



Request for Proposals

**Bid Number: 2023-08-03
for**

REHABILITATION AND REACTIVATION OF RIEGEL FARM STAGE 2

**Date of Issue: August 8th, 2023
Proposals Due Date: August 22nd, 2023
Time: 5:00pm Central Time**

Village of University Park
Elizabeth Scott, Village Manager
44 Town Center Drive
University Park, IL 60484
Phone: (708)-534-6451
Email: escott@university-park-il.com

REQUEST FOR PROPOSALS

REHABILITATION AND REACTIVATION OF RIEGEL FARM STAGE 2

THE VILLAGE OF UNIVERSITY PARK, in accordance with the laws of the State of Illinois, hereby notifies all bidders that it will affirmatively ensure that the contract(s) entered into pursuant to this notice will be awarded to successful bidders without discrimination on the grounds of race, color, religion, sex, age, sexual orientation, marital status, disability, familial status or national origin. The Village seeks to enter an on-call contract to execute construction and construction management services requested through the Rehabilitation and Reactivation of Riegel Farm Project. The Village seeks to retain a qualified contractor who will serve to oversee and complete the rehabilitation of Riegel Farm in accordance with the scope of work outlined below.

BID #: 2023-08-03
Issue Date: 08/08/2023
Due Date: 08/22/2023 at 5:00 pm
Bid Opening: 08/23/2023 at 10:00 am

A. Project Overview

Riegel Farm has long been a beloved community amenity, however due to a combination of capacity constraints and budgetary constraints this historic farm is in need of repair and restoration after several years of deferred maintenance. While this project serves as a large step within the larger revitalization effort, the ultimate goal of this project is to reactivate Riegel Farm as a recreational and educational destination for University Park and surrounding communities. The proposed site redevelopment strategy at this stage of the project consists of engineering design for the resurfacing of the parking lot and portions of the walking path and landscape design for native plantings and educational signage. Furthermore, the proposed scope of work will include the resurfacing of the parking lot in accordance with the engineering design, installation of landscaping and educational signage in accordance with landscape design, installation of security cameras, a new playground, and softball field improvements. The result of this redevelopment will be a family gathering and activity space for the South Suburbs that will serve as a community center, recreational facility, and educational amenity that will serve to inspire the next generation of scientists, agribusiness pioneers, historic preservationists, and sustainable developers.

The Village is currently seeking a team of contractors for the design, construction, and construction oversight of the proposed scope of work.

B. Scope of Work

The selected contractor will be required to select a team of qualified consultants to complete and oversee the scope of work as outline below. This project does not reflect the necessary scope to fully rehabilitate and reactivate Riegel Farm and will be referenced as "Stage 2", which includes a focus on grounds-related improvements prior to fully programming the space. Project design must commence within 30 days of a written notice to proceed in accordance with current Village code and local regulations.

Work on this project includes all design, materials, labor, equipment, and services for removal, regarding the repair, replacement, and installation of materials as they relate to the rehabilitation of Riegel Farm. Bidders must provide proof of necessary permits, licensure, and licensing and performance bonds.

Proposed tasks include:

- Engineering design of the parking lot and trail resurfacing;
- Landscape design for native plantings and accompanying educational signage;
- Obtaining necessary permits, licenses, and bonds;
- Parking lot resurfacing;
- Trail Resurfacing;
- Installation of landscape design and educational signage;
- Security Camera Installation;
- Softball field improvements including landscaping, fence repair, bleacher repair, restriping, and installation of new bases; and,
- The installation of a new playground facility, as selected by the Village of University Park.

Payment for completed services will be processed within 30 days of completion on a project-by-project basis and the total contract term is not to exceed one calendar year.

C. Insurance Requirements

The selected contractor shall provide at its own cost the following forms of insurance through the completion of the contract period:

- Commercial General Liability (CGL) coverage with limits of liability not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate.
- Commercial Liability Umbrella coverage with limits of liability not less than \$2,000,000.
- Comprehensive Automobile Liability coverage with limits not less than \$1,000,000 per incident.
- Workers' Compensation and Employers' Liability.

