

Advertisement

Request for Proposal

Sandburg Signage

Sealed bids will be received from qualified agencies/vendors by CARL SANDBURG COLLEGE, 2400 TOM L. WILSON BLVD., GALESBURG, IL 61401, hereinafter known as the Owner/Lessee, for the **Sandburg Signage**.

Sandburg will work with a single agency to partner with a full-service entity who has demonstrated expertise and experience in internal and external signage and wayfinding for this large endeavor to update and create signage for both the Galesburg, IL, and Carthage, IL, campuses.

Bids will be received by the Owner/Lessee until 2:30 p.m. local time, **Tuesday, July 2, 2024**, via email to **dsmith-donaldson@sandburg.edu** or mailed to **Darlene Smith-Donaldson at the desk of the office manager for the president**, Carl Sandburg College, 2400 Tom L. Wilson Blvd., building E upper level, Galesburg, IL. Bids will be publicly opened in the Board Room (E200), read aloud and documented.

A pre-bid meeting and Q&A session is scheduled 11 a.m.-noon local time, **Tuesday, June 25, 2024, in room D209 (auditor's conference room)** at Carl Sandburg College, 2400 Tom L. Wilson Blvd., Galesburg, IL 61401, and via Microsoft Teams. (Visit **<https://www.sandburg.edu/About/Business-Services/Request-Information-Proposals.html>** to access the Teams link.) Representatives of all bidding agencies are requested to attend, to discuss any questions regarding the project. Minutes of the pre-bid meeting will be disseminated to all those attending and to the general public.

Bids will be held good and may not be withdrawn for a period of 30 calendar days from the date of the receipt.

Commencement of the project shall be subject to the discretion of CARL SANDBURG COLLEGE, GALESBURG, IL. The Owner/Lessee reserves the right to waive any irregularities and to accept any or reject all bids when in the opinion of the Owner/Lessee, such action will serve the best interest of the Owner/Lessee.

Bids on all work of this contract shall be subject to the provisions of the Illinois Prevailing Wage Act (Illinois Compiled Statutes 820 IL CS 130/0.01 et seq.).