTIONAL DOORS	10/29/10
08 42 29	AUTOMATIC ENTRANCES	10/29/10
08 43 13	ALUMINUM FRAMED STOREFRONTS	10/29/10
08 44 13	GLAZED ALUMINUM CURTAIN WALLS	10/29/10
08 63 00	METAL FRAMED SKYLIGHTS	10/29/10
08 71 00	DOOR HARDWARE	10/29/10
08 71 10	HARDWARE SCHEDULE	10/29/10
08 71 20	ACCESS CONTROL MATRIX	10/29/10
08 80 00	GLAZING	10/29/10
08 91 00	LOUVER	10/29/10
DIVISION 09	FINISHES:	
09 21 16	GYPSUM BOARD ASSEMBLIES	10/29/10
09 22 16	NON-STRUCTURAL METAL FRAMING	10/29/10
09 30 00	TILING	10/29/10
09 51 00	ACOUSTICAL CEILINGS	10/29/10
09 65 00	RESILIENT FLOORING	10/29/10
09 68 13	TILE CARPETING	10/29/10
09 72 00	WALL COVERINGS	10/29/10
09 83 11	ACOUSTICAL WALL SYSTEMS	10/29/10
09 90 00	PAINTING AND COATINGS	10/29/10
09 96 00	HIGH-PERFORMANCE COATINGS	10/29/10
DIVISION 10	SPECIALTIES:	
10 11 00	WALL MOUNTED DISPLAY CASES	10/29/10

10 11 01	VISUAL DISPLAY BOARDS	10/29/10
10 14 10	WALL COVERING GRAPHICS	10/29/10
10 21 13	METAL TOILET COMPARTMENTS	10/29/10
10 21 23	CUBICLES	10/29/10
10 22 26	FOLDING PANEL PARTITIONS	10/29/10
10 26 00	WALL AND DOOR PROTECTION	10/29/10
10 26 01	WALL AND CORNER GUARDS	10/29/10
10 28 00	TOILET, BATH, AND LANDRY ACCESSORIES	10/29/10
10 44 00	FIRE PROTECTION SPECIALTIES	10/29/10
<u>DIVISION 11</u> <u>EQUIPMENT:</u>		
11 53 13	HORIZONTAL OVERHEAD SERVICE CARRIERS	10/29/10
<u>DIVISION 12</u> <u>FURNISHINGS:</u>		
12 22 16	DRAPERY TRACK AND ACCESSORIES	10/29/10
12 48 13	ENTRANCE FLOOR MATTS	10/29/10
12 93 13	BICYCLE RACKS	10/29/10
<u>DIVISION 13</u> <u>SPECIAL CONSTRUCTION</u>		
13 49 18	RADIATION PROTECTION	10/29/10
<u>DIVISION 14</u> <u>CONVEYING EQUIPMENT</u>		
14 20 10	PASSENGER ELEVATORS	10/29/10
<u>DIVISION 21</u> <u>FIRE SUPPRESSION:</u>		
21 05 00	BASIC FIRE SUPPRESSION REQUIREMENTS	10/29/10
21 05 03	THROUGH PENETRATION FIRESTOPPING	10/29/10
21 05 29	FIRE SUPPRESSION SUPPORTS AND ANCHORS	10/29/10
21 05 53	FIRE SUPPRESSION IDENTIFICATION	10/29/10
21 13 00	FIRE PROTECTION SYSTEMS	10/29/10
<u>DIVISION 22</u> <u>PLUMBING:</u>		
22 05 00	BASIC PLUMBING REQUIREMENTS	10/29/10
22 05 03	THROUGH PENETRATION FIRESTOPPING	10/29/10
22 05 13	MOTORS	10/29/10
22 05 29	PLUMBING SUPPORTS AND ANCHORS	10/29/10
22 05 48	VIBRATION ISOLATION	10/29/10
22 05 53	PLUMBING IDENTIFICATION	10/29/10
22 07 16	PLUMBING EQUIPMENT INSULATION	10/29/10
22 07 19	PLUMBING PIPING INSULATION	10/29/10
22 09 00	INSTRUMENTATION	10/29/10
22 10 00	PLUMBING PIPING	10/29/10
22 10 30	PLUMBING SPECIALTIES	10/29/10
22 11 23	DOMESTIC WATER PUMPS	10/29/10
22 14 29	SUMP PUMPS	10/29/10
22 30 00	PLUMBING EQUIPMENT	10/29/10
22 40 00	PLUMBING FIXTURES	10/29/10
22 57 00	HEAT EXCHANGERS	10/29/10
<u>DIVISION 23</u> <u>HEATING, VENTILATING, AND AIR-CONDITIONING (HVAC):</u>		
23 05 00	BASIC HVAC REQUIREMENTS	10/29/10
23 05 03	THROUGH PENETRATION FIRESTOPPING	10/29/10

