



VILLAGE OF SCHAUMBURG

MUNICIPAL CENTER / 101 SCHAUMBURG COURT / SCHAUMBURG, IL 60193-1899
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November 14, 2018

Subject: Request for Quotation – # PCA-112 19
From: Jan Williams, CPPB, Buyer
Purchasing Division.

The Village of Schaumburg IL has a current quotation opportunity for **Septemberfest Generator & Light Tower Service**. Quotations are due no later than 1:00 p.m. on Friday, December 7, 2018.

Village solicitations are available on-line via the village's internet web site. The instructions for accessing this site and down loading the PDF files have been provided on page two of this notice.

It is extremely important that you immediately notify the Purchasing Division via e-mail to jwilliams@schaumburg.com if your firm intends to submit a response to the electronic document. This step is necessary to establish a communication link between the village and the Respondent so that any addenda or other relevant information may be transmitted properly. The Respondent, not the village, is responsible for obtaining any addenda to the original specification when the Respondent chooses the option of downloading electronic files. Addenda and other relevant information will be posted on the *Business to Government-Commerce and Bid Information* web page.

Documents may also be obtained at the Village of Schaumburg, Purchasing Division, 101 Schaumburg Ct., Schaumburg, IL from of 9:00 a.m. to 4:00 p.m., Monday through Friday. **If there are blueprint plans with the project, the files will be provided in CD format, not paper.**

Please complete the information requested below and return via e-mail to jwilliams@schaumburg.com.

Our firm has obtained the electronic PDF file for **Septemberfest Generator & Light Tower Service** and will be submitting a sealed response.

Company Name: _____ Contact Name: _____

Complete Mailing Address: _____

Phone No.: _____ Fax No: _____

E-mail Address: _____

The Village of Schaumburg's internet web site provides purchasing related information for current & future village suppliers.

IMPORTANT! Vendors that download and print documents from this web site are responsible for obtaining ALL files associated with the individual bids or proposal. In order to maintain the line of communication, vendors intending to respond to a bid or proposal document must provide the Purchasing Division with all company contact information via e-mail to jwilliams@schaumburg.com.

To access the Village of Schaumburg website:

- Logon to: www.villageofschaumburg.com, the main page of the village's web site.

The **Business to Government** page provides general information and access to the village's *Vendor Registration Form, Freedom of Information Form*, and several purchasing related links. To find this page, single click on the left side of the main website page.

The **Current Requests for Bids and Proposals** page provides access to downloadable PDF bid and proposal documents.

Please read the instructions entirely. Below the instructions is a list of bid & proposal opportunities. Access any of the listed projects by single clicking on the individual **TITLE**. A complete detail of the specific project will open up. All document files related to the specific project will be provided as PDF at the bottom of the detail page.

The **General Terms and Conditions** page provides answers to frequently asked questions concerning how to do business with the Village of Schaumburg. To find this page, single click on the left side of the *Business to Government* web page.

The **Procurement Processes** page provides an explanation of the processes utilized by the Village of Schaumburg for procurement of goods and services. To find this page, single click on the left side of the *Business to Government* web page.

**Village of Schaumburg
Request for Quotation
Septemberfest Generator & Light Tower Service**

Intent: The purpose of this Request for Quotation is to solicit offers to provide generator and light tower services for the Village of Schaumburg's (hereafter Village) Septemberfest festival. A high quality generator contractor is an integral part of this festival.

Due Date: Submittals are due by 1:00 p.m. on Friday, December 7, 2018. They may be e-mailed to jwilliams@schaumburg.com or mailed/delivered to the address provided below.

Attn: Jan Williams, CPPB
Village of Schaumburg
Purchasing Division
101 Schaumburg Ct.
Schaumburg, IL 60193-1899

Questions: Questions shall be addressed in writing to Roxane Benvenuti, Special Events Coordinator, via e-mail to rbenvenuti@schaumburg.com no less than five (5) business days prior to the scheduled due date.

Scope: The Village sponsors a Septemberfest event held on Labor Day weekend. Annual attendance averages 250,000, weather permitting. The festival is held on the Robert O. Atcher Municipal Center grounds at 101 Schaumburg Court. The event includes a 250 booth arts & crafts show, 18-ride carnival, three stages of entertainment, and the Taste of Schaumburg with 24 restaurants.

