



## BID SPECIFICATIONS

**PROJECT:**

**BUILDING & INSTALLING 10 WELCOME SIGNS**

**MANDATORY PRE-BID MEETING:**

**May 18, 2016, 10 A.M.**

**BID OPENING:**

**June 01, 2016, 10 A.M.**

**LOCATION:**

**VILLAGE HALL, 25 E. STATE ST., NORTH AURORA 60542**

**CONTACT:**

**MIKE GLOCK, SUPT. OF PUBLIC WORKS, 630-897-8228 X 230**

**LEGAL NOTICE  
INVITATION TO BID  
BUILDING AND INSTALLATION OF 10 WELCOME SIGNS**

Sealed bids for the building and installation of 10 Welcome Signs will be received at the Village of North Aurora, Attn: Mike Glock, Superintendent of Public Works, 25 East State St., North Aurora, IL 60542, until 10:00 a.m. on the 1<sup>st</sup> of June, 2016. Bids will be publicly opened and read aloud at the above stated time and place. The bid packet will be available for download at the Village's website [www.northaurora.org](http://www.northaurora.org) or can be picked up at 25 E. State St., North Aurora, IL 60542.

Contractor must comply with Prevailing Wage Act. The Village of North Aurora reserves the right to reject any or all bids and to waive any informalities in bidding. The bid will be awarded to the lowest, responsible bidder as determined by the Village of North Aurora.

Village of North Aurora  
Michael Glock, Supt. of Public Works  
25 E. State St., North Aurora, IL 60542



**Village of North Aurora**  
**Bidding Specifications for Installation of 10 Welcome Signs**  
**\*THIS IS A PREVAILING WAGE PROJECT\***

The Village intends to install 5 small and 5 large entryway “welcome” signs. Please see pages 6-7 for sign diagrams and a map of their potential locations. Though the Village intends to install 10 welcome signs (5 small and 5 large), depending on the results of the bid, the Village may choose to add, remove or alter the size of the signs included in this bid.

- I. SCOPE of WORK– INSTALLATION OF SIGNS:** Provide all supervision, material, labor, equipment, expertise required deliver locate and guarantee all work and material for (1) one year. Contractor is responsibility to:
- a) Shall install all signs to design specifications.
  - b) Reserve workspace along streets.
  - c) Excavate and haul away all unsuitable soils that shall be free of stones larger than 1 ½”. Muddy topsoil shall not be used for backfill.
  - d) Remove all excess material and cleanup site.
  - e) Furnish and place mulch around all signs. (All mulch to be shredded Cedar). A minimum 1 ½’ around the parameter of the sign.
  - f) Keep work site safe at all times.
  - g) Contractor will be responsible for notifying J.U.L.I.E.
  - h) **There will be a Mandatory Pre-Bid meeting on Wednesday, May 18<sup>th</sup>, 2016 at the Village of North Aurora at 10 a.m. Potential Contractors must attend to bid on this project.**
  - i) **The Village reserves the right to alter the amount of signs or sizes of signs to be installed.**
  - j) **Bid Opening will be at 10:00 Wednesday June 1<sup>st</sup>, 2016 at the North Aurora Village Hall.**
- II. SUPPORTING DOCUMENTS:**
- a) Plan Specifications for each sign.
  - b) Each bid specifications will have a map showing locations of welcome signs and a brief description.
- III. SITE VISIT:** Each Contractor bidding on this project shall visit each site and personally observe the conditions under which the work will be performed.

**IV. MATERIALS:**

- a) ¼" Thick Acrylic Dimensional Logo
- b) Faux Stone Face Front and Back of Sign
- c) ¼" Thick Acrylic Dimensional Letters
- d) 4"x4"x 80" Metal Posts with Breakaway Post Connection the ground level
- e) 6" Faux Stone Base will be around the whole base
- f) Auger holes shall be 15" to 16" at depth, not less than 36" and not more than 42"
- g) All Concrete is to be 5 Bag Mix