23 05 13	MOTORS	10/29/10
23 05 16	HVAC EXPANSION COMPRESSION	10/29/10
23 05 29	HVAC SUPPORTS AND ANCHORS	10/29/10
23 05 48	VIBRATION ISOLATION	10/29/10
23 05 53	HVAC IDENTIFICATION	10/29/10
23 05 93	TESTING, ADJUSTING, AND BALANCING	10/29/10
23 07 13	DUCTWORK INSULATION	10/29/10
23 07 16	HVAC EQUIPMENT INSULATION	10/29/10
23 07 19	HVAC PIPING INSULATION	10/29/10
23 09 00	CONTROLS	10/29/10
23 09 13	INSTRUMENTATION	10/29/10
23 10 00	LABORATORY SYSTEM PIPING	10/29/10
23 15 19.13	RECIPROCATING AIR COMPRESSORS	10/29/10
23 21 00	HYDRONIC PIPING	10/29/10
23 21 23	HVAC PUMPS	10/29/10
23 22 00	STEAM AND STEAM CONDENSATE PIPING	10/29/10
23 22 18	STEAM AND STEAM CONDENSATE SPECIALTIES	10/29/10
23 25 00	CHEMICAL (WATER) TREATMENT	10/29/10
23 31 00	DUCTWORK	10/29/10
23 33 00	DUCTWORK ACCESSORIES	10/29/10
23 34 16	CENTRIFUGAL FANS	10/29/10
23 34 23	POWER VENTILATORS	10/29/10
23 36 00	AIR TERMINAL UNITS	10/29/10
23 37 00	AIR INLETS AND OUTLETS	10/29/10
23 40 00	AIR CLEANING	10/29/10
23 57 00	HEAT EXCHANGERS	10/29/10
23 57 33	GEOHERMAL HEAT EXCHANGERS	10/29/10
23 60 00	MEDICAL GAS SYSTEMS	10/29/10
23 62 19.53	VACUUM PUMP	10/29/10
23 64 16	WATER-TO-WATER HEAT PUMP	10/29/10
23 73 13	INDOOR MODULAR AIR HANDLING UNITS	10/29/10
23 73 23	CUSTOM AIR HANDLING UNITS	10/29/10
23 82 00	TERMINAL HEAT TRANSFER UNITS	10/29/10
23 82 16	AIR COILS	10/29/10
23 99 70	MECHANICAL SYSTEMS COMMISSIONING	10/29/10
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26 05 03	THROUGH PENETRATION FIRESTOPPING	10/29/10
26 05 05	ELECTRICAL DEMOLITION FOR REMODELING	10/29/10
26 05 13	WIRE AND CABLE	10/29/10
26 05 15	MEDIUM VOLTAGE CABLE & ACCESSORIES	10/29/10
26 05 26	GROUNDING AND BONDING	10/29/10
26 05 27	SUPPORTING DEVICES	10/29/10
26 05 31	BOXES	10/29/10
26 05 33	CONDUIT	10/29/10
26 05 35	SURFACE RACEWAY	10/29/10
26 05 53	ELECTRICAL IDENTIFICATION	10/29/10
26 09 13	POWER MONITORING AND CONTROL	10/29/10
26 09 33	LIGHTING CONTROL SYSTEMS	10/29/10
26 12 00	DISTRIBUTION TRANSFORMERS	10/29/10
26 13 14	PAD MOUNTED SWITCHGEAR	10/29/10
26 22 00	DRY TYPE TRANSFORMERS	10/29/10

