



# **REQUEST FOR PROPOSAL**

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## **Exterior Painting Little White School Museum and Willowgate Farmhouse & Garage**

Oswegoland Park District  
313 E. Washington St.  
Oswego, IL 60543

**Proposals Due: October 26th, 2023  
2:00pm**

Exterior Painting Little White School Museum and Willowgate Farm & Garage

**BIDDING & CONTRACT REQUIREMENTS**  
**Section 00030 – Advertisement for Proposals**

The Oswegoland Park District will receive proposals for 2024 Exterior Painting Little White School Museum and Willowgate Farmhouse & Garage. Vendors must have experience in this type and size of work for a minimum of five years and will be required to furnish references and examples of similar work. Vendors will be required to comply with equal employment opportunities and the Illinois Department of Labor prevailing wage rates for Kendall and Will Counties.

**Proposal Documents** will be available from <https://www.oswegolandparkdistrict.org/get-involved/bids-proposals> All contractors must submit the following contact information to Phillip Wierciak, Facility Projects Supervisor at [pwierciak@oswegolandpd.org](mailto:pwierciak@oswegolandpd.org):

- Company Name
- Address
- Contact Name
- Contact Title
- Phone
- Email-in order to receive any addenda notices or additional information during the bidding process.

All addendums and other communication with contractors shall be issued through the webpage. The Oswegoland Park District is not responsible for communications received or not received through any other source.

**Proposals Due:** Please email a (pdf) electronic copy of your proposal to Mr. Phillip Wierciak ([pwierciak@oswegolandpd.org](mailto:pwierciak@oswegolandpd.org)), Oswegoland Park District, 313 E. Washington St., Oswego, IL 60543, no later than 2:00pm, on Thursday, October 26th, 2023. This must include an overall not-to-exceed cost (detailed cost breakdowns in terms of hours, hourly rates, direct costs, etc.) for each step and the overall total.

The Oswegoland Park District reserves the right to reject any or all proposals.

Published in the Oswego Ledger on October 12th, 2023.

## **REQUEST FOR PROPOSAL (RFP)**

### **Exterior Painting of Little White School Museum and Willowgate Farmhouse and Garage**

#### **Introduction:**

The Oswegoland Park District was founded in 1950 and serves the Village of Oswego, as well as parts of Montgomery, Aurora, Plainfield, and all of Boulder Hill. The District's boundaries encompass 38 square miles, and include 8 facilities, 32 neighborhood parks, 3 community parks, 5 community parks and sports fields, 16 natural area parks, and 9 greenways. In total, the district serves over 20,000 households.

#### **Project Background:**

The Little White School Museum was constructed as a church in 1850, and converted into a museum in 1976, this facility consists of the original church structure, a backside addition which houses museum exhibits, a bell tower, and a newly added ADA ramp on its south side. The original structure and siding are authentic clapboard. The paintable exterior, including the new ADA ramp encompass approximately 4,834 SF.

The Willowgate Farmhouse and Garage were acquired by the District in 2005 in order to preserve the homestead as well as turn it into an art center, farm museum, and general community gathering space. The exterior painting of the clapboard siding of the farmhouse and attached garage is approximately 3,104 SF.

#### **I Instructions:**

##### **A. Quote Preparation and Submission:**

1. The quote for this project shall be made on this form furnished by the Oswegoland Park District (hereinafter park district or Owner). All applicable blank spaces on the forms must be fully filled in, and all amounts must be in words as well as in figures where applicable. The signatures must be in longhand and executed by a duly authorized official of the organization, and the name of the official and his/her title printed below the signature.
2. The wording of the quote shall be in ink or typewriter and not in pencil. When a quote is submitted containing corrections or other changes, each correction or change shall be initialed by the authorized official.

3. Please email a (pdf) electronic copy of your proposal to:

**Mr. Phillip Wierciak**  
**[pwierciak@oswegolandpd.org](mailto:pwierciak@oswegolandpd.org)**  
**Oswegoland Park District**  
**313 E. Washington St.**  
**Oswego, IL 60543**

Proposals are to be received no later than 2:00pm, on Thursday, October 26th, 2023.  
This must include an overall not-to-exceed cost (detailed cost breakdowns in terms of hours, hourly rates, direct costs, etc.) for each step and the overall total.

4. Oral quotes or oral modifications to quotes will not be considered.

**B. Documents to be Completed:**

- **Attachment “A”:** The Contractor shall complete and sign the attached Prevailing Wage Affidavit.
- **Attachment “B”:** The Contractor shall provide a Current Certificate of Liability Insurance that meets minimum limits and coverages shown in the attachment. The contractor will submit payroll information to the State of Illinois using the link provided: <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/certifiedtranscriptofpayroll.aspx>
- **Attachment “C”:** Freedom of Information Act
- **Attachment “D”:** Certificate of Compliance Drug-Free Workplace Act
- **Attachment “E”:** Certificate of Compliance Illinois Human Rights Act on Sexual Harassment
- **Attachment “F”:** Certificate of Compliance
- **Attachment “G”:** References and Jobs of Similar Scope

## II. Quote Requested for Exterior Painting for Little White School Museum and Willowgate Farm

QUOTE FROM: \_\_\_\_\_

Company Name

(A) Individual ( )

(B) Partnership ( )

(C) Corporation ( )

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

State

\_\_\_\_\_  
Zip

### A. The Undersigned:

1. The undersigned Contractor having become familiar with the local conditions affecting the cost of the work herein concerned including visiting the site, and with the project documents pertaining to said work, said project documents including Instructions and Quote Form, Plans and Details, Specifications for such work issued thereto as prepared by the Oswegoland Park District hereby proposes to perform everything required to be performed and to furnish all labor, materials, tools, equipment, and all services necessary to perform and complete in a satisfactory and workmanlike manner, all the work described herein, all in accordance with said project documents.