**V. WORK PROCEDURES:**

- 1) All sign locations will be identified and marked by the Superintendent of Public Works or his designee before installing the signs.
- 2) Contractor will be responsible for contacting J.U.L.I.E. (800) 892-0123.
- 3) Contactor is responsible to ensure all holes are safe until sign has been constructed.
- 4) Precautions during digging when underground utilities are encountered.
  - a) Contractor shall be the controlling Agency or Company
  - b) Contractor at their expense shall restore to original condition all structures, facilities and other property damage by their company.
  - c) Surplus excavation, remove and dispose at the Contractor's own expense.
  - d) Backfilling – all backfill shall be topsoil, free of stones larger than 1 ½" as approved by the Public Works Superintendent.
  - e) Mulching – Place shredded mulch loosely around each sign no more than a 1½' perimeter of the sign.
  - f) Notification – the Contractor is required to contact the Village 24 hours before each day's work begins and provide the location of work.

**VI. WARRANTY:** Contractor shall guarantee all work for one (1) year after installation of the final sign has been completed.

**VII. 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 require if the proposal for the project is less than \$10,000.

**VIII. PERFORMANCE BOND:** No additional bonds shall be required if the proposal for the project is less than \$25,000, if the proposal is equal to or greater than \$25,000 then the following bonds shall be delivered to the Village and shall become binding upon the parties upon execution on the contract if the acceptance of the performance bond is:

- a) Satisfactory to the Village, executed by a Surety Company authorized to do business in the State or otherwise secured in a matter satisfactory to the Village, in an equal amount of 100% of the price specified.

**IX. INSURANCE REQUIRMENTS:**

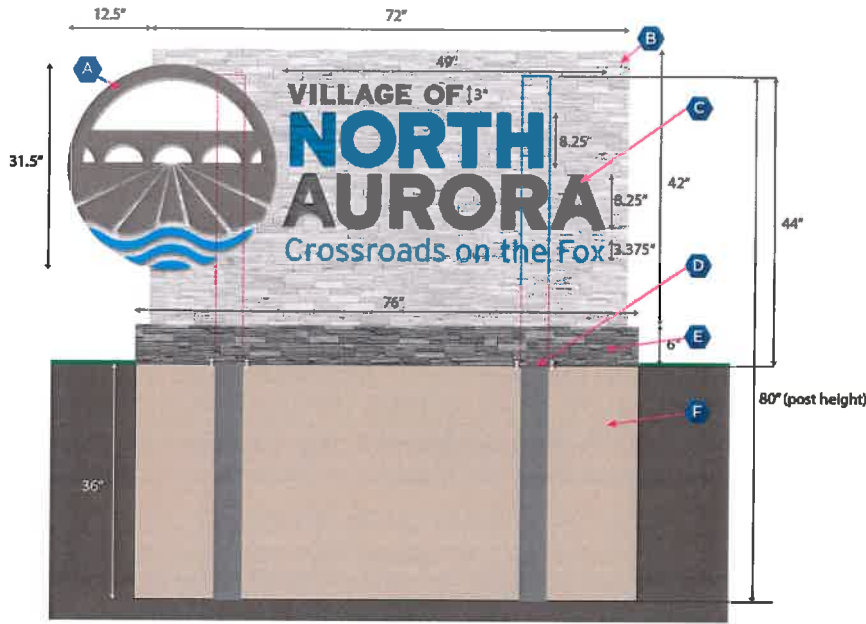
The Contractor will be required to meet our standard insurance requirements. Unless otherwise specified the Contractor shall before work commences hereunder, procure and thereafter maintain policies of insurance satisfactory to the Village of North Aurora and naming the Village of North Aurora additionally 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)
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 Damage 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)

**X. CONTRACT:**

The contract shall be deemed as having awarded when formal notice has been duly served to the intended awardee by an officer of the Village of North Aurora duly authorized to given such notice.

