

REQUEST FOR
QUALIFIED PROVIDERS
of a
Planned Fire Alarm and Security Systems Service/Maintenance Agreement - 2015
for
South Suburban College, South Holland, IL
Project No. 14-510-11

TITLED, SEALED QUALIFICATIONS and PROPOSED **Planned Fire Alarm and Security Systems Service/Maintenance Agreement - 2015** will be received at the Purchasing Office (Room 2115), South Suburban College 15800 S. State Street, South Holland, Illinois, up to the hour of **2:00 PM** on **February 18, 2015** to be considered as a provider of the Planned Service Operating/Maintenance Agreement which will include the service and maintenance of the following:

1. Fire alarm system;
2. Security system (not including video surveillance);

The opening of the requested PSA submittals will be conducted in the President's Conference Room No. 2134.

South Suburban College requests PSA responses by qualified Providers who will be eligible to submit a proposal and bid to implement Planned Service Operating/Maintenance Agreement.

The proposed one (1) year agreement with annual renewal for an additional nine years will be between one (1) Provider and South Suburban College for a Planned Service Operating/Maintenance Agreement. The PSA will be implemented at the following locations.

- South Suburban College, Main Campus, 15800 South State Street, South Holland, IL 60473
- Filedhouse/Fitness Center on Main Campus (separate building)
- Oak Forest Campus, 16333 South Kilbourn Ave., Oak Forest, IL

A 10% Bid Bond will be required of all providers. A 100% Performance Bond and a Labor/Material Bond will be required of the successful provider, written by a Surety approved by the Owner. Each bid must be accompanied by a bid bond for an amount not less than ten percent (10%) of the total amount of the bid, as a guarantee that the bidder. If awarded the Agreement, the Provider will furnish a satisfactory performance and labor/material payment bond, execute the Agreement and proceed with the work. Upon failure to do so, the bidder shall forfeit the amount deposited as liquidated damages and no mistakes or errors on the part of the bidder shall excuse the bidder or entitle him to a return of the aforementioned amount.

A Mandatory Pre-proposal Conference will be conducted on **February 6, 2015 at 10:00 AM** in the Board Room in the Main Building. This conference will be comprised of all those who are intending to submit qualifications and a Planned Service Operating / Maintenance Agreement Proposal. No other providers will be considered after this conference.

PSA request documents may be obtained on or after January 26, 2015 at the office of the

Architect, Planera Architects, 18225 Morris Avenue, Homewood, IL 60430.

Potential providers desiring to submit proposed/agreement are advised to inform the, Architect prior to picking up documents. Telephone: 708-747-3600

GUARANTEE PROPOSED AGREEMENT

Provider shall guarantee all proposals for 90 days.

CERTIFICATION AND POLICY FORMS

Contractors shall submit the following forms with their bid:

- 1) Certification of Eligibility to Bid
- 2) Certificate of Compliance with Illinois Drug-Free Workplace Act
- 3) Certificate Regarding Sexual Harassment Policy
- 4) Bidder Responsibility Criteria Financial Stability and Business Practice
- 5) Bidder Responsibility Criteria Project Information Sheet

RESPONSE FORMAT AND CONTENT

Five (5) copies of the PSA response must be submitted to South Suburban College, 15800 South State Street, South Holland, IL 60473. Proposals received after the submittal time and date shall be rejected.

Responses must be submitted in the format outlined in this request document.

Each PSA response will be reviewed to determine if it is complete prior to actual evaluation. The Board of Trustees Community College 510 South Holland, IL reserves the right to eliminate from further consideration any PSA proposed agreement deemed to be substantially or materially unresponsive to the requests for qualification contained herein.

For more information or to schedule a site visit, contact **Mr. Justin Papp, Director of Physical Plant, (708) 210-5727.**