



Local Public Agency
Formal Contract Proposal

PROPOSAL SUBMITTED BY		
Contractor's Name		
Street	P.O. Box	
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF DuPage
Lisle Township Highway Department
 (Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. Microsealing various roads within Township
 SECTION NO. _____
 TYPES OF FUNDS Local

SPECIFICATIONS (required)

PLANS (required)

For Municipal Projects
 Submitted/Approved/Passed

Mayor President of Board of Trustees Municipal Official

Date

Department of Transportation

Released for bid based on limited review

Regional Engineer

Date

For County and Road District Projects
 Submitted/Approved

Highway Commissioner

Date

Submitted/Approved

County Engineer/Superintendent of Highways

Date

Note: All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

RETURN WITH BID

NOTICE TO BIDDERS

County DuPage

Lisle Township Highway Department

Local Public Agency

Section Number _____

Route _____

Sealed proposals for the improvement described below will be received at the office of Lisle Township Highway Department
4719 Indiana Ave., Lisle IL 60532 until 10:00 am on March 29, 2016
Address Time Date

Sealed proposals will be opened and read publicly at the office of Lisle Township Highway Department
4719 Indiana Ave., Lisle IL 60532 at 10:00 am on March 29, 2016
Address Time Date

DESCRIPTION OF WORK

Name 2016 Microsealing Lisle Township Roads Length: 8,250 feet (21,870 SY)
Location Selected Lisle Township roads
Proposed Improvement Microsealing

1. Plans and proposal forms will be available in the office of Highway Commissioner
4719 Indiana Ave., Lisle IL 60532
Address

2. Prequalification

If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority and one original with the IDOT District Office.

3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:

- a. BLR 12200: Local Public Agency Formal Contract Proposal
- b. BLR 12200a Schedule of Prices
- c. BLR 12230: Proposal Bid Bond (if applicable)
- d. BLR 12326: Affidavit of Illinois Business Office

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5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.
6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.
7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.
8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.
9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

RETURN WITH BID

PROPOSAL

County DuPage County
Local Public Agency Lisle Township Highway Dept.
Section Number
Route

1. Proposal of
for the improvement of the above section by the construction of

a total distance of feet, of which a distance of feet, (miles) are to be improved.

2. The plans for the proposed work are those prepared by
and approved by the Department of Transportation on

3. The specifications referred to herein are those prepared by the Department of Transportation and designated as
Standard Specifications for Road and Bridge Construction and the Supplemental Specifications and Recurring Special Provisions thereto, adopted and in effect on the date of invitation for bids.

4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the Check Sheet for Recurring Special Provisions contained in this proposal.

5. The undersigned agrees to complete the work within working days or by
unless additional time is granted in accordance with the specifications.

6. A proposal guaranty in the proper amount, as specified in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals, will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the specifications, made payable to:

Lisle Township Highway Department

The amount of the check is 5% of the Total Bid Amount ().

7. In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties, which would be required for each individual proposal. If the proposal guaranty check is placed in another proposal, it will be found in the proposal for: Section Number

8. The successful bidder at the time of execution of the contract be required to deposit a contract bond for the full amount of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed that the Bid Bond or check shall be forfeited to the Awarding Authority.

9. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.

10. A bid will be declared unacceptable if neither a unit price nor a total price is shown.

11. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this contract.

12. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12200a, the work shall be in accordance with the requirements of each individual proposal for the multiple bid specified in the Schedule for Multiple Bids below.

Lisle Township Highway Department

MICROSEALING for 2016

Subdivision	Street	Length	Width	Area (SF)	Area (SY)
Donwood	Donwood Dr.	2,605	21	54,705	6,078
South Lisle	Essex Rd (Maple Ave. - South Rd.)	2,172	18	39,096	4,344
Meadows	Kohley Rd. (Kingston Ave. west to Twp Line)	1,646	20	32,920	3,658
Meadows	Smith Rd. (Kingston Ave. to Route 53)	1,827	22	40,194	4,466
<i>Plank Road Area</i>	Burlington (Naper Rd. to Tuthill Rd.)	328	17	5,576	620
	Tuthill Rd. (Plank Rd to Twp Line North)	<u>1,352</u>	<u>18</u>	<u>24,336</u>	<u>2,704</u>
Total for Microsealing		<u>8,250</u>		<u>196,827</u>	<u>21,870</u>

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County DuPage

Local Public Agency Lisle Township Highway Dept

Section Number _____

Route _____

CONTRACTOR CERTIFICATIONS

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.

2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.

4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart I of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.

RETURN WITH BID

SIGNATURES

County DuPage
Local Public Agency Lisle Township Highway Dept.
Section Number _____
Route _____

(If an individual)

Signature of Bidder _____

Business Address _____

(If a partnership)

Firm Name _____

Signed By _____

Business Address _____

Inset Names and Addressed of All Partners



(If a corporation)

Corporate Name _____

Signed By _____

President

Business Address _____

Inset Names of Officers



President _____

Secretary _____

Treasurer _____

Attest: _____
Secretary



Affidavit of Illinois Business Office

County DuPage
Local Public Agency Lisle Township Highway
Section Number
Route

State of)
) ss.
County of)

I, (Name of Affiant) of (City of Affiant), (State of Affiant),

being first duly sworn upon oath, states as follows:

- 1. That I am the officer or position of bidder.
2. That I have personal knowledge of the facts herein stated.
3. That, if selected under this proposal, (bidder), will maintain a business office in the State of Illinois which will be located in County, Illinois.
4. That this business office will serve as the primary place of employment for any persons employed in the construction contemplated by this proposal.
5. That this Affidavit is given as a requirement of state law as provided in Section 30-22(8) of the Illinois Procurement Code.

