

# Project 17-26

## Lake Street Sidewalk Repairs

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### Special Provisions and Plan Drawings

#### Contents:

- Title Page
- Introduction
- General Requirements
- Materials
- Construction Work
- Plan Drawings



**BIDDERS NEED NOT RETURN THE ENTIRE PROPOSAL**  
**"RETURN THIS PAGE WITH BID"**

Project Name: Lake Street Sidewalk Repairs

Project Number: 17-26

Location: VILLAGE OF OAK PARK ILLINOIS  
Lake Street between Harlem Ave and Forest Ave

Submitted to the President and Board of Trustees

By: MYS, INCORPORATED  
Contractor's Name

12416 S. HARLEM AVE.  
Address

PALOS HEIGHTS, IL. 60463  
City



## Notice to Bidders

**RETURN WITH BID**

### Time and Place of Opening of Bids

Sealed proposals for the improvement described below will be received at the Office of the Village Engineer, Monday through Friday, 8:30 A.M. to 4:00 P.M. at 201 South Boulevard Oak Park, Illinois 60302 until 11:00 am Thursday, September 14, 2017 at which time the proposals shall be publicly opened and read.

### Description of Work

Name: Lake Street Sidewalk Repairs

Location: Lake Street between Harlem Ave and Forest Ave

Proposed Improvement: Removing and replacing concrete sidewalks, patching and repairing concrete sidewalks, removing and resetting brick sidewalks, removing tree grates and filling with permeable pavement, removing and replacing combination curb and gutter, and all appurtenant work thereto at various locations along Lake Street between Harlem Avenue and Forest Avenue.

### Bidders Instructions

1. Plans and proposal forms will be available in the Office of the Village Engineer, 201 South Boulevard, Oak Park, Illinois 60302 upon payment of \$ 0 dollars (non-refundable). No plans will be issued to prospective bidders after 4 P.M. on the working day preceding the opening of bids. Proposals will not be accepted by the Village of Oak Park from Contractors who have failed to provide payment, if required, for obtaining proposal forms and have also failed to register with the Engineering Division of the Public Works Department as plan holders for this project.
2. At the bid opening, all proposals must be accompanied by a proposal guaranty, executed by a corporate surety company (bid bond) or a bank cashier's check in the amount of 5% of the amount bid.
3. The awarding authority reserves the right to waive technicalities and to reject any or all proposals as provided in Article 102.01 of the "Standard Specifications for Road and

Bridge Construction," prepared by the Department of Transportation.

4. Bidders need not return the entire proposal when bids are submitted. Portions of the proposal that must be returned include the following:

- a. Proposal Cover
- b. Notice to Bidders
- c. Contract Proposal (I)
- d. Contract Schedule of Prices Form (II) (if required)
- e. Proposal Bid Bond (III) (if required)
- f. Contractor's Certification (IV)
- g. Tax Compliance Affidavit (V)
- h. Fair Employment Practices Affidavit of Compliance (VI)
- i. Village of Oak Park EEO Report (VII)
- j. Participation Statement
  - SCHEDULE C: Village of Oak Park Letter of Intent From MBE/WBE to Perform as a Subcontractor, Supplier, and/or Consultant
  - SCHEDULE D: Village of Oak Park M.WBE Participation
- k. Affidavit of Availability

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

By Order of

**RETURN WITH BID**

---

Bill McKenna, Village Engineer



I

## Proposal

RETURN WITH BID

1. Proposal of MYS INCORPORATED  
for the Lake Street Sidewalk Repairs (Project 17-26) as noted herein and perform all appurtenant work thereto.
2. The plans for the proposed work are those prepared by the Engineering Division of the Village of Oak Park, 201 South Boulevard, Oak Park, Illinois on August 31, 2017.
3. The specifications referred to herein are those prepared by the Illinois Department of Transportation and designated as "Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications" there to, adopted and in effect on the date of invitation of bids.
4. ~~The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Supplemental Specifications and Recurring Special Provisions" contained in this proposal.~~
5. The undersigned agrees to all Project work before the final completion date of November 3, 2017 unless additional time is granted in accordance with the specifications.
6. Accompanying this proposal is either a bid bond on the Village Bond form or a proposal guaranty check, complying with the specifications, made payable to the Village of Oak Park. The amount of the check is 5% Bid Bond (\$ 5% Bond ).
7. If this proposal is accepted and the undersigned fails to execute a contract and contract bond within ten (10) days after the Notice of Award or within such extended period as the Village may grant if the Contract Bond does not meet its approval shall constitute default, and the Village may either award the Contract to the next lowest responsible proposer or re-advertise for proposals. A charge against the defaulting Bidder may be made for the difference between the amount of the Contractor's Proposal and the amount for which a contract for the work is subsequently executed, irrespective of whether the amount thus due exceeds the amount of the bid guarantee.
8. Each pay item should have a unit price and a total price.
9. The unit price shall govern if no total price is shown or if there is a discrepancy between the results of unit price multiplied by the quantity.
10. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
11. A bid will be declared unacceptable if neither a unit price nor a total price is shown.