### B. Stipulations:

1. The Owner reserves the right to add to or deduct from item quantities herein set forth or to delete total items as its best interest may be served, in which event the quote total will be altered in accordance with the increase or decrease of the item description or descriptions affected.
2. In the best interest of the park district, the park district at all times reserves the right to accept any quote or combination of quotes; reject any or all quotes; and waive minor technical deficiencies and/or irregularities from these documents.
3. All unit prices will be held until final quantities are determined.

**C. Quote:**

In accordance with the plans, specifications, and project documents, the Contractor submits the following unit prices, extended prices, subtotals, total and alternates (if any) to furnish all materials, equipment and labor necessary to assemble, install or construct the following:

<u>ITEM DESCRIPTION</u>	<u>QUANTITY</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
1. Exterior Painting of Willowgate Farmhouse and Garage	3,104	SF	_____	_____
2. Exterior Painting of Little White School Museum and Bell Tower	4,102	SF	_____	_____
3. Exterior Painting of New ADA Ramp Little White School Museum	732	SF	_____	_____

**QUOTE TOTAL \$**\_\_\_\_\_

**Contingency Option if**

4. Repairs to Damaged Siding	TBD	SF	\$_____
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**D. Equal Opportunity Policies:**

1. For the entire duration of Contractors work, this Contractor shall conform to the federal and state statutes on equal opportunity and fair employment, and to all valid rules and regulations now or hereafter issued pursuant thereto. Such laws shall include, but are not limited to, the Illinois Human Rights Act, Ill.Stat., 775 ILCS 5/2 et seq and an act to prohibit discrimination, etc., Ill. Rev. Stat., 775 ILCS 10/2-8. The Contractor shall require all subcontractors (if any) to conform with said statutes and regulations, and Contractor agrees to indemnify Owner for any and all violations of said statutes and regulations by Contractor, his/her subcontractors, and/or anyone working through or on behalf of Contractor or Contractor's subcontractor.
2. Also during the performance of this work, the Contractor agrees as follows:
  - a. The Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, sex, ancestry, age, marital status, physical or mental handicap, or unfavorable discharge from military service. The Contractor will take affirmative action to insure the applicants are employed, and that employees are treated during employment without regard to their race, creed, color, national origin, religion, sex, ancestry, age, marital status, physical or mental handicap, or unfavorable discharge from

military service. Such action will include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the local public agency setting forth the provisions of this nondiscrimination clause.

- b. Comply with the procedures and requirements of the Department's regulation concerning equal employment opportunities and affirmative action.
- c. Provide such information and assistance with respect to employees and applicants for employment as the Department may reasonably request.
- d. The Contractor will, in all solicitations or advertisement for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, sex, ancestry, age, marital status, physical or mental handicap, or unfavorable discharge from military service.
- e. The Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work in this project so that such provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

**E. Employment and Prevailing Wage Laws:**

- 1. Contractors will be required to comply with all laws, including those relating to the employment of labor and the payment of the general prevailing rate of hourly wages in the locality in which the work is to be performed for each craft or type of worker or mechanic needed to perform such work, also the general prevailing rate for legal holiday and overtime work (including, but not necessarily limited to Ill.Rev.Stat. ch. 48, pars. 39n - 39s, "Wages of Employees on Public Works" and Public Act 96-0437) as ascertained by the park district or by the Department of Labor for Kendall and/or Will County, Illinois shall be paid for each craft or type of worker needed to perform such work. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website at: <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/prevailing-wage-act.aspx>
- 2. The Contractor shall require all subcontractors (if any) to conform with said laws, and Contractor agrees to indemnify Owner for any and all violations of said laws and any rules and regulations now or hereafter issued pursuant to said laws by Contractor, his subcontractor, and/or anyone working through or on behalf of Contractor or Contractor's subcontractors.

3. The Contractor shall prominently post the current schedule of prevailing wages at the contract site and shall notify immediately in writing all of its subcontractors of all changes in the schedule of prevailing wages. Any increases in costs to the Contractor due to changes in the prevailing rate of wage during the terms of any contract shall be at the expense of the Contractor and not at the expense of the Owner. The Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the work.
4. Contractor shall be solely responsible for complying with the Substance Abuse Prevention on Public Works Act as it amends the Prevailing Wage Act, and prior to commencing work, shall file a copy of the required written Substance Abuse Prevention Program with the Owner.
5. While participating on public works, the Contractor and each subcontractor shall:
  - a. Make and keep, for a period of not less than 3 years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each pay period, the number of hours worked each day, and the starting and ending times of work each day; and
  - b. Submit a certified payroll to the Illinois Department of Labor's Certified Transcript of Payroll Portal with each pay request. The certified payroll shall consist of a complete copy of the records identified in paragraph (a).

The certified payroll shall be accompanied by a statement signed by the Contractor or subcontractor which avers that: (i) such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by this Act; and (iii) the Contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor. A general Contractor is not prohibited from relying on the certification of a lower tier subcontractor, provided the general Contractor does not knowingly rely upon a subcontractor's false certification. Any Contractor or subcontractor subject to this Act who fails to submit a certified payroll or knowingly files a false certified payroll is in violation of this Act and guilty of a Class B misdemeanor.

- c. Upon 2 business days' notice, the Contractor and each subcontractor shall make available for inspection the records identified in this Section to the Park District its officers and agents, and to the Director of Labor and his deputies and agents. Upon 2 business days' notice, the Contractor and each subcontractor shall make such records available at all reasonable hours at a location within this State.



**F. Insurance**

1. The successful contractor shall also provide the Park District with a "Certificate of Insurance" for the amounts specified in the "General Conditions" and the "Insurance Requirements" of the Supplemental Documents. Such certificate or certificates shall be delivered to the park district prior to commencement of the work. The successful contractor will be required to name the Park District as "co-insured" and the policy shall include an endorsement.

