



REQUEST FOR INTEREST

Requesting: Interest for Donation of Goods or Services for the Construction of an Entertainment Venue

Issue Date: Thursday, October 8, 2020

Deadline: Friday, October 30, 2020, 1:00 PM

Submit letters of interest via email to: Carri Parker, Purchasing Manager
cparker@oswegoil.org

Note: Any services provided for this project will be required to follow the Illinois Prevailing Wage Act (820 ILCS 130/1-12)

Contact for this proposal:
Carri Parker, Purchasing Manager in writing at cparker@oswegoil.org

PROJECT INTRODUCTION

Oswego musicians, actors, and performers of all types will soon have a 40' x 60' outdoor stage to call home. The Village of Oswego will be breaking ground on the new Oswego Entertainment Venue, scheduled to open in the summer of 2021. The 3-acre venue will include a picturesque landscape and be home to a community amphitheater, playground and associated walking paths. Residents and visitors alike will soon be able to experience cultural and artistic diversity through music, festivals, plays, musicals, and other events for the enjoyment of not only the residents of Oswego, but the surrounding region.

The project is being constructed with several phases in mind. Phase 1 will include the bandshell structure, associated power, basic lighting, a service driveway, trash cans, and site grading and seeding for blanket and lawn chair seating. Future phases will include planting of trees, installation of benches and semi-permanent seating, paver bricks for the entranceway, more elaborate landscaping, construction of restrooms, a concession stand, a playground, walking paths, and other functional and aesthetic improvements to the bandshell.

This request is for information only to assist the Village of Oswego in determining interest in donating goods, services or funds in connection with the Entertainment Venue as described herein.

Please be advised that this is a two-step process. The Village plans to release an Invitation to Bid in November for the construction of the Entertainment Venue. The goods and services that will be available for donation will be included in the bid document. The detailed list of donors will be provided to the construction contractor upon award of contract. It will be determined by the company awarded the construction contract (contractor) to work with the donor on the specifications of the goods and services. The contractor will decide whether to contract directly with the donor for their goods or services. If a donation is accepted, the Village and donor will enter into a separate donation agreement.

MUNICIPALITY BACKGROUND

Among the fastest-growing communities in Illinois, Oswego boasts a vision of smart growth and a dedication to maintaining the small-town feel, all nestled in the verdant Fox River Valley 40 miles southwest of Chicago. Though primarily a residential community, the Village of Oswego is also the retail powerhouse of Kendall County with three major commercial corridors and a rapidly redeveloping downtown, plus four business parks that are home to light industrial uses and take advantage of nearby transportation networks along I-55, I-88, and I-80. The Village of Oswego has a population of more than 35,000 and growing, and a median household income of more than \$101,000, anchoring Kendall County's reputation as both the fastest growing and wealthiest county in Illinois.

Oswego offers schools ranked among the Top 10 percent in Illinois, a low crime rate, expansive parks and trails along a recreational river, unique shopping in its downtown, and dozens of events throughout the year for neighbors to gather and grow the community.

PROJECT SPECIFICATIONS

Williams Architects are currently in the process of finalizing the construction documents and specifications for this project. Below are some general goods and services that will be needed for the construction of the Entertainment Venue:

Services/contractors:

- Excavation/grading
- Landscaping
- Concrete
- Asphalt
- Site plumbing (there will be two storm structures and a small length of underground piping to drain the site, and a potential water line to the backstage area)
- Electrical
- Masonry (cast stone, stone veneer, and brick)
- Sound system

Goods/materials:

Pre-Engineered Bandshell Structure:

- ICON # TBV50X30-10TG; 2x6 un-treated T&G wood decking; 24 ga. Mega rib metal roof over T&G; 10' eave / curved roof / e-coat / powder coat paint process