12. The undersigned firm certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor has the firm made an admission of guilt of such conduct which is a matter of 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. The undersigned firm further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.
13. This Contract is subject to "An act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, County, City or any other public body or any political subdivision or by anyone under contract for public works". (see Special Provision for details).

**Special Note: The Prevailing Wage Act / Federal Requirements require maintaining and submitting Certified Payroll records monthly for all entities working on this project.**

14. Proposal Guaranty Check:

**Attach Cashier's Check or Certified Check Here**

In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties that would be required for each individual proposal.

If the proposal guaranty check is placed in another proposal; state below where it can be found.

The proposal guaranty check will be found in the proposal for: Village of Oak Park

**Project 17-26 Lake Street Sidewalk Repairs**

15. The undersigned submits herewith this schedule of prices covering the work to be performed under this contract:

## II

RETURN WITH BID

## SCHEDULE OF PRICES

Item #	Pay Item	Quantity	Unit	Unit Price \$	Total Price \$
1	Sidewalk Removal	100	SQ FT	6.50	650.00
2	PCC sidewalk 5"	100	SQ FT	15.00	1500.00
3	REMOVE AND RESET Brick birck Paver	100	SQ FT	30.00	3000.00
4	Brick Paver removal and replacement	20	SQ FT	30.00	600.00
5	Removals of tree grate and fill with permeable pavement.	225	SQ FT	100.00	22,500.00
6	PCC base course 8"	2	SQ YD	100.00	200.00
7	Combination concrete curb & gutter removal	30	LF	40.00	1,200.00
8	Combination conc. curb & gutter, Ty B- .12	30	LF	60.00	1,800.00
9	Epoxy Concrete fill	1	LUMP SUM	1,500.00	1,500.00
10	Traffic control	1	LUMP SUM	5,000.00	5,000.00
				Total Bid:	37,950.00

RETURN WITH BID



Oak Park

RETURN WITH BID

III

Village of Oak Park, IL  
Proposal Bid Bond

WE MYS, Inc.

as PRINCIPAL, and Western Surety Company

801 Warrenville Road, Lisle, IL 60532

as SURETY,

are held and firmly bound unto the Village of Oak Park, IL (hereafter referred to as "VOP") in the penal sum of 5% of the total bid price, or for the amount specified in Article 102.09 of the "Standard Specifications for Road and Bridge Construction" in effect on the date of invitation for bids. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly to pay to the VOP this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said PRINCIPAL is submitting a written proposal to the VOP acting through its awarding authority for the construction of the work designated as the above section.

THEREFORE if the proposal is accepted and a contract awarded to the PRINCIPAL by the VOP for the above-designated section and the PRINCIPAL shall within fifteen (15) days after award enter into a formal contract, furnish surety guaranteeing the faithful performance of the work, and furnish evidence of the required insurance coverage, all as provided in the "Standard Specifications for Road and Bridge Construction" and applicable Supplemental Specifications, then this obligation shall become void; otherwise it shall remain in full force and effect.

IN THE EVENT the VOP determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements set forth in the preceding paragraph, then the VOP acting through its awarding authority shall immediately be entitled to recover the full penal sum set out above, together with all court costs, all attorney fees, and any other expense of recovery.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this  
14th day of September, A.D. 2017

PRINCIPAL

MYS, Inc.

(Company Name)

By: *Curt M. Yelnick*

(Signature & Title)

(If PRINCIPAL is a joint venture of two or more contractors, the company names, and authorized signatures of each contractor must be affixed.)

