Illinois Department of Transportation

Local Public Agency Formal Contract Proposal

COVER SHEET

Proposal Submitted By:

Contractor's Name

Contractor's Address | City | State | Zip Code

STATE OF ILLINOIS

Local Public Agency: City of Zion | County: Lake | Section Number: 25-00000-00-GM

Route(s) (Street/Road Name): Various | Type of Funds: MFT

☐ Proposal Only ☐ Proposal and Plans ☐ Proposal only, plans are separate

Submitted/Approved
For Local Public Agency:

For a County and Road District Project

Submitted/Approved

Highway Commissioner Signature & Date

Submitted/Approved

County Engineer/Superintendent of Highways Signature & Date

For a Municipal Project

Submitted/Approved/Passed

Signature & Date

Official Title

Department of Transportation

Released for bid based on limited review

Regional Engineer Signature & Date

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

Local Public Agency	County	Section Number	Route(s) (Street/Road Name)
City of Zion	Lake	25-00000-00-GM	Various

NOTICE TO BIDDERS

Sealed proposals for the project described below will be received at the office of City Clerk (Name of Office)

2828 Sheridan Rd. Zion Il, 60099 (Address) until 10:00 AM (Time) on 06/13/24 (Date).

Sealed proposals will be opened and read publicly at the office of City Hall (Name of Office)

2828 Sheridan Rd. Zion Il, 60099 (Address) at 10:00 AM (Time) on 06/13/24 (Date).

DESCRIPTION OF WORK

Location	Project Length
Various	

Proposed Improvement

HMA Partial Depth patching removal and replacement with surface course in various locations throughout the City.

1. Plans and proposal forms will be available in the office of

Sheryl Spooner City of Zion Clerk's Office 2828 Sheridan Road, Zion IL 60099 Phone Number: 847-746-4012, E-mail: sheryls@zion.il.us or City of Zion website http://www.cityofzion.com/

2. ☐ Prequalification

   If checked, the 2 apparent as read low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57) in triplicate, 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 two originals 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. Local Public Agency Formal Contract Proposal (BLR 12200)
   b. Schedule of Prices (BLR 12201)
   c. Proposal Bid Bond (BLR 12230) (if applicable)
   d. Apprenticeship or Training Program Certification (BLR 12325) (do not use for project with Federal funds.)
   e. Affidavit of Illinois Business Office (BLR 12326) (do not use for project with Federal funds)

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.

Local Public Agency	County	Section Number	Route(s) (Street/Road Name)
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PROPOSAL

1. Proposal of _____
Contractor's Name

_____.
Contractor's Address

2. The plans for the proposed work are those prepared by City of Zion Engineering Division 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 15 working days or by _____ unless additional time is granted in accordance with the specifications.

6. The successful bidder at the time of execution of the contract will 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 of check shall be forfeited to the Awarding Authority.

7. 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 products 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. A bid may be declared unacceptable if neither a unit price nor a total price is shown.

8. The undersigned submits herewith the schedule of prices on BLR 12201 covering the work to be performed under this contract.

9. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12201, 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.

10. 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: City of Zion Treasurer of Clerk's Office .
The amount of the check is _____ (_____).

Attach Cashier's Check or Certified Check Here

In the event that one proposal guaranty check is intended to cover two or more bid proposals, the amount must be equal to the sum of the proposal guaranties which would be required for each individual bid proposal. If the proposal guaranty check is placed in another bid proposal, state below where it may be found.

The proposal guaranty check will be found in the bid proposal for: Section Number _____ .

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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 procedure established by the appropriate Revenue Act, its liability for the tax or the amount of the 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: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract 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 on 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 of 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 on 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 or 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 canceled.

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SIGNATURES

(If an individual)

Bidder Signature & Date

Business Address

City | State | Zip Code

(If a partnership)

Firm Name

Signature & Date

Title

Business Address

City | State | Zip Code

Insert the Names and Addresses of all Partners

(If a corporation)

Corporate Name

Signature & Date

Title

Business Address

City | State | Zip Code

Insert Names of Officers

President

Attest:

Secretary

Secretary

Treasurer

Note: Instructions should not be included when the form is submitted.

