

**Auditorium House Lighting LED Renovation
McHenry Community High School – District 156**



Date: December 20, 2021

Prepared by:

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Proposals Due:

February 7th, 2022

2:00pm

All Proposals should be emailed to:

Julia Pontarelli

Assistant Superintendent for Finance and Personnel

McHenry Community High School District 156

Phone: 815.759.2260

Email: Pontarellijulia@dist156.org



McHenry Community High School – District 156
High School-Auditorium Renovation Project

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High School-Auditorium Renovation Project

1. General Information

a. Project Scope:

- i. This project was created to revitalize the McHenry Community High School Auditorium through a variety of different aspects. A State of the Art lighting system will be installed, that will include LED lighting, modernized architectural and production control as well as infrastructure for the future.

b. Proposal Submissions:

- i. Proposals are due Monday February, 7th at 2:00pm CST. Vendors will provide an bill of materials for each specification section with a package price that includes all services, products and shipping. Any and all exclusions and exceptions should be noted as well. All proposals received after this date will be rejected. Vendors can provided proposals to any or all specifications, however have to provide one price for the entire specification. All bids are to be mailed.
- ii. A Site Walk-Through will be provided on Tuesday, January 18th at 1:00pm CST, this is not mandatory but strongly encouraged. Owner representatives will be onsite to answer immediate questions.
- iii. Any requests for information should be made by Friday, January 28th 5:00pm CST, responses will be provided by Tuesday February 1st 12:00pm CST. All requests for information should be emailed to the consultant on RFP.

c. School District General Guidelines

- i. All substituted components, (equipment, services etc). must be itemize and include per-unit cost and extended cost all associate cost of this project must be listed, shipping, travel etc.
- ii. All alterations, variations, and exceptions to any requirement must be clearly stated
- iii. The district reserves the right to consider proposals based on their relative merit risk and value to school.
- iv. The district reserves the right to cancel all or part of this request for proposal if it is in the best interest of the district
- v. This proposal request does not commit the district to award the contract, to pay any costs associated with preparation of a response, to procure or contract for services and it equipment.
- vi. Vendors must be authorized resellers of all products proposed
- vii. District 156 for reserves the right to except or reject any or all proposals and to waive any minor discrepancies or technicalities in the RFP or specification when deemed it is in the best interest of the district
- viii. Vendors may be asked to provide a minimum of three vendor the references for him schools organization of the products of a similar size I purchased the same products and vendor provided services



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d. Project Schedule:

- i. January 18th 1:00pm- Walk -thru for contractors
- ii. February 1st- Addendum 1 Due
- iii. February 7th- Bids due
- iv. February 22 - Board review/approval
- v. June 5th thru June 20th- Auditorium Closed to complete installation work
- vi. June 20th thru 29th- Software setup and staff training. During the daytime.
- vii. June 30th- Final Completion Date