



REQUESTION FOR QUALIFICATIONS NOTIFICATION



PROJECT: Community/Birchwood Renovation Planning & Design

NUMBER: 24-31F

INVITATION TO BID

Sealed qualifications for: **Community/Birchwood Renovation Planning & Design** will be received by the Palatine Park District, 250 E Wood St Palatine, Illinois 60067 until March 11, 2024 at 10:00am.

PLANS AND SPECIFICATIONS

Digital versions of requests are available at no cost beginning February 14, 2024 by contacting Steve Nagle via email: parkprojects@palatineparks.org. Hard copies are available upon request only and may be picked up at the offices of the Palatine Park District, 250 East Wood Street Palatine, Illinois 60067.

SUBMITTAL OF QUALIFICATION FORMS

All forms necessary for submittal of qualifications are both bound into and enclosed loosely in the request document. These forms are to be filled out completely, contain no qualifications or interlineations and be submitted as part of the proposal. Attached to the qualifications submission form will be one or more certifications regarding the company's compliance with applicable law. Failure of a company to complete, sign and submit a required certification shall be the basis for immediate rejection of that qualification.

Qualifications shall be submitted in DUPLICATE in a sealed envelope, labeled "Qualifications" with the Project Name, the name of the company, date and time of submission deadline, and addressed to the Superintendent of Facilities Palatine Park District, 250 East Wood Street Palatine, IL 60067.

RELEASE OF RESULTS

A tabulation will be completed at the time of the deadline. This tabulation will be included in the summary and staff recommendation to the Park Board of Commissioners. The tabulation will be posted to the Park District website (<http://bids.palatineparks.org>) on the Bids and Proposals page within two (2) business days after the Park Board has made their determination. Results will not be released prior to posting on the web site.