

## **NOTICE TO BIDDERS**

SEALED bids will be received by the City of Zion at the City Clerk's Office until 10:00 a.m. September 8, 2015, at which time and place they will be publicly opened and read for "Street Light Maintenance and Repair".

Sealed bids shall be plainly marked on the envelope with the bidder's name and address and with the words "**STREET LIGHT MAINTENANCE AND REPAIR**" **FOR SEPTEMBER 8, 2015**. Bids are to be submitted to City Clerk, Diane Burkemper, Zion City Hall, 2828 Sheridan Road, Zion, IL 60099.

Bid Specifications can be obtained at the City Clerk's Office, Zion City Hall, 2828 Sheridan Road, Zion, Illinois 60099, call 847-746-4014, by email [diane@zion.il.us](mailto:diane@zion.il.us) or from the City of Zion website: [cityofzion.com](http://cityofzion.com).

The City of Zion reserves the right to reject any or all bids, to waive informalities or technicalities in bidding, to re-advertise for bids, or to accept the proposal which it deems most favorable to the interest of the City.

Each contractor, by submitting a bid, signifies his intentions and good faith to enter into a contract with the City of Zion, Illinois, should he be awarded the contract.

DATED this 27th day of August, 2015.

Diane  
Burkemper  
City Clerk

**City of Zion Department of  
Public Works Street Division**

**Specifications for  
Street Light Maintenance and Repair**

General Objective

The objective of these specifications is to define the Scope of Services associated with the repair and maintenance of various locations within the City of Zion.

Scope of Services

The successful BIDDER shall furnish all supervision, equipment, vehicles, and miscellaneous materials necessary to the repair and maintenance of Street Lighting Equipment maintained by the City of Zion. The CONTRACTOR shall at all times of the terms of this contract observe and abide by all the Federal, State and local laws which in any way affect the work.

The CONTRACTOR shall comply fully and completely with any and all applicable State and Federal statutes, rules and regulations pertaining to hiring, wages, and any other applicable conditions of employment as further detailed in these specifications.

Work Performed

The CONTRACTOR will provide the services identified below in accordance with standard practices, regulations, laws and codes governing this type of work.

Street Light Repairs: In response to request for service by the City regarding non-functioning or malfunctioning street lights, the CONTRACTOR shall respond upon a request by telephone or FAX within 48 hours and begin repairs to the light(s) identified by the Department of Public Works. The CONTRACTOR shall keep the City informed of the progress of such repairs, and shall notify the City if such repairs shall be unduly delayed due to weather, part availability or other conditions.

Emergency Repairs: In response to a request by phone for services by the City, the CONTRACTOR shall respond within 2 hours for emergency repairs to the Street Lighting System for conditions including but not limited to pole knock downs, hazardous conditions, water main breaks, or similar situations. The CONTRACTOR shall provide a 24 hour on-call telephone number for all such emergency calls.

Subcontracts

The CONTRACTOR shall not subcontract work under this contract unless written approval is granted by the DIRECTOR OF PUBLIC WORKS. The

SUBCONTRACTOR, as approved, shall be bound by the conditions of the contract between the CITY and the CONTRACTOR. The authorization of a SUBCONTRACTOR to perform in accordance with all terms of the contract and specifications shall be for a specific project and not a blanket approval for all contract work, unless specifically agreed upon by the DIRECTOR in writing.

Any SUBCONTRACTOR shall submit to the City of Zion a certificate of insurance listing the City as additionally insured of the type and in the amounts required of the CONTRACTOR.

#### Insurance

The CONTRACTOR shall, upon notification of the low bid, submit to the City a certificate of insurance naming the City as additionally insured. Policies shall include Workers Compensation and Workers Occupational Health, Employer Liability, Comprehensive General Liability for Bodily Injury and Property Damage, and Comprehensive Automobile/Vehicle Liability.

#### Measure and Payment

The Payment for services rendered for Routine and Emergency repairs shall be made on the basis of a time and material hourly rate. Such rate shall be all inclusive of operating and transit costs to include but not be limited to driver time, fuel, overhead, etc. Payment for parts and materials shall be reasonable and within industry standard rate. The CONTRACTOR shall maintain, at his expense, at least two (2) poles and fixtures for emergency installation in the case of knocked down poles.

Hourly Rates for additional equipment not anticipated in this agreement will be negotiated by the City and Contractor at the time equipment is needed.

This contract will be in effect for one (1) year, and it will automatically renew at the end of each contract year. The contract can also be cancelled upon thirty (30) days written notice by either party. Both parties reserve the right to negotiate price adjustments at the end of each contract year to reflect changes in labor and material costs.

BID SUBMITTAL  
CITY OF ZION

STREET LIGHT MAINTENANCE & REPAIR

After becoming familiar with the general conditions, special conditions and the specifications attached, and being fully acquainted with the extent, nature, and local conditions affecting the cost and performance of the proposed work, the CONTRACTOR hereby proposes to furnish all supervision, equipment, personnel and materials necessary to perform and complete the work described at the following unit prices:

HAULING MATERIAL AND DEBRIS

Item No.	Description	Unit	Unit Price
1	Street Light Repair	Hour	\$ _____
2	Emergency Street Light Repair	Hour	\$ _____

The undersigned hereby certifies that the BIDDER is not barred from contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

BIDDERS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

AGENT'S SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_