Village of Mount Prospect

MOUNT PROSPECT FIRE HEADQUARTERS
CONSTRUCTION MANAGER QUALIFICATION SUBMITTAL FORM

SUBMITTED TO: Village of Mount Prospect
50 S. Emerson Street
Mount Prospect, IL 60056

ATTENTION: Mark Rysavy, DD Building & Inspection Services

NAME OF PROJECT: Mount Prospect Fire Headquarters

QUALIFICATION FOR: Construction Management Services (at risk)

Submitted By: Nicholas & Associates, Inc.

Address: 1001 Feehanville Drive, Mount Prospect IL 60056

Contact: Nick Papanicholas Jr.

Phone: 847-394-6200

Email: nickjr@nicholasquality.com

Prequalification Questions
1. Has your company provided Construction Management Services for completing three or more Fire Headquarters Projects since 2008 with a construction cost of $3,000,000 or higher?
   Yes ____ No ____

2. Has your company provided Construction Management Services for an adaptive reuse project in excess of $2,000,000 since 2008?
   Yes ___ No ___

3. Has your company provided Construction Management Services for a local governmental entity (Village, Village, County, School, or Park District) since 2008 with a construction cost of $5,000,000 or higher?
   Yes ___ No ___

We anticipate receiving proposals from several Construction Management firms who can meet our minimum Prequalification Requirements. If your firm cannot meet the minimum Prequalification Requirements, please consider not submitting a proposal unless your firm can demonstrate compelling reasons for the Village to consider you for this project.
Dear Mr. Rysavy,

Nicholas & Associates, Inc. is pleased to submit our proposal to assist the Village of Mount Prospect with cost estimating and construction management services for the Village of Mount Prospect Fire Station #13 construction project. We believe, as a corporate and residential partner with this great municipality, Nicholas & Associates and the Papanicholas family, can offer unmatched quality and value to the project. Our staff of skilled professionals takes a great deal of pride in the many successful municipal projects that we have completed over the years. We look forward to delivering this improvement to the Village of Mount Prospect; on time and within budget. Successful projects are the efforts of a three-way partnership, Owner, Architect and Contractor working as a team with one very specific goal in mind, “to finish an exceptional facility that will meet the needs of the community for many years to come”.

During our 40 years in the construction industry, serving both as a General Contractor and Construction Manager, we have learned to appreciate the value that our clients place on dependable service during every phase of construction. We have the expertise to provide such services as: pre-construction budgeting and evaluation, preliminary construction cost and scheduling, value engineering, conducting public bids, analyzing material utilization, constructability review, cost effective evaluation of bids, maintain quality control programs and to ensure compliance of all contractor obligations.

The Village of Mount Prospect can be assured that our team of experts acknowledges and accepts the terms and conditions of this Request for Proposal. Nicholas & Associates, Inc. will commit all of our available resources to provide comprehensive Cost Estimating and Construction Management Services to the Village of Mount Prospect. We like to be a partner in delivering services to communities growing needs. We are always be ready to be of service. With our corporate headquarters are located in the Kensington Business Park, the Village can be certain that this project will receive the highest “personal touch” possible. We firmly believe our ability to work with local Mount Prospect businesses as subcontractors, is unmatched by any other firm.

As you will learn from the accompanying information, Nicholas & Associates, Inc. is the right team partner to make your vision a reality. Our success in the construction industry has earned us many satisfied clients. Thank you for taking the time to review our proposal. We look forward to expanding our partnership with the Village of Mount Prospect.

Sincerely,

Nick Papanicholas Jr.
President
BRIEF HISTORY

After years of experience in the construction trades, Nick Papanicholas Sr. formed Nicholas & Associates, Inc., a general contracting/construction management firm in 1978. Nicholas & Associates is incorporated in the State of Illinois (1985) and the State of Wisconsin (2013). Initially specializing in school and church work, we quickly expanded our presence in the commercial market. Projects range from new construction, renovation, and expansion of K-12 schools, recreation and sports facilities, athletic fields, public libraries, fire and police stations, city/village halls, churches, assisted living, multi-family, residential, retail and manufacturing facilities.

Over 75% of the construction completed by Nicholas & Associates, Inc. since 1996 has been through the Construction Management delivery method. The remaining projects are completed as General Contractor. We have successfully completed over $1 billion in Construction Management projects since 2006. We hold contracts both as Construction Manager as Agent and Construction Manager at Risk. Our success in the industry has earned us the full faith and trust of the commercial insurance community. Our aggregate bonding capacity is in excess of $250 million.
B. EXPERIENCE

1. Please refer to project summary sheets on following pages.

2. Please refer to Mount Prospect Ice Arena, Harwood Heights Village Hall & Police Station project summary sheet on following pages.

3. Pace Administration Building - Arlington Heights, IL
   Elk Grove Village New Public Works - Elk Grove Village, IL
   CCSD 59 New Administration Building - Elk Grove Village, IL
   CCSD 54 New Administration Building - Schaumburg, IL
   Village of Arlington Heights Vail Avenue Parking Garage, Arlington Heights, IL

4. Please refer to project summary sheets on the following pages.

5. Nicholas & Associates is proud to have called Mount Prospect home for the past 40 years. We look forward to the opportunity to work with fellow community members on this project. Our many years of contracting experience has helped us to develop an extensive list of quality, local sub-contractors. We are always interested in growing our list of quality sub-contractors. We will be happy to entertain bids from qualified local responders.
New Bedford Park Fire Station No. 2

- Owner: Bedford Park Fire Department
  Chief Sean Maloy
  (708) 563-4513
- Architect: Williams Architects
  Scott Lange
  (630) 221-1212
- Completion Date: November 2008
- Contract Amount: $3,200,000
- Square Footage: 10,000 SF
- Project Description: Construction Management project done under Nepco, Inc. Satellite fire station consisting of 2 bays, living quarters, exercise room, service/turnout gear areas, fire prevention bureau, chamber offices, and mezzanine. Site development of 1.19 acres that included patio, parking, landscaping, public sidewalks, storm water retention basin and 110 ft. radio antenna tower.
New Bedford Park Fire Station No. 3

- Owner: Bedford Park Fire Department  
  Chief Sean Maloy  
  (708) 563-4513  

- Architect: Williams Architects  
  Scott Lange  
  (630) 221-1212  

- Completion Date: May 2007  

- Contract Amount: $2,800,000  

- Square Footage: 10,000 SF  

- Project Description: Construction Management project done under Nepco, Inc. Satellite fire station consisting of 2 bays, living quarters, exercise room, service/turn out gear areas and mezzanine. Site development of 1.15 acres that included exterior patio, parking lot, landscaping with public sidewalks and storm water retention basin, and 110 ft. radio antenna tower.
New Downers Grove Fire Station No. 2

- **Owner**: Downers Grove Fire Department  
  David Fieldman  
  (630) 434-5500

- **Architect**: Williams Architects  
  Scott Lange  
  (630) 221-1212

- **Completion Date**: July 2008
- **Contract Amount**: $6,800,000
- **Square Footage**: 30,500 SF

- **Project Description**: Project consists of a 4 bay, 2 story facility including administrative offices, training tower, clock tower, kitchen, living quarters, exercise room, and mezzanine. Lower level includes storage, mechanical and generator. Site development of 1.75 acres with landscaping with underground sprinklers, patio, public walks, parking and underground storm water retention system.
Mount Prospect Fire Station No. 12 Renovations

