

## Bid Notice

**Project:** Video Management and Surveillance System

**Owner:** West Chicago Public Library District, 118 West Washington Street, West Chicago, IL 60185

**Bid Opening Date:** August 20, 2018 @ 10:00 a.m.

1. **Sealed Bids:** Sealed bids for the installation of a Video Management and Surveillance System will be received at the West Chicago Public Library District, 118 West Washington Street, West Chicago, IL 60185. Bids shall be submitted in a sealed envelope. The outside of the envelope shall state: 1) Video Management and Surveillance System; and 2) Bidder's name.
2. **Bid Opening:** All bids will be opened publicly at the West Chicago Public Library District and read aloud at 10 :00 a.m. CDT on August 20, 2018.
3. **Procurement of Bid Documents:** Bidders may obtain bid documents from West Chicago Public Library District via e-mail by contacting [bweseloh@wcpd.info](mailto:bweseloh@wcpd.info) (Benjamin Weseloh) with e-mail subject line "Video Management and Surveillance System bid." Alternately, bidders may obtain bid documents via the web site at [www.wcpd.info](http://www.wcpd.info) and clicking on "About" and then click on "Video Management and Surveillance System bid specifications." Bid Documents will be provided in electronic format only.
4. **Pre-Bid Meeting:** There will be a non-mandatory pre-bid meeting. The pre-bid meeting will be held on August 8, 2018 @ at 10:00 a.m. at the West Chicago Public Library.
5. **Bid Security:** Bid security in the form of a certified check shall be submitted with each bid in the amount of ten percent (10%) of total bid amount made payable to the West Chicago Public Library District. Alternately, bidders may provide a Bid Bond from the bidder's insurance carrier.
6. **Contractor Requirements:** 1) Prevailing Wage Rates apply; 2) A written sexual harassment policy in compliance with 775 ILCS 5/2-105 must be in place; 3) A drug-free workplace policy is in place; 4) Geographic location within 50 miles of the Library; 5) Other requirements of the Contract.
7. **Bid Award:** The Library expects to accept a bid and award a contract on or before August 29, 2018 @ 5:00 p.m.
8. **Library Rights:** The Library reserves the right to reject any and all bids, to waive irregularities in the bidding procedure, and accept a bid which best serves the Library's interest. Any such decision shall be considered final. The Library reserves the right to set aside a bid from a Bidder who, in the Library's opinion, does not exhibit past experience equal to the size and scope of this project.