**G. Acceptance**

1. Upon acceptance of the Contractor's quote, the Owner will issue a Letter of Acceptance and Notice to Proceed.

**H. Completion Date**

1. The Contractor agrees that if this quote is accepted by the Owner, Contractor shall complete the work by May 24<sup>th</sup>, 2024.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_.

\_\_\_\_\_  
Company Name (Print)

- A) Individual ( )  
B) Partnership ( )  
C) Corporation ( )

\_\_\_\_\_  
Full Name (Signature)

If Corporation:  
Attest:

\_\_\_\_\_  
Full Name (Print)

\_\_\_\_\_  
Name

\_\_\_\_\_  
Official Title

\_\_\_\_\_  
Title

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

(Seal if Corporation)

\_\_\_\_\_  
Telephone

(If partnership or corporation, please designate the title of person signing. Example: If partnership, state "partner"; if corporation, state name of office signer holds.)

# **Exterior Paint Specifications**

## **Part 1 – General Requirements-Description of work**

**A.** The work includes preparation and painting with a three (3) coat system (one (1) primer coat and two (2) finish coats) of exterior exposed materials and surfaces of all exterior wooden surfaces and finishes.

**B.** Paint as used herein means all coating systems materials, including primers, emulsions, enamels, sealers, and other applied materials used as a primer or finish coating.

**C.** A three (3) coat system refers to a three (3) coat application of paint at the required mil. thickness for each coating applied, as specified by the manufacturer.

**D.** Paint all exposed surfaces whether or not colors are designated, except where the natural (unpainted) finish of the materials is obviously intended and specifically noted as a surface not to be painted. Where items or surfaces are not specifically mentioned, paint these areas the same as adjacent areas or material.

## **Part 2 – Site Conditions**

**A.** Do not apply material when temperature of surface and surrounding areas is below 50 degrees Fahrenheit, unless otherwise permitted by manufacturer's instructions.

**B.** Do not apply paint in snow, rain, fog, or mist; or when the relative humidity exceeds 85%; or to damp or wet surfaces. The moisture content of the surfaces to be painted must be 13% or less.

**C.** All manufacturers' printed instructions are to be followed.

**4.** All materials safety data sheets are to be available and copies kept on site until completion.

**D.** All personnel using materials are to be familiar with information contained within, and proper safety precautions are to be followed.

**E.** All materials will be delivered to the site in their original containers bearing manufacturer's label and instructions.

**F.** All materials on site shall comply with fire safety standards.

**G.** All waste products to be removed from the site daily and the site cleaned to original condition upon completion of project.

**H.** The site shall be kept clean and free of debris, paint chips, and all equipment; the work area shall be cleaned in an orderly fashion before work completion daily.

**I.** If erected, scaffolding will remain in place until the completion of the job, and removed within one week of accepted completion of the work. Scaffolding will be secured while not in use.

**J.** Every effort shall be made to accommodate the reasonable needs of the Little White Museum Staff and Oswegoland Park District personnel in relation to scheduling, both calendar and daily.

## **Part 3 – Sequence of surface preparation treatment shall be as follows:**

**A.** Perform preparations and cleaning procedures in strict accordance with manufacturer's instructions and as herein specified, for each substrate condition.

**B.** Scrape with hand tools all surfaces exhibiting areas of loose or peeling paint, and areas of adhesion failure. Feather all rough edges with sandpaper to provide a smooth transition between paint layers and substrate. As it is imperative that the substrate be free of all marks from sanding and tools, a disc sander will not be considered. Orbital sanders may be used, following agreement by the owner, so long as little removal of existing substrate results. Agreement by the owner will be contingent upon an accepted sample of the orbital sanding.

**C.** Clean surfaces of dirt and mildew by the following methods:

**I.** A commercially-prepared house wash solution, to be applied by handheld compression tank sprayer, or by hand with a natural brush. All areas to be treated must be thoroughly rinsed with clean water before proceeding further. Surfaces must be allowed to dry at least 48 hours before any material application.

**II.** Window sash should be cleaned by hand and may be rinsed by handheld compression tank sprayer. Care should be taken to avoid any damage the sash or leaking around the windows. Surfaces must be allowed to dry at least 48 hours before any material application

**III.** The use of tri-sodium-phosphate (TSP) or other products containing phosphates or sodium (soluble salts) is forbidden.

**IV.** Power washing is not permitted.

**D.** Bare wood treatment- weathered and/or dry exposed wood:

**I.** If an application of wood consolidant is necessary prior to an application of patching materials or paint, use Castall Seep-n-Seal. The Oswegoland Park District will determine whether to use an organic consolidant or Seep-and-seel. Both products are to be applied by flooding surface until saturation is reached, care should be taken to keep application off existing painted surfaces, or sanding of the product will be necessary before paint application. Surfaces must be allowed to dry a minimum of 24-48 hours. The Oswegoland Park District and the Contractor shall agree on this work prior to commencement.

**E.** Rotted and deteriorated areas:

**I.** Retain as much original fabric as possible. If wood consolidant must be applied use West System Resin 105 and Hardener 205, Group B or approved equivalent. Apply per manufacturer's directions. In areas to be filled and repaired use of a phenolic microballoon epoxy system and fairing compound is preferred. Patched areas are to be tooled to original appearance. All holes, cracks, and penetrations where water might invade must be treated. The Oswegoland Park District and the Contractor shall agree on this work prior to commencement.

**F.** If the existing paint is determined to contain lead, on-site personnel shall wear disposable coveralls, shoes, hair covering, goggles, and a properly fitting respirator.

#### **Part 4 – Priming Surfaces**

**A.** Apply paint in accordance with manufacturer's directions. Materials to be applied by method best suited for application: brush, roller, or spray. All paint to be finished by brush application.