The Village of University Park shall be named as an additional insured on the policies required above. The selected contractor shall furnish certificates of insurance to the Village and corresponding policy endorsement setting forth the required coverage herein prior to entering any project areas or commencing any work. Such policies shall contain an endorsement requiring the carrier to give at least ten days prior notice of cancellation to the Village. All insurance required by this contract shall be primary and non-contributing to any insurance maintained by the Village. This policy may not include any exclusion for IL Labor Laws, injury to employees or to subcontractors. Any subcontractors shall have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to independent contractors. The contractor agrees to cause each subcontractor to furnish the Village with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage herein prior to any such contractor entering any project area or commencing any work.

D. Non-Collusion Certification

By submission of this response, each bidder and each person signing on behalf of any bidder certifies under penalty of perjury, that to the best of their knowledge and belief:

1. The prices included with this bid have been deduced independently without collusion, consultation, communication, or agreements, for the purpose of restricting completion, as to any matter relating to such prices with any other bidder or with any competitor; and
2. Unless otherwise required by law, the prices which have been provided in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

E. Proposal Requirements

Complete proposals shall include the following:

- **Quotes:** Provide quotes in the format of a line item per task format including an option to accept or decline on a case-by-case basis. A site development map has been included in **Appendix A**. Additionally, the anticipated format includes a proposal responsive to the following quantities including materials and labor for installation:

Item	Quantities	Notes
Engineering Design	1	Engineering design of the parking lot and trail resurfacing.
Landscape Design	1	Landscape design of native plantings arounds the property and accompanying educational signage (4 signs minimum).
Resurfacing of Parking Lot and Trails	Approx. 19,500 SF (Parking Lot) Approx. 9,000 SF (Trail) *Access drives and circle drives excluded	Resurfacing of the parking lot and trail including striping and identification of ADA parking spaces.
Security Cameras	Install a total of 4 security cameras.	Cameras should be able to notify the Village of University Park Police Department of motion detected after 8 pm.
Softball Field Improvements	4 Bases 1 Pitchers Mound	Replacement of bases and pitchers mound. Landscaping improvements, bleacher and fence

		maintenance, and lightbulb replacement as needed.
Playground Installation	1 Playground	Playground installation in accordance with Appendix B.

- **Relevant Work Experience:** Describe your experience as it pertains to rehabilitation projects, historic preservation projects, or other similar work including any participation as a contractor for municipal projects.
- **Confirmation of Capacity:** Describe your capacity including number of employees or your anticipated timeline to complete the work as outlined in the scope of work. Please also confirm the ability to initiate work within 30 days of a written notice to proceed.
- **Statement of Prevailing Wage:** As per Village ordinance, the Village is required to utilize prevailing wage on municipal contracts. Please include a statement acknowledging this requirement and your ability to adhere to this requirement.
- **Statement of Access to Supporting Documents:** Statement of ability to obtain the required insurance coverage, permits, and bonds (license and performance).
- **References:** Please provide three professional references.
- **Certification Statement (optional):** Please indicate whether your company is an Illinois certified M/WBE.

F. Submission Instructions

Proposals must be delivered to the Village by 5:00 pm on August 22nd, 2023. Submissions should be mailed in a sealed envelope labeled “Rehabilitation and Reactivation of Riegel Farm State 2 – [COMPANY NAME]” to the attention of Village Manager Elizabeth Scott. Submissions received after the specified date and time will not be accepted.

Please mail proposals to:

Village of University Park
44 Town Center Drive
University Park, IL 60484
Elizabeth Scott, Village Manager

G. Right to Amend or Terminate Contract

If the contracting party fails to comply with any of the terms, provisions or conditions of the contract, including the exhibits, the Village shall have the right, in addition to all other available remedies, to declare the contract in default and, therefore, to terminate it and to resubmit the subject matter of the contract to further public procurement. In that event, the contracting party shall pay the Village, as liquidated damages, the amount of any excess of the price of the new contract over the contract price provided herein, plus any legal or other costs or expenses incurred by the town in terminating this contract and securing a new contracting party.

