

**18120 – STANDBY GENERATOR REPLACEMENT PROJECT  
RFP ADDENDUM ONE**

**Date of Addendum: April 19, 2018**

**NOTICE TO ALL POTENTIAL RESPONDENTS**

The Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

**PROPOSAL SUBMITTAL DEADLINE**

**The Proposal submittal deadlines have changed in order to accommodate a day for subcontractors to walk through both sites.**

**1.0 – RFP**

Changes to the RFP Timeline

Item	Section	Description of Change
1.1	Page 1 – Cover Sheet	Replace Page 1 – Cover sheet with the attached revised Page 1 – Cover sheet.
1.2	Page 2 – Notice to Bidders	Replace Page 2 – Notice to Bidders with the attached revised Page 2 – Notice to Bidders

**2.0 – QUESTIONS AND ANSWERS**

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
2.1	None at this time.

**3.0 – INFORMATION**

None at this time.

**END OF ADDENDUM**



**REQUEST FOR BID # 18120  
FOR THE  
STANDBY GENERATOR REPLACEMENT PROJECT**

<https://www.wilmette.com/government/bids-rfps/>

<b>Mandatory Pre-bid Meeting</b> 711 Laramie Avenue, Wilmette, IL 60091	April 17, 2018 10:30 am local time
<b>Last Date/Time to Submit</b> <b>Subcontractor Optional Pre-bid Meeting</b> <b>Reservation Request</b>	April 27, 2018 2:00 pm local time
<b>Village To Notify Contractor of</b> <b>Subcontractor Optional Pre-bid Meeting</b> <b>Start Location</b>	April 30, 2018 2:00 pm local time
<b>Optional Subcontractor Pre-bid Meeting</b>	May 1, 2018 10:30 am local time
<b>Last Date/Time for Questions</b>	May 10, 2018 2:00 pm local time
<b>Last Addendum Issued</b>	May 15, 2018 2:00 pm local time
<b>Bids Due At Village Hall</b> 1200 Wilmette Ave, Wilmette, IL 60091	May 22, 2018 2:00 pm local time
<b>Bid Opening</b>	May 22, 2018 2:00 pm local time

**Submit bids to:**

Cliff Ruemmler, Purchasing Manager, Village of Wilmette  
1200 Wilmette Ave, Wilmette, IL 60091  
(847) 853-7619 / [purchase@wilmette.com](mailto:purchase@wilmette.com)

**Note:** This cover sheet is an integral part of the bid documents and is, as are all of the following documents, part of any contract executed between the Village of Wilmette and any successful BIDDER.

# VILLAGE OF WILMETTE NOTICE TO BIDDERS

Notice is hereby given that the Village of Wilmette (the "Village") will receive bids at the Village Hall, 1200 Wilmette Avenue, Wilmette, IL 60091 until May 22, 2018 at 2:00 PM, local time for the purchase and installation of standby generators at the Village's Public Works Facility, 711 Laramie Ave, Wilmette, IL and at the Wilmette Police Station at 710 Ridge Road, Wilmette, IL. Bids will be publicly opened and the amounts on the Summary Bid Sheet will be read aloud.

## **Mandatory Pre-Bid Meeting**

A mandatory pre-bid meeting for all Contractors will be held on April 17, 2018 at 10:30 am local time at the Wilmette Public Works Facility, 711 Laramie Ave, Wilmette, IL 60091. Attendees should be prepared to travel from the Public Works Facility to the Wilmette Police Station on their own. No attendees may join the meeting after 10:45 am local time.

## **Optional Pre-Bid Meeting for Subcontractors**

**Contractor MUST be present with their subcontractors at all times**

An optional pre-bid meeting for subcontractors of the Contractors who attended the Mandatory Pre-Bid Meeting will be held on May 1, 2018 at 10:30 am. Contractors who did not attend the mandatory Pre-Bid Meeting are not eligible to attend.

Contractors must submit a reservation request for the optional pre-bid meeting for subcontractors to the Village, in writing at [purchase@wilmette.com](mailto:purchase@wilmette.com). Contractors must include, at a minimum, the number of people (including themselves) attending and their subcontractor's trade(s) by 2:00 pm on April 27, 2018. The Village will provide the responding Contractors with their meeting location by email no later than 2:00 pm on April 30, 2018.

Attendees should be prepared to travel to and from the Public Works Facility and the Wilmette Police Station on their own. No attendees may join the meeting after 10:40 am.

## **Mechanical & Electrical Drawings**

The applicable mechanical and electrical drawings will not be posted on the website or distributed electronically in any form. These documents will only be given out in hard copy form at the pre-bid meeting.

Only a limited number of copies of the mechanical & electrical drawings will be printed for the pre-bid meeting. Bidders should email Cliff Ruemmler, Purchasing Manager, at [purchase@wilmette.com](mailto:purchase@wilmette.com) by **12:00 pm local time on Monday, April 16, 2018 to reserve their copy**. Bidders who do not reserve a copy beforehand will have to return to the Public Works Yard after the tour of the Police Station to pick up a copy of the mechanical & electrical drawings.

## **Description of Work**

The proposed work is officially known as the Standby Generator Replacement Project, as further described in the **Scope of Work Specifications** section of this request for bid.

## **Availability and Clarification of Documents**

This RFB and any addendums will be posted on the Village's website at:  
<https://www.wilmette.com/government/bids-rfps/>.

Any questions related to this RFB should be submitted in writing to Cliff Ruemmler, Purchasing Manager, at [Purchase@wilmette.com](mailto:Purchase@wilmette.com). Questions received by the Village, including the Village's responses will be consolidated and posted to the Village website. Contractors will provide written acknowledgment of each addendum issued with their Proposal submission. Oral explanations will not be binding. It is the sole responsibility of the Contractor to check the Village' website to determine if an addendum has been posted.