

MAYWOOD-MELROSE PARK-BROADVIEW SCHOOL DISTRICT 89  
906 WALTON STREET  
MELROSE PARK, IL 60160

Phone: (708) 450-2460  
FAX: (708) 410-1717

Sealed proposals will be accepted for:

**Access Control and Intercom System Installation**

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SUBMIT YOUR SEALED BIDS TO THE ATTENTION OF:

**James Vreeland, Business Manager**

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AT THE ABOVE ADDRESS NO LATER THAN

**10:00 a.m. April 16, 2021,**

***BIDS WILL BE OPENED AT 10:00 a.m., Tuesday, April 16, 2021***

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**YOUR PROPOSAL MUST BE SUBMITTED IN A SEALED OPAQUE ENVELOPE  
CLEARLY MARKED WITH YOUR COMPANY NAME AND THE FOLLOWING  
INFORMATION:**

**ACCESS CONTROL AND INTERCOM SYSTEM INSTALLATION**

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Please complete the following:

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

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

\_\_\_\_\_  
City, State, and Zip Code

\_\_\_\_\_  
Telephone Number (**Including area code**)

## SCOPE OF WORK

The following services will be required in this proposal for six (6) locations in the District. Work will furnish and install a complete Door Access Control FOB System and Aiphone Intercom System as follows:

1. Completely install electric strikes and control boards, including:
  - a. Installation of door access system
  - b. Installation of card readers
2. Run cable from main panel to each FOB/Strike location
3. Program with necessary information to communication with panel
4. Install and program new Aiphone intercoms at various locations
5. Install and program tenant stations to view personnel at the doors

Location	Address	Required Equipment
Garfield Elementary School	1514 S 9th Ave Maywood, IL 60153	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Kantech controller</li> <li>• Wire mold</li> <li>• HID Reader</li> <li>• Strike 9400-HES</li> <li>• Cable</li> </ul>
Jane Addams Elementary School	910 Division St Melrose Park, IL 60160	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• 3, Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Kantech controller</li> <li>• HID Reader</li> <li>• Strike 9400-HES</li> <li>• Cable</li> </ul>
Lincoln Elementary School	811 Chicago Ave Maywood, IL 60153	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Cable</li> </ul>
Melrose Park Elementary School	1715 W Lake St Melrose Park, IL 60160	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• 3, Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Kantech controller</li> <li>• HID Reader</li> <li>• Strike 9400-HES</li> <li>• Cable</li> </ul>

Roosevelt Elementary School	1927 S 15th Ave Broadview, IL 60155	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Kantech controller</li> <li>• HID Reader, Door 1</li> <li>• HID Reader, Door 2</li> <li>• Relocation of main answering area</li> <li>• Strike 9400-HES</li> <li>• Cable</li> </ul>
Stevenson Middle School	1630 N 20th Ave Melrose Park, IL 60160	<ul style="list-style-type: none"> <li>• Aiphone JO Series Video Intercom</li> <li>• 2, Aiphone Standard Expansion Station Buzzer with camera</li> <li>• Relocation of existing reader into vestibule</li> </ul>

Proposal need to include three (3) references with prior school experience.

**QUESTIONS REGARDING INSTALLATION AND EQUIPMENT SHOULD BE DIRECTED IN WRITING TO DAVID DELGADO AT: [david.delgado@maywood89.org](mailto:david.delgado@maywood89.org)**

**CERTIFICATE OF ELIGIBILITY TO BID**

\_\_\_\_\_ (vendor/contractor), pursuant to Section 33E-11 of the Illinois Criminal Code of 1961 as amended (720ILCS 5/33E-11), hereby certifies that neither (he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has been convicted in the past five (5) years of the offense of bid-rigging under Section 33E-3 of the Illinois Criminal Code of 1961 as amended (720ILCS 5/33E-3) and that neither (he, she, it) nor any of (his, her, its) partners, officers, or owners of (his, her, its) business has ever been convicted of the offense of bid-rotating under section 33E-4 of the Illinois Criminal Code of 1961, as amended (720ILCS 5/33E-4).

