



PROFILE

The Flagg-Rochelle Community Park District was formed as it's known today in 1966. As a township park district, a separate government from Flagg Township itself, the Flagg-Rochelle Community Park District serves the people living within Flagg Township, which includes most of residents of the City of Rochelle, all of the people who reside in Flagg Center, as well as rural residents in Flagg Township outside of the municipalities.

Currently the Flagg-Rochelle Community Park District serves a population of 13,276, contains 17 parks within 497 acres of land, 3 indoor facilities including the 91,000 ft² REC Center, a seasonal, outdoor pool and splashpad with 7 full-time employees, 3 permanent part-time, and over 50 seasonal employees operating within a \$3 million budget.

CONTACT

PHONE:
(815) 562-7813

WEBSITE:
www.RochelleParkDistrict.org

EMAIL:
johlinger@rochelleparkdistrict.org

FLAGG-ROCHELLE COMMUNITY PARK DISTRICT

802 Jones Road | Rochelle, IL 61068

REQUEST FOR BID: REMOVALS AT HELMS

Submission Deadline: February 5, 2024
Point of contact: Jackee Ohlinger

OUR MISSION

The Flagg-Rochelle Community Park District shall develop and maintain a responsive, efficient, and creative parks and recreation system for all citizens, composed of a variety of services, park areas, and facilities contributing to the well-being of the individuals, family, the attractiveness of the neighborhood, and the socio-economic health of the community.

INFORMATION FOR BIDDERS

Receipt and Opening of Bids

The Flagg-Rochelle Community Park District invites bids on the forms attached for 2024 Helms Removal Project. The Flagg-Rochelle Community Park District will accept sealed bids until 12:00 pm on February 5, 2024 at the District office, 802 Jones Road, Rochelle, IL 61068. Bids will then be publicly opened and read aloud at the Flagg-Rochelle Community Park District office. The bid envelope must be sealed and addressed to Jackee Ohlinger, Executive Director, and include the following information:

- Name of Bidder
- Bidder's Address
- Date and Time of Bid Opening
- Bid Enclosed: **2024 Helms Removal Project 24-A**

Qualifications of Bidders

The Flagg-Rochelle Community Park District may investigate the Bidders ability to supply the necessary equipment, and the Bidder shall furnish all such information and data for the purpose as requested. Companies who have failed to complete projects with the District in the past will not be considered. The Flagg-Rochelle Community Park District reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the District.

Compliance with Laws

Bidders shall at all times observe and comply with all laws, ordinances, and codes of the Park District and all federal, state, and local governments and other governmental agencies including, but not limited to, prevailing wage laws (820 ILCS 130) which may in any manner affect the preparation of Bids and Proposals or the performance of this Contract.

Insurance Coverage & Requirements

The contractor must obtain/acquire the following coverage's:

- Certificate of Commercial / General Liability Insurance of not less than \$1,000,000 each occurrence.
- Business Auto and Umbrella Liability Insurance of not less than \$1,000,000 each accident.
- Workers Compensation and Liability Insurance within Illinois Statutory Limits.
- List the Flagg Rochelle Community Park District as additional insured.

All bidders agree to the following: To the fullest extent permitted by law the contractor shall pay, indemnify, defend and hold harmless the Flagg-Rochelle Community Park District (FRCPD) its officers, representatives, elected and appointed officials, agents, and employees ("Indemnified Parties") from and against any and all claims, loss, expense, liability, damage or cost (including, without limitation, judgments, attorneys' fees and costs, court costs and the cost of appellate proceedings) which any of the Indemnified Parties incur because of injury to, or death of any person, or on account of damage to property, including the loss of use thereof, or any other claim arising out of, in connection with or as a consequence of the performance of, or the failure to perform, the remodeling work contemplated under the Contract by the contractor, its agents, employees, subcontractors or anyone for whose acts the contractor may be liable with respect to the remodeling work contemplated herein. Further, the contractor agrees that it is solely responsible for compliance with all safety laws applicable to the work performed hereunder, including but not limited to the Occupational Safety and Health Act of 1970 and the Construction Safety Act of 1960 and all standards and regulations which have been or shall be promulgated by the agencies which administer the Acts.

