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February 28, 2024

**Bartlett Public Library District
Bid for Network Cabling Installation Services**

Thank you for your interest in the bid submission for the Network Cabling Installation at the Bartlett Public Library, located at 800 S. Bartlett Road in Bartlett, Illinois. To assist with the preparation of your proposal the following items are being provided:

- Project drawings and specification (*Bartlett Library.pdf*)

These items can be found at: <https://www.bartlettlibrary.org/public/publicinfo.html>

The Bartlett Public Library District reserves the right to make an award based solely on the information received or to negotiate further with one or more installation contractors. The installation contractor selected will be chosen on the basis of the greatest benefit to the Bartlett Public Library District and not necessarily on the basis of the lowest price. The Bartlett Public Library District also reserves the right to make no award or to make only partial awards.

The price quote provided shall include all applicable prices, materials, labor, etc. for the complete implementation of the specified systems. Once an award has been made, any omission of necessary components or installation services shall be the responsibility of the installation contractor to provide at no extra charge.

The bid and its subsequent clarifications and modifications shall be incorporated into a contract with the Bartlett Public Library District. The installation contractor shall not be reimbursed for its efforts in preparing a response to this request for proposal nor for any documentation or materials supplied.

A mandatory pre-bid meeting at the site location will be held on Tuesday, March 12th, 2024 at 1:00pm.

All requests for information (RFI) questions shall be **submitted via email only** to fkristof@sentinel.com no later than 5:00PM Central Time on Friday, March 15th, 2024.

Responses to the RFI questions shall be returned to all bidders via email by 5:00PM Central Time on Monday, March 18, 2024.

Proposals will be received until 3:00 PM, Thursday, March 21st, 2024, at the Bartlett Public Library district, 800 S. Bartlett Road in Bartlett, IL 60103, at which time and place all bids will be publicly read. Bids received after closing time will be returned unopened. The public opening is for information only and is not to be construed as acceptance or rejection of any bid. Award to successful bidder will be made within sixty (60) days.

Contractor is responsible for all measurements and must personally inspect the site to verify the scope of the work to be bid. The successful bidder will be required to comply with all laws, statutes, regulations, ordinances, rulings, or enactments of any governmental authority which are applicable to the work or the project. The successful bidder shall pay Prevailing Wages and shall utilize equal opportunity hiring practices.

All bids must be enclosed in a sealed envelope a marked on the outside "SEALED BID: Bartlett Public Library District Network Cabling Installation Services."



Bids should be addressed to:

Administration Department
Attn: Karolyn Wessel/Library Director
Bartlett Public Library District
800 S. Bartlett Road
Bartlett, IL 60103

The Bartlett Public Library District reserves the right to reject any or all bids, or any part thereof, and to accept the bids deemed to be in the best interests of the Bartlett Public Library District.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Frank M. Kristoff'.

Frank Kristoff, RCDD
Sentinel Technologies