

VILLAGE OF OAK PARK

PROJECT NO: 23-10 Sewer Cleaning and Inspection

DATE ISSUED: 10/09/2023

**I
REQUEST FOR PROPOSAL**

INSTRUCTIONS AND SPECIFICATIONS FOR:

23-10 Sewer Cleaning and Inspection

The Village of Oak Park will receive proposals at the Public works Building Office of the Village Engineer, Monday through Friday, 8:30 a.m. to 4:00 p.m., at 201 South Blvd, Oak Park, Illinois 60302. **PROPOSALS CAN ALSO BE SENT ELECTRONICALLY TO eavgoustakis@oak-park.us.** Proposals will be accepted through **Tuesday, October 31, 2023**, until 10:00 a.m. (local time). Proposals are anticipated to be presented to the Village of Oak Park Board for approval on November 20, 2023.

PROPOSALS MUST BE ENCLOSED IN SEALED ENVELOPES

The Board of Trustees reserves the right to accept or reject any and all proposals or to waive technicalities, or to accept any item of any proposal.

The documents constituting component parts of their contract, comprised of 28 pages, are the following:

- | | |
|------|---|
| I | REQUEST FOR PROPOSAL |
| II | PROPOSAL INSTRUCTIONS, TERMS AND CONDITIONS |
| III | DETAILED SPECIFICATIONS |
| IV | PROPOSAL FORM |
| V | CONTRACTOR CERTIFICATIONS |
| VI | TAX COMPLIANCE AFFIDAVIT |
| VII | AFFIDAVIT OF COMPLIANCE |
| VIII | E.E.O. REPORT |
| IX | NO PROPOSAL EXPLANATION |
| X | TABLES AND LOCATION MAP |

Do not detach any portion of their document. Upon formal award to the successful vendor, a Contract will be issued to complete their contract.

II
PROPOSAL INSTRUCTIONS, TERMS AND CONDITIONS

Taxes not Applicable:

The Village of Oak Park as a municipality pays neither Federal Excise Tax nor Illinois Retailers Occupational Tax, and therefore these taxes should be excluded from quotations.

Withdrawal of Proposals:

The vendor shall not withdraw or cancel their proposal after having been notified by the department that said proposal has been accepted by the Village of Oak Park.

Competency of Vendor:

No proposal will be accepted from or contract awarded to any person, firm or corporation that appears to be in default, or in any debt of any contract. The vendor, if requested, must present evidence to the Village of Oak Park of ability and possession on necessary facilities and financial resources to comply with the terms of the attached specifications and proposals.

Catalogs:

Each vendor shall submit catalogs, descriptive literature, and detailed drawings, where applicable, to fully illustrate and describe the material and/or work they proposes to furnish.

Conditions:

Vendors are advised to become familiar with all conditions, instructions and specifications governing their proposal. Once the award has been made, failure to have read all the conditions, instructions and specifications of their contract shall not be cause to alter the original contract or to request additional compensation.

Consideration of Proposals:

The department shall represent and act for the Village in all matters pertaining to their proposal and contract in conjunction therewith. The Village reserves the right to reject any or all proposals and to disregard any informality on the proposals when in its opinion, the best interest of the Village will be served by such action. No proposal will be accepted from or contract awarded to any person, firm or corporation that is in arrears of is in default to the Village of Oak Park upon any debt or contract, or that is a defaulter, as surety or otherwise, upon any obligation to said Village, or had failed to perform faithfully any previous contract with the Village.

The vendor, if requested, must present within forty-eight (48) hours evidence satisfactory to the Village of Oak Park of performance ability and possession of necessary facilities, pecuniary resources and adequate insurance to comply with the terms of these specifications and contract documents.

Subletting of Contract:

No contract awarded by the Village of Oak Park shall be assigned or any part subcontracted without the written consent of the Village of Oak Park. In no case shall such consent relieve the contractor from their obligations or change the terms of the contract.

Village Ordinances:

The contractor shall strictly comply with all ordinances of the Village of Oak Park and laws of the State of Illinois.

Inspection:

The Village shall have a right to inspect, by its authorized representative, any material, components or workmanship as herein specified. Materials, components or workmanship that have rejected by the Village of Oak Park as not in accordance with the terms of the contract specifications shall be replaced by the contractor at no cost to the Village.

