
Village of Beecher

625 Dixie Highway
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REQUEST FOR PROPOSAL (RFP)

Beecher Village Hall - Exterior Design Improvements

1. Project Overview: The Village of Beecher is seeking proposals from qualified contractors to **replace the soffit, fascia, ceiling of the drive thru area, and to add L.E.D. can lighting**, located at **625 Dixie Hwy**. The intent of this project is to enhance curb appeal, modernize exterior elements, improve lighting quality, and ensure a clean, professional, and welcoming appearance for residents and visitors.

2. Project Description

The project involves remodeling the current mansard soffit, fascia, and ceiling in the drive thru area. Contractors are encouraged to review the site and propose practical, cost-effective solutions suitable for public use.

The selected contractor will be responsible for providing all labor, materials, equipment, supervision, and permits necessary to complete the following:

A. Soffit & Fascia – use of LP SmartSide will be required – colors to be determined at later date

- Removal of existing soffit and fascia around brick building area – this is metal framed
- Installation of new soffit and fascia materials to create an 8” front fascia
- Adding gutters and downspouts to the mansard
- Ensure weatherproofing & proper drainage

B. Drive-Thru Area

- Removal of existing soffit and fascia in drive-thru area – this is metal framed
- Implementation of structural need for use of smart siding for ceiling area
- Installation of new soffit and fascia materials to create an 8” front fascia
- Adding gutters and downspouts to the mansard
- Ensure weatherproofing and proper drainage

C. Can Lighting

- Removal of existing soffit & drive thru lighting
- Supply and installation of new LED can lights in soffit surrounding building(13 total) as well as in ceiling of drive-thru area(8 total)
- Wiring, connections, and code compliance
- Testing and commissioning
- Coordination with local electrical codes and inspections

3. Contractor Requirements

- Obtain all required permits
- Provide proof of insurance and licensing
- Comply with all local building and electrical codes
- Maintain a clean and safe job site
- Provide project timeline and completion schedule
- Warranty on workmanship and materials
- **Prevailing wage is required**

4. Site Visit:

Contractors are encouraged to visit the site prior to submitting a proposal. Site access can be arranged by contacting the person listed below.

5. Project Schedule (Estimated)

- **RFP Issued: 3/2/2026**
- **Bid Opening:** April 8, 2026, at 10:00 AM. All proposals must be submitted in a sealed envelope no later than 10:00 AM on the day of the bid opening. Late submissions will not be accepted.
- **Anticipated Village Board Approval: 4/13/2026**

6. Proposal Requirements

Proposals should be brief and include:

1. Contractor name, address, phone number, and email
2. Contact person
3. Description of proposed work and approach
4. Estimated project timeline
5. Total project cost (itemized if possible)

7. Proposal Submission

Proposals must be submitted by the deadline listed above to:

Contact Person: Matthew R. Conner

Title: Public Works Superintendent

Email: Mconner@villageofbeecher.org

Phone: 708-946-2261

Submissions must be hand delivered to Beecher Village Hall at 625 Dixie Hwy – Beecher, IL 60401 in a sealed envelope no later than 10:00 AM on the day of the bid opening.

8. Selection Criteria

Proposals will be reviewed based on:

- Relevant experience
- Proposed solution
- Cost
- Ability to meet schedule
- References

9. Additional Information

* The Village of Beecher reserves the right to accept or reject any proposal.

* The lowest bid may not necessarily be selected.

* Contractors are responsible for all proposal preparation costs.