Hardscape –

- Gutters/Downspouts
- Stairs
- Concrete work
- Entry Gate: Columns 4.5' sq x 14' tall – concrete foundation, CMU core, brick veneer
- Metal Archway: +/- 30-35 feet wide
- Donor Wall Columns 2.5' sq. x 7' tall – concrete foundation, CMU core, brick veneer
- Donor Wall precast or metal wall with artistic donor plates

Landscape –

- Canopy Trees
- Shrubs
- Perennials, Groundcover, and Annuals
- Vines for GreenScreen
- Mulch
- Turf Restoration and New Turf (bluegrass seed and blanket)

Site Furnishings –

- Bandshell Light fixtures: 22 Lumark LED wall packs
- Benches (6' length, brown in color)
- Trash Receptacles Savannah Collection Slat Style Trash Receptacle (with rain bonnet lid,

- brown in color)
- Concrete pavers (plain and engraved)
- Concrete
- Bricks (retaining wall)
- Flag Poles
- Banner Poles
- Lighting – Pedestrian bollards, pole light, uplights in pavement and LS
- Lighting – Overhead lighting at the entry court
- String lights with support poles
- Aerator, including electrical run and installation
- Playground structure
- Play surface mulch
- Playground curb
- Wayfinding signs and posts

DONATION PROGRAM

The Village of Oswego is seeking donors who share this community vision both now and into the future. Your gift to the Oswego Entertainment Venue will help jump-start this multi-phase project. “The Next Act” Donor Wall will be located near the main entrance to the venue and will be designed to recognize the generous contributions made to the project. In addition, other opportunities to honor your business/organization, a loved one, or to commemorate or pay tribute to a meaningful event, are available.

The following list includes recognition options that will be negotiated as part of the donation agreement between the donor and the Village.

- Applicable visual recognition on “The Next Act” Donor Wall at venue in perpetuity
- Acknowledgement and speaking opportunity at the “Project Kick-Off” and Venue Grand Opening” events
- Inclusion in Press Release sent to local media
- Proclamation denoting exceptional community support at a Village Board Meeting by Village President
- Applicable recognition at Village Board Meeting by Village President
- Announcements on all social-media platforms (combined reach of over 10,000)
- Framed *Letter of Appreciation* publicly presented at venue Grand Opening
- Verbal acknowledgement at venue Grand Opening Reception
- Applicable donor recognition for one (1), two (2), five (5), ten (10) or fifteen (15) seasons:
 - On all venue-related material
 - On donor page of Amphitheatre website
- Printed name with acknowledgment in the Village Newsletter sent to over 14,000 homes
- Engraved plaque or similar medium placed within the venue landscape (Size: TBD)

- Example: In Loving Memory of John Doe 1945 to 1996
From his friends and co-workers
- Engraved or etched plaque or other medium within or adjacent to entranceway:
 - Example: The Jones Family 2020 – Valerie, Richard, Katie and Derek
- Two (2) larger sized engraved paver bricks (Size: TBD):
 - Example: In Tribute to Georgina, our Beloved Grandma
 - Example: In Tribute to Paul, our Beloved Grandpa
- Engraved traditionally sized paver brick
 - Example: The Smiths
Lori, Alex & Luke

INTEREST SUBMISSION

Please complete the attached form and return to Purchasing Manager Carri Parker by email at cparker@oswegoil.org by Friday, October 30, 2020, 1:00 PM.

All questions concerning this request shall be submitted via email to the Purchasing Manager.

OUTCOME

The Village of Oswego does not guarantee a contract will be generated based on this RFI. In the event the Contractor elects not to accept an offered service or materials, the interested donor will always be able to provide a direct cash donation. According to Publication 526, IRS.gov/Pub526 donations to local governments are generally deductible, but interested donor should refer to their own tax advisors and the Village is not in any way to be deemed to be providing tax advice by referring potential donors to the IRS publication.

EXHIBIT A:

DONATION LETTER OF INTEREST

Name of Donor

Address

City

State

Zip Code

Phone Number

Email

Description of donation:

Experience (for services only):

Comments:

Authorized Signature

Date