(Signature)
(Print Name of Affiant)

This instrument was acknowledged before me on day of , .

(SEAL)

(Signature of Notary Public)

General Conditions of the Contract

1. **Prompt Payment.** The Township is subject to the Local Government Prompt Payment Act (Illinois Compiled Statutes Chapter 50, Act 505, Section 1 et seq. (1998)). Contractor shall comply with said Act in making payments to subcontractors and material suppliers.
2. **Equal Opportunity Policies.** For the entire duration of the work, the contractor shall conform to all federal and state laws on equal opportunity and fair employment, and to all rules and regulations now or hereafter issued pursuant thereto, including but not limited to the Illinois Human Rights Act (Illinois Compiled Statutes Chapter 775, Act 5, Section 1-101 et seq. (1998)), and an Act to prohibit discrimination, etc. (Illinois Compiled Statutes Chapter 775, Act 10, Sections 1-888 (1998)).
3. **Prevailing Rate of Wage.** The contractor shall comply with all laws with respect to the employment of labor and payment of local prevailing wage rates for each craft or type of worker needed to execute the contract, in accordance with Illinois Compiled Statutes Chapter 820, Act 130, Section 1 et seq. (1998). The contractor shall require all subcontractors to conform to said laws, and agrees to indemnify the Owner for any and all violations of said laws and any rules and regulations now or hereafter issued pursuant to said laws.
4. **Taxes.** Agencies are not subject to the Illinois state, municipal or county retailer's occupation tax, or any other sales or use taxes. Bidders shall not include in their bids the cost of such taxes. The Road District tax exemption number will be provided to the successful bidder.

5. Insurance Requirements. Contractor shall provide a Certificate of Insurance from a company licensed to do business in the State of Illinois and suitable to the Township. The insurance shall be written for not less than the following limits, or greater if required by law:
- a. Worker's Compensation and Unemployment: statutory.
 - b. Comprehensive or General Liability:
 - Bodily injury - \$2,000,000 per occurrence,
 - Property damage - \$1,000,000 per occurrence.
 - c. Automobile:
 - Bodily injury - \$2,000,000 per occurrence,
 - Property damage - \$1,000,000 per occurrence.
 - d. Umbrella excess liability: \$1,000,000 aggregate.

Insurance shall be written on a claims-made basis, and shall be primary insurance for any liability of contractor. Any other insurance of the Township shall be considered excess insurance. Lisle Township Highway Department shall be named as additional insured on the Certificate of Insurance.

6. Termination. If the contractor fails or persistently neglects to complete the work on schedule, or fails to promptly pay subcontractors or material suppliers, or otherwise defaults on any term of this contract, Lisle Township Highway Dept. may give notice of intent to terminate the contract. If contractor does not cure the default within seven days of receiving notice, the Highway Dept. may terminate the contract and take any reasonable measure to complete the work. Any cost to complete the work shall be deducted from payments due the contractor.
7. Indemnification. To the fullest extent permitted by law, contractor shall indemnify and hold harmless the Lisle Township Highway Dept. and Highway Commissioner, and their employees and agents, from any and all claims and damages, including reasonable attorneys fees, arising out of or resulting from contractor's, or any subcontractor, agent or employee of the contractor's, wrongful or negligent acts or omissions.

Instructions To Bidders

1. The Road District of Lisle Township is bidding the purchase of labor and material for application of micro surfacing materials. The Township intends to award one contract to the lowest responsible bidder, but reserves the right to choose a contractor based on travel distance and availability. Lisle Township reserves the right to reject any and all bids, and to waive any technical deficiencies in the bids.
2. Bids shall be prepared in accordance with the instructions contained herein. Proposal forms shall be submitted in a sealed envelope clearly marked “2016 Micro Surfacing”, and shall be delivered to the Lisle Township Highway Commissioner, 4719 Indiana Ave., Lisle, Illinois 60532, prior to 10:00 a.m., Tuesday, March 29, 2016, at which time and place the bids will be publicly opened and read aloud. Late bids will not be accepted. All bidders are invited to attend the bid opening.
3. Bidders shall fully inform themselves of the conditions, requirements and specifications before submitting bids. Any errors in the bids may not be corrected without approval of the Township.
4. All bids shall remain valid for a period of 60 days. The Township intends to award a contract to the successful bidder within 10 days of the bid opening.
5. Contractor shall provide all equipment, tools, labor and incidentals necessary to complete the work in accordance with these specifications.
6. Upon completion of the work in the Township, and acceptance by the Township Highway Commissioner, the contractor shall submit an invoice for payment to Lisle Township.