Applicant (Sponsor) Legal Name: _____

Project Title: _____

Riegel Farm Revitalization

Proposed Improvements

1. Landscaping and Interpretive Signage
2. Bike Path and Sidewalk Improvements
3. Softball Field Improvements
4. Playground Installation
5. Parking Lot Resurfacing and ADA Improvements

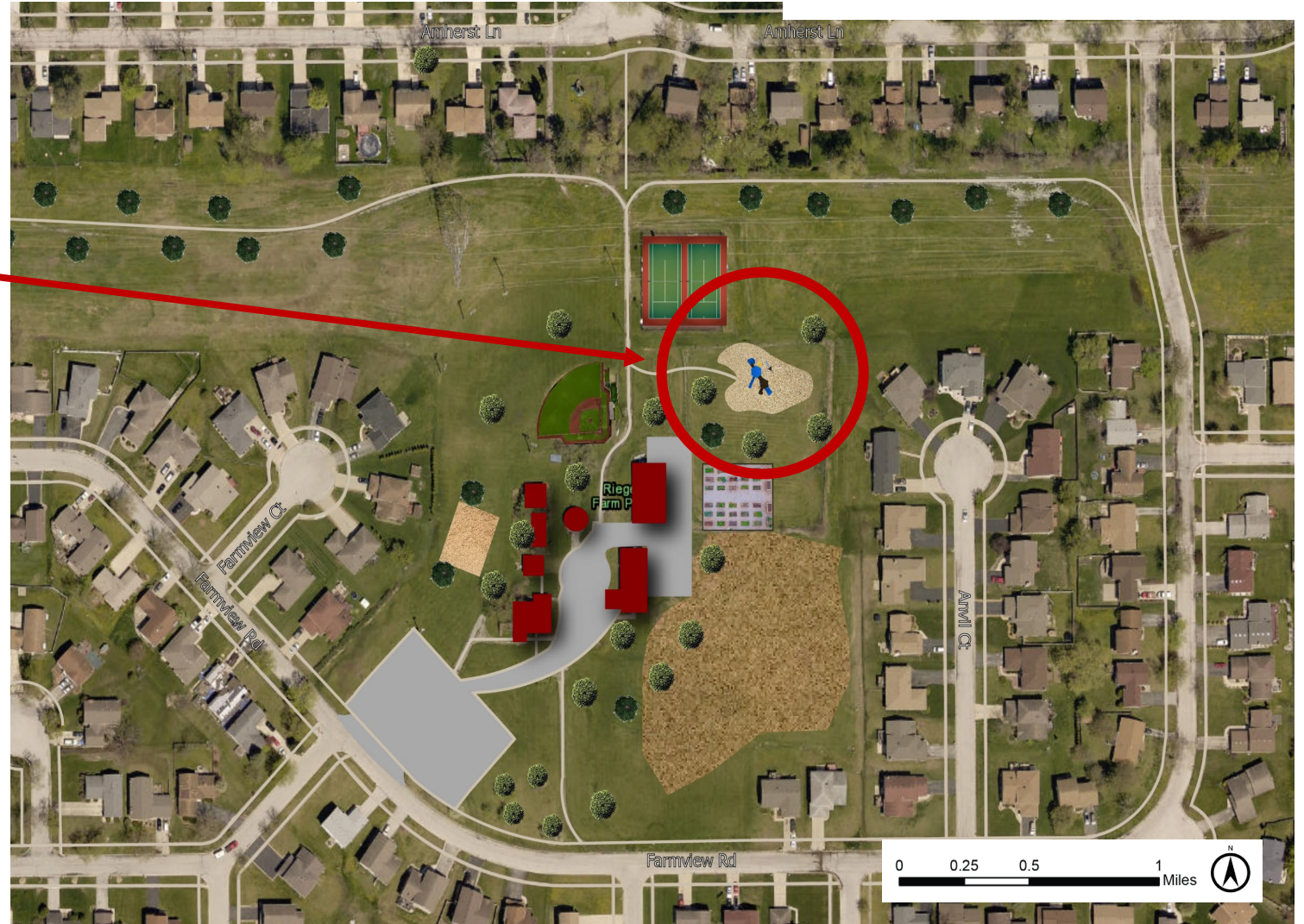


Playground

Attachment A-3b - Playground
University Park
Riegel Farm Revitalization



Capacity: 57-65
Safety Zone: 37'4" x 39'10"
In-Ground Mounted
ADA Compliant
Play Surface: Engineered
Wood and Fiber



Prepared for



Prepared by