The contractor will be responsible for the delivery, set-up, and removal of all generators. With this responsibility, the company will be expected to supply all manpower and equipment needed in the installation and removal of same for the Village's Septemberfest.

Terms: The contract shall be for a three (3) day event (not including set-up and tear down time), to be held on the 2019 Labor Day weekend. The contract shall include three (3) optional, additional years as stated below. These may be exercised at the option of the Village, with mutual consideration between the Village and the vendor. Options will be exercised prior to January 31 preceding the next event date.

- Saturday, August 31, 2019 / Sunday, September 1, 2019 / Monday, September 2, 2019
 - Saturday, September 5, 2020* / Sunday, September 6, 2020* / Monday, September 7, 2020*
 - Saturday, September 4, 2021* / Sunday, September 5, 2021* / Monday, September 6, 2021*
 - Saturday, September 3, 2022* / Sunday, September 4, 2022* / Monday, September 5, 2022
- * *Indicates option years*

The village will notify vendor in writing prior to January 31st of the Village's intention whether or not to extend the contract to optional years.

A one-time economic adjustment for labor, material, and equipment costs may be negotiated for each one year extension to the contract after the initial one year contract period. This economic adjustment may not exceed the published local Consumer Price Index (CPI) for the previous twelve month period. The contracted vendor shall notify the Village in writing of any requested increase by December 15 of the current contract year.

Requirements:

- The average run time per generator is 85-100 hours.
- All equipment must be trailer mounted, and the Village’s Engineering and Public Works Department staff will not assist in unloading or loading equipment. Rental equipment must be delivered and unloaded by the contractor, and Village staff will place in required areas.
- Electricians (not the generator contractor) are responsible for installation, electrical connections, operation, and turning off the generators in the evening after the festival has closed.
- Proof of maintenance within the last 30 days for each generator.
- The company representative delivering the generators must check-in with an Engineering and Public Works Foreman for drop-off locations and to confirm that the generators have been serviced and are in proper working condition. Delivery should be completed before 3:00 p.m. on the Wednesday prior to the festival, and pick-up should be before 3:00 p.m. on the Tuesday following the festival. See below for exact delivery and pick-up dates:

Delivery Wednesday, August 28, 2019	Pick-up Tuesday, September 3, 2019
Delivery Wednesday, September 2, 2020*	Pick-up Tuesday, September 8, 2020*
Delivery Wednesday, September 1, 2021*	Pick-up Tuesday, September 7, 2021*
Delivery Wednesday, August 31, 2022*	Pick-up Tuesday, September 6, 2022*

* *Indicates option years*

- Filters must be clean, and extra filters must be provided with each generator at no extra charge.
- There is no need for the generator vendor to supply distribution equipment. The Village supplies all the needed cables as well as distribution panels.

General Conditions and Schedule: Contractors shall utilize the *Detailed Cost Sheet* provided in this document to submit costs for all generators and light towers listed in the detailed specifications. All units shall be delivered full of fuel and the total cost submitted shall include price for delivery, drop-off, and pick-up.

At least one company representative on-site must speak English to communicate with staff and Septemberfest Committee members. The Village and the Septemberfest Committee require a valid 24-hour emergency telephone number of a company representative with decision-making

authority for use during the hours of operation during the Labor Day weekend. This service representative may be called upon to handle any potential problems encountered with the service during the weekend.

Septemberfest days and times of operation are:

Saturday - 10:00 a.m. to 10:00 p.m.

Sunday - 9:00 a.m. to 10:00 p.m. (fireworks display evening)

Monday - 9:00 a.m. to 9:00 p.m. (rain date for fireworks display evening)

References: All contractors shall include with their Quotation submittal a list of a minimum of three (3) references, including company names, contact person's name, email address, and phone number for similar services provided within the past two (2) years. **All references shall be for temporary outdoor events similar in size, scope and quality to the Septemberfest event. Please note that if any portion of the contract is subcontracted, a list of a minimum of three (3) references must be provided for the subcontractor as well.**

Detailed Cost Sheet

SEPTEMBERFEST GENERATOR SERVICE

(All equipment must be trailer mounted and the Village of Schaumburg's Engineering and Public Works Department staff will not assist in unloading or loading your equipment.)

NOTE: Vendor must transfer the Total Package Cost to the *Quotation Sheet*.

