



Bid Specifications

Project:

Street Sweeping

Bid opening:

Wednesday, March 28, 2018, 10:00 A.M.

Location:

Village Hall 25 E. State St., North Aurora, IL 60542

Contact:

Brian Richter, Streets Superintendent, 630.281.0779



Advertisement for Bids

The Village of North Aurora will receive sealed bids for Street Sweeping and Special Event Clean-ups. The bids will be received at the North Aurora Village Hall, 25 East State Street, North Aurora, Illinois 60542 until 10:00 a.m. local time on Tuesday, March 28, 2018. At this time and date, the bids will be publicly opened and read aloud. All bids must be addressed as follows:

SEALED BID

Contractor Name

Contractor Address

Re: Street Sweeping and Special Event Clean-ups

Village of North Aurora

Attn: John Laskowski

Director of Public Works

25 East State Street

North Aurora, IL 60542

The bid packet can be downloaded, free of charge, at the Village's website <http://northaurora.org/government/rfp-rfq-bidding.aspx> or can be picked up at 25 East State Street, North Aurora, IL 60542 beginning Tuesday March 6, 2018.

Each bid must be accompanied by a Bid Guarantee in the form of a Bid Bond from a company with an A-1 best rating, or a cashier's check in the amount of five percent (5%) of the total bid and made payable to the Village of North Aurora, 25 East State Street, North Aurora, Illinois, 60542. The Village of North Aurora reserves the right to reject any or all bids and to waive irregularities and informalities in the bids received.

Please contact Brian Richter at 630.281.0779 if you have any questions.

Instructions to Bidders

Complete all forms contained within this document and return with the bid as addressed in the **Advertisement for Bids.**

Scope of Work

The scope of work shall include street sweeping within the Village of North Aurora which accounts for approximately 120 curb miles of road. The street sweeping shall occur 3 times per year; spring, mid-summer, and fall after leaf collection has been performed. This contract shall also include special event street sweeping for North Aurora Special Events; Community Parade in June followed by North Aurora Day's in August.

Description of Work

The contractor will be required to contact the Village of North Aurora Public Works Department to schedule and coordinate the street sweeping schedule. Water will be made available to the contractor at the Public Works Garage at 314 Butterfield Road. All material collected will be dumped in dumpsters that will be located at the Public Works Garage. Any additional sweeping that is not included in the **Scope of Work** will be compensated at the hourly rate. Street left incomplete or deficient will be swept again at the contractor's expense.

Term

This contract will be a 3 year contract with the option to extend for a fourth year. This contract can be terminated by either party with a 30 day written notification to the other party.

Contractor Registration

The contractor will be required to register as a contractor in the Village of North Aurora. This requires the contractor to complete the "Application for Contract Registration" and pay the \$150.00 fee. This form can be found on the Village of North Aurora website at the following address:

<http://northaurora.org/pdf/Building%20Dept/2017.05.04%20CONTRACTOR%20REGISTRATION.pdf>

The form can be picked up in the Village of North Aurora Building Department located at 25 E. State Street, North Aurora, IL 60542

References

A minimum of 3 current references must be provided. Telephone numbers and contact names for each reference shall be provided. It is preferred that references are from municipalities or other governmental agencies.

Bid Bond

If the bidder's proposal for the project is equal to or greater than \$10,000, a bid bond or certified check in the amount of five percent (5%) of the bidder's proposal will be required. No bid bond will be required if the proposal for the project is less than \$10,000.

Performance Bond

No additional bonds shall be required if the proposal for the project is less than \$25,000. If the bidder's proposal for the project is equal to or greater than \$25,000 then a performance bond shall be furnished to the Village and shall become binding upon the parties upon the execution of the contract and the acceptance of the bid.

The performance bond shall be satisfactory to the Village, executed by Surety Company authorized to do business in the state or otherwise secured in a matter satisfactory to the Village, in an amount equal to 100% of the price specified.

Insurance Requirements:

The Contractor will be required to meet our standard insurance requirements. Unless otherwise specified the Contractor shall, before commencing work hereunder, procure and thereafter maintain policies of insurance satisfactory to the Village of North Aurora. The contractor shall supply a certificate of insurance with the Village of North Aurora an additionally named insured in the following minimum amounts with specific coverage which includes underground, explosion, and collapse.