Hold Harmless:

Vendor agrees to indemnify, save harmless and defend the Village of Oak Park, its agents, servants and employees, and each of them against and hold it and them harmless for any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service expenses, compensation, court costs and attorneys' fees which the undersigned now has/have or which may hereafter accrue, directly or indirectly, for or on account of any and all known and unknown, foreseen and unforeseen, bodily and personal injuries to any person, or any death at any time resulting for such injury, or any damage to any property and the consequences thereof, which may arise or which may be alleged to have arisen out of or in connection with the work covered by their contract.

Termination of Contract:

The Village reserves the right to terminate the whole or any part of their contract, upon written notice to the Vendor, in the event that sufficient funds to complete the contract are not appropriated by the Village of Oak Park.

The Village further reserves the right to terminate the whole or any part of their contract, upon written notice to the Vendor, in case of default by the Vendor. Default is defined as failure of the Vendor to perform any of the provisions of their contract or failure to make sufficient progress to endanger performance of their contract in accordance with its terms.

In case of default and termination, the Village may procure, upon such terms and in such manner, as the Village of Oak Park may deem appropriate, supplies or services similar to those so terminated. The Vendor shall be liable for any excess costs for such similar supplies or services unless acceptable evidence is submitted to the Village of Oak Park that failure to perform the contract was due to causes beyond the control and without the fault or negligence of the Vendor.

Insurance:

Contractor shall at Contractor's expense secure and maintain in effect throughout the duration of this Contract, insurance of the following kinds and limits set forth in this Section. Contractor shall furnish "Certificates of Insurance" to the Village before beginning work on the Project pursuant to this Contract. All insurance policies shall be written with insurance companies licensed to do business in the State of Illinois and having a rating of at least A according to the latest edition of the Best's Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless thirty (30) days prior written notice is given to the Village. This provision shall also be stated on each Certificate of Insurance: "Should any of the above described policies be canceled before the expiration date, the issuing company shall mail thirty (30) days written notice to the certificate holder named to the left."

The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

(A) Commercial General Liability:

- i. Coverage to include Broad Form Property Damage, Contractual and Personal Injury.
- ii. Limits:

General Aggregate	\$ 2,000,000.00
Each Occurrence	\$ 1,000,000.00
Personal Injury	\$ 1,000,000.00
- iii. Coverage for all claims arising out of the Contractor's operations or premises and anyone directly or indirectly employed by the Contractor.

(B) Workers' Compensation:

- i. Workers' compensation insurance shall be provided in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who perform the Work pursuant to this Contract, and if work is subcontracted pursuant to the provisions of this Contract, Contractor shall require each subcontractor similarly to provide workers' compensation insurance. In case employees engaged in hazardous work under this Contract are not protected under the Workers' Compensation Act, Contractor shall provide, and shall cause each subcontractor to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

(C) **Comprehensive Automobile Liability:**

i. Comprehensive Automobile Liability coverage shall include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.

ii. Limits:

Combined Single Limit	\$1,000,000.00
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(D) **Umbrella:**

i. Limits:

Each Occurrence/Aggregate	\$5,000,000.00
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(E) The Village, its officers, officials, employees, agents and volunteers shall be named as additional insureds on all insurance policies set forth herein except Workers' Compensation. The Contractor shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, officials, employees, agents, and volunteers.

(F) Contractor understands and agrees that any insurance protection required by this Contract or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village, its officers, officials, employees, agents and volunteers as herein provided.

III

DETAILED SPECIFICATIONS FOR SEWER CLEANING AND INSPECTION

Description

This work shall consist of light cleaning sewer segments to be inspected, inspecting sewer segments by means of closed-circuit television (CCTV), and providing reports of CCTV inspections at locations shown on the contract drawings or as directed by the Engineer. **The Village revised the requirements for the deliverable structure format of this work. Refer to the sections below for the latest requirements on all future submittals.**

General

The Contractor shall obtain a hydrant water meter from the Village of Oak Park for a \$1500 deposit. All water used by the Contractor shall be metered. The Village of Oak Park will invoice the Contractor for water usage on this project. The Contractor shall invoice the Village for the actual cost of the invoice for the water usage from the Village of Oak Park, without increased costs or markups for administration. The Village will reimburse the Contractor for the actual cost of the water bill and refund the deposit on the hydrant meter upon successful completion of the project and returning of the water meter so long as all water used on the project was metered.

All CCTV inspections shall be performed in accordance with NASSCO's pipeline assessment certification program (PACP) standards.