- Owner: Mt. Prospect Fire Department
  Chief John Malcom
  (847) 818-5253

- Architect: Sente Rubel Bosman Lee Architects
  (847) 272-9500

- Completion Date: May 2003

- Contract Amount: $1,000,000

- Square Footage: 8,622 SF

- Project Description: Complete renovation of the existing fire station. Construction consisted of new locker room, weight room, dormitory and kitchen/day room. Pella windows were installed throughout. New resinous flooring was installed in apparatus bay with Plymovent System.
New Streamwood Fire Station No. 32

- Owner: Streamwood Fire Department
  Chief John Nixon
  (630) 216-6300

- Architect: FGM Architects, Inc.
  Joe DiSalvo
  (847) 458-0890

- Completion Date: April 2002

- Contract Amount: $1,620,000

- Square Footage: 10,000 SF

- Project Description: Project consists of a new satellite fire station including 2 bays, administrative offices, kitchen, living quarters, exercise room, and mezzanine. Site utilities including stand by generator. Site development with landscaping, underground sprinklers, public walks, and parking.
New Waukesha Fire Station No. 1

- Owner: City of Waukesha
  Katie Jelacic
  (262) 524-3587
- Architect: Plunkett Raysich Architects
  Mike Ciofani
  (414) 359-3060
- Completion Date: March 2007
- Contract Amount: $4,000,000
- Square Footage: 14,000 SF
- Project Description: New 5 bay fire station with polished concrete floors. Eight sleeping rooms for firemen and fire prevention on the 2nd floor. Apparatus bay separates offices with an “S” shaped concrete wall 2 feet thick by 32 feet high. Interior has kitchen, TV room and locker rooms. Exterior construction of brick and cantilevered curtain wall.
Mount Prospect Ice Arena

- Owner: Grayhawk 4 LLC
  Paul Kuczek
  (847) 417-6710

- Architect: Arcon Associates
  Rick Cozzi
  (630) 495-1900

- Completion Date: September 2016

- Contract Amount: $12,000,000

- Project Description: Mount Prospect Ice Arena is a newly renovated state of the arts facility ideally suited for major tournaments and special events. The 71,000 square foot arena sits on 8 acres of land with available parking for over 300 guests. The facility includes spectator seating for 450 fans at each rink, 10 team locker rooms, and a full service pro shop.
Harwood Heights Police Station & Village Hall Renovations

- Architect: Sente Rubel Bosman Lee Architects
- Completion Date: June 2004
- Contract Amount: $7,200,000
- Square Footage: 40,000 SF
- Project Description: Nicholas & Associates was hired as Construction Manager to assist the Village of Harwood Heights in adaptive re-use of an existing industrial building. The Village purchased the building and Nicholas along with design partner Sente Rubel Architects embarked on a phased renovation - Phase 1 was the Village Hall & Phase 2 was the Police Station. Each phase included complete interior demolition, MEP replacement, and all new interiors.
Pace Bus Administration Building

- Owner: Pace Bus
  Mike Teeters
  (847) 228-4207

- Architect: Muller & Muller Architects
  Susan Johnson
  (312) 432-4180

- Completion Date: January 2009
- Contract Amount: $13,700,000
- Square Footage: 65,000 SF

- Project Description: Demolition and removal of an existing slab and foundation and construction of a new 2 story building with a steel frame and architectural precast concrete wall panels with aluminum storefront systems with insulated glazing panels. Steel structure designed for a future 3rd floor. Project is designed to comply with a Certification Level according to the US Green Building Council’s LEED Rating System.
James Paul Petri - Public Works Facility

- Owner: Elk Grove Village  
  Vito Sammarco  
  (847) 734-8044

- Architect: ARCON Associates  
  VP Trinh  
  (630) 495-1900

- Completion Date: November 2018

- Contract Amount: $18,500,000

- Square Footage: 91,000 SF

- Project Description: Nicholas & Associates is underway with the New Public Works Facility for Elk Grove Village. Project is scheduled to be complete November 2018. Our design partners on this project are ARCON Associates, 20/10 Engineering, AMSCO Engineering, and CAGE Civil Engineering.
New Public Works Fleet Garage

- Owner: Elk Grove Village  
  Vito Sammarco  
  (847) 734-8044
- Architect: ARCON Associates  
  VP Trinh  
  (630) 495-1900
- Completion Date: December 2017
- Contract Amount: $6,400,000
- Square Footage: 98,000 SF
- Project Description: Renovations included a main fleet garage renovation, new masonry facade, epoxy shop floors, and a new office suite addition. There is also a new vehicle storage and a salt barn facility.
Early Learning Center

- Owner: Community Consolidated School District 59
  Tony Rossi
  (847) 812-7380

- Architect: Legat Architects
  Paul Pessetti
  (630) 645-1908
  ARCON Associates
  Rick Cozzi
  (630) 495-1900

- Total Construction: $40,000,000

- Project Description: Construction of a new 60,000sf Early Learning Center including 20 classrooms and 4 courtyards consisting of outdoor play, nature garden, fine art garden, and a sensory garden. This new facility also includes a multi-activity area, indoor play area, and multiple team meeting rooms. The Early Learning Center was completed in November 2015. Nicholas & Associates, Inc. holds a Construction Manager at Risk contract with the School District.
Early Learning / Professional Development Center

- **Owner:** Community Consolidated School District 54  
  Ric King  
  (847) 357-5039

- **Architect:** STR Partners  
  Colby Lewis  
  (312) 242-4158

- **Total Construction:** $20,800,000

- **Project Description:** Construction of a New 50,000sf Early Learning Center / Professional Development Center and 30,000sf renovation of existing space. This new facility includes classrooms, a playground, multi-activity area, professional learning center, conference room, and multiple team meeting rooms. The Early Learning / Professional Development Center was completed in February 2015. Nicholas & Associates, Inc. holds a Construction Manager at Risk contract with the School District.
Vail Avenue Parking Garage Renovation & Expansion

- **Owner**: Village of Arlington Heights  
  Dennis Bowe  
  (847) 368-5800
- **Architect**: Desman Associates  
  (312) 263-8400
- **Completion Date**: April 2007
- **Contract Amount**: $10,532,000
- **Square Footage**: 373,000 SF
- **Project Description**: Precast vertical and horizontal structural expansion over existing facility, new architectural precast spandrel panels with thin brick cast into units, new five story stair/elevator tower, vertical expansion of existing stair/elevator tower, and new architectural facade. Streetscape renovation work including landscaping, curbing, new sidewalks/pavers, new roads, and site lighting.
Arlington Heights School District 25

- **Owner:** Arlington Heights School District 25  
  Stacey Mallek  
  (847) 758-4900

- **Architect:** STR Partners  
  Don Hansen & Mike Henderson  
  (312) 464-0785

- **Total Construction Cost:** $38,000,000

- **Project Description:** Multiple projects were completed in 2016, the work consisted of additions and renovations to Ivy Hill and Olive Mary Stitt Elementary Schools. New additions and renovations to Thomas Middle School and Windsor Elementary School were completed in September 2017. Nicholas & Associates, Inc. holds a Construction Manager at Risk contract with the School District.
**E.A. Langenfeld Associates**