(Company Name)

By: \_\_\_\_\_

(Signature & Title)

SURETY

Western Surety Company

(Name of Surety)

By: *Elaine Marcus*

(Signature of Attorney-in-Fact) Elaine Marcus

STATE OF Illinois

COUNTY OF DuPage

I, Alexandra Sartori

that *Curt M. Yelnick* and *Elaine Marcus*

(Insert names of individuals signing on behalf of PRINCIPAL & SURETY.)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument, on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notary seal this 14th day of September, A.D. 2017

NOTICE

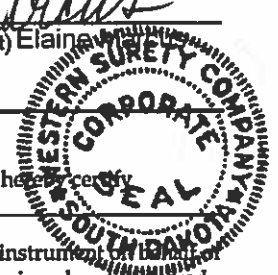
1. Improper execution of this form (i.e. missing signatures or seals or incomplete certification) will result in bid being declared irregular.

2. If bid bond is used in lieu of proposal guaranty check,

My commission expires July 5, 2020

OFFICIAL SEAL

ALEXANDRA SARTORI  
NOTARY PUBLIC, STATE OF ILLINOIS  
My Commission Expires Jul 5, 2020





# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Elaine Marcus , Individually**

of Downers Grove, IL its true and lawful Attorney-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

Surety Bond No: Bid Bond

Principal: MYS, Inc.

Obligee: Village of Oak Park, IL

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 1st day of December, 2015.



WESTERN SURETY COMPANY

Paul T. Bruflat, Vice President

State of South Dakota }  
County of Minnehaha }

ss

On this 1st day of December, 2015, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 14th day of September, 2017.



WESTERN SURETY COMPANY

L. Nelson, Assistant Secretary



## IV

### CONTRACTOR CERTIFICATIONS

- A. The undersigned hereby certifies that said vendor is not barred from bidding on the aforementioned contract as a result of a violation of 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 "Bidding Requirements".
- B. The individual or entity making the foregoing proposal of bid 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 administrated by the Department of Revenue unless the individual or entity is contesting, in accordance with 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 bid 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.
- C. The undersigned firm certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois and the Village of Oak Park, nor has the firm made an admission of guilt of such conduct which is a matter of 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. The undersigned firm further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.
- D. The undersigned firm certifies that it is in compliance with House Bill 3337 which creates a Drug Free Workplace Act for Illinois with an effective date of January 1, 1992.

IV  
Organization Name

(Seal - If Corporation)

By:   
Authorized Signature

12416 S. HARLEM AVE. PALOS HEIGHTS, IL. 60463  
Address

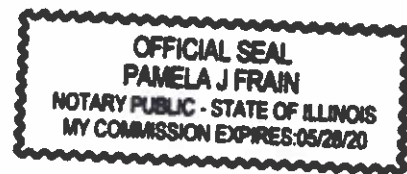
708-448-0983  
Telephone

Subscribed and sworn to before me their 1<sup>st</sup> day of September, 2017.

  
Notary Public

In the State of Illinois.

My Commission Expires: 05/28/20.



(Complete Applicable Paragraph Below)

(a) Corporation

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

MYS, INCORPORATED and is organized and existing  
under the laws of the State of ILLINOIS.

The full names of its Officers are:

President CURT M. YELNICK

Secretary CURT M. YELNICK

Treasurer CURT M. YELNICK

The corporation does have a corporate seal. (In the event that their 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.)

**RETURN THIS PAGE WITH BID**

#### IV

(b) Partnership

Name, Signature and Addresses of all Partners

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The partnership does business under the legal name of

\_\_\_\_\_, which name is registered with

the office of \_\_\_\_\_ in the county of

\_\_\_\_\_.

(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

**Owner and / or Company Officer Information:**

The Village may require additional information in the way of social security numbers and drivers license numbers of company officials for the purposes of performing background checks. The officers names and titles should be listed below:

Name Title

---

Curt M. Yelnick President, Secretary, Treasurer

---

Sole Officer

---

RETURN THIS PAGE WITH BID

IV

**CONTRACTOR'S CERTIFICATION**

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

LAKE STREET SIDEWALK REPAIRS to the Village of Oak Park, hereby  
(general description of item(s) proposal on)

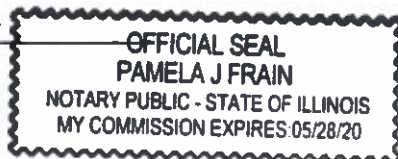
certifies that said contractor is not barred from proposing on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirements".