26 24 13	SWITCHBOARDS	10/29/10
26 24 16	PANELBOARDS	10/29/10
26 24 19	MOTOR CONTROL	10/29/10
26 27 16	CABINET & ENCLOSURES	10/29/10
26 27 26	WIRING DEVICES	10/29/10
26 28 13	FUSES	10/29/10
26 28 16	DISCONNECT SWITCHES	10/29/10
26 28 21	CONTACTORS	10/29/10
26 29 23	VARIABLE FREQUENCY DRIVES	10/29/10
26 36 00	TRANSFER SWITCH	10/29/10
26 43 00	SURGE PROTECTION DEVICES	10/29/10
26 51 00	LIGHTING	10/29/10
26 99 70	ELECTRICAL SYSTEMS COMMISSIONING	10/29/10
<u>DIVISION 27</u>	<u>COMMUNICATIONS:</u>	
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27 05 03	THROUGH PENETRATION FIRESTOPPING	10/29/10
27 05 26	COMMUNICATIONS GROUNDING	10/29/10
27 05 28	INTERIOR COMMUNICATION PATHWAYS	10/29/10
27 05 53	IDENTIFICATION AND ADMINISTRATION	10/29/10
27 11 00	COMMUNICATION EQUIPMENT ROOMS	10/29/10
27 13 00	BACKBONE CABLING REQUIREMENTS	10/29/10
27 15 00	HORIZONTAL CABLING REQUIREMENTS	10/29/10
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27 17 20	SUPPORT AND WARRANTY	10/29/10
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27 52 23	NURSE CALL SYSTEM	10/29/10
27 53 13	CENTRAL CLOCK SYSTEM	10/29/10
<u>DIVISION 28</u>	<u>ELECTRONIC SAFETY AND SECURITY:</u>	
28 13 00	ELECTRONIC ACCESS CONTROL	10/29/10
28 26 05	RESCUE ASSISTANCE COMMUNICATION SYSTEM	10/29/10
28 31 00	FIRE ALARM AND DETECTION SYSTEMS	10/29/10
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<i>31 00 00</i>	<i>EARTHWORK</i>	<i>12/6/10</i>
<i>31 10 00</i>	<i>SITE CLEARING</i>	<i>12/6/10</i>
31 23 00	FOUNDATION EXCAVATION AND BACKFILLING	10/29/10
31 23 26	ROCK REMOVAL	10/29/10
<u>DIVISION 32</u>	<u>EXTERIOR IMPROVEMENTS:</u>	
<i>32 12 16</i>	<i>ASPHALT</i>	<i>12/6/10</i>
32 13 13	CONCRETE PAVING	10/29/10
32 14 00	Unit Paving	10/29/10
32 92 00	Turf and Grasses	10/29/10
32 95 00	green roof	10/29/10
<u>DIVISION 33</u>	<u>UTILITIES:</u>	
33 11 00	Water Utility Distribution Piping	10/29/10
33 31 00	Sanitary Utility Sewerage Piping	10/29/10
33 32 13	Packaged Utility Lift Stations	10/29/10
33 41 00	Storm Utility Drainage Piping	10/29/10

33 49 13	Storm Drainage Inlets and Manholes, Frames and Covers	
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C-1.01	Existing Conditions at Geothermal Extensions East and South of HPC Building	10/29/10
C-2.00	Demolition Plan	10/29/10
C-2.01	Demolition Plan	10/29/10
C-3.00	Geometetry Plan	10/29/10
C-4.00	Utility Plan	10/29/10
C-4.01	Utility Plan	10/29/10
C-5.00	Grading Plan and Erosion Control Plan	10/29/10
C-6.00	General Notes and Construction Details	10/29/10
C-6.01	Lift Station Detail	10/29/10
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S-001	Dimension and Future Load Plans	10/29/10
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S-102-B	Second Floor Framing Plan - Module B	10/29/10
S-103-A	Third Floor and Roof Framing Plan - Module A	10/29/10
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S-303	Framing Details	10/29/10
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A-103	Overall Third Floor Plan	10/29/10
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A-202	Exterior Curtain Wall, Louver & Storefront Elevations	10/29/10
A-203	Exterior Curtain Wall, Louver & Storefront Elevations	10/29/10
A-301	Building Sections	10/29/10
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A-310	Wall Sections	10/29/10
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A-313	Wall Sections	10/29/10
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E-204-B	Roof Plan - Module B - Power	10/29/10
E-301-A	First Floor Plan - Module A - Systems	10/29/10
E-301-B	First Floor Plan - Module B - Systems	10/29/10
E-302-A	Second Floor Plan - Module A - Systems	10/29/10
E-303-A	Third Floor Plan - Module A - Systems	10/29/10
E-304-A	Roof and Penthouse Plan - Module A - Systems	10/29/10
E-304-B	Roof Plan - Module B - Power	10/29/10
E-400	Enlarged Plans - Electrical	10/29/10
E-500	Electrical One Line Diagrams	10/29/10
E-501	Electrical One Line Diagrams	10/29/10
E-600	Electrical Notes and Details	10/29/10
E-601	Electrical Notes and Details	10/29/10
E-602	Electrical Notes and Details	10/29/10
E-603	Electrical Notes and Details	10/29/10
E-700	Electrical Schedules	10/29/10
E-701	Electrical Schedules	10/29/10
E-702	Electrical Schedules	10/29/10
E-710	Electrical Material List	10/29/10
<u>TELECOMMUNICATIONS DRAWING LIST</u>		
T-000	Technology Cover Sheet	10/29/10
T-100	Site Plan - Technology	10/29/10
T-101-A	First Floor Plan - Module A - Technology	10/29/10
T-101-B	First Floor Plan - Module B - Technology	10/29/10
T-102-A	Second Floor Plan - Module A - Technology	10/29/10