- **Owner:** E.A. Langenfeld Associates  
  Steven Henley  
  (224) 422-1366

- **Architect:** JAKnetter Architect  
  Jay Knetter  
  (262) 278-4833

- **Completion Date:** November 2017

- **Contract Amount:** $1,290,000

- **Project Description:** Nicholas & Associates was hired as Construction Manager to implement a complete renovation of an existing 30,000 SF corporate headquarters in the Kensington Business Center. Renovation work consisted of new HVAC, new lighting, new ceilings, new flooring, glass partitions, new doors & hardware, and all new office furniture. Exterior site improvements consisted of new parking lot, monument sign, & parking lot lighting.
Mount Prospect Golf Course

- Owner: Mount Prospect Park District
  Jim Jarog
  (847) 255-5380

- Architect: Groundwork, Ltd.
  (847) 541-4151

- Completion Date: November 2014
- Contract Amount: $6,000,000
- Project Description: New maintenance building and course improvements.
National Association of Boards of Pharmacy Corporate Office

- Owner: National Association of Boards of Pharmacy  
  Carmen Catizone  
  (847) 391-4400
- Architect: Interwork Architects Inc.  
  (847) 509-4070
- Completion Date: April 2017
- Contract Amount: $3,450,000
- Project Description: Nicholas & Associates was hired as Construction Manager to implement a complete renovation of an existing 45,000 SF corporate headquarters in the Kensington Business Center. Renovation work consisted of new lighting, new ceilings, new flooring, new millwork, new window treatments, glass partitions, new doors & hardware, and all new office furniture. Exterior site improvements consisted of new & expanded parking lots, trash enclosure, and stormwater detention.
Northeastern Illinois Public Safety Training Academy

- Owner: NIPSTA Municipal Co-Op
  (312) 606-0000
- Completion Date: 2002
- Contract Amount: $1,500,000
- Square Footage: 190,000 SF
- Project Description: The Northeastern Illinois Public Safety Training Academy is an intergovernmental agency comprised of municipalities, fire protection districts, and other organizations located in the Chicago metropolitan area that have combined energies and resources to create a regional, state-of-the-art public safety training facility. Nicholas & Associates constructed a 190,000 SF concrete surface that has been specifically designed to improve vehicle operator performance. Drivers of emergency vehicles (police cars, motorcycles, fire engines, ambulances, etc.) and non-emergency vehicles gain valuable experience in a safe, controlled environment - either in the daytime or at night under the lights.
New Round Lake Police and Public Works Complex

- Owner: Village of Round Lake
  Davis Clark
  (847) 456-5400

- Architect: Sente Rubel Bosman Lee Architects

- Completion Date: November 2005

- Contract Amount: $8,850,000

- Project Manager: Nick Papanicholas Jr. and Superintendent: Kurt Kieffer

- Project Description: Construction of a new combination Public Works and Police Facility.

- Square Footage: 45,000 SF
Township High School District 211

- Owner: Township High School District 211
  Chris Kontney
  (847) 755-6648

- Architect: ARCON Associates
  Rick Cozzi
  (630) 495-1900

- Total Construction Cost: $100 mil +

- Project Description: Addition, remodeling, and renovation of administration areas, natatoriums, and cafeteria at multiple sites. Nicholas & Associates, Inc. holds a Construction Manager as Agent with the School District.
Nick joined Nicholas & Associates in 1993 as a laborer. He advanced to field foreman in 1996 while completing his Bachelor's Degree, taking on responsibilities including scheduling labor forces and ordering construction material. In 2000 he took on the role of Superintendent including overseeing job performance and progression of work on site, coordinating trades, and adhering to construction schedules. In 2005 he moved up to Project Manager with responsibilities including project scheduling, supervision, contract negotiations, client contact, bidding, and project closeout.

Nick is currently President of Nicholas & Associates overseeing all projects and working closely with Project Managers to ensure that construction is completed on time and within budget. He provides the necessary guidance when an unresolved issue is presented. His many years of experience and expertise are a valuable asset to completing a project on schedule.

EDUCATION/REGISTRATIONS

Years Experience: 25 Years

St. Norbert College
Bachelor of Science, Business Administration, 2001

Continuing Education Courses
Triton College
- Blueprint Analysis
- Construction Management

PROJECT EXPERIENCE

- Buckingham Place Apartments
- Milwaukee Public Schools
- Morton Grove School District 70
- River Trails School District 26
- Franklin Public School District
- New Trier Township High School District 203
- Oconomowoc Area School District
- Skokie School District 68
- Norridge School District 80
- Deerfield Public School District 109
- Mt. Prospect School District 57
- 100 N. Western Ave
- DeKalb School District 428
- Evanston Township High School District 202
- Evanston/Skokie School District 65
- Township High School District 211
- Civil War Museum
- Northbrook School District 27
- Dwight Eisenhower High School
- Harwood Heights Village Hall
EDUCATION/REGISTRATIONS

Years Experience: 20 Years

University of New Hampshire
Bachelor of Science, Business Administration, 2002

OSHA Certified Safety Manager, 2002

Continuing Education Courses
Triton College
- Blueprint Analysis
- Construction Management

Joe joined Nicholas & Associates in 1998 as a laborer. He advanced to field foreman in 2000 while completing his Bachelor’s Degree. Some of his responsibilities included scheduling labor forces and ordering construction material. During the summer of 2002, he was trained in estimating, and performed double-duty as Senior Project Estimator and Project Manager with responsibility for overseeing job performance and progression of work, project scheduling, contract negotiations, client contact, and project closeout.

Joe is currently Vice President of Nicholas & Associates, overseeing all projects and working closely with the Project Managers to ensure that construction is completed on time and within budget. In addition to his corporate responsibilities, Joe retains the Project Manager title on a select number of projects. He performs all Project Manager responsibilities including scheduling, supervision, contract negotiations, client contact, bidding, and project closeout.

PROJECT EXPERIENCE

- Arlington Heights School District 25
- Evergreen Park High School
- Skokie School District 69
- Wheaton School District 200
- Schaumburg School District 54
- Riverside Brookfield High School
- Darien School District 61
- Community Consolidated School District 59
- Mendota High School Athletic Field
- Geneva High School Athletic Field
- Community Consolidated School District 15
- West Chicago School District 33
- Orland Park School District 230 Athletic Fields
- Kaneland Harter Middle School
- New Plainfield 17 Elementary School
- Bethel Baptist Church Addition
- Vail Avenue Parking Garage Renovation
- Crete-Monee Elementary School
Dave has extensive experience as a Construction Supervisor, Safety Director, Estimator and Project Manager. Joining Nicholas & Associates as an Estimator and Assistant Project Manager in 2013, his responsibilities included assisting in assembling project costs for both general contracting and construction management projects. He also assisted multiple Project Managers in their day to day tasks.

Moving up to Project Manager in 2015, his responsibilities include managing and estimating, contract negotiations, shop drawing verification and submittals, client contact, subcontractor management, and project closeout. He prides himself on his ability to complete projects on budget, and completing projects before the contracted completion date.

