

## **Request for Proposal (RFP)**

**for**

### **The construction of a new pole barn building for the Field Township Highway Department**

Issued: 12-3-2022

Deadline for Final Submission of Questions: 12-9-2022

Bid Date and Time: 12-13-2022

Public Bid Reading: 12-13-2022 at 7:00 P.M.

Anticipated Award Date: 12-13-2022

Bid Package will be made available to general contractors on December 3, 2022 at the Jefferson County Highway Department, 750 Old Fairfield Road, Mt. Vernon, IL 62863, by email at [countyengineer@jeffil.us](mailto:countyengineer@jeffil.us) or electronically at [jeffersoncountyillinois.com](http://jeffersoncountyillinois.com).

**Introduction**

Field Township invites proposals for the construction of a Pole Barn Building at the Field Township Highway Department located at 21803 N. Miller Lake Lane, Texico, IL 62889

Field Township is the Owner of the Property

This will be a tax-exempt project. Federal ID will be made available upon request.

**Scope of Work**

The proposed Pole Barn Building will be constructed at 21803 N. Miller Lake Lane, Texico, IL 62889 on the township owned parcel of land.

**MINIMUM SPECIFICATIONS:**

The proposed Pole Barn will be a 40' X 64', 2,560 square foot pole barn with exterior to match the existing on-premises building.

The building shall have one (1) 3' X 6'8" steel walk in door and two (2) 15'6" X 14' side sliding doors.

The roof shall be 3/12 pitch and shall include a vapor barrier.

The building shall consist of ceiling load-bearing trusses on maximum of 8-foot centers.

Posts should be treated for ground contact. Post will be set at a depth of 48" with a 4 X 10 concrete pad placed under all supporting columns.

A minimum of 2 X 4 roof purlins on 2-foot centers, consisting of yellow pine.

A minimum of 2 X 4 wall girts on 2-foot centers, consisting of yellow pine.

2 treated 2 X 6 splash boards around base of building.

Metal roofing and sides is to be 29-gauge lifetime paint warranty with colored trim and screws.

Building shall include 6" gutters and down spouts.

No overhang is required.

A level site shall be provided by the township.

**Project schedule**

Unless otherwise negotiated, project construction shall be completed no later than 6 months from the award date.

**Submission procedure**

Proposals conforming to the requirements set out in this RFP must be received by Field Township Road Commissioner Gary Wood via email, or by US Mail, by courier, or in person no later than December 13, 2022.

**Gary Wood, Field Township Road Commissioner**

**C/O Jefferson County Highway Department**

**750 Old Fairfield Road**

**Mt. Vernon, IL 62864**

[countyengineer@jeffil.us](mailto:countyengineer@jeffil.us)

Electronic submissions shall include the Bid Form, and the contractor’s proposed schedule. All components of the submissions shall be in PDF format.

Proposals must state that the bids are valid for at least forty-five (45) days.

All proposals shall include:

- a. Coversheet with contractor’s name, address, phone, fax, email and contact information.
- b. Bid Price: Lump sum bid must include all materials and services required to fulfill the Scope of Work. Partial or incomplete bids will not be accepted.
- c. Proof of Insurance as required in this request for proposal.
- d. Addendum reflecting additions or deletions if necessary.

Physical proposals must be submitted in sealed opaque envelopes and marked:

**Request for Proposals**

**for Field Township**

The name and address of the bidder must appear on the envelope.

Field Township may consider any bid not prepared and/or submitted in accordance with the provisions herein as incomplete. Field Township reserves the right to waive irregularities and to reject any and all bids. Field Township also reserves the right to negotiate with the selected bidder in the event that price exceeds projected cost estimates.

### **Modification of Bids**

Modification of bids already submitted will be allowed if submitted in writing prior to the bid date and time noted in this Request for Proposals. Modifications shall be submitted as such and shall not reveal the total amount of either the original or revised bids.

### **Opening, Evaluating and Contracting**

The Field Township Board will publicly read each contractor's proposed bid value and the value of their proposed alternatives at 7:00 P.M. on December 13, 2022.