By: [Signature] Pres.  
(Authorized Agent of Contractor)

Subscribed and sworn to

before me their 14th day of  
September, 2017.

[Signature]  
Notary Public



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IV

CONTRACTOR'S CERTIFICATION (cont.)

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

LAKE STREET SIDEWALK REPAIRS 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 their 14th day of  
September, 2017.

  
Notary Public



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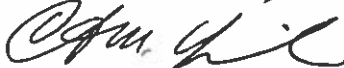
V

**TAX COMPLIANCE AFFIDAVIT**

Curt M. Yelnick, being first duly sworn, deposes and  
says: that he/she is PRESIDENT of  
(partner, officer, owner, etc.)

MYS, INCORPORATED  
(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.

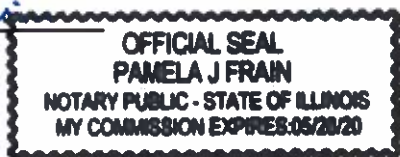
Curt M. Yelnick, President  


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

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

Subscribed and sworn to their 15th day of September, 2017.

  
Notary Public



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### **Minority Business and Women Business Enterprises Requirements:**

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of contractors and subcontractors in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

#### **Reporting Requirements:**

The following forms must be completed in their entirety, notarized and included as part of the bid proposal document. Failure to respond truthfully to any question on this list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your bid.

- VI. Fair Employment Practices Affidavit of Compliance
- VII. Village of Oak Park E.E.O. Report (2 Pages)

#### **Disadvantaged Business Participation Reporting**

In an effort to reaffirm its commitment to DBE participation the Village of Oak Park asks each general contractor bidding on Public Works Projects to report on their utilization of Minority and Women Business Enterprises. Please list the MBE/WBE companies working as sub-contractors and/or suppliers on the DBE participation statement included herewith. Feel free to make additional copies of this form if necessary and include with your bid.





## VII

### VILLAGE OF OAK PARK E.E.O. REPORT

Please fill out the form completely. Failure to respond truthfully to any questions on their form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of proposal. An incomplete form will disqualify your proposal. For assistance in completing their form, contact Bill McKenna (708) 358-5722.

1. Vendor Name: MYS, Incorporated
2. Check here if your firm is:  

<input type="checkbox"/>	MBE
<input type="checkbox"/>	WBE
<input type="checkbox"/>	DBE
<input checked="" type="checkbox"/>	Non-MBE/WBE

*\*Note if your firm is an M/WBE please fill out the attached affidavit (copies of all certification letters must be included)*

3. What is the size of the firm's current stable work force?  

<u>10</u>	Number of full-time employees
<u>-0-</u>	Number of part-time employees

4. Similar information will be requested of all subcontractors working on their contract. Forms will be furnished to the low responsible bidder or contractor 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.

RETURN THIS PAGE WITH BID
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**VII (Continued)  
VILLAGE OF OAK PARK  
EEO REPORT**

Vendor Name MYS, Incorporated  
Total Employees 10

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	1	1										
Professionals	3	3			2							2
Technicians												
Sales Workers												
Office & Clerical	1	1										
Semi-Skilled	3	2	1		2							2
Laborers	2	2			1							
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.**

Carl M. Yelavich, being first duly sworn, deposes and says that he/she is the President (Title or Officer) of MYS, Incorporated 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 14th day of September, 20 17.

Samuel J. Yelavich (Signature) 14th September 2017 (Date)

**RETURN THIS PAGE WITH BID**

## Participation Statement

### (1) Instructions

Refer to: Minority and Women Business Enterprise Participation Program Vendor Handbook.

**Submit: Schedule C and Schedule D with Bid Documents**, see pages 20-23 of the Vendor Handbook).

**SCHEDULE C:**

**VILLAGE OF OAK PARK LETTER OF INTENT FROM MBE /WBE  
TO PERFORM AS A SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT**

M/WBE Firm: \_\_\_\_\_ Contract #: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Certification Expiration Date: \_\_\_\_\_ Race/Gender: \_\_\_\_\_

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?  
[ ] No [ ] Yes – Please attach explanation.