EDUCATION/REGISTRATIONS

Years Experience: 10 Years

Cedarville University
Bachelor of Arts, Business Management

OSHA 10 and 30 Hour

Aerial Lift & Fork Truck Certification

PROJECT EXPERIENCE

Nicholas & Associates, Inc.
• Elk Grove Village - West Garage Biesterfield Facility Renovation
• Elk Grove Village - New James Paul Petri Public Works Facility
• Mount Prospect School District 57
• River Trails School District 26
• US Art Warehouse Renovations
• Township High School District 211 - Pool Renovations
• Township High School District 211 - Conant Life Safety
• Township High School District 211 - Entrance Upgrades
• Milwaukee Public Schools - South Stadium
• Milwaukee Public Schools - Rufus King School
• Glencoe School District 35
• Riverside Brookfield School District 208 - Athletic Field
• Evergreen Park High School - Athletic Field
Chuck joined Nicholas & Associates in 2006 as a field superintendent. Chuck’s previous work background is very impressive. Before ending his 30 year masonry career to join Nicholas & Associates, he spent 11 years with Albert Wendt Masonry and 17 years with Jay Construction/Jayco Masonry.

As a field superintendent, Chuck uses his wealth of experience to oversee job performance and progression of work on site, coordinate trades, and strict adherence to budgets and schedules. His many years of experience have demonstrated a record of success in organizing and expediting trades to complete projects in a timely fashion by utilizing an aggressive approach to construction schedule. Chuck understands the importance of ongoing communication. He takes great pride in his scheduling and communication skills.

Nicholas & Associates, Inc.
• Elk Grove Village
• Township High School District 211
• Homewood Flossmoor High School
• Oswego East High School
• DeKalb High School
• Cortland Elementary School
• Kaneland Middle School
• Christ Church of Oakbrook
• Hinsdale Public Library
• Fox Valley Church
• Downers Grove Fire Department
• Tyler Elementary School
• Summit Schools
Nick Papanicholas Jr.
President
Nicholas & Associates Senior Principal
Responsible for Nicholas & Associates daily operations
Monitors project from beginning to end
Participates in value engineering, sub-contractor prequalification, and sub-contract negotiations
Reviews and approves payout requests
Attends meetings as required

Dave Torres
Project Manager
Project set-up and management
Participates in all project-related meetings
Prepares and submits permit applications and inspection requests
Works closely with Architect on value engineering and field condition issues
Pre-qualifies sub-contractors
Utilizes extensive sub-contractor knowledge base
Participates in sub-contract negotiations
Develop contractors scope of work
Assigns trade sub-contracts
Monitor and review all shop drawings
Conducts weekly job meetings
Creates weekly project schedules
Conducts 1 year walk through
Compiles punch list
Conducts project close-out
Maintains conformity to construction documents
Ensures quality control throughout projects completion
Liaison between contractors, owner, architect, and municipal officials

Steve East
Director of Procurement
Policy and procedure creation and implementation
Construction project management
Product evaluation
Public relations
Budget development
Strategic planning
Contract administration
Chuck Bernhardt
Field Superintendent
  Assists project manager with early stage budget estimates and schedules
  Identifies long-lead items
  Conducts pre-installation meetings with sub-contractors
  Coordinates all job-site activities, including sub-contractors, materials, equipment, deliveries, and clean-up
  Provides full-time supervision of all work conducted at job site
  Verifies and maintains construction methods and standards
  Works with Architect and project manager on field conditions and discrepancies
  Reviews shop drawings for compliance to scope of work and contract
  On-site authority and communication contract
  Verifies that construction proceeds according to Architect’s plans and specifications
  Maintains job site logs and records
  Coordinates changes in the work with the project manager
  Assists project manager with weekly schedule updates
  Schedule all trades
  Monitors each sub-contractor’s percentage of work in place
  Maintains and updates as-built drawings during course of project
  Assists project manager in preparation of punch list and supervises punch list completion
  Arranges for inspections
  Schedules and coordinates maintenance and systems training with Owner
  Responsible for keeping project on schedule
  On-site observation to maintain the highest level of quality control

Gina Bertolini
Accounts Payable/Receivable
  All project accounting procedures
  Maintains accounting control of purchase and change orders
  Project payout submissions
  Prepares final report of construction cost
  Coordinates schedule of values with payments
  Keeps all team members informed through all aspects of the project

Lisa Michna
Project Assistant
  Prepares and distributes sub-contracts
  Maintains contract, insurance, and bond files during the entire duration of project
  Assists project manager with administration of construction documents, shop drawings, samples, and submittals
  Maintains shop drawing and sample files and logs
  Assists field superintendent with job site set-up and maintenance
  Maintains close-out document logs and files and prepares close-out documents for submittal to Owner
  Tracks approvals of all submittals from various sources
  Assembles all material selections and seeks approval
  Issues invitations to bid
  Prepares and issues contractors bidding packages
Buckingham Place Apartment Complex
Construction Management

Owner: Four Peaks, LLC
Gina Bertolini (847) 394-6200

Architect: Studio 222 Architects
Tim Schmitt (312) 850-4765

Contract: $70,000,000
Completion: July 2018

Northbrook School District 27
Wood Oaks Junior High & Shabonee Elementary - Classroom Renovations
Construction Management

Owner: Northbrook School District 27
Douglas Heurich (847) 498-2610

Architect: ARCON Associates
Brian Kukla (630) 495-1900

Contract: $265,000
Completion: July 2018

Prospect Heights School District 23
MacArthur Middle School Toilet Room Renovation
Construction Management

Owner: Prospect Heights School District 23
Brian Rominiski (847) 870-5581

Architect: Studio 222 Architects
Erin Miller (630) 495-1900

Contract: $45,000
Completion: July 2018

Community Consolidated School District 59
District Admin Center & Professional Dev. Center
Arlington Heights, IL
Construction Management

Owner: Community Consolidated School District 59
Tony Rossi (847) 593-4300

Architect: ARCON Associates
Rick Cozzi (630) 495-1900

Contract: $16,000,000
Completion: August 2018

Bannockburn School District 106
2018 Renovation at Bannockburn School
Construction Management

Owner: Bannockburn School District 106
Scott Hermann (847) 945-5900

Architect: ARCON Associates
Laurie Hoffman (630) 495-1900

Contract: $400,000
Completion: August 2018

McHenry School District 15
Remodeling Work at Multiple Sites
Construction Management

Owner: McHenry School District 15
Mark Bertolozzi (815) 385-7210

Architect: ARCON Associates
Gaspare Pitrello (630) 495-1900

Contract: $4,700,000
Completion: August 2018

Glenbrook School District 225
Glenbrook North & South High School
Life safety work, interior renovations & paving
Construction Management

