



Huntley Community School District 158

650 Academic Drive
Algonquin, Illinois 60102
(847) 659-6158 • www.district158.org

Public Notice ADVERTISEMENT FOR REQUEST FOR PROPOSALS

Huntley Community School District 158 is seeking proposals for Custodial Services RFP #2018-05. Attendance at the Pre-Proposal Meeting is mandatory to be eligible for bid award. Pre-bid meeting is scheduled to take place on March 15, 2018 at 9:30 a.m. **CST** at Huntley Community School District 158 Administration Center, 650 Academic Drive, Algonquin, IL 60102.

Proposals must be received at the above address no later than: 2:30 p.m. on April 9, 2018. Submit your bids to the attention of: Brad Hawk, Superintendent of Schools, Huntley Community School District 158, 650 Academic Drive, Algonquin, IL 60102, (847) 659-6158.

Your bid **MUST** be submitted in a **SEALED ENVELOPE** clearly marked: RFP #2018-05 CUSTODIAL SERVICES.

Bid security in the form of a bid bond, certified check or cash in an amount equal to 10% of the highest possible combination of bid amounts shall be submitted with the bid.

Bids shall be opened publicly and the contents announced at the specified closing time and at the location immediately above. Bids received after stated time will not be accepted and will be returned unopened.

All bids submitted shall be valid for a period of at least (90) ninety days from the date of bid opening. The only alterations, which may be allowed, will be those approved by the Board of Education. No immediate decision shall be rendered concerning the bids submitted at time of opening.

The Bidder shall be actively engaged in work of the nature of the project for which bid is submitted as described in the bid specifications and shall have adequate equipment and personnel to do the work. Each Bidder shall submit with their proposal, a list of no less than five (5) projects, from five different clients, completed within the last three years, related to the type of work specified in the particular bid specification.