Quantity	Item	Unit Cost	Total Cost
1	<p>20 kW Diesel Generator Set: Must produce 20kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Turned off in the evening after the festival.</p> <p>(Used for the projection screen projector by the main stage Gazebo).</p>	\$	\$
1	<p>50 kW Diesel Generator Set: Must produce 50kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Runs 24 hours.</p> <p>(Used for the sponsor/courtesy booths, bingo tent, ATM trailer on east side & the dining tent; placed in the loading dock).</p>	\$	\$
1	<p>100 kW Diesel Generator Set: Must produce 100kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Turned off in the evening after the festival.</p> <p>(The main stage sound generator must be capable of operating sound equipment for production purposes, handle on/off fluctuation, is ground neutral bonded, and can share an unbalanced load).</p>	\$	\$

	(Used for the main stage sound, stage, motor homes/ tour bus & projection screen).		
1	<p>191 kW Diesel Generator Set: Must produce 125kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Runs 24 hours.</p> <p>(Food tent; placed behind the baffle north of the food tent).</p>	\$	\$
1	<p>191 kW Diesel Generator Set: Must produce 125kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Used strictly as a back-up, but is turned off in the evening after the fest if used.</p> <p>(Back-up for emergency use only; placed behind the baffle north of the food tent).</p>	\$	\$
1	<p>180 kW Diesel Generator Set: Must produce 180kW, (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase (switchable), 60 Hz clean sine wave.</p> <p>Turned off in the evening after the festival.</p> <p>(The main stage lighting generator must be capable of operating lighting equipment for production purposes, handle on/off fluctuation, is ground neutral bonded, and can share an unbalanced load).</p> <p>(Used for the main stage lights).</p>	\$	\$
1	<p>38 kW Diesel Generator Set: Must produce 38 kW, 100 amps at 208 voltage 3 phase Triple shift rate. (PF 20%) 120/208 V.A.C. 3 phase, 120/240 V.A.C. single phase</p>	\$	\$

	(switchable), 60 Hz clean sine wave. (Used for the craft beer & wine tent).		
N/A	Fuel (if returned less than full)	\$ /gallon	\$ N/A

SEPTEMBERFEST LIGHT TOWERS

(All equipment must be trailer mounted and the Village of Schaumburg’s Engineering and Public Works Department staff will not assist in unloading or loading your equipment.)

Extra light bulbs for the light towers must be provided with each light tower at no extra charge.

Quantity	Item	Unit Cost	Total Cost for 4
4	4000 Watt Light Tower	\$	\$

Delivery & drop-off charge if applicable:	\$
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Pick-up charge if applicable (units will be brought to the original site of delivery):	\$
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Environmental fee if applicable:	\$
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TOTAL PACKAGE COST	\$
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QUOTATION SHEET

Note: the Respondent must complete all portions of the Quotation Sheet.

The undersigned, having examined the specifications and all conditions affecting the specified project, offer to furnish all services, labor, and incidentals specified for the price below.

The undersigned Respondent certifies that they are not barred from offering a quotation on this contract as a result of a conviction for the violation of state laws prohibiting bid rigging or bid rotating, (720ILCS 5/33E-1, et seq.) and is not delinquent in any taxes to the Illinois Department of Revenue. (65ILCS 5/11-42.1-1).

It is understood that the Village reserves the right to reject any and all quotations and to waive any irregularities and that the prices contained herein will remain valid for a period of not less than ninety (90) days.

I (We) propose to complete the following project as more fully described in the specifications for the following:

Company Name: _____

SEPTEMBERFEST GENERATOR & LIGHT TOWER SERVICE

2019 Total Package Cost of Generator & Light Tower Service <i>(transfer from Detail Sheet)</i>	\$
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If it is the Contractor's intention to utilize a subcontractor(s) to fulfill the requirements of this contract, the Village must be advised of the subcontractor's company name, address, telephone and fax numbers, and a contact person's name at the time of submittal.		
Will you be utilizing a subcontractor?	YES	NO
If yes, have you included all required information with your submittal?	YES	NO

- OR -

NO QUOTE – Keep our company on your Supplier List	:Signature :Date
NO QUOTE – Remove our company from your Supplier List	:Signature :Date

- Note: Please feel free to attach further explanation if desired as to your reasons for not submitting a quotation.