\_\_\_\_\_  
Vendor/Contractor

By: \_\_\_\_\_  
Print or Type

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

(Vendors/Contractors with 25 or More Employees)

**CERTIFICATE OF COMPLIANCE WITH  
ILLINOIS DRUG-FREE WORKPLACE ACT**

\_\_\_\_\_ (vendor/contractor), having 25 or more employees, does hereby certify pursuant to Section 3 of the *Illinois Drug-Free Workplace Act*, as amended (30 ILCS 580/3) that (he, she, it) shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act*, as amended, (30 ILCS 580/1 et. seq.), and further certifies that (he, she, it) is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*, as amended (30 ILCS 580/1 et.seq.).

\_\_\_\_\_  
Vendor/Contractor

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

(Individual Vendor/Contractor)

**CERTIFICATE OF COMPLIANCE WITH  
ILLINOIS DRUG-FREE WORKPLACE ACT**

\_\_\_\_\_(Individual Vendor/Contractor), does hereby certify pursuant to Section 4 of the *Illinois Drug-Free Workplace Act*, as amended (30 ILCS 580/4) that (he, she) will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract and that (he, she) is not ineligible for award of this contract by reason of disbarment for a violation of the *Illinois Drug-Free Workplace Act*, as amended (30 ILCS 580/1 et. seq.).

\_\_\_\_\_  
Individual Vendor/Contractor

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

\_\_\_\_\_  
Date

**CERTIFICATE REGARDING**  
**SEXUAL HARASSMENT POLICY**

\_\_\_\_\_ (Vendor/Contractor), does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act*, as amended (775 ILCS 5/2-105) that (he, she, it) has a written sexual harassment policy that includes, at the 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, utilizing examples; (4) an internal complaint process including penalties; (5) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (6) directions on how to contact the Department of Human Rights and Human Rights Commission; and (7) protection against retaliation.

\_\_\_\_\_  
Name of Vendor/Contractor

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**CERTIFICATE REGARDING  
BAN ON SMOKING**

\_\_\_\_\_ (vendor/contractor),  
pursuant to Maywood-Melrose Park-Broadview School District 89 Board of Education  
Policy No. 437 and the *Goals 2000: Educate America Act (Public Law 103-227)*, hereby  
certifies that (his, her, its) employees and any sub-contractors will abide by the ban on  
smoking in all school buildings and on all school grounds in the Maywood-Melrose Park-  
Broadview School District 89.

\_\_\_\_\_  
Vendor/Contractor

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Certification Regarding Debarment, Suspension,  
Ineligibility and Voluntary Exclusion  
Lower Tier Covered Transactions**

This certification is required by the Department of Education regulations implementing Executive Order 12549, Debarment and Suspension, 34 CFR Part 85, for all lower tier transactions meeting the threshold and tier requirements stated at Section 85.110.

***(BEFORE COMPLETING CERTIFICATION, READ ATTACHED INSTRUCTIONS)***

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
  
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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**Organization Name**

**PR/Award Number or Project Name**

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**Name and Title of Authorized Representative**

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**Signature**

**Date**

## **Instructions for Certification**

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of charged circumstances.
4. The terms “covered transaction”, “debarred”, “suspended”, “ineligible”, “lower tier covered transaction”, “participant”, “person”, “primary covered transaction”, “principal”, “proposal”, and “voluntarily excluded”, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled “Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Covered Transactions”, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

**PROPOSAL FORM**  
**ACCESS CONTROL AND INTERCOM SYSTEM INSTALLATION**

TO: Maywood-Melrose Park-Broadview School District 89  
906 Walton Street  
Melrose Park, IL 60160

FROM: \_\_\_\_\_  
(Name of Bidder)

TOTAL PRICE FOR ITEMS BID: \$ \_\_\_\_\_

I have examined the specifications and instructions included herein and agree, provided a contract on behalf of the firm named below is awarded within 30 days of bid due date, that the firm named below shall provide the specified items for the sum shown in accordance with the terms stated herein. All deviations from specifications and terms are in writing and attached hereto. I understand that no claim for relief because of errors or omissions in bidding will be considered and that both I and the firm named below will be held strictly to the proposal(s) as submitted

\_\_\_\_\_  
Firm Name Signature

\_\_\_\_\_  
Address Print Name

\_\_\_\_\_  
City, State & Zip Code Title

\_\_\_\_\_  
Telephone Number Date