Owner: Glenbrook School District 225
Kimberly Ptak (847) 998-6100

Architect: ARCON Associates
Erin Miller (630) 495-1900

Contract: $4,800,000
Completion: August 2018
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<th>Owner</th>
<th>Architect</th>
<th>Contract</th>
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<td>Mount Prospect School District 57</td>
<td>Green Associates</td>
<td>$650,000</td>
<td>August 2018</td>
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<tr>
<td>Construction Management</td>
<td>Adam Parisi (847) 394-7300</td>
<td>Carole Pugh (847) 317-0852</td>
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<td>Township High School District 211 - Turf &amp; Track Replacement at Fremd and Schaumburg</td>
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<td>ARCON Associates</td>
<td>$8,550,000</td>
<td>August 2018</td>
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<td>Life Safety Work at Fremd</td>
<td>Chris Kontney (847) 755-6648</td>
<td>Mike Hantel (630) 495-1900</td>
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<td>Washroom Renovations at Conant</td>
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<td>River Trails School District 26 - Renovations and Sitework at Multiple Sites - Phase 2</td>
<td>River Trails School District 26</td>
<td>FGM Architects</td>
<td>$700,000</td>
<td>August 2018</td>
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<tr>
<td>Construction Management</td>
<td>Dr. Lyndl Schuster (847) 297-4120</td>
<td>Ron Richardson (312) 948-8461</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skokie School District 68, Highland Elementary - Roof Replacement</td>
<td>Skokie School District 68</td>
<td>STR Partners</td>
<td>$850,000</td>
<td>August 2018</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Ryan Berry (847) 568-7632</td>
<td>Colby Lewis (312) 464-1444</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Skokie/Morton Grove School District 69 - Thomas Edison Elementary School</td>
<td>Skokie/Morton Grove School District 69</td>
<td>ARCON Associates</td>
<td>$17,000,000</td>
<td>August 2018</td>
</tr>
<tr>
<td>Madison Elementary School</td>
<td>Dr. Margaret Clauson (847) 675-7666</td>
<td>George Demarakis (630) 495-1900</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lincoln Junior High</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oconomowoc Area School District - Ixonia Elementary School</td>
<td>Oconomowoc Area School District</td>
<td>Eppstein Uhen Architect</td>
<td>$8,170,000</td>
<td>August 2018</td>
</tr>
<tr>
<td>Additions/Renovation</td>
<td>Greg Maroo (262) 560-3134</td>
<td>Maclain Schramm (414) 271-5350</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Management</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Oconomowoc Area School District - Oconomowoc High School East Campus</td>
<td>Oconomowoc Area School District</td>
<td>Eppstein Uhen Architect</td>
<td>$9,250,000</td>
<td>August 2018</td>
</tr>
<tr>
<td>Construction Management</td>
<td>Greg Maroo (262) 560-3134</td>
<td>Maclain Schramm (414) 271-5350</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Oconomowoc Area School District - Oconomowoc
High School Main Campus
Construction Management
Owner: Oconomowoc Area School District
Greg Maroo (262) 560-3134
Architect: Eppstein Uhen Architect
Maclain Schramm (414) 271-5350
Contract: $2,000,000
Completion: August 2018

Oakton Street Properties
New Office and Shop Buildings
General Contractor
Owner: Arrow Road Construction
John Healy (847) 472-7260
Architect: Fox and Fox Architects
Jay Fox, III (312) 377-5074
Contract: $7,450,000
Completion: August 2018

United Community Center
UCC Acosta Middle School
Construction Management
Owner: United Community Center
(414) 384-3100
Architect: JAKnetter Architect
Jay Knetter (262) 278-4383
Contract: $6,400,000
Completion: August 2018

Schaumburg Community Consolidated School District 54
Additions/Renovations at Multiple Sites
Construction Management
Owner: Schaumburg Community Cons. School District 54
Ric King (847) 357-5039
Architect: STR Partners LLC
Colby Lewis (312) 464-1444
Contract: $10,000,000
Completion: August 2018

Skokie/Morton Grove School District 69
Thomas Edison Elementary School - Phase 2
Construction Management
Owner: Skokie/Morton Grove School District 69
Dr. Margaret Clauson (847) 675-7666
Architect: ARCON Associates
George Demarakis (630) 495-1900
Contract: $9,000,000
Completion: August 2018

The Dump Luxe Furniture Outlet - Deerfield Illinois
General Contractor
Owner: The Dump Luxe Furniture Outlet
(757) 552-1520
Architect: Ionic Design Studios
Eugene Thompson (804) 780-0070
Contract: $3,000,000
Completion: August 2018

Elk Grove Village - James Paul Petri Public Works Facility
Construction Management
Owner: Elk Grove Village
Vito Sammarco (847) 734-8044
Architect: ARCON Associates
VP Trinh (630) 495-1900
Contract: $18,500,000
Completion: November 2018
<table>
<thead>
<tr>
<th>Project Description</th>
<th>Owner</th>
<th>Architect</th>
<th>Contact Information</th>
<th>Contract Amount</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wilmette Public School District 39: Additions/Renovation at Highcrest Middle School</td>
<td>Wilmette Public School District 39: Ray Lechner (847) 256-2450</td>
<td>STR Partners LLC: Colby Lewis (312) 464-1444</td>
<td>$6,000,000</td>
<td>December 2018</td>
<td></td>
</tr>
<tr>
<td>Milwaukee Public Schools - Vincent High School: New Stadium</td>
<td>Milwaukee Public Schools: Sean Kane (414) 475-8393</td>
<td>GRAEF Associates: Joe Pepitone (14) 266-9039</td>
<td>$5,390,000</td>
<td>December 2018</td>
<td></td>
</tr>
<tr>
<td>Northbrook/Glenview School District 30: New Maple School</td>
<td>Northbrook/Glenview School District 30: Dale Falk (847) 498-4190</td>
<td>ARCON Associates: Rick Cozzi (630) 495-1900</td>
<td>$40,000,000</td>
<td>August 2019</td>
<td></td>
</tr>
<tr>
<td>Oconomowoc Area School District - New Meadow View Elementary School</td>
<td>Oconomowoc Area School District - Greg Maroo (262) 560-3134</td>
<td>Eppstein Uhen Architect: Maclain Schramm (414) 271-5350</td>
<td>$28,000,000</td>
<td>August 2019</td>
<td></td>
</tr>
<tr>
<td>20 West Apartments</td>
<td>20 West, LLC: Kelly O'Connnor (312) 850-4970</td>
<td>Studio 222 Architects, LLC:</td>
<td>$18,700,000</td>
<td>July 2019</td>
<td></td>
</tr>
</tbody>
</table>
3. Currently, 70% of our organization’s resources are committed to projects in progress.

4. Nicholas & Associates continues to pursue opportunities for public and private work in the sectors we serve. At this time, we are not finalists in any opportunities that would conflict with the Mount Prospect Fire Station.

5. QUALITY ASSURANCE
During the pre-construction phase, Nicholas & Associates pre-qualifies all contractors that will be considered and personally contacts each one to ensure their ability to perform their portion of the work. To guarantee quality control during construction, we observe the construction activities and workmanship to assure that it is being performed in compliance with the contract plans and specifications. Weekly job meetings are conducted with contractors to assist in the resolution of any questions that arise. A Daily Quality Control log along with photographs is kept by the Superintendent to record all quality issues and resolutions.

6. SCREENING CONTRACTORS
Nicholas & Associates does not self-perform any work, thus guaranteeing a completely impartial position with subcontractors. As part of the design-development pre-construction process, we will solicit local subcontractor participation in the bidding process. Nicholas & Associates will pre-qualify all subcontractors interested in bidding on individual trade packages. A major component of the pre-qualification process is the submission of an AIA A305 Qualification Statement including a financial overview for any company interested in submitting a bid. The other purpose of pre-qualifying subcontractors is to gain a comfort level that the bidding contractors are able to perform their trade within the time line established for the project. We will check their references on past projects and clients to assure they performed as required.