Damages to Property

The contractor shall be responsible for any damage to properties caused by the acts of their work in the course of performance of this contract and shall replace or restore to its original condition any such damaged property at no cost to the District. The Flagg-Rochelle Community Park District shall be held harmless for all liability under the Scope of Work of this contract. All outside and inside areas of the building and the grounds shall remain clean and free of any construction debris. An allotted area will be allowed for material storage.

Taxes

The Rochelle Park District is a tax-exempt organization. A copy of the Districts' tax-exempt form will be furnished.

Payment

Once the contractor has finished the project work, the contractor shall notify the Park District that the work is ready for final inspection. The final payment will not be released until the Park District receives all required documents and completed a final inspection.

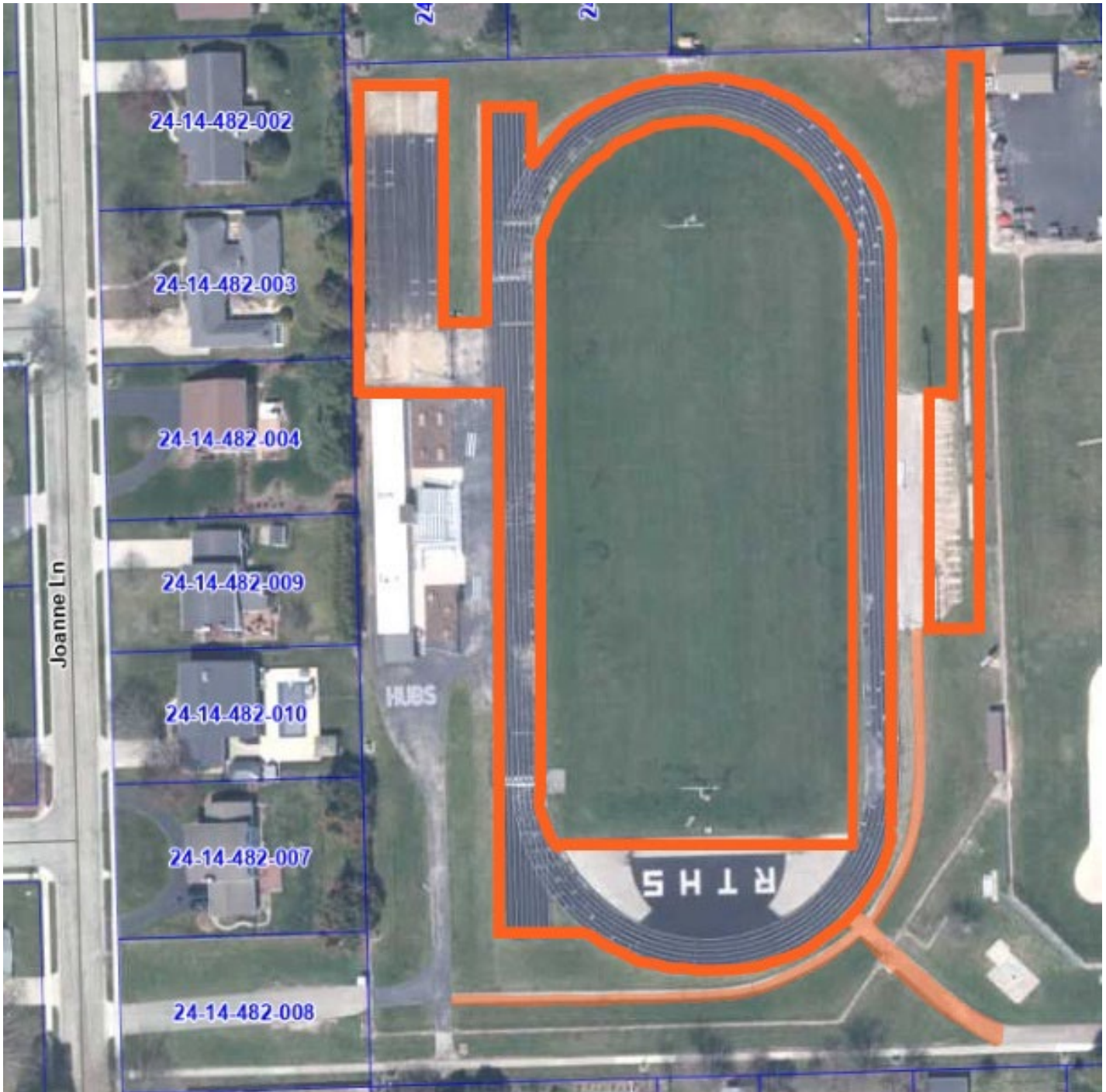
Examination of Site

Bidders are encouraged to visit the site of the proposed work and become fully acquainted with existing conditions in order to submit a bid for the proposed project. By submitting a bid, the bidder agrees and warrants to have examined the site(s) and contract documents, and where the contract documents require in any part of the work a given result to be produced, that the specifications and/or drawings are adequate, and the required result can be produced under the specification and/or drawings. The contractor is responsible for confirming the field measurements of each location included in the bid.

Project Specifications

The District is seeking bids to remove the existing track, jump pits and related fencing shown on the drawing A. Work is located at the northeast corner of Jones Road & 8th Street commonly known as Helms Field, Rochelle IL 61068.

A.



Scope of Work

The contractor will be responsible for the following work;

- Remove all track related asphalt surfaces and related subsurface material.
 - Drawing has areas framed in dark orange.
 - Sidewalk removal shown in light orange for removal.
- The contractor will replace said material with a combination of clean fill dirt and a minimum of 5" of black dirt.
- All disturbed areas will be covered with erosion blanket.
- The disturbed area will need to be seeded with an IDOT Class 1 approved seed.
- Contractor will provide a starter fertilizer with the seeding.
- The contractor must provide all necessary labor, equipment, suitable soils and materials and must dispose of all materials in an environmentally responsible manner.