The Village of Oak Park shall supply the Contractor with sewer atlas information prior to televising operations. Sewer atlases will identify manhole numbers which shall be used for all televising inspections.

Equipment

Cleaning Equipment: High-Velocity Jet Equipment shall be used on this project. All high-velocity sewer cleaning equipment shall be constructed for ease and safety of operation. The equipment shall have a selection of two or more high-velocity nozzles. The nozzles shall be capable of producing a scouring action from 15 to 45 degrees in all size lines designated to be cleaned. The equipment shall carry its own water tank.

TV Camera: The television camera used for the inspection shall be one specifically designed and constructed for such inspection. The camera shall be capable of radial view for inspection of the top, bottom, and sides of pipe and for looking up lateral connections. The camera shall

be mounted on adjustable skids, or self propelled, to keep it in the center of the pipe. Lighting of the camera shall be supplied by a lamp on the camera, capable of being dimmed or brightened remotely from the control panel. The lighting system shall be capable of lighting the entire periphery of the pipe. The camera shall be operative in 100% humidity conditions and shall have a minimum of 650 lines of resolution and tested at 400 psi. The view seen by the televising camera shall be transmitted to a monitor. The camera, television monitor, and other components of the video system shall be capable of producing a picture quality satisfactory to the Engineer; and if unsatisfactory, the equipment shall be removed and no payment will be made for an unsatisfactory inspection.

Construction Requirements

Traffic Control and Protection:

Traffic control and protection for shall be included in the price for television inspection. The Contractor shall maintain through traffic during cleaning and inspection operations and shall furnish all necessary signs, markings, traffic control devices, and flagmen as may be required to maintain a safe work zone. The Contractor shall follow applicable IDOT and Manual of Uniform Traffic Control Devices for Streets and Highways standards, including, but not limited to, IDOT Standards 701301 and BLR18-5. The Contractor shall install "No Parking" signs 24-48 hours in advance of televising operations which require closing parking lanes to maintain through traffic. "No Parking" signs shall have dates and times of restrictions clearly written. The Village shall provide a pdf file of the No Parking sign to be used. The Contractor shall furnish and install "No Parking" signs. Signs shall be taped or tied to trees and streetlights. Stapling of signs to trees is prohibited. "No Parking" signs shall be taken down at the end of each work day for locations where sewer inspections have been completed.

Light Cleaning (Sewers 9"-30" Diameter):

Sewer segments (30-inches diameter and smaller) to be inspected shall be light cleaned prior to inspection with high velocity jetting equipment. Light cleaning of sewers shall consist of up to two passes through the sewer segment with jetting equipment. If cleaning of an entire section cannot be successfully performed from one manhole, the equipment shall be set up on the other manhole and cleaning again attempted. If, again, successful cleaning cannot be performed or the equipment fails to traverse the entire manhole section, it will be assumed that a major blockage exists and the light cleaning work shall be stopped and the Contractor shall televise the sewer segment to determine the blockage.

The Contractor shall notify the Engineer when sewers cannot be televised after light cleaning operations. The Contractor shall notify the Engineer when sewers greater than 30-inch diameter require cleaning to allow for television and/or sonar inspection. The Contractor shall perform heavy cleaning and root cutting upon approval from the Engineer. Heavy cleaning and root cutting shall be paid separately per hour.

All sludge, dirt, sand, rock, grease, and other solid or semisolid material resulting from the cleaning operation shall be removed at the downstream manhole of the section being cleaned. Passing material from manhole section to manhole section, which could cause line stoppages, shall not be permitted. A vacuum truck shall be used to remove heavy accumulations of material.

All solid or semi-solid debris resulting from the cleaning operations shall be removed from the site and disposed of by the Contractor. All debris shall be removed from the site by the end of each workday. Debris disposal shall be paid separately per ton.

Acceptance of sewer line cleaning shall be made upon the successful completion of the television inspection and shall be to the satisfaction of the Engineer. If TV inspection shows the cleaning to be unsatisfactory, the Contractor shall be required to re-clean and re-inspect the sewer line until the cleaning is shown to be satisfactory.