**SUPPORTING DOCUMENTS**



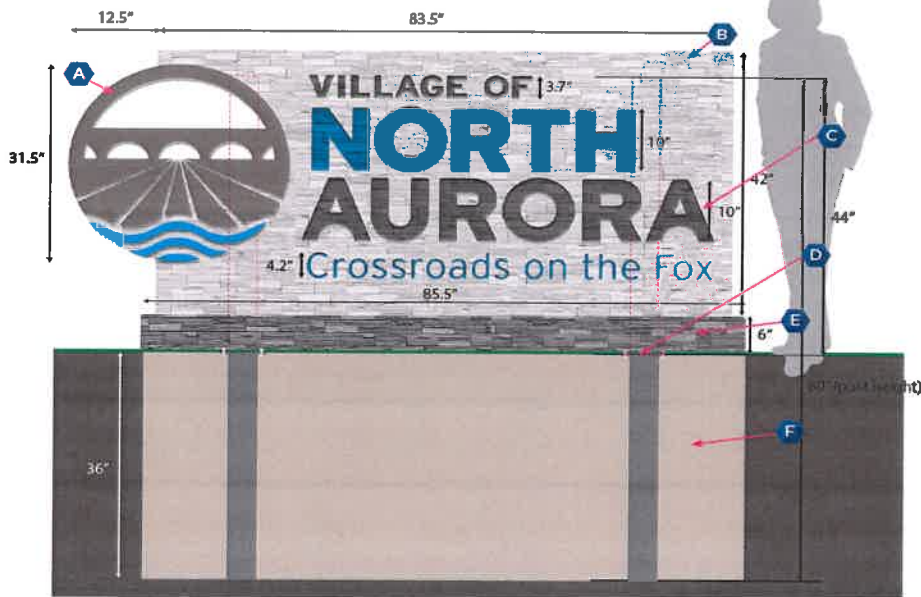
**SIGN A (Small)**

**NOTES**

- A 1/4" Acrylic Dimensional Logo
- B Flux Stone Face
- C 1/4" Acrylic Dimensional Letters
- D 4" x 4" Metal Posts With Breakaway Post Connection
- E 6" Flux Stone Base
- F 36" Deep Cement Base

**COLORS**

THIS PROOF IS NOT FOR COLOR MATCHING



**SIGN B (Large)**

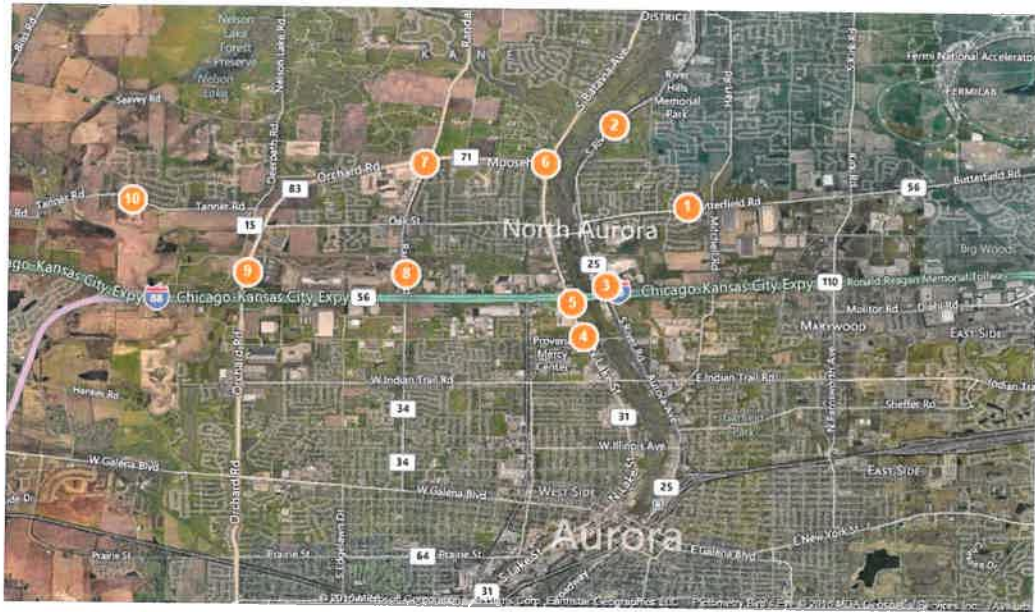
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AREA	SIGN	LOCATION
1	B	North side of Rt. 56 west of Mitchell
2	B	West side of Rt. 25 just north of Ridge Rd.
3	B	East side of Rt. 25 north of I-88 bridge
4	A	Northeast corner of Rt. 31 & Sullivan (Speedway Gas Station)
5	A	East side of Rt. 31 just north of Eden Supportive Living
6	A	Southwest Corner of Rt. 31 & Mooseheart Rd.
7	B	Southwest corner of Randall & Orchard Rd.
8	A	Northeast corner of Randall & Ice Cream Dr.
9	B	E. side of Orchard Rd. N. of Orchard Gateway at NA Auto Mall
10	A	South side of Tanner Rd. east of Western Dr.

