ADVERTISEMENT FOR BID

Project Name: Program Brochure Printing

The Mundelein Park & Recreation District (District) will receive sealed bids for the above referenced Project until **1:00 pm on January 12, 2023** at the Mundelein Park & Recreation District 1st Floor Multi-Purpose Room, 1401 N. Midlothian Rd., Mundelein, Illinois 60060. At which time bids will be opened and read aloud.

Bids must be placed in an opaque, sealed envelope and must be clearly addressed as follows:

**"Bid Officer – Mundelein Park & Recreation District, Program Brochure Printing”**

Mundelein Park & Recreation District

Attn: Christa Lawrence, Marketing Manager

1401 N. Midlothian Rd.

Mundelein, Illinois 60060

**Contract Period: This will be a one year contract with two options to renew, each for a one-year term, for the printing of the program brochures. However, the terms of this contract may be extended for additional one year periods, up to three (3) years, if approved and accepted in writing by both the contractor and the Mundelein Park & Recreation District.**

Bidding Documents are available electronically from BHFX Imaging Reproduction Technologies. Go to [bhfxplanroom.com](http://www.bhfxplanroom.com), click on Public Jobs to find the bid. The project is listed under “Mundelein Park & Recreation District – Program Brochure Printing”. Request a bid set for Program Brochure Printing along with providing your Company name and contact information. Anyone requesting this bid package shall be considered registered upon receipted of the email requesting this project. BHFX Libertyville can be reached for questions at 847-816-6022.

All addendums will be posted on the BHFX website. All bidders shall be responsible for checking back at the website above prior to submitting bids for any addendums that may have been issued.

For more information contact Christa Lawrence, Marketing Manager at 847-388-5455 or clawrence@mundeleinparks.org.

The Mundelein Park & Recreation District is an Equal Opportunity Employer, and encourages “minority” business firms to submit bids on the approved project and successful contract Contractors to utilize minority businesses as sub-Contractors for supplies, equipment, services and construction.

The Mundelein Park & Recreation District reserves the right to reject any/or all bids and to waive any informality in the bidding.