- Removal of the south side fencing and the east side fencing will be bid as an alternative. (B)
- The football field will not be disturbed during the project and the goal posts, flag pole and scoreboard are to remain.
- Access to the property during construction will be off Joanne Lane.
- See attached map for removal areas.

Bid Bond

The performance and payment bonds shall be for an amount equal to one hundred percent (100%) of the Contract Sum and secured from a company that meets the requirements specified in the requisite forms.

Project Dates & Deadlines

- January 6, 2024 Project Announcement/RFP Released
- January 24, 2024 Optional Site Visit & Meeting at 10:00 AM
- January 31, 2024 Last day for Questions/Clarifications
- February 5, 2024 RFP Proposal Deadline & Bid Opening
- February 19, 2024 Announcement of Contract
- May 1, 2024 Final Inspection & Project Completion Deadline

Time of Completion and Penalties

Work must be completed by May 1, 2024. If the work is not completed by May 1, 2024 the contractor will owe the district a penalty equal to \$200 per day for each day the work is not completed. Any damages owed to the Flagg-Rochelle Community Park District may be deducted from any payments to the Contractor.

Submittal Procedures

Bids may be delivered in person to 802 Jones Road, Rochelle, IL 61068 or mailed to the same. Bids that are emailed should be sent to johlinger@rochelleparkdistrict.org.

Designated Contact

The awarded company shall appoint one person to act as the primary contact with the district. This person will be listed on the below bid form as the designated contact.

Statement of Contractor's Qualifications

Please Provide Brief Written Company History/Qualifications

BID FORM

Name of Bidder: _____

Having carefully examined the Proposal requirements and the Request for Bid, any addenda, and conditions affecting the work, the undersigned proposes to provide the required materials, equipment and labor in the attached Proposal for the total sum not to exceed:

GRAND TOTAL \$ _____

Respectfully Submitted,

Name of Firm: _____

Address of Firm: _____

Signature: _____

Telephone Number: _____

Primary Contact: _____

Primary Contact Email: _____

Primary Contact Phone Number: _____

Name of Vendor:

Please Provide Three References

REFERENCE 1

NAME:
ORGANIZATION:
TITLE:
AFFILIATION:
PHONE NUMBER:

REFERENCE 2

NAME:
ORGANIZATION:
TITLE:
AFFILIATION:
PHONE NUMBER:

REFERENCE 3

NAME:
ORGANIZATION:
TITLE:
AFFILIATION:
PHONE NUMBER:

B.

