

PROJECT MANUAL

Digital Marquee Centers  
Heritage Bluffs Golf Course  
Arrowhead Community Center

Channahon Park District  
24856 West Eames Street  
Channahon, Illinois 60416

November 9, 2018



## INVITATION TO BID

The Board of Commissioners of the Channahon Park District, Will and Grundy Counties, Illinois will accept bids at its offices, 24856 W. Eames Street, Channahon, Illinois until 10:00 am prevailing time on November 19, 2018 for:

Channahon Park District  
Digital Marquee Message Centers

Bids received by the above date and time will be publicly opened and read aloud at 10 am prevailing time November 19<sup>th</sup>, 2018

Bids must be accompanied by a Security Bond from a bonding company with a minimum Best's rating of A VII, or a certified check or cashier's check payable to the Channahon Park District, in an amount equal to 5% of the bid. No bids shall be withdrawn for a period of thirty days after the bid opening date without the approval of the Channahon Park District.

Successful bidders shall provide an executed Performance Bond, and an executed Labor and Materials Payment Bond, in the full amount of their contract within seven days of signing the contract. In lieu of furnishing the Performance and Labor and Materials Bonds, bidders may provide a non-diminishing irrevocable bank letter of credit.

*Contractors shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (820 ILCS 130/01-12).*

Bid Documents are available at the Arrowhead Community Center, 24586 W. Eames Street, Channahon, Illinois 60410 at noon on Friday November 9<sup>th</sup>, 2018, and also may be downloaded on the Channahon Park District website.

The Channahon Park District reserves the right to accept or reject any proposal or waive any informality in the bidding process.

BOARD OF COMMISSIONERS  
Channahon Park District

/s/ Charles J. Szoke  
Secretary

October 6,2018

## Instructions to Bidders

- All bids should be in a sealed envelope and labeled Digital Marquee Signs. All bid forms should be returned with bids completed and signed.
- Bidders should inspect the site and examine all documents provided prior to submitting bid.
- Bids will be accepted after examination by staff to make sure they meet all criteria presented. All bidders will be notified of acceptance/rejection by staff when winning bid is awarded.
- Please include any special qualifications and references with bids.
- If interpretation of any documents is needed please contact Brian Smith at 815-521-2484 for further clarification.

**Channahon Park District  
Digital Marquee Message Center Specification**

1. Contractor will have to register with the Village of Channahon, if not currently registered
  - A. Scope of work for Heritage Bluffs Public Golf Club includes Digital Marquee Sign to be 19mm 32x112 matrix monochrome red message center to retrofit to existing marquee sign. The message center will have a viewable area of at least 2'x7' and will be capable of 4 lines of 5" copy with 22 characters per line. Communication with the sign will be by RWF high speed long range wireless modem and will have a 100-step photocell with a 15' cable.
  - B. Scope of work for Arrowhead Community Center includes Digital Marquee Sign to be 19mm 32x128 matrix monochrome red message center to retrofit to existing marquee sign. The message center will have a viewable area of at least 2'x8' and will be capable of 4 lines of 5" copy with 26 characters per line. Communication with the sign will be by RWF high speed long range wireless modem and will have a 100-step photocell with a 15' cable.
  - C. Signs will be retrofit in place by contractor.
2. Clean up to be provided by contractor.
3. If your company will be bidding the work, please notify us at least 2 days prior to bid opening, so we can maintain a plan holders list and make sure you are in receipt of any addenda issued prior to bidding.