Television Inspection:

The television camera shall be moved through the line in either direction at a uniform rate, stopping when necessary to insure proper documentation of the sewer's condition but in no case will the television camera be pulled at a speed greater than 30 feet per minute. Manual winches, power winches, TV cable, and powered rewinds (or other devices that do not obstruct the camera view or interfere with proper documentation of the sewer conditions) shall be used to move the camera through the sewer line. If, during the inspection operation the television camera will not pass through the entire sewer section, the Contractor shall re-setup his equipment in a manner so that the inspection can be performed from the opposite manhole. If, again, the camera fails to pass through the entire sewer section, the inspection shall be considered complete and no additional inspection work will be required. All costs for re-setup due to an obstruction in the sewer that will not allow the camera to pass shall be considered incidental. Contractor shall pan around each manhole at the start and end of videos to locate any existing sewer connections.

Whenever non-remote powered and controlled winches are used to pull the television camera through the line, telephones, radios, or other suitable means of communication shall be setup between the two manholes of the section being inspected to insure good communications between the members of the crew.

The location meter, for accurately recording the location of the television camera with respect to the reference manhole, shall be a direct reading, above ground, friction clamp device or other suitable equipment. Marking on the cable, or the like, which would require interpolation for depth of manhole, will not be allowed. The meter shall be capable of reducing readings for reverse movement of the camera and shall be capable of being manually re-zeroed for each new setup.

The importance of accurate distance measurements is emphasized. Accuracy of the measurement meter shall be checked daily by use of a walking meter, roll-a-tape, or other

suitable device. Footage measurements shall begin at the centerline of the upstream manhole and end at the centerline of the downstream manhole. Footage shall be shown on the video data view and recorded at all times.

All manholes at which entry is made into sewers to be inspected are to be assigned a discrete number corresponding to the manhole number shown on the sewer atlases provided by the Engineer. Manholes may not be assigned more than one number regardless of the number of sewer lines inspected which enter that manhole. Manhole numbers shall be spray painted in pink on the corresponding manhole lid. The Village shall provide a mobile device with cell service for data collection and atlas information. The Contractor shall note on the mobile device all manholes encountered which are not shown on the atlas. The Contractor shall provide the atlas information to the Village of Oak Park upon completion of contract.

Sonar Inspection:

The Contractor shall provide digital sonar (Sound Navigation Ranging) inspection in conjunction with CCTV inspection when requested by the Engineer for semi-submerged pipes greater than 36-inches diameter. The Contractor shall notify the Engineer when sewer flow exceeds 33% of the pipe prior to television inspection. The Engineer will determine locations for sonar inspection based on high flow levels, suspected accumulated debris, or critical sewer segments.

Sonar equipment shall provide continuous sonar images recorded in real time mode. Sediment depths shall be measured at a minimum of 10-foot intervals and average sediment accumulation shall be determined by calculating the cross-sectional area of the pipe obstructed by sediment and presented as a percentage of the total cross section area of the ideal pipe per interval. A cumulative sediment volume shall be calculated per sewer inspection segment (manhole to manhole).

The sonar inspection video reports shall be displayed in the same CCTV mpeg video inspection as either a picture-in-picture window within the mpeg video or superimposed on the CCTV video.

Documentation:

Television Inspection Logs: The logs shall be computer printed and acceptable to the Owner. Printed location records shall be kept by the contractor and will clearly show the location, in relation to adjacent manholes, of each infiltration point discovered by the television camera. An estimate of the flow rate of observed infiltration points shall be made and recorded. In addition, other points of significance such as locations of building sewer laterals, joints, unusual conditions, roots, storm sewer connections, collapsed sections, presence of scale and corrosion, and other discernible features will be recorded and one copy of such record shall be supplied to the Owner.

Television inspection logs shall include, but are not limited to, the following information:

- A. Date, time, city, street, basin, sewer section, reference manhole number, name of operator, inspector, and weather conditions.
- B. Pipe diameter, pipe material, section length, depth of pipe, length between joints, and corresponding videotape identification.
- C. Location of each point of leakage.
- D. Location of each service connection.
- E. Location of any damaged sections, nature of damage, and location with respect to pipe axis.
- F. Deflection in alignment of grade of pipe.

Recordings shall include the following information:

- A. Visual (on screen in corner):
 - 1. Report number.
 - 2. Date of television inspection.
 - 3. Sewer section and number.
 - 4. Current distance along reach (tape counter footage).
- B. Audio
 - 1. Date and time of television inspection, operator name, name of overlying or adjacent street, and manhole numbers.
 - 2. Verbal confirmation of sewer section and television direction in relation to direction of flow.
 - 3. Verbal description of pipe size, type, and pipe joint length.
 - 4. Verbal description and location of each service connection and pipe defect.
 - 5. Type of weather during inspection.