Note that Field Township is not legally obligated to select the lowest bidder. Field Township reserves the right to select the contractor they deem the best fit to perform this work and best able to fulfill the interests of the Township. The Field Road Commissioner will review all submitted proposal materials prior to selecting a contractor for this project.

All proposals primarily satisfying the requirements of this Request for Proposals will be evaluated to establish which of the bids best fulfill the needs of the Field Township and this project. Field Township anticipates entering into a contract with the successful bidder to execute the proposed work.

All proposals upon submission become the property of Field Township. This Request for Proposal does not commit Field Township to award a contract, to pay any costs incurred in the preparation of the proposal or to contract for the goods and/or services offered. The Field Township reserves the right to accept or reject any or all proposals received as result of this request, to negotiate with all qualified bidders or to cancel this Request for Proposals, if it is in the best interest of Field Township to do so.

### **Guarantee, Service Contract and Warranties**

The successful bidder will be required to guarantee that all work, including any and all labor and materials shall remain free from defects for one (1) year after the project completion. Manufacturers Warranties and other Architectural Warranties shall be collected, bound and submitted to the Owner for their record and possible future use.

### **Insurance, Warranties and Indemnification Requirements**

1. The independent Contractor represents and warrants that:
  - a. The Services shall be performed in accordance with, and shall not violate, applicable laws, rules or regulations, and standard prevailing in the industry and the Independent Contractor shall obtain all permits or permissions required to comply with such laws, rules or regulations, where applicable;
  - b. The Independent Contractor will perform the Services in accordance with the specifications established by the Township;
  - c. The Independent Contactor shall pay Prevailing Wage

2. The Independent Contractor shall comply with all of the Township's standards and procedures when working on-site at the Township
3. The Township shall not be liable for injury or death occurring to the Independent Contractor or any of its employees or other assistants in the course of performing this Agreement.
4. The Independent Contractor hereby indemnifies and holds harmless Jefferson County, Field Township, its board of directors', employees, agents or underwriters from any damages, claims, liabilities, and costs, including reasonable attorney's fees, or losses of any kind or nature whatsoever ("loss") which may in any way arise from the Services performed by the Independent Contractor hereunder, the work of employees of the Independent Contractor while performing the Services of the Independent Contractor hereunder, or any breach or alleged breach by Independent Contractor of this Agreement, including the warranties set forth herein. The Township shall retain control over the defense of, and any resolution or settlement relating to, such Loss. The Independent Contractor will cooperate with the Township and provide reasonable assistance in defending any such claim.
5. The Independent Contractor will carry applicable liability insurance (including malpractice or professional insurance, when warranted) relative to any service that [he or she] performs for the Township with limits of liability not less than \$1,000,000 per Occurrence with an Aggregate limit of liability and not less than \$2,000,000 during the entire term of the Agreement. It is further agreed and understood the Independent Contractor will name the Township as an Additional Insured. Automobile Liability with limits of liability not less than \$1,000,000 per Occurrence. Where applicable, the Independent Contractor will furthermore comply with the State of Illinois Workers' Compensation Act.
6. Each Bidder shall furnish, if applicable, a performance bond covering the complete execution of the project according to the contract documents and a payment bond covering payment of any and all obligations associated with the project.

## BID FORM

(It is preferred that the Bid Response use this form, however, Field Township reserves the right to accept Bids which provide the necessary information without using this form)

I, \_\_\_\_\_, hereby representing  
(Agent Submitting RFP)

\_\_\_\_\_, have read and reviewed the attached specifications.  
(Company)

I state the hereby offer meets or exceeds all requirements set forth in the Request for Proposal.

Company Name	Authorized Person (Print)
Address	Signature
City/State/Zip	Title
Telephone	Date
Tax ID No.	E-Mail Address

The above company shall provide the materials and services, and insurance requested for the goods and services of this RFP for a cost to Field Township as follows.

**ITEM DESCRIPTION**

**BID PRICE**

**Pole Barn**

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