This form is used when a Local Public Agency desires to solicit bids for a project.

This form shall be included in all formal contract proposals for bidding purposes. This includes both maintenance and construction projects. Refer to Chapter 12 of the Bureau of Local Roads and Streets Manual for more information. Specifications must be included in the proposal packet, along with plans, if applicable. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

Proposal Submitted By:	
Contractor's Name (to be completed by Bidder)	Contractor will insert their name when submitting a proposal packet for bid.
Contractor's Address (to be completed by Bidder)	Contractor will insert legal address when submitting a proposal packet for bid.
Local Public Agency	Insert the name of the Local Public Agency (LPA) soliciting bids for the project.
County	Insert the name of the County in which the LPA is located.
Section Number	Insert the section number assigned to this project without dashes.
Route(s) (Street/Road Name)	Insert the name of the street or route on which the project is located. For projects that include several streets or routes, insert various.
Type of Funds	Insert the type of funds being used to fund this project.
Proposal Only/Proposal and Plans/ Proposal Only, Plans are separate	Check the box that is applicable to this packet.
For a County and Road District Project	
Highway Commissioner Signature	For a Road District Project, the Highway Commissioner shall sign and date here.
County Engineer/Superintendent of Highways	For a road district project or county project, the County Engineer/Superintendent of Highways shall sign and date here.
For a Municipal Project	
Signature and Date	For a Municipal project, the appropriate municipal official shall sign and date here.
Official Title	Insert the title of the official who signed above.
Department of Transportation	
Regional Engineer Signature and Date	Upon a limited review, the Regional Engineer shall sign and date here.
NOTICE TO BIDDERS	
Name of Office	Insert the name of the office where proposals will be received.
Address	Insert the address of the office where sealed proposals will be received.
Time	Insert the time, including AM or PM, that proposals will be accepted until.
Date	Insert the date that proposals will be accepted until.
Name of Office	Insert the name of the office where proposals will be open and read.
Address	Insert the address of the office where proposals will be open and read.
Time	Insert the time, including AM or PM, that proposals will be read.
Date	Insert the date that proposals will be read.
Location	Insert the location description of the project.
Length	Insert the length of project in miles.
Proposed Improvement	Insert the description of the proposed improvement.
1 Office of	Insert the name of the office, along with the address where plans and proposals will be available.
2 Prequalification	Check this box if prequalification is or will be required.

PROPOSAL

1 Proposal of (to be completed by Bidder)	Insert the bidder's name and address.
2 Prepared by	Insert the name of the LPA consulting engineering company who prepared the plans.
Approved	Insert the date of approval of the plans by the Department of Transportation.
5 Working Days	Insert the number of working days for the project as provided in the estimate of time, is applicable.
Completion Date	Insert the completion date, if applicable.
6 Section Number (to be completed by Bidder)	If applicable, insert the section number without dashes of the proposal packet where the proposal guaranty can be found.
7	The LPA will complete this with the contract bond requirement.
11	The LPA will complete as it applies to the acceptance of bid bonds.
Payable to	Insert the name of the LPA.
	Insert the amount of the check in words followed by numerical format in ().
Amount of Check	Insert the BLR 12201. This will need to be completed by the bidder.
Attach Cashier's Check or Certified Check Here	Attached a certified or cashier's check here unless the proposal guaranty is found in another proposal packet. If so, indicate the packet section number where the guarantee can be found.
Signatures	
If an individual	If the bidder is an individual, the bidder shall sign, date, and insert their address on the line below.
If a partnership	
Firm Name and Address	If the bidder is a partnership, the Firm name shall be inserted. The appropriate firm individual shall sign, date, and insert the firm's address on the line below.
Name and Addresses of Partners	On a separate line, insert each partner's name and address.
If a corporation	
Corporate Name	Insert the corporate name of the bidder. This is to be followed by the signature of the corporate president.
Business Address	Insert the business address for the corporation.
Insert the Names of Officers	Insert the name of the corporation's president, Secretary and Treasurer.
Attest	The secretary of the corporation shall sign and date here.

A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following the Regional Engineer's approval, distribution will be as follows:

Local Public Agency Clerk (2)

Engineer (Municipal, Consultant or County)

District File