7. Sub-contractor list & sub-trade references. (see following page)

8/9. CONSTRUCTION SCHEDULE
Construction scheduling is done by the Project Manager and Superintendent assigned to the project. We determine duration of tasks by a combination of input from the awarded trade contractors and previous experience with similar projects. Nicholas & Associates utilizes Microsoft Project Manager for the construction schedules. Schedules are developed bi-weekly during the pre-construction phase and updated monthly during the construction phase to ensure critical and final completion dates are met. All updated schedules will be provided to the Architect, Owner, and Contractors at weekly meetings to ensure the project is delivered on time. Utilizing short term schedules allows an immediate overview of the progress of the project to avoid critical issues that may develop in the course of building a facility that will satisfy the community’s desires and needs. New facilities are developed with planning and public awareness, the community expects the facility to be ready for use on a scheduled date. Nicholas & Associates will keep that commitment to the community.
SUB-CONTRACTORS OUR FIRM WORKS WITH

EXCAVATION
Berger Excavating Contractors, Inc.
J S Riemer Excavating Contractors
Albrecht Enterprises

SITE UTILITIES
Advance J Giannini Inc.
Stark & Son
Pirtano Construction Company, Inc.

PAVING
Arrow Road Construction Company
K&L Contractors, Inc.
Superior Paving

CONCRETE
Eagle Concrete, Inc.
Cibulka Concrete Construction, Inc.
Circle Concrete Construction

MASSORY
Midwest Masonry, Inc.
JAC Masonry, Inc.
A. Horn, Inc.

ROOFING
Olson Roofing Company
Bennett and Brosseau Roofing, Inc.
Elen & Maichin Roofing

GLAZING
Madden Glass
Rock Valley Glass
Lake Shore Glass & Mirror

HVAC
DeKalb Mechanical
Amber Mechanical Contractors
Accomplished Mechanical Industries, Ltd.

ELECTRICAL
Carey Electric Contracting
Prospect Electric Company
Meany Electric

PLUMBING
Berger Excavating Contractors
J S Riemer Excavating Contractors
Albrecht Enterprises

FIRE PROTECTION
Nelson Fire Protection
C L Doucette Inc.
US Fire & Safety Equipment Co.

SUB-TRADE REFERENCES
1. Prospect Electric Company        Al Van Wetering        847.506.8900
2. DeKalb Mechanical                Steve Doonan            630.485.2071
3. RB Construction Company         Mike Forest                 630.279.2800
PRE-CONSTRUCTION PHASE
Services that are provided in the pre-construction/masterplanning stage would include:

- Develop an initial cost estimate from both schematic and design development documents
- Value engineering review to determine the most effective use of available funds
- Establish a quality control plan
- Enhance the design and construction quality by evaluation of proposed materials
- Develop a written scope of work for all trades
- Consideration of alternate materials, systems, and processes
- Constructibility review
- Establish preliminary construction schedule to avoid delays, changes, and/or claims
- Prepare final cost estimate and schedule to ensure compliance with owner goals
- Establish a list of pre-qualified contractors
- Communicate with the Architect and Owner regularly to ensure proper exchange of information

CONFIRM PROJECT OBJECTIVES
Nicholas & Associates will review the client’s objectives for the project and ensure that each element is understood and addressed in the project plan. We prefer to participate in presentations and forums to gather as much accurate data as possible.

SITE ASSESSMENT/EXISTING CONDITIONS
Nicholas & Associates will provide a detailed site assessment carefully identifying existing conditions so that the design team can respond appropriately.

BUDGET PREPARATION
Based on the preliminary design and proposed project specifications, an initial estimate is developed by the Nicholas & Associates estimating team. Historical cost data is utilized along with current contractor estimates. Trade-by-trade detail is used to provide the most accurate result. As the project scope gets more defined, the budget amounts are updated.

VALUE ENGINEERING
Nicholas & Associates can help our clients maximize the value of every construction dollar spent. We will systematically evaluate the scope of the proposed project. High costs areas are broken out and cost efficient alternatives are identified and proposed to the design team. We will never offer an alternative that would jeopardize the quality or sustainability of the original design.
COST REDUCTION / VALUE ENGINEERING
Our approach to complete projects of a larger size and scope includes a scope review and budget estimate as the design drawings are developed. We recommend design and budget reviews at 50% and 100% design development. We regularly utilize the assistance of subcontractors. If the budget indicates a need for reduction, we will provide suggestions to maintain the budget. Throughout the design development review process, we provide feedback to the architect and owner. Our goal is to reduce, or eliminate, the need for future change orders. We will present various options and, with the approval of the Village and the Architect, the changes will be implemented into, or out of, the Project. Lower bids are expected.

During contract negotiations and coordination review with all trade contractors, additional cost savings may be realized. We have found that contractors are willing to spend the additional time and effort to demonstrate their commitment by offering value engineering options. Our project manager's and field superintendent's encourage free discussion of ideas on expediting the work and reducing cost. All savings generated are returned to the Village at full value.

LONG LEAD ITEMS
The early identification and procurement of long lead items is critical to meeting project deadlines. Order dates are promptly established and built in to the project schedule. Orders are frequently and carefully tracked to ensure that delivery dates are met and schedules are not adversely impacted.

CONSTRUCTABILITY REVIEWS
Nicholas & Associates will review project details, specifications and proposed building systems to identify the most efficient construction sequence. We will include the review of all building systems and design elements. Areas of potential conflict or delay will be presented to the design team.

PHASING & LOGISTICS
Every project has its own unique logistical challenges. Nicholas & Associates will review physical constraints and suggest alternatives so that the flow of labor and materials are organized to minimize the impact of construction on the owner. Temporary construction locations, access routes and protection of materials are identified during this process.
E. Company Information

1. What type of company are you? (check one):
   a. Corporation  X
   b. Partnership
   c. Sole Proprietorship
   d. Joint Venture
   e. Other
      Type:

2. If the organization is a corporation, provide:

   State of incorporation: Illinois
   Date of incorporation: 1978
   Name and address of registered agent: Nicholas & Associates, Inc.
      1001 Feehanville Drive, Mount Prospect IL 60056

3. How many years has your organization been in business as a Construction Management company under your present name?   years 40 years

4. Under what other former names has your organization operated? None

5. Identify any ownership changes that have occurred since 2007. None

6. Officers, Partners, or Owners:

   Name                      Title
   Nick Papanicholas Jr.     President
   Joe Papanicholas          Vice President
   Tony Papanicholas         Vice President
   Gina Bertolini            Treasurer

7. Provide classification of work your organization performs with its own forces (list all trades) if any:

   Nicholas & Associates, Inc. does not self-perform any trade work.
8. Number of personnel in organization:  
   Administrative: 5  Shop: ____  
   Engineering: 4  Field: 18  
   Office: 12  Other: 2

9. Is your organization licensed to do business in Illinois?   Yes X  No __

10. Is the organization in any way an outgrowth, result, continuation or reorganization of a former business?  
Yes ____ No X__  
If yes, give name and address of each predecessor business and the date of the change in entity.

Questions 11 – 16: Information to Assist the Village’s Assessment of the Financial Viability of Your Company.

