



Request for Proposals

Bid Number: 2020-01

For

SIDEWALK CONSTRUCTION SERVICES (ON-CALL)

Date of Issues: September 4, 2020

Proposal Due Date: September 18, 2020

Time: 5:00 pm Central Time

Village of University Park

Erenestine Beck- Fulgham, Village Manager

44 Town Center Drive

University Park, IL 60484

Phone: (708) 235-4813

Email: ebeck-fulgham@university-park-il.com

REQUEST FOR PROPOSALS SIDEWALK CONSTRUCTION SERVICES (ON-CALL)

THE VILLAGE OF UNIVERSITY PARK, in accordance with the laws of the State of Illinois, hereby notifies all bidders that it will affirmatively ensure that the contract(s) entered into pursuant to this notice will be awarded to successful bidders without discrimination on the grounds of race, color, religion, sex, age, sexual orientation, marital status, disability, familial status or national origin. The Village seeks to enter an on-call contract to execute construction services requested through the Village's 50/50 Sidewalk Replacement Program between September 2020 and October 2021. The Village seeks to retain a qualified contractor who will serve 'on-call' to replace sidewalks as needed for a set price per square foot (additional costs are permissible with pre-project initiation approval on a case-by-case basis).

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Issue Date: 09/04/ /2020
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A. Project Overview

Local streets are maintained by the Village. However, the repair and replacement of damaged sidewalk slabs are the responsibility of the homeowner or business whose property is adjacent to the sidewalk and the Village. To help with that responsibility, the Village of University Park offers property owners the opportunity to improve sidewalk facilities with the 50/50 Shared Cost Sidewalk Program. Through this program, the cost per square foot that is charged to a property owner, is well below what a private contractor typically charges. Senior citizens (65 and over) and persons with disabilities may qualify to receive an additional discount (5%, if verified). The Village's portion of the match will come from the Village's Motor Fuel Tax Revenue.

The Village is currently seeking a contractor to provide construction services to execute the selected sidewalk repair and replacement programs for FY 2021.

B. Scope of Work

The selected contractor will be considered 'on-call' for the duration of the program on an annual basis to repair or replace selected sidewalk segments as designated by the Village of University Park. Selected project construction must take place within 30 days of a written notice to proceed in accordance with current Village code and local regulations.

Work on this project includes all materials, labor, equipment, and services for removal, regarding the replacement and/or installation of sidewalk, parkway and curb at various locations within the Village of University Park. Bidders must be prequalified by the Illinois Department of Transportation (IDOT) and present an IDOT issued "Certificate of Eligibility" with the bid proposal.

Proposed tasks include, but are not limited to:

- Obtaining necessary permits;
- Excavating existing sidewalk where necessary (including debris removal);
- Framing of replacement sidewalk;
- Pouring replacement sidewalk; and,

- Ongoing coordination with Village staff.

Payment for completed services will be processed within 30 days of completion on a project by project basis and the total contract term is not to exceed one calendar year.

C. Insurance Requirements

The selected contractor shall provide at its own cost the following forms of insurance through the completion of the contract period:

- Commercial General Liability (CGL) coverage with limits of liability not less than \$1,000,000 per occurrence and not less than \$2,000,000 annual aggregate.
- Commercial Liability Umbrella coverage with limits of liability not less than \$2,000,000.
- Comprehensive Automobile Liability coverage with limits not less than \$1,000,000 per incident.
- Workers' Compensation and Employers' Liability.

The Village of University Park shall be named as an additional insured on the policies required above. The selected contractor shall furnish certificates of insurance to the Village and corresponding policy endorsement setting forth the required coverage herein prior to entering any project areas or commencing any work. Such policies shall contain an endorsement requiring the carrier to give at least ten days prior notice of cancellation to the Village. All insurance required by this contract shall be primary and non-contributing to any insurance maintained by the Village. This policy may not include any exclusion for IL Labor Laws, injury to employees or to subcontractors. Any subcontractors shall have an unmodified Commercial General Liability policy without limitation with respect to Employers Liability and injury to independent contractors. The contractor agrees to cause each subcontractor to furnish the Village with copies of certificates of insurance and the corresponding policy endorsements setting forth the required coverage herein prior to any such contractor entering any project area or commencing any work.

D. Non-Collusion Certification

By submission of this response, each bidder and each person signing on behalf of any bidder certifies under penalty of perjury, that to the best of their knowledge and belief:

1. The prices included with this bid have been deduced independently without collusion, consultation, communication, or agreements, for the purpose of restricting completion, as to any matter relating to such prices with any other bidder or with any competitor; and
2. Unless otherwise required by law, the prices which have been provided in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and
3. No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

E. Proposal Requirements

Complete proposals shall include the following:

- **Quotes:** Provide quotes for price per square foot for single-pour sidewalk replacement assuming each project will require excavation and removal of existing sidewalk. Please also provide a separate quote for any additional work that may be required for project completion on a case-by-case basis (e.g., tree removal).
- **Relevant Work Experience:** Describe your experience as it pertains to sidewalk construction/replacement work including any participation as a contractor for municipal shared-cost sidewalk programs.
- **Confirmation of Capacity:** Describe your capacity including number of employees or how many projected sidewalk projects projected for completion within a one-week time frame. Please also confirm the ability to initiate sidewalk projects within 30 days of a written notice to proceed.
- **Statement of Access to Supporting Documents:** Statement of ability to obtain the required insurance coverage and IDOT "Certificate of Eligibility" upon awarding of the contract.
- **References:** Please provide three professional references.
- **Certification Statement (optional):** Please indicate whether your company is an Illinois certified M/WBE.

F. Submission Instructions

Proposals must be emailed to the contact below by 5:00 p.m. on September 18, 2020. Email subject lines should read "50/50 Sidewalk Repair Program Construction Services Proposal". Submissions received after the specified date and time will not be accepted.

Please email proposals to:

Ernestine Beck-Fulgham, Village Manager
ebeck-fulgham@university-park-il.com

G. Right to Amend or Terminate Contract

If the contracting party fails to comply with any of the terms, provisions or conditions of the contract, including the exhibits, the Village shall have the right, in addition to all other available remedies, to declare the contract in default and, therefore, to terminate it and to resubmit the subject matter of the contract to further public procurement. In that event, the contracting party shall pay the Village, as liquidated damages, the amount of any excess of the price of the new contract over the contract price provided herein, plus any legal or other costs or expenses incurred by the town in terminating this contract and securing a new contracting party.