**BIDDER'S DOCUMENT:**

Bid will be awarded to the lowest total bid amount, pending compliance with instruction to the bidder's document and satisfactory references. The Village also reserves the right to reject any and all bids.

**I. BIDDING COMPANY CONTACT INFORMATION**

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Address \_\_\_\_\_

Contact Phone # \_\_\_\_\_

Contact Email \_\_\_\_\_

**II. ENTRY WAY SIGN INSTALLATION BID:**

I HAVE READ THE SCOPE PROVIDED IN THIS BID DOCUMENT ALONG WITH ALL ASSOCIATED APPENDICES AND AGREE TO PREFORM ALL OF THE WORK IDENTIFIED TO SUCESSFULLY COMPLETE THE INSTALLATION OF 10 ENTRY WAY SIGNS.

SIGN A (Small) \$ \_\_\_\_\_ per sign

SIGN B (Large) \$ \_\_\_\_\_ per sign

TOTAL BID \$ \_\_\_\_\_ (5 small & large signs)

AND WILL HOLD THE ABOVE PRICING FOR A PERIOD OF 90 DAY'S FROM THE DATE OF THE BID OPENING.

I \_\_\_\_\_ VERIFY THAT I AM AUTHORIZED TO PROVIDE ABOVE PRICING ON BEHALF OF \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_



**III. BIDDER ELIGIBILITY CERTIFICATION**

Public Act 85-1295 (Illinois Revised Status, 1987, Chapter 38, Article 33E) requires that all the contractors bidding for public agencies in the State of Illinois certify that they are **not** barred from bidding on public contracts for bid rigging or bid rotation.

Following certifications must be signed and submitted with bidder's bid proposal.

**FAILURE TO DO SO WILL RESULT IN DISQUALIFICATION OF BIDDER**

Name of Contractor \_\_\_\_\_ as part of its bid on a contract for the **Installation of ten (10) Welcome Signs** for the Village of North Aurora IL 60542 hereby certifies that the said contractor is not barred from bidding on the aforementioned contract as a result of a violation either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Status.

Firm Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Officer: \_\_\_\_\_

(Signature of Officer)

Title: \_\_\_\_\_

Subscribed and Sworn before me

This \_\_\_\_\_ Day of \_\_\_\_\_ 2016

\_\_\_\_\_  
(Notary Public)

**APPRENTICESHIP OR TRAINING PROGRAM CERTIFICATION**

Welcome Sign Bidding

1. The undersigned, as a duly-authorized representative of the Bidder, hereby certifies to the Village of North Aurora, Kane County, Illinois, that the bidder [check one]:

- Is a manufacturer, and not an installer, of signs and will utilize subcontractor(s) for installation that participate in apprenticeship or training program(s) approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for any portion of this project that is subject to the State of Illinois' Prevailing Wage Act; or
- Is a manufacturer and installer of signs, that if a subcontract is needed, will utilize subcontractor(s) that participate in apprenticeship or training program(s) approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training for any portion of this project that is subject to the State of Illinois' Prevailing Wage Act.

2. All bidders are required to provide the apprenticeship or training program(s) approved and registered with the United States Department of Labor's Bureau of Apprenticeship and Training that are relevant to the portions of this project that are subject to the State of Illinois' Prevailing Wage Act below.

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The requirements of this certification and disclosure are a material part of the contract, and the bidder shall require this certification provision to be included in all approved subcontracts. The bidder is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is accounted for and listed. The Village at any time before or after award may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Date