11. Is the organization delinquent in the payment of any tax administered by the Illinois Department of Revenue, unless the organization is contesting such payment in accordance with the procedures established by the appropriate Revenue Act?  
Yes ____ No X__

12. Has the organization ever sought protection under bankruptcy or receivership laws?  
Yes ____ No X__  
If yes, when and explain fully.

13. Attach a copy of the most recent audited financial statement (must be within the last fifteen months) including an income statement and balance sheet which must contain the following information (this can be included in a separate sealed envelope and will only be opened if you are selected as the most qualified CM):
   a.  Current assets: Net fixed assets and other assets; cash, joint venture accounts, accounts receivable, notes receivable, accrued interest on notes, deposits, and materials and prepaid expenses.
   b.  Current liabilities: Accounts payable, notes payable, accrued interest on notes, provision for income taxes, advances received from owners, accrued salaries, accrued payroll taxes and other liabilities. Capital: capital stock, authorized and outstanding shares per values, earned surplus.
   c.  Date of statement or balance sheet.
   d.  Name of Certified Public Accountant/firm and name of principal accountant preparing the statements.

   Please see attached financial statement sheet.
14. Provide bank references.
   Please see attached

15. Name of bonding company and name and address of agent

   Bonding Company: Fidelity and Deposit Company of Maryland - 1299 Zurich Way, Schaumburg IL 60196
   Bonding Agent: Weible & Cahill - 2300 Cabot Drive, Suite 100, Lisle IL 60532

   State the number of years the bonding company has been of service to your organization: **15 Years**

   State your total bonding capacity: $250,000,000

   State your current total bonding capacity not assigned to a contract: $100,000,000

16. Can your firm purchase payment and performance bonds covering 100% of the entire job cost? (Note that bonds from sub-contractors may not be an acceptable substitute for bonding by the Construction Manager)

   Yes ☒  No ——

   If no, explain fully.

   *The Village would like to know if your company understands the requirements for working with an Illinois municipality on a public works project in compliance with Illinois law.*

17. What percentage of your total workload has been performed for either the State of Illinois or an Illinois municipality or other Illinois local governmental entity in the following manner in the past five (5) years?

   Construction Management: **85 %**
   General Contractor: **15 %**

   *Your Company’s Safety Record*

18. Describe construction safety program and safety record.

19. State your firm’s insurance Experience Rating Modifier: .85

   Please see attached letter from Weible & Cahill.
Questions 20 – 24 Relate to Your Company’s Legal History

20. Has your firm, or any predecessor or principal of the company, been named in litigation, or any proceeding involving past or present job performance since 2007? Are there any claims or judgments pending or outstanding against your organization?
   Yes _____ No X
   If yes, explain the circumstances and include the following information: the name and case number, name/jurisdiction of the court or administrative agency, and a summary of each claim/case, including current status and if no longer pending, the disposition. The foregoing includes but is not limited to information regarding any proceedings and actions taken by any governmental agency to debar or disqualify your company from proposing or bidding on public contracts, including the name of the agency initiating the proceeding/action, the nature of the proceeding/action, the claimed basis for the proceeding/action and the current status or disposition of the proceeding/action. Please advise if your organization has been debarred or considered ineligible for public contracts by another government agency.

21. Has your organization, or any predecessor or principal for the organization, been named in an arbitration claim in conjunction with past or present job performance since 2007?
   Yes _____ No X
   If yes, explain the circumstances.

22. Has your organization or any predecessor or principal for the organization, ever failed to complete any work awarded to you?
   Yes _____ No X
   If yes, explain when, where, and what were the circumstances.

23. Provide a list of all contracts to which your organization was a party and with respect to which your organization was declared to be in breach of one or more provisions, provide the type of contract, the project location where applicable, the names and addresses of the parties to the contract, the name of the party declaring the breach, the nature of the claimed breach and current status or resolution of the claim. If a construction contract, also provide the name, address and telephone number of the architect and, if applicable, the Construction Manager’s or Owner’s representative.
   Nicholas & Associates, Inc. has not been party to any contracts where breach of contract was claimed.
24. Persons and Entities Subject to Disqualification

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity,

A. has been convicted of an act committed, within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any state in the United States in that officer's or employee's official capacity;

B. has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act 15 U.S.C.;

C. has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;

D. has been convicted of an act committed, within the State of Illinois or any state in the United States, of price fixing or attempting to fix prices as defined by the Sherman Anti Trust Act and Clayton Act 15 U.S.C. Sec. 1 et sig.;

E. has been convicted of price fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;

F. has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;

G. has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to;

H. has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

Business entity, as used herein, means a corporation, partnership, trust, association, unincorporated business or individually owned business.

Is your business entity potentially subject to disqualification due to any of the reasons above?

Yes _____ No **X**

If yes, explain the circumstances.
F. Contractual Requirements

1. Owner-Construction Manager Contract: The Owner will utilize a Standard Form of Agreement Between Owner and Construction Manager at risk where the basis of payment is the Cost of the Work Plus a Fee with a guaranteed maximum price to be determined and the General Conditions of the Contract for Construction of the Project, A.I.A. Document A201, 2007 Edition with modifications for this project. Details of this contract will be determined during final negotiations with the selected Construction Manager.

2. Provide evidence of ability to provide the following insurance requirements.

Construction Manager shall purchase and maintain all necessary and proper insurance for the duration of the work to be performed, including comprehensive general liability insurance and property damage insurance, worker’s compensation insurance, as well as automobile liability insurance as provided in this section or as otherwise required by Owner. Successful Construction Manager must be covered for the following requirements prior to receiving a contract with the Village:

All Contractors, Manufacturers/Distributors, and Suppliers shall be required to carry and evidence insurance coverage with a standard Acord Certificate of Insurance with minimum limits applicable.

A. Minimum Insurance Requirements and Limits

<table>
<thead>
<tr>
<th>Coverage</th>
<th>Limits</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Automobile Liability</td>
<td>$1,000,000 Combined single limit</td>
</tr>
<tr>
<td>2. Commercial General Liability</td>
<td>$1,000,000 Per occurrence</td>
</tr>
<tr>
<td></td>
<td>$2,000,000 General aggregate</td>
</tr>
<tr>
<td>All Commercial General Liability policies must include Blanket Contractual coverage and Broad Form Vendors’ Liability coverage.</td>
<td></td>
</tr>
<tr>
<td>3. Workers’ Compensation</td>
<td>$500,000 Per accident</td>
</tr>
<tr>
<td>(Employers’ Liability)</td>
<td>$500,000 Disease limit</td>
</tr>
<tr>
<td></td>
<td>$500,000 Each Disease</td>
</tr>
<tr>
<td>4. Umbrella Liability</td>
<td>$5,000,000 Limit</td>
</tr>
</tbody>
</table>

B. Cancellation or Alteration

The policies of insurance required by this exhibit shall provide that they cannot be cancelled or altered in any way changing coverage except after 30 days’ prior written notice by certified mail to owner.

