
Village of Beecher

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REQUEST FOR PROPOSAL (RFP)

Beecher Village Hall - Window Replacements

1. Project Overview: The Village of Beecher is seeking proposals from qualified contractors to **replace 13 windows**, located at **625 Dixie Hwy**. The intent of this project is to enhance curb appeal, modernize exterior elements, improve energy efficiency, and ensure a clean, professional, and welcoming appearance for residents and visitors.

2. Project Description

The project involves replacing 13 windows which are approximately 4' W X 6'T. 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:

Scope of Work – Window Installation

Provide and install **thirteen (13) windows total**, with the following specifications and work included:

- Windows to be **awning-style (top-hinged, outward opening)**
- Window system: **Series 8500 aluminum thermal-break casement windows**
- Frames to have a **gloss black finish**
- Glass to be **factory tinted**

Interior Work:

- Window frame shall sit flush with existing interior drywall return

Installation Includes:

- Proper setting, leveling, and securing of all window units
- Installation of required **flashing and weatherproofing** materials on both interior & exterior
- Ensure all windows are fully operational and aligned
- Jobsite cleanup upon completion

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: 4/20/2026**
- **Proposal Due: On or before 5/20/2026 at 10:00 AM**
- **Anticipated Village Board Approval: 5/26/2026**

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@villageofbeecheer.org

Phone: 708-935-0081

Submissions must be **sealed** and hand delivered to Beecher Village Hall at 625 Dixie Hwy – Beecher, IL 60401

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.