**B.** Apply each paint coat at not less than recommended spreading rate to provide the dry film mil. thickness specified by the manufacturer for each paint coating.

**C.** Allow at least 24 hours dry time before proceeding with any additional paint application. Coating failure may result by application of additional paint over non-dry film.

**D.** Apply additional paint coating where undercoats, stains, or other conditions show through paint film, until uniform finish color is achieved.

**E.** New wood – all sides (especially end grain) to receive prime coat application prior to installation or fabrication of structure. All wood to be installed with ground contact will be treated with wood preservative.

**F.** Caulking – all joints or gaps around doors, windows, or siding where water invasion may occur are to be filled with Benjamin Moore Elastomeric 465 01 Caulk, or an approved equivalent, not to be applied until primer coating is applied and allowed to dry a minimum of 24 hours.

**G.** All areas indicating stains due to corrosion of hardware:

Following discussion and agreement with Owner:

**H.** Hardware shall be removed if necessary and rust and corrosion shall be removed by wire brush. All surfaces to be treated with rust inhibitor (Duro-extend or equal), primed with a rust inhibiting primer, and reinstalled after finish painting, if possible.

### **Part 5 – Finish Paint**

**A.** Upon completion of previous treatments, inspect all surfaces prior to paint application. Lightly sand rough or fuzzed areas. Care should be taken not to expose substrate or re-priming will be necessary.

**B.** Apply first finish paint coat according to manufacturer's directions; film thickness as per material specifications. Upon completion of coat, inspect all surfaces and allow to dry before additional coating.

**C.** Apply additional paint coating where undercoats, stains, or other conditions show through paint film, until uniform finish color is achieved.

**D.** Apply second finish paint coat according to manufacturer's directions; film thickness as per material specifications. Upon completion of coat, inspect all surfaces and allow to dry before additional coating.

**E.** Apply additional paint coating where undercoats, stains, or other conditions show through paint film, until uniform finish color is achieved.

### **Part 6 – Window Shutters**

**A.** Prepare surfaces following all guidelines in Part 3.

**I.** When the shutters are being removed, they will be tagged with their current location for proper reinstallation after the work has been completed.

**B.** Apply primer following all guidelines in Part 4.

**II.** Apply finish paint following all guidelines in Part 5.

### **Part 7 – Clean-up**

**A. General:** The site shall be kept clean and free of debris, paint chips, and all equipment and work area shall be cleaned in an orderly fashion before work completion daily. As stated before, the scaffolding is to remain on-site, erected, throughout the duration of the job.

**B. Protection:** Protect work of other trades, whether to be painted or not, against damage by painting and finishing work. Correct any damages by cleaning, repairing, or replacing, and repainting as directed by the Owner.

Source:

<https://www.historicnewengland.org/preservation/for-homeowners-communities/your-old-or-historic-home/paint-specifications/>

Attachment "A"



**PREVAILING WAGE AFFIDAVIT**

I, \_\_\_\_\_ on oath hereby state and certify that  
President

\_\_\_\_\_ pursuant to a contract dated \_\_\_\_\_  
Company

with the Oswegoland Park District, an Illinois Municipal Corporation, has complied and will comply with all laws, including those relating to the employment of labor and the payment of the current general prevailing rate of hourly wages for each craft or type of worker or mechanic needed to execute the contract or perform such work, also the current general prevailing rate for legal holiday and overtime work, as ascertained by the Illinois Department of Labor for Will and/or Kendall County, Illinois, and those prevailing rates are paid and shall be paid for each craft of type of worker needed to execute the aforesaid contract or to perform such work.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Subscribed and sworn to before me

this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public

## Attachment “B”



### INSURANCE REQUIREMENTS

**INSURANCE** – The contractor and subcontractor shall maintain during the progress of the Work, and if required to return during the warranty period, insurance with the minimum limits and coverages as shown below or, if higher, the requirements set forth in prime contract documents:

- (A) **WORKERS COMPENSATION** meeting the statutory requirements of the State in which the work is to be performed and containing Employers Liability insurance in an amount of \$500,000 for each insured limit. A **waiver of subrogation** in favor of **OSWEGOLAND PARK DISTRICT** shall be provided.
- (B) **COMMERCIAL GENERAL LIABILITY** insurance providing limits of \$1,000,000 each occurrence and \$2,000,000 aggregate (Per Project). The policy must include **OSWEGOLAND PARK DISTRICT** as an additional insured and others if required in a prime contract. Coverage provided for the additional insureds shall be on a primary and noncontributory basis. Coverage must include premises/operations, independent contractors, products/completed operations and contractual liability. Coverage shall be provided on the latest edition of ISO Form CG 0001 or equivalent (General Liability) and ISO Forms CG 2010 07/04 and CG 2037 07/04 or equivalent (Additional Insured). All exclusionary endorsements attached to these forms must be indicated on the certificate of insurance. A waiver of subrogation in favor of **OSWEGOLAND PARK DISTRICT** shall be provided.
- (C) **COMMERCIAL AUTOMOBILE LIABILITY** insurance providing coverage on all owned, non-owned and hired vehicles with limits and endorsements equal to (B) above.
- (D) **COMMERCIAL UMBRELLA LIABILITY** insurance with limits of \$2,000,000 per occurrence and \$2,000,000 aggregate providing excess coverage over (A), (B) and (C) above **including the additional insured and waiver of subrogation requirements (follow form)**.
- (E) A certificate of insurance, on an approved form, must be delivered to **OSWEGOLAND PARK DISTRICT** prior to commencing the work and must state that coverage will not be altered, cancelled or allowed to expire without 30 days **written notice** to **OSWEGOLAND PARK DISTRICT**.
- (F) It is agreed that the contractor and subcontractor shall purchase and maintain property insurance for material and equipment used on the jobsite. It is further agreed that the contractor and subcontractor shall have **no recourse** or rights of subrogation for loss or

damage to any such property from **OSWEGOLAND PARK DISTRICT** or any other party to the prime contract.

