



July 2, 2024

Pete DeCicco
Rolling Meadows Library
3110 Martin Lane
Rolling Meadows, IL 60008

Dear Mr. DeCicco.

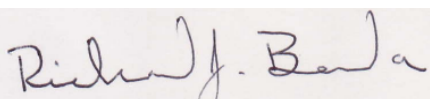
Thank you for the opportunity to provide a quote on the pending **Rolling Meadows Library** project. Please accept this letter of transmittal as our acknowledgement and understanding of the scope of work, project timelines, General Terms and Conditions as outlined during my recent walkthrough. This proposal is sent in an effort to provide all requested information and to effectively prove Hallett to be of the highest quality experience and service in library relocations.

Hallett Movers was established in 1937. We are a family owned business operated by the 2nd and 3rd generations. We provide hands-on management that reflects our pride in our family tradition and past performance. Hallett's workforce, along with our supervisory staff, is loyal to the company and dedicated to providing the finest moving service available. As nationally known Library Relocation Specialists, we know what it takes and have the experience to design, prepare and execute a smooth, successful, cost effective relocation.

Hallett are longstanding members in many professional associations including Illinois Movers' and Warehousemen's Association, as well as the American Library Association. We have long been **rated A+ with 0 complaints** with the Illinois Better Business Bureau where more information is available on their website.

If you find you need more or different information do not hesitate to call us at 708-458-8600 if we can be of further assistance. Our web site is www.hallettmovers.com. We look forward to being of service to you.

Sincerely,

Ric 

535 W. 59th Street. Summit, IL 60501 ph. 1.800.645.6683 fx. 708.458.7116

MOVE PLAN & PRICING (ALL COSTS ARE BASED ON PREVAILING WAGE RATES)

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Children's Area Flooring Project

Internal moving of the lower-level children's area for the purpose of floor replacement. This includes the relocation and return of all double-sided library shelving units, library furniture and office area furniture/boxes over the course of three to four visits. Everything will be moved twice, while creating areas for the flooring company to recarpet. Hallett will work with the library and flooring company to come up with a plan. Double-sided library shelving units will be moved full of books and intact, using Hallett's "Range Mover". Hallett Movers will pack and pull the bottom shelf of each single-sided library shelving unit, so that the flooring company can carpet under. The circulation desk and workstations will be disassembled and reassembled as needed. The moving crew will consist of 1 project manager, 1 driver/mover, 4 movers, 1 installer and 1 truck. Each visit will take one day to complete, with the job taking approximately two weeks to complete. This could change based on how long the flooring company needs to replace the carpet.

TOTAL MOVING COST:

\$23,900.00

Equipment Rental

Range Mover for 4 days @ \$150 per day.

TOTAL EQUIPMENT COSTS:

\$600.00

TOTAL MOVING COST:

\$24,500.00