

REQUEST FOR PROPOSAL GEOTECHNICAL SERVICES

A. Overview of the Project

The Board of Trustees of the Villa Park Public Library is now accepting proposals for the scope of work detailed in this document from qualified Geotechnical Engineering firms. The Villa Park Public Library has determined that the current facility at 24,000 square feet no longer provides adequate space to serve the Library District's residents. The Library is anticipating that the required space will be approximately 34,000 square feet with a new parking lot with 55 spaces. A referendum for this project was passed in 2016.

B. Contractor's Scope of Geotechnical Engineering Services

1. Geotechnical Engineering services shall perform soil borings and analyze the soils in the area of new construction. The locations and depths of these test borings are based on a preliminary design of the proposed structures. Proposals are being solicited based on boring depths indicated on attached boring map.
2. Provide a Geotechnical Report, signed and sealed by an Illinois licensed professional engineer, which presents findings of subsurface exploration and provides geotechnical recommendations regarding the design and construction of proposed new building foundations, floor slabs, and pavements for the project. The report shall indicate the seismic site class, allowable soil bearing pressure, lateral soil pressure (active, passive, and at rest), and associate backfill requirement to obtain these pressures.

Terms of Proposal

Conformance with the Law – All Contractors who shall perform services for the Villa Park Public Library shall conform with the requirements of those provisions of Illinois law as shall govern the furnishing of service to municipalities.

Tax Exemption – The Villa Park Public Library is exempt from the Illinois State Municipal or County Retailers Occupation Tax, Service Occupation Tax, Use Tax, and Service Use Tax as described in Illinois Revised Statute Chapter 120. Proposal prices shall not include the cost of such taxes.

Public Safety and Convenience – The Contractor shall conduct work so as to ensure the least possible interference with the use of the premises and approaches thereto by both the owner and the public. The convenience of the General Public and the Occupants of the building and the protection of person and property are of prime importance and shall be provided for by the Contractor. The successful Contractor is solely responsible for ensuring that all work performed under this agreement is conducted in a safe manner and that all employees performing work for the Contractor have received safety training on a regular and consistent basis and is in compliance with OSHA and other regulatory provisions.

Contract Execution – The Contractor agrees that upon the award of the contract by the Library, he will execute the agreement and return the executed contract to the Library within fifteen (15) days after the receipt of the Notice of Award and the Contract.

Default and Termination – If the Contractor fails to deliver the services specified in the agreement hereof for a period of more than fourteen (14) days for any reason, excluding

acts of God, strikes and work stoppages, and acts of a common enemy, the Library shall have the right to terminate this contract forthwith and to secure the furnishing of said services by contract or otherwise, charging against the Contractor any excess cost incurred by the Library therefore, and to pursue any and all other remedies that the Library may have by virtue of any of the provisions of this contract and any and all other remedies provided by law.

Exceptions to Scope of Work – Change orders must receive prior written approval by both the Library and Contractor prior to commencement of the requested work.

Submittal Requirements

The proposal must include the following:

1. An itemized summary of the costs and fees to be charged. Any conditions, qualifications or assumptions made in determining these costs should be identified.
2. A list of any data, supplies, or use of Library resources that your firm will expect to be provided by the Villa Park Public Library, if any.
3. A statement that your firm agrees to comply with all terms and conditions of the contract as stated herein and attached hereto.
4. Contact information for your firm, including the name(s) of the contact person(s), e-mail address(es), telephone number(s), and fax number(s).
5. An executable proposal in the form provided by your company for such purpose, including this Request for Proposal and Independent Contractor's Agreement included as attachments thereto.
6. References (name, address of job site, and phone number) from at least five (5) customers for whom you have completed comparable work.

Award of Contract

The contract shall be awarded to the proposal determined by the Library to be most responsive to the requirements of the services to be provided. The Library reserves the right to reject any and all proposals and to waive any and all technicalities. While price is the major consideration, the Library reserves the right to consider other aspects including but not limited to the following:

- The ability, capacity, and skill of the Contractor to perform the work.
- Whether the Contractor can perform the work promptly, without delay or interference.
- The character, integrity, reputation, judgment, experience, and efficiency of the Contractor.
- The quality of performance of previous contracts or services.
- The previous and existing compliance by the Contractor with laws and ordinances relating to the contract or service.
- The sufficiency of the financial resources and ability of the Contractor to perform the contract or provide the service.
- Such other information as may be secured having a bearing on the decisions to make the award.

All interested parties are encouraged to review the project onsite. Please contact Sandra Hill, Library Director, to schedule a time to visit the site during normal business hours.

If you wish to respond to this request, please submit your proposal via e-mail, addressed to:

Sandra Hill, Library Director
Villa Park Public Library
305 S. Ardmore
Avenue Villa Park,
IL 60181
630.834.1164
shill@vppl.info

Proposals should also be copied to the following parties:

Graham Harwood (Owner's Representative) – gharwood@ccsdifference.com
Andy Dogan (Architect) – ardogan@williams-architects.com

Proposals are due by noon on August 3, 2017. Late proposals will not be considered.

END OF REQUEST FOR PROPOSAL



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YELLOW LINES INDICATE EXTENT OF LIBRARY-OWNED PROPERTIES

AREA OF PROPOSED ADDITION

THIS EAST-WEST LINE SHOULD FALL ON THE PARKING LOT SIDE OF THE EXISTING FENCE

EXISTING LIBRARY BUILDING TO BE EXPANDED AND RENOVATED

School St
Ardmore Av

Central Blvd



0' 10' 20' 40'

2017-027
7 JUNE 2017

- GENERAL NOTES:**
- 1) SHOULD ANY BORING LOCATIONS INDICATED BE WITHIN AN AREA THAT CANNOT BE DISTURBED OR CONFLICT WITH EXISTING STRUCTURES, TREES, OR PLANTINGS, LOCATIONS INDICATED MAY BE ADJUSTED BY THREE FEET IN EITHER DIRECTION TO FACILITATE BORING OR AVOID OBSTACLES. INDICATE ALL ADJUSTED LOCATIONS ON BORING LOG(S) PROVIDED.
 - 2) COORDINATE ALL BORING OPERATIONS WITH OWNER. NOTIFY OWNER (72) HOURS IN ADVANCE OF BORING ACTIVITIES.
 - 3) BORING LOCATIONS B-7 THROUGH B-18 ARE KNOWN TO BE IN ASPHALT PAVED AREAS. PROVIDE ASPHALT PATCH FOLLOWING COMPLETION OF BORING TO RESTORE TO ORIGINAL CONDITION.
 - 4) ALL BORING DEPTHS SHALL BE AS INDICATED ABOVE.

Villa Park Public Library

Renovation and Expansion | Soil Boring Locations & Survey Extents

Bid Submission			
Boring Size	Count	Rate	Cost
5 ft Boring	8		
10 ft Boring	2		
20 ft Boring	8		
Total Cost			