- (G) **Equivalent insurance coverage must be obtained from each of your subcontractors or suppliers**, if any, before permitting them on any job site. Otherwise, their protection must be included within your insurance policies.
- (H) It is understood and agreed that authorization is hereby granted to **OSWEGOLAND PARK DISTRICT** to withhold payments to the contractor and/or contractor and subcontractor until a properly executed certificate of insurance is delivered.
- (I) Contractor and subcontractor agrees to maintain the above insurance for the benefit of **OSWEGOLAND PARK DISTRICT** and the Owner for a **period of two years** or the expiration of the statute of limitations, whichever is greater.

By: \_\_\_\_\_

Title: \_\_\_\_\_

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Attachment "C"



**CERTIFICATE OF COMPLIANCE  
FREEDOM OF INFORMATION ACT  
5 ILCS 140/1 et seq.**

\_\_\_\_\_, the Contractor under a certain contract dated \_\_\_\_\_ with the Oswegoland Park District (District) for \_\_\_\_\_ hereby certifies that the Contractor agrees to maintain all records and documents for projects of the District in compliance with the Freedom of Information Act, 5 ILCS 140/1 et seq.

In addition, Contractor shall produce records which are responsive to a request received by the District under the Freedom of Information Act so that the District may provide records to those requesting them within the time frames required. If additional time is necessary to compile records in response to a request, then Contractor shall so notify the District and if possible, the District shall request an extension so as to comply with the Act.

In the event that the District is found to have not complied with the Freedom of Information Act due to Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, the Contractor shall indemnify and hold the District harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney's fees and penalties.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Exterior Painting Little White School Museum and Willowgate Farm & Garage



Attachment "D"



**CERTIFICATE OF COMPLIANCE  
DRUG FREE WORKPLACE ACT**

Illinois Revised Statutes  
1991, Ch. 127, Sec. 132.311 et seq.

\_\_\_\_\_, the Contractor under a certain  
contract dated \_\_\_\_\_ with the Oswegoland Park District  
for \_\_\_\_\_ hereby certifies that

said Contractor shall, as a condition of the aforesaid contract, provide a drug free workplace by:

A. Publishing a statement:

1. Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited at the contractor's workplace or work site;
2. Specifying the actions that will be taken against employees for violations of such prohibition.
3. Notifying the employee that, as a condition of employment on such contract, the employee will:
  - a. abide by the terms of the statement; and
  - b. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction.

B. Establishing a drug free awareness program to inform employees about:

1. the dangers of drug abuse in the workplace;
2. the contractor's policy of maintaining a drug free workplace;
3. any available drug counseling, rehabilitation, and employee assistance programs; and
4. the penalties that may be imposed upon employees for drug violations.

C. Making it a requirement to give a copy of the statement required by subsection (A) to each

Exterior Painting Little White School Museum and Willowgate Farm & Garage

employee engaged in the performance of the contract and to post the statement in a prominent place in the workplace.

- D. Notifying the Oswegoland Park District within 10 days after receiving notice under part (b) of paragraph (3) of subsection (A) from an employee or otherwise receiving actual notice of such conviction.
- E. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by an employee who is so convicted as required by paragraph (H) below.
- F. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- G. Making a good faith effort to continue to maintain a drug free workplace throughout implementation of the foregoing.
- H. Employee sanctions and remedies. A contractor shall, within 30 days after receiving notice from an employee of a conviction of a violation of a criminal drug statute occurring in the workplace:
  - 1. Take appropriate personnel action against such employee up to and including termination; or
  - 2. Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency.

By: \_\_\_\_\_

Title: \_\_\_\_\_

**SUBSCRIBED AND SWORN TO**

before me this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Attachment "E"



**CERTIFICATE OF COMPLIANCE  
ILLINOIS HUMAN RIGHTS ACT  
ON SEXUAL HARASSMENT**  
775 ILCS 5/2 - 105

\_\_\_\_\_, the Contractor under a certain contract dated \_\_\_\_\_ with the Oswegoland Park District for \_\_\_\_\_ hereby certifies that said Contractor shall, as a condition of the aforesaid contract, certify that there is available a written company sexual harassment policy that includes, at a minimum, the following information:

1. the illegality of sexual harassment
2. the definition of sexual harassment under State law
3. a description of sexual harassment using examples
4. the Contractor's internal complaint policies and procedures including penalties
5. the legal recourse, investigation, and complaint process available through the IL. Dept. of Human Rights and the Human Rights Commission and directions on how to contact both, and
6. protection against retaliation as provided by Section 6-101 of the IL. Human Rights Act.

A copy of this policy shall be provided to the IL. Dept. of Human Rights upon request.

By: \_\_\_\_\_

Title: \_\_\_\_\_

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

Attachment "F"



**CERTIFICATE OF COMPLIANCE**

\_\_\_\_\_, the Contractor under a certain contract dated \_\_\_\_\_ with the Oswegoland Park District for \_\_\_\_\_ hereby certifies that

- a) said Contractor is not barred from bidding on the aforesaid contract as a result of a violation of any applicable provision of the Criminal Code of 1961 (Ill. Rev. Stat.) 1989, Ch. 38, Sec. 33E-2 et.seq. (bid-rigging, bid rotation);
- b) said Contractor certifies that no delinquent taxes are outstanding or otherwise due to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1.

Contractors:

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

SUBSCRIBED AND SWORN TO

before me this \_\_\_\_\_ day

of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**Attachment “G”**



<b>REFERENCES AND JOBS OF SIMILAR SCOPE</b>
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Project References: List the projects of this type and size that your organization has completed within the past five (5) years or provide your own form with the following information. The Owner will use this information to verify the bidder’s references.