C. Workers’ Compensation and General Liability Waiver of Subrogation in favor of the Village.

Please see attached sample certificate of insurance.
NICHOLAS & ASSOCIATES, INC.
BALANCE SHEETS
DECEMBER 31, 2017 AND 2016

ASSETS

<table>
<thead>
<tr>
<th>Current Assets</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$3,012,916</td>
<td>$942,478</td>
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<tr>
<td>Shareholder loans receivable</td>
<td>0</td>
<td>1,600,000</td>
</tr>
<tr>
<td>Accounts receivable - trade</td>
<td>11,368,208</td>
<td>649,751</td>
</tr>
<tr>
<td>Accounts receivable - retention</td>
<td>3,450,427</td>
<td>2,660,445</td>
</tr>
<tr>
<td>Cost and estimated earnings in excess of related billings on contracts in progress</td>
<td>0</td>
<td>568,704</td>
</tr>
<tr>
<td>Prepaid expenses and other assets</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>17,831,551</strong></td>
<td><strong>6,421,378</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Property and Equipment, at Cost</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building and improvements</td>
<td>3,501,842</td>
<td>3,501,842</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>(310,934)</td>
<td>(275,789)</td>
</tr>
<tr>
<td><strong>Net</strong></td>
<td><strong>3,190,908</strong></td>
<td><strong>3,226,053</strong></td>
</tr>
</tbody>
</table>

Total Assets $21,022,459 $9,647,431

See Independent Accountants' Report
The Accompanying Notes are an Integral Part of these Financial Statements
# LIABILITIES & STOCKHOLDERS' EQUITY

## Current Liabilities

<table>
<thead>
<tr>
<th>Item</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notes payable - bank</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Accounts payable and accrued expenses</td>
<td>15,935,067</td>
<td>4,609,710</td>
</tr>
<tr>
<td>Salaries, withholding, and related employee benefits</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Billings in excess of costs and estimated earnings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>earnings on contracts in progress</td>
<td>65,159</td>
<td>62,884</td>
</tr>
<tr>
<td>Current maturities of long-term debt</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Corporate income taxes payable</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Total**                                                  | 16,000,226 | 4,672,594 |

## Long-term Debt

<table>
<thead>
<tr>
<th>Item</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Equipment purchase contracts payable</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Current maturities of long-term debt</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**Net**                                                   | 0          | 0          |

## Loans payable - stockholders

<table>
<thead>
<tr>
<th>Item</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>120,000</td>
<td>150,000</td>
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</tbody>
</table>

## Stockholders' Equity

<table>
<thead>
<tr>
<th>Item</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Common stock, no par value; 100,000 shares authorized; 100,000 shares issued and outstanding</td>
<td>100,000</td>
<td>100,000</td>
</tr>
<tr>
<td>Additional paid in capital</td>
<td>3,294,711</td>
<td>3,294,711</td>
</tr>
<tr>
<td>Retained earnings</td>
<td>1,507,520</td>
<td>1,430,125</td>
</tr>
</tbody>
</table>

**Total Stockholders' Equity**                             | 4,902,231  | 4,824,836  |

## Total Liabilities and Stockholders' Equity

<table>
<thead>
<tr>
<th>Item</th>
<th>2017</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Liabilities and Stockholders' Equity</td>
<td>$21,022,459</td>
<td>$9,647,431</td>
</tr>
</tbody>
</table>
June 18, 2018

Village of Mt. Prospect
50 S. Emerson Street
Mt. Prospect, IL 60056

Re: Bid for Mt. Prospect Fire Station #13

Dear Reader:

I am the agent for Nicholas and Associates. I was requested to provide an Experience Modification Letter on their behalf. Below listed you will find their Experience Modification Factors:

- 7/1/18 - .85
- 3/1/17 - .86
- 3/1/16 – 1.33
- 3/1/15 – 1.34

Please note during the 2016 & 2015 policy years there was a single claim that effected the calculation. Had that single claim not occurred the Experience Modification would have been .88.

As you can see they are a very safe contractor.

Please advise if I can be of further assistance.

Sincerely yours,

Weible & Cahill

Molly M. Moran

Molly M. Moran
MM:mm
CERTIFICATE OF LIABILITY INSURANCE

RICH-1

DATE (MM/DD/YYYY) 06/18/2018

PRODUCER
Brown & Brown of Illinois, Inc
DBA Weible & Cahill
2300 Cabot Drive, Suite 100
Lisle, IL 60532
William Cahill

CONTACT
NAME: William Cahill
PHONE (A/C, No, Ext): 630-245-4600
E-MAIL ADDRESS:

INSURED
Nicholas & Associates, Inc.
1001 Feehanville Drive
Mt. Prospect, IL 60056-6006

INSURER(S) AFFORDING COVERAGE
 Valley Forge Insurance Company
 NAIC #: 20508

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

<table>
<thead>
<tr>
<th>INSURER LTR</th>
<th>TYPE OF INSURANCE</th>
<th>ADDL EXCLUDED</th>
<th>SUBROGATION</th>
<th>POLICY NUMBER</th>
<th>POLICY EFF (MM/DD/YYYY)</th>
<th>POLICY EXP (MM/DD/YYYY)</th>
<th>LIMITS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A X</td>
<td>COMMERCIAL GENERAL LIABILITY</td>
<td>CLAIMS-MADE</td>
<td>X OCCUR</td>
<td>6042819119</td>
<td>07/01/2017</td>
<td>07/01/2018</td>
<td>EACH OCCURRENCE $ 2,000,000</td>
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<td></td>
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<td></td>
<td>DAMAGE TO RENTED PREMISES (Ea occurrence) $ 1,000,000</td>
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<td></td>
<td></td>
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<td>MED EXP (Any one person) $ 15,000</td>
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<td>PERSONAL &amp; ADV INJURY $ 2,000,000</td>
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<td>GENERAL AGGREGATE $ 4,000,000</td>
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<td>PRODUCTS - COMPO/OP AGG $ 4,000,000</td>
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<td>OTHER:</td>
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<tr>
<td>B X</td>
<td>AUTOMOBILE LIABILITY</td>
<td>ALL OWNED Autos</td>
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<td>6042818486</td>
<td>07/01/2017</td>
<td>07/01/2018</td>
<td>COMBINED SINGLE LIMIT (Ea accident) $ 1,000,000</td>
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<td>SCHEDULED Autos</td>
<td>NON-OWNED Autos</td>
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<td>BODILY INJURY (Per person) $</td>
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<td>HIRED Autos</td>
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<td>BODILY INJURY (Per accident) $</td>
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<td>EXCESS LIAB</td>
<td>CLAIMS-MADE</td>
<td>CUE042853044</td>
<td>07/01/2017</td>
<td>07/01/2018</td>
<td>EACH OCCURRENCE $ 10,000,000</td>
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<td>AGGREGATE $ 10,000,000</td>
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<td>C</td>
<td>WORKERS COMPENSATION AND EMPLOYERS LIABILITY</td>
<td></td>
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<td>WC042819010</td>
<td>07/01/2017</td>
<td>07/01/2018</td>
<td>X STATUTE OTHER</td>
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<td>E.L. EACH ACCIDENT $ 1,000,000</td>
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<td>E.L. DISEASE - EA EMPLOYEE $ 1,000,000</td>
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<td>E.L. DISEASE - POLICY LIMIT $ 1,000,000</td>
</tr>
</tbody>
</table>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: Bid - Fire Station #13

CERTIFICATE HOLDER
Village of Mt. Prospect
50 S. Emerson St.
Mt. Prospect, IL 60056

CANCELLATION

MTPRO-1

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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