

November 15, 2025

BID INVITATION

Parkland College invites you to submit a written bid for **replacing the carpet in the Illinois workNet building, at 1307 N. Mattis Ave, Champaign, IL.**

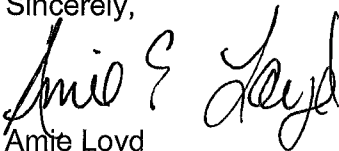
Please address written bids to Purchasing, Room A108, Parkland College, 2400 West Bradley Avenue, Champaign, IL, 61821-1899. Bid envelopes should be marked "**BID # 2026-001 Carpet – Illinois workNet**" to ensure delivery. Bids must be received no later than **2:00 p.m. CST on Wednesday, November 26, 2025**, at which time they will be publicly opened and read in **Room A108**. Any bid not received by said time and date will not be considered. Bids sent by facsimile machine or email will not be accepted.

All bidders are welcome to attend the public bid opening. If you choose not to attend, you may contact Purchasing, at (217) 351-2232, or via email at purchasing@parkland.edu, to obtain the results of the bid. No information regarding the recommendation to the Board of Trustees will be released until after the Board of Trustees meet on Wednesday, December 17, 2025.

The Board of Trustees of Parkland College reserves the right to reject all or any part of a bid submitted, to waive any technicalities or informalities in the bidding, and to accept bids or combination of a bid deemed most favorable to and in the best interest of the college after all bids have been examined and evaluated. All bidders must fully comply with all local, state, and federal laws regarding bidding on public projects and the performance of services or supplying of goods under a bid.

Questions regarding the bid specifications may be addressed to Troy Burns, at (217) 353-2322, or via email at tburns@parkland.edu.

Sincerely,



Amie Loyd

V.P. for Administrative Services and Chief Financial Officer

Enc: Bid form
 Return envelope

Prices and Payments:

1. All bid prices shall be complete and include installation, warranty, and delivery.
2. Contract will be an official Parkland College purchase order to be issued after approval of the bid by the Board of Trustees.
3. Payment shall be made in accordance with these specifications and the bid proposal submitted by the bidder. Bid will be valid for a period of sixty days from date of bid opening.
4. Any exceptions or deviations from the bid specifications must be addressed in writing and submitted with the bid.
5. Parkland College is tax exempt. A copy of the exemption certificate will be furnished on request.

Any bid not received by said time and at said place will not be considered. Bids sent by facsimile machine or email will not be accepted. The bids will be publicly opened and announced at 2:00 p.m. CST on Wednesday, November 26, 2025, Room A108 on the Parkland College campus. No decision will be made at that time.

Scope:

Parkland College is soliciting bids from qualified vendors to replace the carpet in the IDES portion of the Illinois workNet building at 1307 N. Mattis Ave, Champaign, IL. Specifications of the make and style of carpet are listed herein.

General:

These are the specifications for carpet replacement at the Illinois workNet building. Bidders must answer all questions. Any unanswered questions will be considered noncompliant and nonresponsive and subject to rejection.

Business Enterprise for Minorities, Females, and Persons with Disabilities:

Consistent with the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575/0.01, *et seq.* (the "Act"), it is the policy of Parkland College to foster and encourage the continued economic development of minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

When Parkland College is required to competitively bid a contract, the bid documents shall additionally require all potential bidders to submit their name, the bid amount, a statement confirming whether the bidder is including in its bid work to be performed by certified as a minority owned businesses, female owned businesses, and businesses owned by a person with a disability.

Are you certified as a minority owned business or female owned or person with a disability owned business?

Yes ____ No ____

Project Specifications:

1. Remove existing carpet and rubber cove base from approximately 5612 square feet of the IDES area of the Illinois workNet building. Prep floor for installation of new carpet. Print of area is included.

***Does your bid price include all these specifications? _____Yes _____No**

2. Install new carpet and 4" black rubber cove base in the same 5612 sq ft area in the IDES area of the Illinois workNet building. Carpet manufacturer and style will be J & J 12"x48" Impromptu Demi Plank Carpet, tile color - On the Spot.

***Does your bid price include all these specifications? _____Yes _____No**

3. Timing of the removal and installation of carpet will require close coordination with Parkland College project manager(s) and IDES occupants to minimize disruption. Coordination with Parkland College in-house staff and/or contracted labor will also be necessary, as they will be disassembling and moving office furnishings in advance of installation work. This may require onsite coordination meetings with all stakeholders.