INDEMNIFICATION: The Bidder hereby agrees to protect, defend, indemnify, and save harmless the Village against loss, damage, or expense from any suit, claim, demand, judgment, cause of action, or

shortage initiated by any person whatsoever, arising or alleged to have arisen out of work described herein, except that in no instance shall the Bidder be held responsible for any liability, claim, demand, or cause of action attributable solely to the negligence of the Village.

I hereby certify that the item(s) proposed is/are in accordance with the specifications as noted and that the prices quoted are not subject to change; and that

_____ (Company Name) is not barred by law from submitting a bid to the Village for the project contemplated herein because of a conviction for prior violations of either Illinois Compiled Statutes, 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33-4 (Bid Rotating); and that

_____ (Company Name) is not delinquent in payment of any taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1; and that

_____ (Company Name) provides a drug free workplace pursuant 30 ILCS 580/1, et seq.; and that

_____ (Company Name) certifies they have a substance-abuse program and provide drug testing in accordance with 820 ILCS 265/1 et. seq., Public Act 095-0635; and that

_____ (Company Name) is in compliance with the Illinois Human Rights Act 775 ILCS 5/1.101, et seq. including establishment and maintenance of sexual harassment policies and program.

_____ Bidder's Firm Name			_____ Signed Name and Title
_____ Street Address			_____ Print Name and Title
_____ City	_____ State	_____ Zip Code	_____ E-mail Address
_____ Phone Number			_____ Fax Number
_____ Date			

DETAIL EXCEPTION SHEET

EXCEPTIONS: Any exception must be clearly noted on the *Detail Exceptions Sheet(s)*. Failure to do so may be reason for rejection of the quotation. It is not our intention to prohibit any potential respondent from quoting by virtue of the specifications, but to describe the material(s) and service(s) actually required. The Village reserves the right to accept or reject any or all exceptions.

DETAIL EXCEPTIONS SHEET MUST BE ENCLOSED WITH QUOTATION SHEET.

Respondent's exceptions are:

STANDARD CONDITIONS

- **Note: For the purpose of this RFQ, the word “Bid or Bidder” in the Standard Conditions and General Supplemental Additional Conditions shall be replaced by the word “Quote or Quotation”.**

Interpretation of Contract Documents: Each request for interpretation of the Contract Documents shall be made in writing addressed to Jan Williams, CPPB, Purchasing Dept., Village of Schaumburg, 101 Schaumburg Ct., Schaumburg, IL 60193-1899 and shall be received at least five (5) business days prior to the scheduled bid opening date. Interpretations and supplemental instructions will be the form of written addenda to the Contract Documents.

Electronic Bid Documents: Bidders that download PDF documents from the Village of Schaumburg’s Purchasing Division internet web page must immediately notify the Purchasing Division via e-mail to jwilliams@schaumburg.com if they intend to submit a response to the bid documents. This step is necessary to establish a communication link between the Village and the Bidder so that any addenda or other relevant information may be transmitted properly. The Bidder, not the Village, is responsible for obtaining any addenda to the original specification when the Bidder chooses the option of downloading bid or proposal files. Addenda and other relevant information will be posted on the *Current Requests for Bids and Proposals*, project specific, web page.

Bidder’s Qualifications: No award will be made to any Bidder who cannot satisfy to the Village that they have sufficient ability and experience in this class of work, as well as sufficient capital and equipment to do the job and complete the work successfully within the time named (i.e. responsible). The Village’s decision or judgment on these matters shall be final, conclusive, and binding. The Village may make such investigations as it deems necessary. The Bidder shall furnish to the Village, under oath if so required, all information and data the Village may request for the purpose of investigation.

Preparation of Bid: The Bidder’s submittal shall include the completed *Bid Sheet* found in the Contract Documents. The Village will strictly hold the Bidder to the terms of the bid. The bid must be executed by a person having the legal right and authority to bind the Bidder.

Compliance with Laws: The Bidder shall at all times observe and conform to all laws, ordinances, and regulations of the Federal, State, and local governments, which may in any manner affect the preparation of bids or the performance of the contract.