Comprehensive Report:

The Contractor shall supply an MS Excel spreadsheet with street name, manhole numbers, date, length, structural and maintenance scores, and with hyperlinks to the individual sewer television segment videos and to the inspection reports in pdf format. The manhole numbers will be provided by the atlas information and Village's GIS. The names of the files, folders, PDFs, etc. shall use the Unique IDs from the atlas information and Village's GIS.

The Contractor shall follow PACP defect codes and grades for both structural and maintenance observations and defects.

The Contractor shall assign structural and maintenance (O&M) scores for all brick sewers inspected. Structural scores for brick sewers shall be based on PACP defect codes for brick with an emphasis on determining scores for truly continuous defects typical to brick sewers (PACP codes DB, MB, MM, DI, S, and D) using 3-foot pipe segments. A table of typical sewer continuous defects and severity is included as a guideline for determining structural scores. The Contractor shall identify the codes used for defects. An example of typical structural scores for brick sewers is below and shall be used as general guideline. The Contractor shall use operators with a minimum of 5 years of experience inspecting and grading brick sewers.

Television inspection data shall follow NASSCO's standard PACP database based on MS Access. Television inspection software shall be certified by PACP. All sewer inspection information shall be provided on USB drive(s) in an MP4 format. Contractors which have previously supplied portable hard drives to the Village of Oak Park are required to combine the data from this contract with previously supplied inspection databases on existing or new portable hard drives depending on available storage space on hard drives. Hard drives with previous inspection data shall be obtained from the Village of Oak Park.

Structural defects for brick sewers	
Defect Type	Code
Displaced Brick (DB) <ul style="list-style-type: none"> — Light (single bricks displaced) — Moderate (less than 10% cluster of bricks displaced) — Severe (more than 10% displaced brick) 	
Missing Brick (MB) <ul style="list-style-type: none"> — Light (single bricks missing) — Moderate (less than 10% multiple bricks missing, but no invert bricks missing) — Severe (more than 10% bricks missing; missing invert bricks) 	
Mortar Missing (MM) <ul style="list-style-type: none"> — Light (<1/2" mortar missing from up to 50% of joints) — Moderate (< 1/2" mortar missing from 50-90% of joints; or 1/2" to 2" of mortar missing from up to 50% of joints) — Severe (mortar missing from over 90% of joints; or >2" or mortar missing from up to 50% of joints) 	
Dropped Invert (DI) <ul style="list-style-type: none"> — Light (<2" of loss of level) — Moderate (2-4" of loss of level) — Severe (>4" of loss of level) 	
Surface Damage (S) <ul style="list-style-type: none"> — Light (<1/4" of brick thickness spalled or worn out) — Moderate (1/4" to 3/8" of brick thickness lost) — Severe (>3/8" brick thickness lost) 	
Deformed (D)	

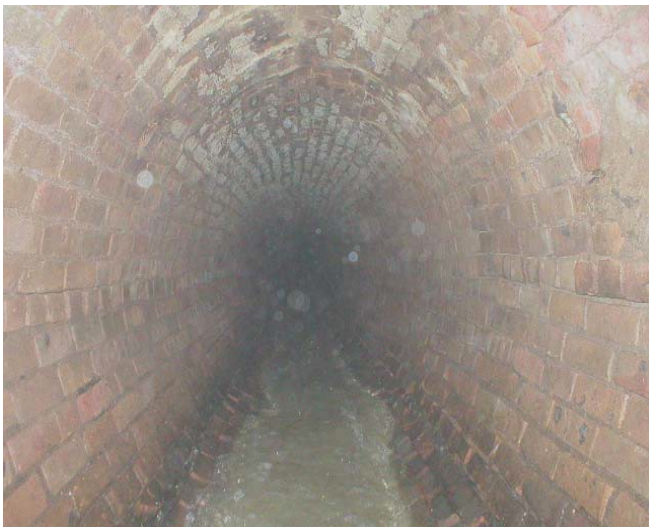


Figure 1. Example of Condition Grade 1 Brick Sewer - Acceptable Condition



Figure 2. Example of Condition Grade 2 Brick Sewer- Minimal Potential for Short-Term Collapse; Further Deterioration Probable



Figure 3. Example of Condition Grade 3 Brick Sewer Collapse Unlikely in Immediate Future; Further Deterioration Likely



Figure 4. Example of Condition Grade 4 Brick Sewer - Sewer- Collapse Likely in Foreseeable Future