	<u><b>Project-Type of Work</b></u>	<u><b>Contract Amount</b></u>	<u><b>% Completed by Own Forces</b></u>	<u><b>Date Completed</b></u>
1.	_____	_____	_____	_____
	Location:_____			
	Owner or agent for the project:			
	_____	_____		
	Company	Contact Person/Title		
	_____	_____		
	Street	Phone		
	_____	_____		
	City/State/Zip			
2.	_____	_____	_____	_____
	Location:_____			
	Owner or agent for the project:			
	_____	_____		
	Company	Contact Person/Title		
	_____	_____		
	Street	Phone		
	_____	_____		
	City/State/Zip			

**% Completed by      Date**

	<u><b>Project-Type of Work</b></u>	<u><b>Contract Amount</b></u>	<u><b>Own Forces</b></u>	<u><b>Completed</b></u>
3.	_____	_____	_____	_____
	Location:_____			
	Owner or agent for the project:			
	_____	_____		
	Company	Contact Person/Title		
	_____	_____		
	Street	Phone		
	_____	_____		
	City/State/Zip			
4.	_____	_____	_____	_____
	Location:_____			
	Owner or agent for the project:			
	_____	_____		
	Company	Contact Person/Title		
	_____	_____		
	Street	Phone		
	_____	_____		
	City/State/Zip			
5.	_____	_____	_____	_____
	Location:_____			
	Owner or agent for the project:			
	_____	_____		
	Company	Contact Person/Title		
	_____	_____		
	Street	Phone		
	_____	_____		
	City/State/Zip			

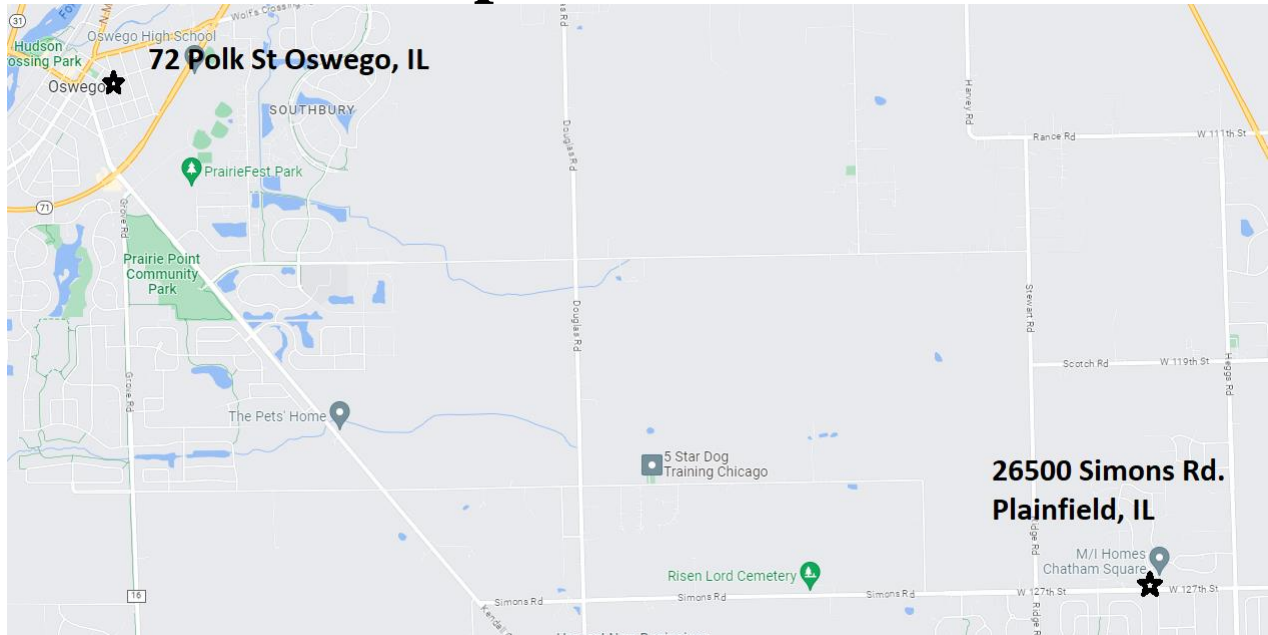
DATED THIS \_\_\_\_\_ day of \_\_\_\_\_ , \_\_\_\_\_

\_\_\_\_\_  
Full Name of Bidder (Print)