Proposed Subcontractor:

\_\_\_\_\_  
The undersigned M/WBE is prepared to provide the following Commodities and or Services for the above named Project/Contract:

\_\_\_\_\_  
Indicate the **Total Dollar Amount**, the **Percentage**, and the **Terms of Payment** for the above-described Commodities/Services:

\_\_\_\_\_  
(If more space is needed to fully describe the M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets.)

Prime Bidder/Proposer declares and affirms that the facts and representations set forth herein are true and correct and no material facts have been omitted.

\_\_\_\_\_  
Signature (M/WBE)

\_\_\_\_\_  
Signature (Prime Bidder/Proposer)

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

\_\_\_\_\_  
(SEAL)

Signature of Notary Public

My Commission expires on \_\_\_\_\_

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**SCHEDULE D:  
VILLAGE OF OAK PARK  
M/WBE PARTICIPATION AFFIDAVIT**

Contract #: \_\_\_\_\_ Contract Value: \$ \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Description of Commodities/Services to be provided by the Bidder/Proposer on this Contract:

\_\_\_\_\_

Any questions regarding compliance with these requirements should be directed to:

Finance Department  
The Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302  
PHONE: 708.358.5460, FAX: 708.358.5105.

I, \_\_\_\_\_ (print name) hereby agree to comply with and be bound by the provisions to submit, as part of this bid/proposal, a detailed M/WBE Participation Plan with and at the time and place of the submissions of this bid/proposal; that the M/WBE Participation Plan is an element of bidder/proposer responsiveness and responsibility; and are incorporated as part of the contract; that heirs, executors, and administrators or assigns and any other persons or entities claiming by or through the bidder/proposer including but not limited to insurance companies, bonding companies, or sureties are bound by this agreement; and do declare and affirm that, to the best of my knowledge, information and belief, the facts and representations set forth in this M/WBE Participation Affidavit are true and correct, and that no material facts have been omitted.

_____ Signed	_____ Name and Title (Print)
_____ Firm Name (Print)	_____ Firm Address (Print)
_____ Phone	_____ City/State/Zip
_____ Fax	

**SUBSCRIBED AND SWORN** before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

\_\_\_\_\_  
Signature of Notary Public

(SEAL)

**RETURN THIS PAGE WITH BID**

**SCHEDULE D:  
M/WBE PARTICIPATION AFFIDAVIT**

M/WBE firms may participate in the performance of this contract, either DIRECTLY or INDIRECTLY, as:

Prime Bidders/Proposers; Joint Venture Partners; Subcontractors; and/or Suppliers.

Name of M/WBE Firm:		Race / Gender:
Address:		
City/State/Zip:		
Telephone No.:		Fax:
Contact Person:		
Dollar Amount: \$	%	Schedule C attached? [ ] Yes [ ] No
Description of Commodity/Service:		

Name of M/WBE Firm:		Race / Gender:
Address:		
City/State/Zip:		
Telephone No.:		Fax:
Contact Person:		
Dollar Amount: \$	%	Schedule C attached? [ ] Yes [ ] No
Description of Commodity/Service:		

Name of M/WBE Firm:		Race / Gender:
Address:		
City/State/Zip:		
Telephone No.:		Fax:
Contact Person:		
Dollar Amount: \$	%	Schedule C attached? [ ] Yes [ ] No
Description of Commodity/Service:		

Total MBE \$	%
Total WBE \$	%
Grand Total MBE \$	%
Grand Total WBE \$	%

**RETURN THIS PAGE WITH BID**

The undersigned affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of our joint venture and the intended participation of each partner in the undertaking. Further, the undersigned covenants and agrees to provide to the Village of Oak Park current, complete and accurate information regarding actual joint venture work and the payment therefore, and any proposed changes in any provision of the joint venture agreement, and to permit the audit and examination of the books, records and files of the joint venture, or those of each partner relevant to the joint venture by authorized representatives of the Village of Oak Park.

Any material misrepresentation will be grounds for terminating any contract which may be awarded and for initiating action under federal and state laws concerning false statements.

Note: If after filing this Schedule B and before the completion of the joint venture's work on the project, there is any change in the information submitted, the joint venture must submit a revised version of this document to the Village of Oak Park either directly, or through the prime contractor if the joint venture is a subcontractor.