T-103-A	Third Floor Plan - Module A - Technology	10/29/10
T-104-A	Roof and Penthouse Plan - Module A - Technology	10/29/10
T-104-B	Roof Plan - Module B - Technology	10/29/10
T-400	Enlarged Plans - Technology	10/29/10
T-401	Enlarged Plans - Technology	10/29/10
T-500	Technology Riser Diagram	10/29/10
T-600	Technology Details	10/29/10
T-601	Technology Details	10/29/10
T-710	Technology Material List	10/29/10

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for _____

certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

Firm Name: _____

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

[Contractors With 25 or More Employees]

**CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT**

_____, having 25 or more employees, does hereby certify pursuant to Section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that [he, she, it] shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies, that [he, she, it] is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

By Authorized Agent

Date

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: "I (we) hereby certify and affirm that my (our) proposal was prepared independently for this project and that it contains no fees or amounts other than for legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade."

Name of Bidder: _____
Date: _____

(If an individual)
Signature of Bidder: _____

Business Address: _____

(Seal)

(If a Partnership)
Firm Name: _____

Business Address of all partners of the Firm:

(Seal)

(If a Corporation)
Name of Officers:
President: _____
Secretary: _____
Treasurer: _____
Attest: _____
Secretary

(Seal)

EXECUTE AND ATTACH TO PROPOSAL FORM

**CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY**

_____ [contractor], does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that [he, she, it] has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

CERTIFICATE REGARDING HUMAN RIGHTS ACT

Any company or organization to be awarded a contract for goods and/or services must be in compliance with the **Human Rights Act** and all rules and regulations thereunder. Our company has an Equal Employment Opportunity and Affirmative Action Program which complies with Executive Order 11246, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 and the Rehabilitation Act of 1973.

YES _____ NO _____

CERTIFICATE REGARDING THE PREVAILING WAGE ACT

Our company certifies that it is eligible for bidding on public contracts, and has complied with section 11a of the Prevailing Wage Act, 820 ILCS 130/0.01-12(2000), and has not disregarded their obligations to employees under the Prevailing Wage Act on two (2) separate occasions, and that they, or any firm, corporation, partnership or association in which such contractors or subcontractors have an interest, are not prohibited from being awarded any contract or subcontract for a public works project. In addition, Joliet Junior College is requesting all Bidders/Awarded Trade Contractors to employ labor from a recognized apprenticeship training program as a condition of award.

YES _____ NO _____

CERTIFICATE REGARDING VALID BUSINESS LICENSE

Our company is eligible to do business in the State of Illinois and have submitted as part of this bid a valid business license and the Federal Employer Tax Identification Number (FEIN) or Social Security Number for individuals. Further, if applicable, our company will employ apprentices who are properly indentured into a Joint Apprenticeship Training Program which is registered and certified with the United States Department of Labor, Bureau of Apprenticeship and Training.

YES _____ NO _____

FEIN Number _____

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

BIDDER INFORMATION FORM

Bidder Information Form is to be submitted with each Bid Form.

- 1) Total Bonding Capacity: \$ _____
Single Project Bonding Capacity: \$ _____
Work Currently Bonded: \$ _____
- 2) Work now under contract: \$ _____
Work in place last year: \$ _____
Average annual sales last 3 years: \$ _____
- 3) Current Experience Modification Rating (EMR): _____
- 4) Has firm ever failed to complete a contract: _____
- 5) Submit two (2) Owner or Architect/Engineer References:
 - a. Name: _____
Telephone Number: _____
 - b. Name: _____
Telephone Number: _____
- 6) Contractor Qualifications:
 - a. The Owner may require from any Bidder, prior to award of the contract, a detailed statement regarding the business organization, years in service, and the technical organization and plant of the Bidder that is available for the work contemplated.
 - b. The competency and responsibility of the bidders and of their proposed Subcontractors may be considered in making awards.

By _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO BID FORM