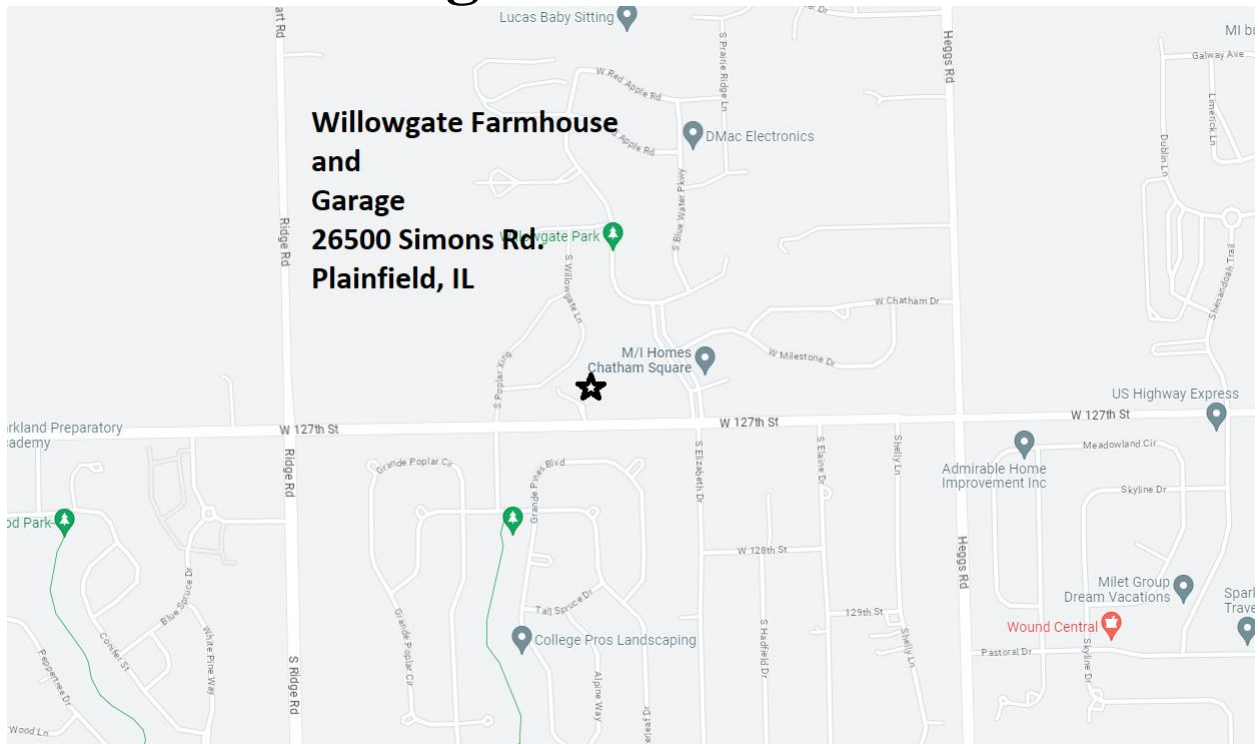
\_\_\_\_\_  
Full Name of Bidder (Signature)

\_\_\_\_\_  
Company Name

# Map of Locations

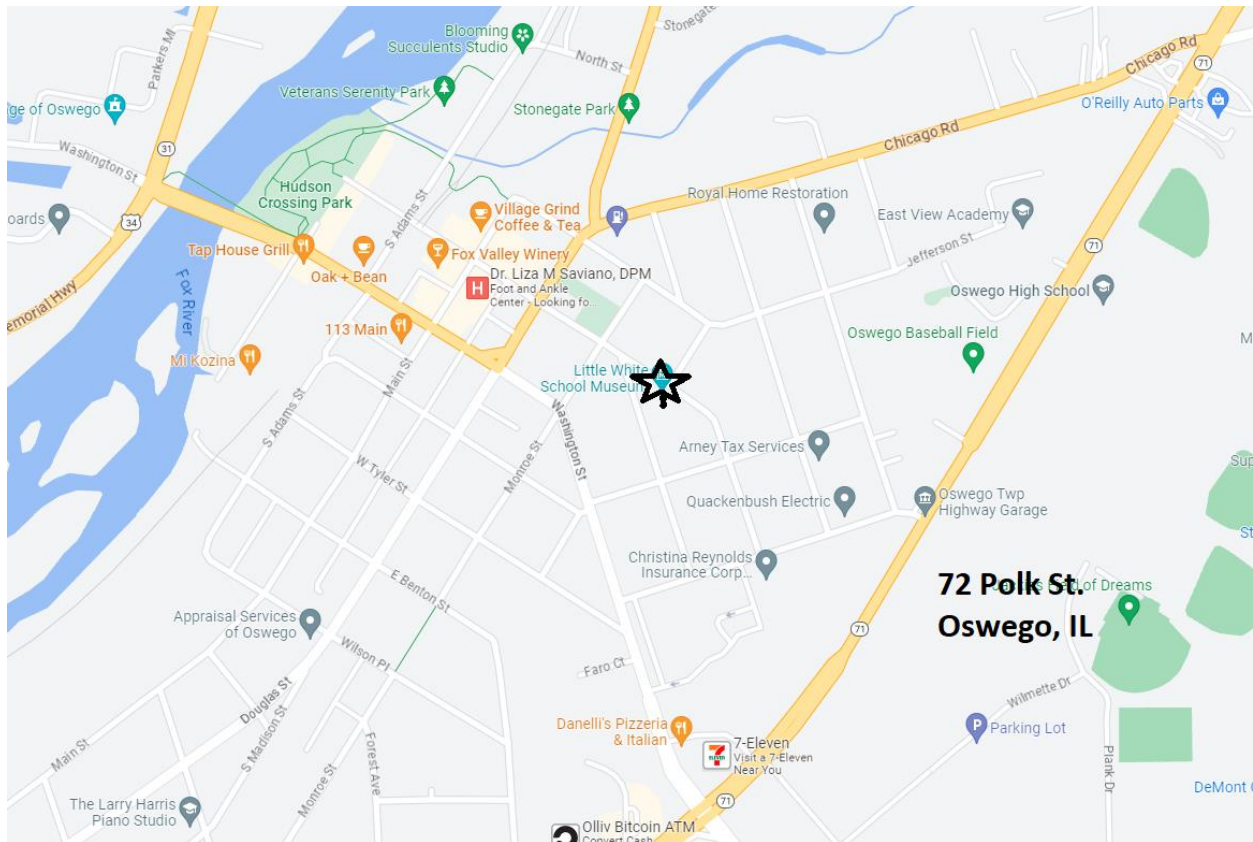


## Willowgate Farm Location



Exterior Painting Little White School Museum and Willowgate Farm & Garage

# Little White School Museum Location



Exterior Painting Little White School Museum and Willowgate Farm & Garage



# Pictures of Willowgate Farm:





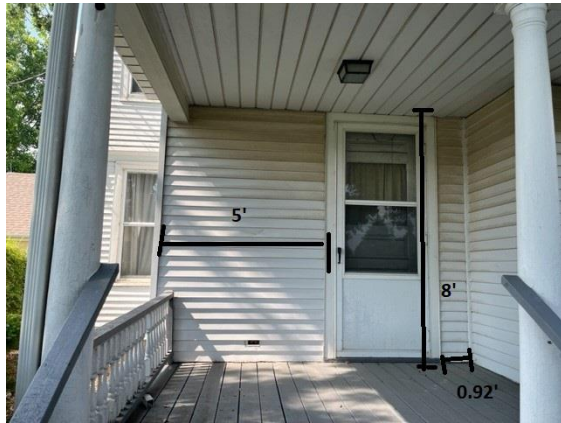
Exterior Painting Little White School Museum and Willowgate Farm & Garage