Figure 5. Example of Condition Grade 5 Brick Sewer- Collapsed or Collapse Imminent

Progress Meetings

The Contractor shall submit weekly reports to the Engineer showing the quantity of work performed for each week including hours spent on heavy cleaning and root pruning to ensure the work does not exceed contract cost. If after reviewing progress reports the Engineer determines the work will either exceed or be substantial below contract cost, the Engineer shall prioritize remaining sewers to be inspected or add additional sewer locations to be inspected to the contract. Sewer locations to be added shall be agreed to by the Contractor to ensure the scope of the project is consistent with the proposal. The Village reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work, as may deemed necessary.

Method of Measurement

The work will be measured for payment in feet of sewer televised in the diameter range specified. The measurement shall not exceed length from center of manhole to center of manhole for an individual sewer segment unless the sewer segment is curvilinear.

Sewer segments selected for SONAR INSPECTION shall be measured for payment in feet for SONAR INSPECTION. Sewer segments selected for SONAR INSPECTION shall also be paid at the contract unit price per foot in the diameter range specified for SEWER TELEVISION INSPECTION, unless television inspection is not performed due to fully submerged conditions.

Basis of Payment

The work shall be paid at the contract unit price per foot in the diameter range specified for SEWER TELEVISION INSPECTION. HEAVY CLEANING and ROOT CUTTING shall be paid at the contract unit price per hour for HEAVY CLEANING and ROOT CUTTING. DEBRIS DISPOSAL shall be paid at the contract unit price per ton for DEBRIS DISPOSAL. SONAR INSPECTION shall be paid at the contract unit price per foot.

Completion Date and Failure to Complete Work on Time

Sewer cleaning and inspection for all locations shall be completed and all reports delivered to the Engineer by **February 26, 2024**. Should the Contractor fail to complete and deliver the work before the above contract completion date, the Contractor shall be liable to pay the Village of Oak Park liquidated damages according to Section 108.09 of the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction Adopted January 1, 2016. Extensions of contract time shall be according to Section 108.08 of the Illinois Department of Transportation Standard Specifications for Road and Bridge Construction Adopted January 1, 2016.

IV
PROPOSAL FORM

The undersigned proposes to perform the work as specified in Section III, "Detailed Specifications for the Sewer Cleaning and Inspection," of this call for proposals.

Unit Prices shall be filled out for all items

ITEM NO.	PAY ITEM	QUANTITY	UNIT	UNIT PRICE -\$-	TOTAL PRICE -\$-
1	TELEVISIONING INSPECTION OF SEWERS 9"-30"	16,340	FEET		
2	TELEVISIONING INSPECTION OF SEWERS >30"	14,600	FEET		
3	SONAR INSPECTION OF SEWERS	0	FEET		
4	HEAVY CLEANING	52	HOUR		
5	DEBRIS DISPOSAL	47	TON		

TOTAL =

Proposal Signature: _____

State of _____)

County of _____)

_____,
(Type Name of Signee)

being first duly sworn on oath deposes and says that the Vendor on the above Proposal is organized as indicated below and that all statements herein made on behalf of such Vendor and that their deponent is authorized to make them, and also deposes and says that deponent has examined and carefully prepared their proposal from the Contract.

IV
PROPOSAL FORM (cont.)

Specifications and has checked the same in detail before submitting their Proposal; that the statements contained herein are true and correct.

Signature of Vendor authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of Vendor shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated: _____

Organization Name

(Seal - If Corporation)

By: _____
Authorized Signature

Address

Telephone

Subscribed and sworn to before me this _____ day of _____, 20__.

Notary Public

In the State of _____.

My Commission Expires: _____.

IV
PROPOSAL FORM (cont.)

(Complete Applicable Paragraph Below)

(a) **Corporation**

The Vendor is a corporation, which operates under the legal name of

_____ and is organized and existing

under the laws of the State of _____.

The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

The corporation does have a corporate seal. (In the event that this proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

(b) **Partnership**

Name, Signature and Addresses of all Partners

The partnership does business under the legal name of

_____, which name is registered with

the office of _____ in the county of

_____.

IV
PROPOSAL FORM (cont.)

(c) Sole Proprietor

The Vendor is a Sole Proprietor whose full name is

_____. If the Vendor is operating under

a trade name, said trade name is _____,

which name is registered with the office of _____

in the county of _____.