Alternate: Any reference in these specifications to manufacturer’s name, trade name, or catalog number (unless otherwise specified) is intended as a standard only. The Village’s written decision of approval or disapproval of a proposed substitution shall be final. Alternate bids will be considered only if received at the time stated for receipt of the bids. Submit alternate bids in a sealed envelope and identify the envelope as required for all bids, except that the phrase **Alternate Bid** shall be used. Bidders are cautioned that, if an alternate bid(s) involves an increase in the *Bid Sum*, the *Bid Deposit*, **if required**, shall be ample or be increased to cover the alternate *Bid Sum* or the entire bid may be rejected.

Form of Contract: The form of contract between the Village and the successful Bidder will be a purchase order referencing the bid specification and the bid submitted by the successful Bidder.

Freedom of Information Act (FOIA): The village is required by Public Act 96-542 to comply with freedom of information requests (FOIA) within five (5) business days of a record request. All contractors used by the village may be in possession of records covered by this act and therefore will be required to provide the village with those records upon request and within the time frame of the Act.

Confidentiality: As a public agency, the Village is required to adhere to Freedom of Information Public Act 96-542. If a responding firm intends to request confidentiality on any portion of a bid, the submittal shall also include a redacted copy of the bid. Limited redactions will be considered. However, entire full redaction of bid submittals will not be considered for award. If a redacted copy is not provided, the original submittal may be released by the Village as received.

Bid Review: The Village reserves the right to reject any or all bids and/or to waive any irregularities or disregard any informality in the bids and bidding when, in its opinion, the best interest of the Village will be served by such action. Furthermore, the Village reserves the right to award each item to a different Bidder, or all items to a single Bidder unless otherwise noted on the *Bid Sheet*. The Village may determine as follows: 1) an equal or alternative is a satisfactory substitute; 2) an early delivery date is entitled to more consideration than price; 3) an early delivery date is to be disregarded because of the reputation of the Bidder for not meeting delivery dates; 4) a Bidder is not a responsible Bidder; and 5) what exceptions or deviations from written specifications will be accepted.

No bid will be accepted from or contract awarded to any person, firm, or corporation that is in arrears or is in default to the Village upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to the Village, or had failed to perform faithfully any previous contract with the Village.

Delivery: Where applicable, all materials shipped to the Village must be shipped F.O.B. delivered, designated location, Schaumburg, Illinois. If the delivery is made by truck, arrangements must be made in advance by the Bidder, with concurrence by the Village, for receipt of the materials. The materials must be delivered where directed. Truck deliveries will be accepted at the Public Works Facility between 7:00 a.m. and 3:30 p.m. and at all other Village locations 8:00 a.m. and 4:00 p.m., weekdays only.

Inspections: The Village shall have the right to inspect any materials, components, equipment, supplies, services, or completed work specified herein. Any of said items not complying with these specifications are subject to rejection at the option of the Village. Any items rejected shall be removed from the premises of the Village and/or replaced at the entire expense of the successful Bidder.

A. GENERAL SUPPLEMENTAL ADDITIONAL CONDITIONS

Scope of Work: The Bidder shall supply all required supervision, skilled labor, transportation, new materials, apparatus, and tools necessary for the entire and proper completion of the work. The Bidder shall supply, maintain, and remove all equipment for the performance of the work and be responsible for the safe, proper, and lawful construction, maintenance, and use of the same. This work shall be completed to the satisfaction of the Village. The Bidder shall provide adequate protection of the job site to protect the general public from any injury as a result of the job. The Bidder shall provide all safeguards and suitable barricades to protect public and adjacent property. **The Village is not responsible for site safety. The Bidder is solely and exclusively responsible for construction means, methods, technologies, and site safety.**

Licensing and Permits: The successful Bidder and their subcontractor(s) must be licensed with the Village and shall obtain all required building permits prior to the start of any work. The Village will waive applicable Village permit fees for the specific contract. Permit application forms may be obtained from the Community Development Department and license application forms may be obtained at the Collector's Office at the Village of Schaumburg, 101 Schaumburg Court, Schaumburg, IL.

Toxic Substance: Prior to delivery of any material which is caustic, corrosive, flammable, or dangerous to handle, the supplier will provide written directions as to methods of handling such products, as well as the antidote or neutralizing material required for its first aid. (Materials Safety Data Sheet).

Guarantees and Warranties: All guarantees and warranties required shall be furnished by the Bidder and shall be delivered to the Village before final payment on the contract is issued.