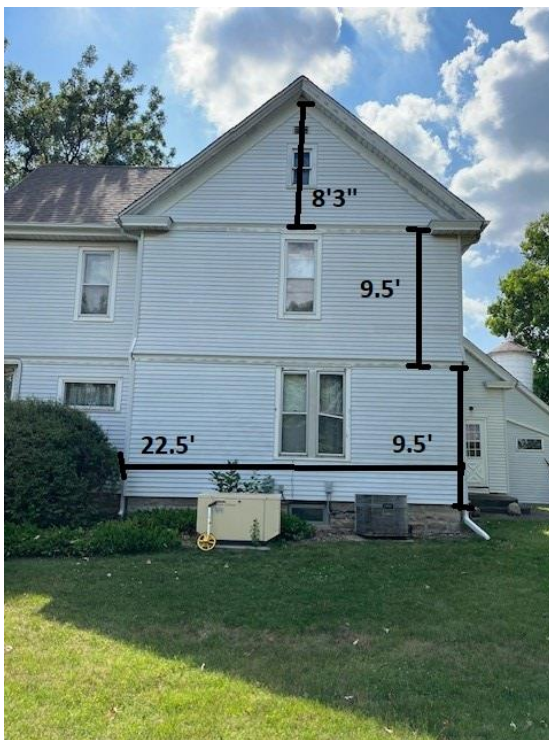
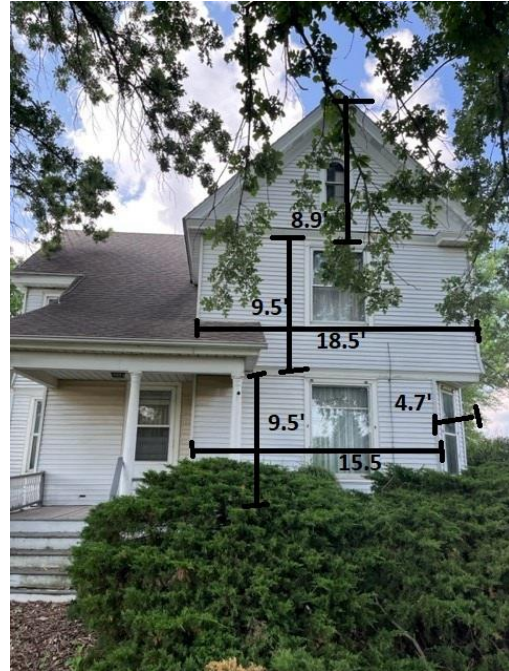


Exterior Painting Little White School Museum and Willowgate Farm & Garage









Exterior Painting Little White School Museum and Willowgate Farm & Garage





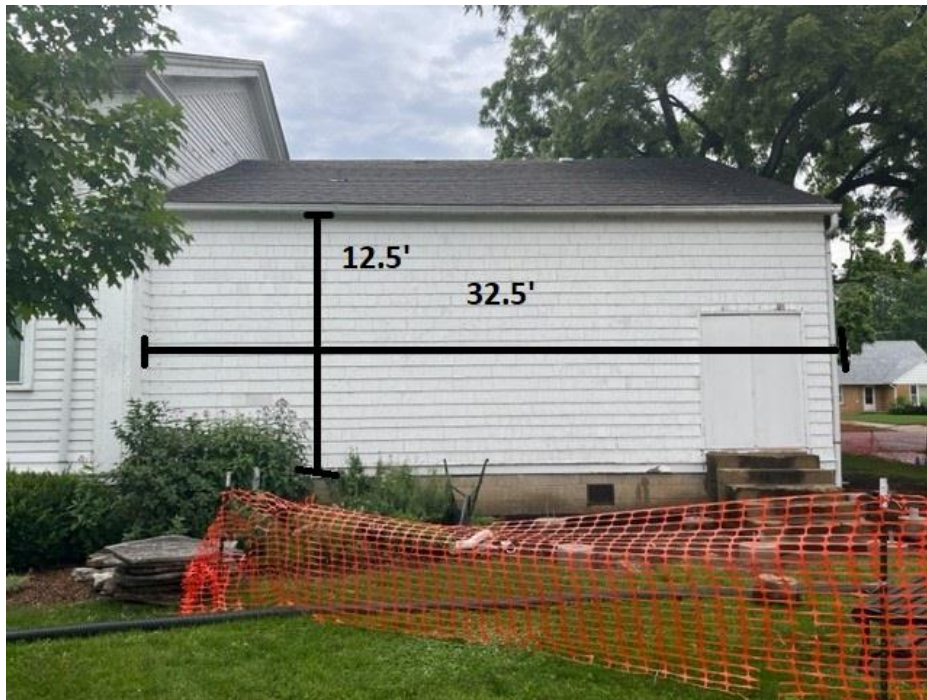
# Pictures of Little White School Museum:





Exterior Painting Little White School Museum and Willowgate Farm & Garage





Exterior Painting Little White School Museum and Willowgate Farm & Garage



Exterior Painting Little White School Museum and Willowgate Farm & Garage





Exterior Painting Little White School Museum and Willowgate Farm & Garage



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Exterior Painting Little White School Museum and Willowgate Farm & Garage