Signed: _____

Sole Proprietor

V
CONTRACTOR'S CERTIFICATION
(PROPOSAL)

_____, as part of its proposal on a contract for
(name of contractor)

_____ to the Village of Oak Park, hereby
(general description of item(s) proposal on)

certifies that said contractor is not barred from proposing on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirements".

By: _____
(Authorized Agent of Contractor)

Subscribed and sworn to

before me this _____ day of

_____, 20__.

Notary Public

CONTRACTOR'S CERTIFICATION

_____, as part of its proposal on a contract for
(name of contractor)

_____ to the Village of Oak Park, hereby
(general description of item(s) proposal on)

certifies that said contractor is in compliance with House Bill 3337 which creates a Drug Free Workplace Act for Illinois with an effective date of January 1, 1992.

By: _____
(Authorized Agent of Contractor)

Subscribed and sworn to

before me this _____ day of

_____, 20__.

Notary Public

TAX COMPLIANCE AFFIDAVIT

_____, being first duly sworn, deposes and

says: that he/she is _____ of
(partner, officer, owner, etc.)

_____.
(contractor)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from contracting with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

(Name of Vendor if the Vendor is an Individual)
(Name of Partner if the Vendor is a Partnership)
(Name of Officer if the Vendor is a Corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to this _____ day of _____, 20__.

Notary Public

VII

**FAIR EMPLOYMENT PRACTICES
AFFIDAVIT OF COMPLIANCE**

NOTE: This affidavit must be executed and submitted with the signed proposal form. No proposals can be accepted by the Board of Trustees of the Village of Oak Park unless said affidavit is submitted concurrently with the proposal.

_____, being first duly sworn, deposes and says that
(name of person making the Affidavit)

_____ of _____ and that he/she
(Title or Office) (Name of Company)

has the authority to make the following affidavit; that he/she has the knowledge of the Village of Oak Park Ordinance relating to Fair Employment Practices and knows and understands the contents thereof; that he/she certifies hereby that _____
(Name of

_____ is an "Equal Opportunity Employer" as defined by Section 2000
company)

(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference.

Subscribed and sworn to before

me this _____ day of

_____, 20__.

Notary Public

VIII

VILLAGE OF OAK PARK E.E.O. REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this proposal. An incomplete form will disqualify your proposal. For assistance in completing this form, contact Elaine Avgoustakis at 708-358-5726.

An EEO-1 Report may be submitted in lieu of their report

1. Vendor Name: _____
2. Check here if your firm is:

_____ MBE
_____ WBE
_____ Non-MBE/WBE
3. What is the size of the firm's current stable work force?

_____ Number of full-time employees
_____ Number of part-time employees
4. Similar information will be requested of all subcontractors working on this contract. Forms will be furnished to the low responsible vendor with the notice of contract award, and these forms must be completed and submitted to the Village before the execution of the contract by the Village.

AFFIDAVIT OF M/WBE STATUS

I am _____ of _____, and have authority to execute this affidavit on behalf of this firm. I _____ do
(Name of Affiant)

hereby certify that:

1. This firm is a (Check one Only ☒)
 - ☐ Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
 - ☐ Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
2. **COPIES OF ALL MBE, WBE OR DBE CERTIFICATIONS HAVE BEEN ATTACHED.**
3. The following information will be provided upon written request, through the Prime Contractor or, if no Prime, directly to the Village of Oak Park.
 - a) Actual work performed on any project and the payment thereof; and,
 - b) Any proposal changes, in the status of the firm, which would render this affidavit null and void.
 - c) Further verification of the indicated status

Signature: _____

Date: _____

Corporate Seal (where appropriate)

This instrument was acknowledged before me this _____ day of

_____, By _____ as President

(or other authorized officer) of _____
(Firm Name)

(Notary Public Signature)

Commission Expires: _____

Notary Seal

VIII (Continued)
VILLAGE OF OAK PARK
EEO REPORT

Vendor Name _____
Total Employees _____

Job Categories	Total Employees	Total Males	Total Females	Males				Females				Total Minorities
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers												
Professionals												
Technicians												
Sales Workers												
Office & Clerical												
Semi-Skilled												
Laborers												
Service Workers												
TOTAL												
Management Trainees												
Apprentices												

This completed and notarized report must accompany your bid. It should be attached to your Affidavit of Compliance. Failure to include it with your bid will be disqualify you from consideration.

An EEO-1 Report may be submitted in lieu of this report.