Termination of Contract: The Village reserves the right to terminate in whole or any part of this contract, upon written notice to the Bidder, in the event of default by the Bidder. Default is defined as failure of the Bidder to perform any of the provisions of this contract or failure to make sufficient progress so as to endanger performance of this contract in accordance with its terms. In the event of default and termination, the Village may procure, upon such terms and in such a manner as the Village may deem appropriate, supplies, or services similar to those terminated.

The Bidder shall be liable for any excess costs for such similar supplies or service unless evidence is submitted to the Village that, in the sole opinion of the Village, clearly proves that failure to perform the contract was due to causes beyond the control and without the fault or negligence of the Bidder.

Hold Harmless Agreement (Contractual Liability): The Bidder agrees to indemnify and save harmless the Village, including its elected or appointed officials, employees, and agents against any and all claims, loss damage, injury, liability, and court costs and attorney's fees incident thereto, including any claims made by employees of the Bidder or any of their subcontractors, as well as all other persons, resulting directly or indirectly from the work covered by this contract or the equipment used in connection therewith. It is understood that this agreement shall apply to any and all such claims whether resulting from the negligence or the intentional acts of the Bidder, or otherwise. *(With the single exception of any claim, damage, loss, or expense arising solely out of professional services performed by the Village, its agents, or employees, including: 1) the preparation of maps, plans, opinions, reports, surveys, designs, or specifications, and 2) supervisory, inspection, or engineering services.

Insurance: The Bidder will provide certificates of insurance evidencing the following types and limits of insurance. The certificates of insurance will specifically address each of the requirements noted below. Each insurance company shall be acceptable to the Village. The General Liability coverage shall name the Village of Schaumburg as additional insured. All insurance noted below is primary and in no event will be considered contributory to any insurance purchased by the Village. All insurance noted below will not be canceled, reduced, or materially changed without providing the Village thirty (30) days advance notice, via certified mail.

- A. **Comprehensive General Liability** including Products Liability/Completed Operations insurance, in an amount not less than \$1,000,000/occurrence, \$2,000,000/policy limit, including Broad Form Contractual Liability insurance, in an amount not less than \$1,000,000/occurrence, \$2,000,000/policy limit, subject to the terms and conditions of the policy. A copy of the policy may be required.
- B. **Automobile Liability** insurance, in an amount not less than \$1,000,000 combined single limit. Said insurance is to be extended to cover hired and non-owned vehicles.
- C. **Umbrella or Excess Liability** coverage, the Contractor shall provide evidence of Umbrella or Excess Liability coverage of \$2,000,000.
- D. **Workers' Compensation** is to be provided as required by statute, by an insurance company licensed to write worker's compensation in the State of Illinois. Employer's Liability, in an amount not less than \$500,000 each accident, \$500,000 disease – policy limit, and \$500,000 disease – each employee.
- E. Insurance Rating – All insurance policies required by this contract shall be underwritten by insurance companies with a minimum A. M. Best rating of A:VII.
- F. A certificate of insurance is required as evidence of coverage, with the Village of Schaumburg named as an additional insured. The certificate will include an "Additional Insured Endorsement". The same full insurance coverage provided to the named insured, whether it is the contractor or a sub-contractor, shall be provided to the Village without any limitations or endorsements that might limit or exclude coverage. If insurance is canceled for any reason whatsoever the Village will be given not less than thirty (30) days prior written notice.

Any and all deductibles or other forms of retention are the responsibility of the Contractor. All deductibles or other forms of retention are subject to the approval of the Village. Contractor will disclose to the Village in writing the amounts of any deductible or self-insured retentions on the insurance required under this contract.

Contractor waives any right of subrogation it may have or later acquire against the Village.

* Special Requirement: If the Bidder is an architectural firm or engineering firm, said Bidder shall file a certificate of insurance for professional liability, errors and omissions coverage subject to final acceptance by the Village of said coverage.

The Bidder shall not commence work under this contract until they have obtained all insurance required under this section and such insurance has been approved by the Village, nor shall Bidder allow any subcontractor to commence work on their subcontract until the same insurance has been obtained by the subcontractor. The Bidder and their subcontractor(s) shall maintain all insurance required under paragraphs A through D of this Section for not less than one (1) year after completion of this contract.