***Can you meet these requirements? _____Yes _____No**

Evaluation Criteria:

Bids will be evaluated based on the following criteria:

1. Ability to coordinate with IDES schedule.
2. Availability of materials.
3. Cost-effectiveness and value for money.
4. Vendor's experience and track record.
5. Feasibility of the proposed timeline.

Submission Instructions:

Please address written bids to Purchasing, Room A108, Parkland College, 2400 West Bradley Avenue, Champaign, IL, 61821-1899. Bid envelopes should be marked "**BID # 2026-001 Carpet – Illinois workNet**" to ensure delivery. Bids must be received no later than **2:00 p.m. CST on Wednesday, November 26, 2025**, at which time they will be publicly opened and read in **Room A108**. Any bid not received by said time and date will not be considered. Bids sent by facsimile machine or email will not be accepted.

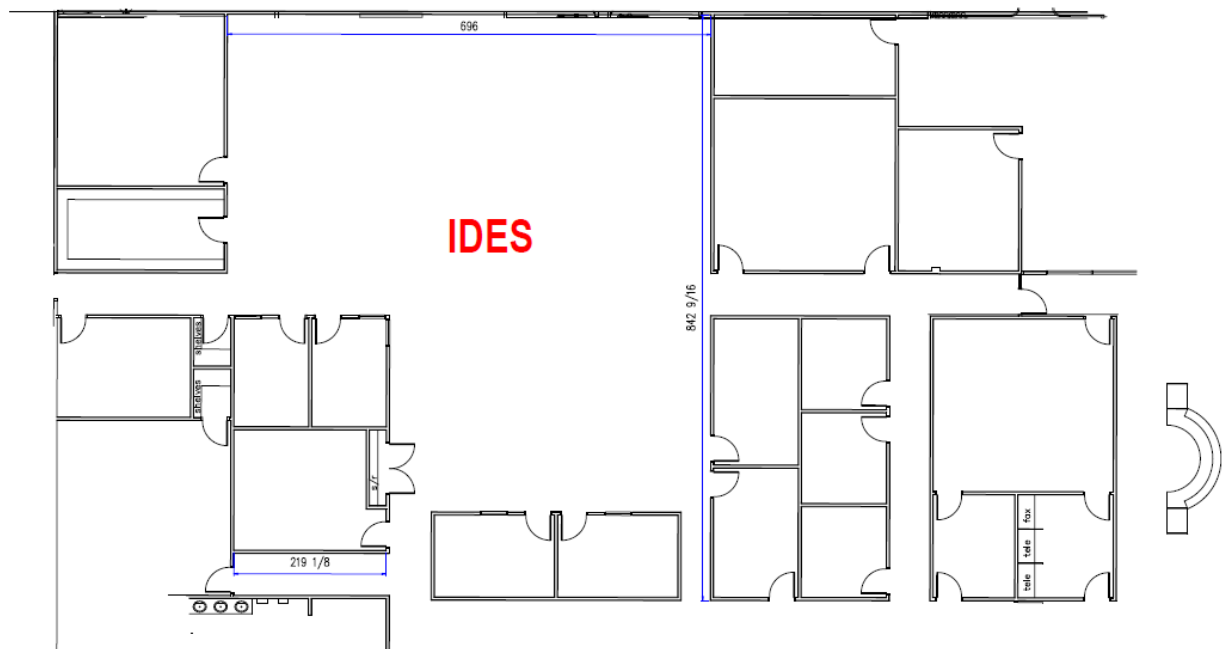
For questions or further clarification, contact Troy Burns, at (217) 353-2322, or via email at tburns@parkland.edu.

Additional Information:

Parkland College reserves the right to accept or reject any or all bids and to negotiate with selected vendors. All materials and designs submitted as part of this bid will remain the property of their respective creators unless otherwise agreed upon.

On site visits to the Illinois workNet building prior to bid submittal can be arranged by contacting Troy Burns, at (217) 353-2322, or via email at tburns@parkland.edu. Scaled prints of the area can be obtained at the same contact information.

Sample print of the IDES area of Illinois workNet building:



BID FORM

BID # 2026-001

Carpet – Illinois workNet

Carpet replacement as per bid specifications:

Total Cost \$ _____

(Price to include installation, warranties, and delivery.)

Vendor Name: _____

Address: _____

City, State, Zip: _____

Phone Number: _____ Fax Number: _____

Email: _____

Authorized Representative (please print) _____

Signature of Authorized Representative _____

Any deviations to these specifications shall be addressed in writing and submitted with bid.