



City of Wheaton, Illinois

City of Wheaton
303 W. Wesley Street
Wheaton, IL 60187-0727
630-260-2000

www.wheaton.il.us

ELEVATOR MAINTENANCE AND SERVICE

Invitation to Bid Amendment #1

The following changes / clarifications / additions have been added to the Invitation to Bid project specifications and plans:

DATES HAVE BEEN CHANGED AS FOLLOWS:

Mandatory Optional Pre-Bid Meeting: Tuesday, August 2, 2016 at 9:00am
City Hall; 303 West Wesley St; North Elevator Lobby

Last Date for Questions: Thursday, August 4, 2016 end of business

Sealed Bid Submittals due: Thursday, August 11, 2016 prior to 10:00 am local time

Public Bid Opening: Friday, August 12, 2016 10:00 am

Attachments: updated Label for Sealed Submittal

Contacts for this proposal:

Joan M. Schouten CPIM CPPB; Procurement Officer; JSchouten@wheaton.il.us

CUSTOMIZED MAILING LABEL FOR SEALED BID

XXXXXX CUT OUT XXXXXX

Cut along outer border and affix this label to your sealed bid envelope to identify it as a "Sealed Bid".

SEALED BID – DO NOT OPEN

PROPOSAL FOR:

ELEVATOR MAINTENANCE AND SERVICE

PROPOSAL FROM: *(Insert your company name below)*

Sealed Bid Submittals due: Thursday, August 11, 2016 prior to 10:00 am local time

Public Bid Opening: Friday, August 12, 2016 10:00 am

TO BE OPENED BY PROCUREMENT OFFICER

MAIL TO:

**Joan M. Schouten, MBA CPIM CPPB
Procurement Officer
City of Wheaton / City Hall
P.O. BOX 0727
303 West Wesley Street
Wheaton, IL 60187-0727**