

BID SPECIFICATIONS
SECURITY KEY CARD & FOB INSTALLATION
FOR CITY OF ZION

Sealed bids will be received by the City of Zion at the City Clerk's Office until 10:00 a.m. October 5, 2021, at which time and place they will publicly opened and read for "Security Key Card & FOB Installation" to be performed at:

- Zion City Hall, 2828 Sheridan Road, Zion, IL 60099
- Zion Police Administration Building, 2101 Salem Blvd., Zion, IL 60099
- Zion Fire Station #1, 1303 27th St Zion, IL 60099
- Zion Fire Station #2, 2016 Lewis Avenue Zion, IL 60099
- Zion ESDA 3222 27th Street, Zion, IL 60099
- Zion Public Works, 3220 27th Street, Zion, IL 60099

General Bid Directions

- List name, address and telephone number of the company submitting the bid.
- List the name, address and telephone number of each owner of the company.
- All bids shall be submitted to the Zion City Clerk, City Hall, 2828 Sheridan Road, Zion, IL 60099 by no later than **10:00 a.m. on Tuesday, October 5, 2021.**
- Attach to the bid a certificate of insurance showing that the company has current business, liability and workers compensation insurance.
- Attach to the bid a Bond showing that the company and employees are bonded.
- A pre-bid walk-through of the facility may be scheduled by contacting:
 - **For City Hall: Bob Surano at 847-746-4026**
 - **For Police Building: Beverly Slocum at 847-746-4102**
 - **For Zion Fire Station # 1: Justin Stried at 847-746-4042**
 - **For Zion Fire Station # 2: Justin Stried at 847-746-4042**
 - **For Public Works: Alene Backis at 847-746-4060**
 - **Zion ESDA Building: Justin Stried at 847-746-4042**
- The City reserves the right to reject any or all bids in whole or in part in its sole and absolute discretion.

Performance Standards and Termination of Contract:

All contracts services with the City of Zion shall be contingent upon the contractor fulfilling the following obligations:

- All personal must work in conjunction with the City of Zion IT Professionals at all times.
- The contractor shall satisfactorily perform all activities herein specified.
- All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12).
- The contractor shall at all times keep in force business, liability and workers compensation insurance covering all employees working on the City's premises.
- The contractor shall monitor the condition and adequacy of all related equipment owned by the City and notifies the City when such equipment is in need of repairs or replacement.
- The City may at any time terminate a contract for services by giving written notice to the contractor.

INDEMNIFICATION

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the City from and against all claims, damages, losses, and expenses including but not limited to attorneys' fees arising out of or resulting from the performance of the Work, provided that any such claim, damage, loss, or expense, (a) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including the loss of use resulting there from and (b) is caused in whole or in part by any negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable regardless of whether or not it is caused in part by a party indemnified hereunder.

Services to be Provided

Provide detail pricing for the installation of all new access card readers and key fob installation for numerous areas of location within the City of Zion. This would include all access doors and control equipment at all locations.

Services and Equipment for this project shall consist of the following:

- Outfit five (5) doors with card readers, attach to electronic strikes, add power supply and control equipment at Public works.
- Outfit two (2) doors with card readers and attached to electronic strikes, add pipe chase between buildings, add power supply and control equipment at the ESDA building.
- Replace eight (8) card readers and control equipment at Fire Station #1.
- Replace three (3) card readers and control equipment at Fire Station #2.
- Replace five (5) card readers and control equipment at City Hall.
- Run wire to the 5th door to incorporate it into the new system at City Hall.
- Replace control equipment for 14 total doors at the Police Station. Six (6) doors will be in/out on the same door. All card readers will be reused.
- Provide all necessary software, hardware, updates and programing for new system.
- Include 200 Key fobs.

Insurance Requirements

The contractor shall keep in full force and effect, to the satisfaction of the City, Workers' Compensation and Employer's Liability Insurance, Commercial Liability Insurance and Automobile Insurance in at least the type and amounts as follows and shall name the City as an additional insured:

1. Workers' Compensation
 - a. State: Statutory
 - b. Applicable Federal: Statutory
 - c. Employer's Liability
 - (i) \$100,000 per accident
 - (ii) \$500,000 disease, policy limit
 - (iii) \$100,000 disease, each employee

2. Commercial General Liability
 - a. \$1,000,000 General Aggregate
 - b. \$1,000,000 Products completed operations aggregate
 - c. \$1,000,000 Personal and Advertising Injury
 - d. \$1,000,000 Each occurrence
 - e. \$ 50,000 Fire damage (any one fire)
 - f. \$ 5,000 Medical expense (any one person)

3. Personal Automobile Liability (including owned, non-owned and hired vehicles.

Insurance & Bonding Requirements

The contractor shall provide the City with any and all supporting documentation evidencing bonding in the amount of \$10,000.00. The contractor shall provide the City with copies of the aforementioned policies and coverage prior to the commencement of award of a contract.

**SECURITY KEY CARD & FOB INSTALLATION
FOR CITY OF ZION**

City Hall, Police Administration Building, Fire Station #1 & #2 Public Works and ESDA Building

City Hall \$ _____

Police Administration Building \$ _____

Zion Fire Station #1 \$ _____

Zion Fire Station #2 \$ _____

Public Works \$ _____

EDSA Building \$ _____

TOTAL Bid for All Sites \$ _____

In submitting this bid, the vendor agrees that acceptance of any or all quotations by the CITY OF ZION within a reasonable period constitute a contract.

Company

Address

Phone _____

Email _____

Printed Name of
Representative: _____

Signature _____ Date _____