_____, being first duly sworn, deposes and says that he/she is the _____
(Name of Person Making Affidavit) (Title or Officer)

of _____ and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this _____ day of _____, 20____.

(Signature)

(Date)

IX

NO PROPOSAL EXPLANATION

If your firm does not wish to propose on the attached specifications, please return this proposal along with any comments you may have that prevented your firm from submitting a proposal.

Thank you.

Comments:

Table and Locations

23-10 Sewer Cleaning & Inspection Location List

Prepared: 09/26/2023
Revised: 10/10/2023

Location	From	To	Notes	Length (ft)	Diameter (in)	Material	Year Built	Recommended Inspection
Greenfield St	East Ave	Fair Oaks Ave	deep sewer	410	42		1937	Televise only
Iowa St	Oak Park Ave	Euclid Ave		500	15		1983	Light clean and televise
Iowa St	Euclid Ave	East Ave		835	18		1983	Light clean and televise
Kenilworth Ave	Chicago Ave	Elizabeth Court		875	18		1992	Light clean and televise
Erie St	Euclid Ave	East Ave		840	60		1969	Televise only
Erie St	East Ave	Lombard Ave		2670	102		1969	Televise only
Ontario St	Ridgeland Ave	Harvey Ave	deep sewer	890	24		1937	Light clean and televise
Lexington St	Oak Park Ave	East Ave		1330	54	clay	1969	Televise only
Lexington St	Home Ave	Oak Park Ave		1430	48	clay	1969	Televise only
Lexington St	Wisconsin Ave	Home Ave		770	30	clay	1969	Light clean and televise
Lexington St	Maple Ave	Wisconsin Ave		430	24	clay	1976	Light clean and televise
Garfield St	Ridgeland Ave	Cuyler Ave		290	12		1906	Light clean and televise
Garfield St	Cuyler Ave	Harvey Ave		680	18		1906	Light clean and televise
North Blvd	Ridgeland Ave	Cuyler Ave		530	12		1903	Light clean and televise
South Blvd	Euclid Ave	East Ave	deep sewer	875	42		1937	Televise only
Randolph St	Marion St	Home Ave	deep sewer	670	24		1937	Light clean and televise
Harvard St	East Ave	Oak Park Ave	deep sewer	1345	24		1937	Light clean and televise
Van Buren St	Grove Ave	East Ave		1645	84		1969	Televise only
Greenfield St	Hayes Ave	Taylor Ave		335	20		1920	Light clean and televise
Greenfield St	Taylor Ave	Humphrey Ave		335	15		1920	Light clean and televise
Harrison St	Oak Park Ave	East Ave		1285	54		1959	Televise only
Harrison St	Euclid Ave	East Ave	half parkway, half roadway	980	12	esvcp	1900	Light clean and televise
Linden Ave	Greenfield St	Berkshire St		680	12		1925	Light clean and televise
Euclid Ave	North Ave	Greenfield St		1075	12		1925	Light clean and televise
Van Buren St	Ridgeland Ave	Lombard Ave	deep sewer	1345	24		1937	Light clean and televise
Randolph St	Scoville Ave	Ridgeland Ave		890	18		1937	Light clean and televise
Washington Blvd	Oak Park Ave	Euclid Ave		450	36		1969	Televise only
Washington Blvd	Euclid Ave	East Ave		875	48		1969	Televise only
Wisconsin Ave	Randolph St	Washington Blvd		665	48		1969	Televise only
Wisconsin Ave	Washington Blvd	Madison St		640	54		1969	Televise only
Washington Blvd	Lombard Ave	Humphrey Ave	deep sewer	890	15		1937	Light clean and televise
Adams St	Lyman Ave	Austin Blvd	deep sewer	640	15		1937	Light clean and televise
Superior St	Taylor Ave	Humphrey Ave		445	18		1940	Light clean and televise
Jackson Blvd	Wenonah Ave	Clinton Ave		605	72		1969	Televise only
Pleasant St	East Ave	Scoville Ave		455	18		1969	Light clean and televise
Pleasant St	Oak Park Ave	Euclid Ave		455	30		1969	Light clean and televise
Pleasant St	Euclid Ave	East Ave		880	36		1969	Televise only

Subtotal sewers 9-30" for light cleaning and inspection: 16,340

Subtotal sewers >30" for inspection: 14,600

Total: 30,940

23-10 Sewer Cleaning and Inspection Location Map