Property Damage	\$1,000,000 (each accident)
Bodily Injury	\$ 500,000 (each person) \$1,000,000 (each accident)
Workmen's Compensation Insurance:	All Liability imposed Workmen's Compensations stature
Employer's Liability Insurance	\$100,000
Contractual Liability Insurance	\$500,000
Completed Operations Insurance	\$500,000
Owned, Hired and non-Ownership Vehicle Bodily Injury and Property Damaged to the Following Limits	
Bodily injury, including accidental death	\$ 500,000 (each person) \$1,000,000 (each accident)
Property damage	\$1,000,000 (each accident)

Schedule of Prices

1) Per Village Sweep – 120 Miles of Road (3 Times per Year)

2018	2019	2020	2021 Optional 4th yr.
\$	\$	\$	\$

2) Hourly Rate – Special Events & Other Needs

2018	2019	2020	2021 Optional 4th yr.
\$/hr	\$/hr	\$/hr	\$/hr

Proposal

The contract shall be deemed as being awarded when formal notice shall have been duly served upon the intended awardee by an officer of the Village of North Aurora duly authorized to give such notice.

I. Bidding company contact information

Company name: _____

Company address: _____

Contact name: _____

Contact address: _____

Contact phone #: _____

Contact email: _____

II. Street Sweeping and Special Events Clean-Ups

I have read the scope provided in this bid document along with all associated appendices and agree to perform all of the work identified to successfully complete the Street Sweeping at the compensation identified in the **Schedule of Prices** on page 5 of this document.

I _____ verify that I am authorized to

(print name)

provide the above pricing on behalf of _____

(company name)

And will hold the above pricing for a period of 90 days from the date of the bid opening.

Signature

Date

Contractor's Certification

In compliance with P.A. 85-1295-Illinois Revised Statute, Chapter 31, Section 33E-11, and applicable local ordinances.

Contractor Name (Print) _____

Place an "X" next to the appropriate description of the firm

Corporation _____ Individual _____ Partnership _____

As part of his/her bid on the above sole-referenced Contract, hereby certifies that the Contractor is not barred from bidding on the above referenced contract as a result of a violation of either Section 33E-3 Bid-rigging or 33E-4 Bid-stating of Article 33E of the Illinois Criminal Code of 1961, as amended.

Date: _____

Contractor By: _____

Title: _____

(State of Illinois) SS County of _____

I, the undersigned, a notary public in and for the State and County aforesaid, hereby certify that

_____ appeared before me this day in person and, being first duly sworn an oath, acknowledged that he/she executed the foregoing certification as his/her free act and deed.

Dated: _____

Notary Public: _____

List of Subcontractors and Suppliers

The sub-contractors and suppliers listed below will be involved in this contract work in the assignments listed. We understand that any deviation from this list must be requested and approved in writing ten (10) days before the start of the work that is involved.

Failure to complete this list may result in rejection of bid

Legal name, current telephone number and address of all subcontractors must be included.

Sub-Contractors

Work Assignment

Suppliers

Material

Contractor Bid Agreement

To: The Village of North Aurora
 25 E. State Street
 North Aurora, IL 60542

The undersigned bidder, in compliance with your advertisement for bids for work as specified, and related documents prepared by or at the direction of the Village of North Aurora, Owner, and having examined the locations and being familiar with all conditions surrounding the Work, including availability of labor and material, does hereby proposed to furnish materials, labor, equipment and services and pay for same and shall perform all work required for the completion of the Project, in accordance with the contract documents and at the price stated.

Bidder certifies this bid to be for the project described in the **Instruction to Bidders** and to be in accordance with plans, specifications and contract documents, including the invitation for bids.

In no event shall any delays or extensions of time be construed as cause or justification for payment of extra compensation to the contractor. Any claims for an increase of the contract time shall be made in writing to the Village within seven (7) days of the cause.

Signed: _____

Print Name: _____

Title: _____

Date: _____

(State of Illinois) SS County of _____

I, the undersigned, a notary public in and for the State and County aforesaid, hereby certify that

_____ appeared before me this day in person and, being first duly sworn an oath, acknowledged that he/she executed the foregoing certification as his/her free act and deed.

Dated: _____

Notary Public: _____