_____ Name of MBE/WBE Partner Firm	_____ Name of non-MBE/WBE Partner Firm
_____ Signature of Affiant	_____ Signature of Affiant
_____ Name and Title of Affiant	_____ Name and Title of Affiant
_____ Date	_____ Date

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above signed  
officers \_\_\_\_\_,  
(names of affiants)

personally appeared and, known to me are the persons described in the foregoing Affidavit, acknowledged that they executed the same in the capacity therein stated and for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and seal.

\_\_\_\_\_  
Signature of Notary Public

(SEAL)

Commission Expires: \_\_\_\_\_

**RETURN THIS PAGE WITH BID**





## Contract

1. THIS CONTRACT is entered into on \_\_\_\_\_ by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302 acting by and through its President and Board of Trustees and name and address of contractor, its executors, administrators, successors or assigns (hereinafter "Contractor".)
2. The following documents set forth the terms of this Contract and are incorporated herein:
  - a. The Village of Oak Park's Notice to Bidders, Special Provisions and Plans for Project 17-26 Lake Street Sidewalk Repairs;
  - b. Contractor's Proposal dated \_\_\_\_\_; and
  - c. The Contract Bond.
3. Where the terms of the Contractor's Proposal conflict with the terms set forth in the Village's Notice to Bidders, Special Provisions and Plans, the Village's Notice to Bidders, Special Provisions and Plans shall control.
4. The Contractor shall at its own cost and expense perform all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this Contract and the requirements of the Director of Public Works or the Director's designee.
5. The Contractor agrees to pay not less than the general prevailing rate of hourly wages for work of a similar character on public works in Cook County, Illinois, and not less than the general prevailing rate of hourly wages for legal holiday and overtime work, to all laborers, workers and mechanics employed on this project and to otherwise comply with the Illinois Prevailing Wage Act.
6. The Contractor affirms that the individual signing this Contract is authorized to execute this Contract on behalf of the Contractor.

IN WITNESS WHEREOF, the parties have executed this Contract on the date above mentioned.

Attest:

Village of Oak Park

\_\_\_\_\_  
Victoria Scaman  
Village Clerk  
(Seal)

By \_\_\_\_\_  
Cara Pavlicek  
Village Manager

Name Of Contractor

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

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



### Contract Bond

NAME AND ADDRESS OF CONTRACTOR \_\_\_\_\_, as PRINCIPAL, and  
NAME AND ADDRESS OF SURETY \_\_\_\_\_, as SURETY, is held  
and firmly bound unto the Village of Oak Park (hereafter referred to as "Village") in the penal sum of **CONTRACT**  
**AMOUNT IN WORDS (\$ AMOUNT IN NUMBERS)**, well and truly to be paid to the Village, for the payment of which  
its heirs, executors, administrators, successors and assigns, are bound jointly to pay to the Village under the conditions of this  
instrument.

**WHEREAS**, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the Village, acting through its President and Board of Trustees, for the construction of work, which contract is hereby referred to and made a part hereof as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work, including paying not less than the prevailing rate of wages in Cook County, where the work is for the construction of any public work subject to the Prevailing Wage Act, and has further agreed to save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

**NOW THEREFORE**, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in the contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation will be void; otherwise it will remain in full force and effect.

IN WITNESS WHEREOF, the PRINCIPAL and the SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**NAME OF PRINCIPAL**

By: \_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Printed Name

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Notary Public

**NAME OF SURETY**

By: \_\_\_\_\_  
Signature of Attorney-in-Fact

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2017

\_\_\_\_\_  
Notary Public



## **SPECIAL PROVISIONS**

General Requirements: The contract and work shall be carried out in conformance with the Ordinances of the Village of Oak Park, the attached Plans and Special Provisions, and the Illinois Department of Transportation "Standard Specifications for the Road and Bridge Constructions," Adopted April 1, 2016 (hereinafter referred to as the "Standard Specifications"), the "Supplemental Specifications and Recurring Special Provisions," adopted April 1, 2016 (as indicated on the check sheet included herein), the "Standard Specifications for Traffic Control Items", and the latest edition of the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways" in effect on the date of invitation for bids. Plan notes shall take precedence over specifications. Special Provisions are supplemental to said specifications, and in case of conflict with any part or parts of said specifications, said special provisions shall take precedent and shall govern.

Completion of Contract: All work shall be substantially completed by November 3, 2017. The contractor shall schedule his operations so as to achieve final completion and correction of punch list items at all sites by November 3, 2017.

Alterations, Omissions and Extra Work: 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 be deemed necessary.