

VILLAGE OF HOFFMAN ESTATES  
**NOTICE TO BID**

The Village of Hoffman Estates Department of Public Works is soliciting bids, as described in these documents, for:

**BRIVO PANEL UPGRADES**

Sealed bids will be received at the Office of the Village Clerk of the Village of Hoffman Estates (1900 Hassell Road) Cook County, Illinois, until **April 22, 2024 at 10:00 a.m.** All bids will be publicly opened immediately thereafter.

It is the responsibility of the bidder to meet the specified opening time; and any bid not so received will be returned unopened. Bids must be identified as such on the outside of the sealed envelope. This can be done by marking the envelope "SEALED BID" and with the following information:

Company's Name  
Company Address  
Name of Bid ("Brivo Panel Upgrades")  
Date and Time of Bid Opening

Specifications and complete bid documents may be obtained from the Office of the Village Clerk. Further information regarding this bid may be obtained by contacting Paul Petrenko, Superintendent of Facilities and Arena Maintenance, at [Paul.Petrenko@vohe.org](mailto:Paul.Petrenko@vohe.org) or 847.490.6800.

A non-mandatory pre-bid meeting will be held at the job site located at the Village Hall located at 1900 Hassell Road, Hoffman Estates, IL on April 12, 2023 at 10:00 a.m., weather permitting.

The Village of Hoffman Estates strongly encourages minority firms and women's business enterprises to apply. If subcontracts are to be let, the primary contractor shall take these same affirmative steps to solicit bids from minority and women's firms.

The Village reserves the right to reject and/or award any and all bids, or parts thereof, and to waive formalities and technicalities according to the best interest of the Village.

By the Order of the Mayor and Board of Trustees of the Village of Hoffman Estates.

March 27, 2024  
DATE

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Bev Romanoff, Village Clerk

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(DATE)