



Request for Proposals REBID

**Bid Number: 2023-04-01
for**

RIEGEL FARM DESIGN AND CONSTRUCTION SERVICES

**Date of Issue: May 1st, 2023
Date of Rebid: May 19th, 2023
Proposals Due Date: May 25th, 2023
Time: 5:00 pm 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

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.

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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 consists of the rehab of a farmhouse, historic barn, parking lot, and land connecting these facilities. The Riegel Farm Main House will be redeveloped into a welcome center to serve as the administrative center of the campus. The Riegel Farm Historic Barn will require minimal upgrades to better utilize the space. The plan is to convert the offices into a multipurpose work education space. Upon completion, the revitalization of Riegel Farm will fully restore a previously lost community amenity. The result of this redevelopment will be a first of its kind recreational farm 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 contractor to provide design, construction and construction oversight services for this Project.

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 "Phase I", which includes a focus on the administrative building as Identified in **Appendix A**.

Work on this project includes the production of necessary design and construction documents to guide the project through to construction. Furthermore, work on this project includes all materials, labor, equipment, and services for removal, regarding the repair, replacement, and installation of

materials as they relate to the rehabilitation of Riegel Farm. Oversight of construction for compliance with construction specifications is also requested. Bidders must provide proof of necessary permits, licensure, and licensing and performance bonds.

Proposed tasks include:

- Design and Construction Oversight Services;
- Obtaining necessary permits, licenses, and bonds;
- Security Cameras;
- Lighting Improvements;
- Painting of the Historic Barn;
- Doors for the Administrative Building;
- Gutter Replacement of the Administrative Building;
- Siding Replacement of the Administrative Building; and,
- Window Replacement of the Administrative Building.

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 a quote for Design and Construction Oversight Services at minimum. It is understood that additional tasks will be required as a part of this project, however, prior to detailed construction drawings, costs may be difficult to determine. Therefore, planning level cost estimates are appreciated but are not required. The following tasks will be included as a part of this project:

Item	Quantities	Notes
Design and Construction Oversight Services	N/A	This project will require a design process be completed prior to construction. Following an approved design, the selected project team will also provide oversight to ensure construction is proceeding as agreed.
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.
Lighting Improvements	Existing lighting fixtures to remain where possible with the replacement of: <ul style="list-style-type: none"> • 4 LED Lights in Pole Mounted Fixtures • 12 LED Lights in Wall Mounted Fixtures Disposal of existing lightbulbs requested.	Lights should include sensors to operate automatically after dark. See Appendix B for further reference.
Painting Historic Barn	Apply primer and paint to the historic barn (see #2 on Appendix A).	The Village has identified Rockaway Red (Nautica Paint) or a similar color as the preferred paint color.

Doors of Administrative Building	Remove and replace 2 screen doors on the front porch of the administrative building. Remove and replace 2 exterior doors on the first floor of the administrative building.	The Village should be included in discussions regarding replacement doors to ensure they will meet necessary security requirements.
Gutter Replacement of Administrative Building	Install approximately 240 linear feet of gutter on the roof of the administrative building.	
Siding Replacement of Administrative Building	Remove and replace siding on the administrative building.	
Window Replacement of Administrative Building	Remove 21 existing windows on the existing building and one door on the second story of the administrative building and replace with 22 windows.	

- **Relevant Work Experience:** Describe your team’s 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 team’s 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 team’s ability to adhere to this requirement.
- **Statement of Access to Supporting Documents:** Statement of ability to obtain the required insurance coverage, permits, and bonds (payment and performance).
- **References:** Please provide three professional references.
- **Certification Statement:** As a part of the funding requirements for the funding utilized for this Phase of the project, the following M/WBE requirements must be met by the proposed project team:
 - **BEP Overall Goal:** 29%
 - **MBE Goal:** 18%
 - **WBE/PBE Goal:** 11%

A statement indicating the proposed project team understands and will adhere to these metrics must be provided for proposal consideration.

F. Submission Instructions

Proposals must be mailed to the Village by 5:00 pm on May 25th, 2023. Submissions should be mailed in a sealed envelope labeled “Rehabilitation and Reactivation of Riegel Farm” to the attention of Village Manager Elizabeth Scott. Submissions received after the specified date and time will not be accepted. A bid opening will take place at 10:00 am on May 26th at Village Hall.

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.

Appendix A. Site Layout



Riegel Farm Site Map

1. Administrative Building (Existing)
2. Preserved Barn (Existing)
3. Parking Lot and Drives (Existing)
4. Tree Plantings (Future)
5. Native Prairie Restoration (Future)
6. Sand Volleyball Court (Future)
7. Hen House (Existing)
8. Storage Barn (Existing)
9. Community Garden (Future)
10. Baseball Diamond (Existing)
11. Tennis Courts (Existing)
12. Shared-Use Trail (Existing)
13. Storage Sheds (Existing)