



## INVITATION FOR BIDS Construction / Repair

*Metropolitan Airport Authority  
Of Rock Island County, Illinois*

### IFB TITLE

### AIRPORT SIDEWALK AND CROSSWALK REPAIRS

### PURPOSE

The purpose of this IFB is to solicit bids from responsive and responsible bidders to furnish labor, supervision, materials, tools, equipment, incidentals and services including traffic control as necessary- to complete the removal and replacement of concrete curbs and gutters, parking lots, and/or miscellaneous concrete street repairs throughout the Airport property as may be requested by airport management on an as needed, if needed, and a la carte manor through December 31, 2021.

### BID PACKETS

Available online at [www.qcairport.com](http://www.qcairport.com) or at the airport administrative offices located in the west end of the airport terminal building at the address below.

### DEADLINE FOR SUBMISSIONS

**2:30 P.M. Central Time  
Friday August 13, 2021**

Bid opening immediately following.  
LATE, FAXED, ELECTRONIC MAIL OR UNSIGNED BIDS WILL BE REJECTED

### SUBMIT BID TO THIS ADDRESS

QUAD CITIES INTERNATIONAL AIRPORT  
PO BOX 9009  
2200 69<sup>TH</sup> AVE  
MOLINE, IL 61265-9009

### REQUIRED BID COPIES

**Submit a total of ( 2 ) copies of your sealed bid**

### VENDOR PRE-BID CONFERENCE/TOUR

There is no pre-bid meeting for the project.

### PLEASE DIRECT ALL INQUIRES TO

<b>NAME</b>	Joseph Goetz
<b>TITLE</b>	Airport Operations Manager
<b>PHONE #</b>	309-757-1754
<b>FAX #</b>	309-757-1515
<b>EMAIL</b>	<a href="mailto:jgoetz@qcairport.com">jgoetz@qcairport.com</a>
<b>WEB SITE</b>	<a href="http://www.qcairport.com">www.qcairport.com</a>

### **THIS IFB IS COMPRISED OF:**

Part 1 – General Guidelines & Information

Part 2 – Technical Requirements

Part 3 – Scope of Work, Schedule A

Part 4 – Required Bid Forms and Pricing  
Proposal, Schedule B

Part 5 – Site Maps

Part 6 – Sample Contract/Agreement

### **RESPONSE CHECKLIST:**

- Completed Bid Forms – Part 4
  - Price Proposal
  - Bid Cover Page/Affidavit
  - Reference Data Sheet
  - Statement of Qualifications
  - Prevailing Wage Certification
  
- Evidence of Insurance – or proof of ability to obtain insurance.

**DATE BID ISSUED: 8/28/19**

## Part 1

### **GENERAL GUIDELINES AND INFORMATION**

#### **1. Introduction:**

The Metropolitan Airport Authority of Rock Island County (MAA), owner and operator of the Quad Cities International Airport (QCIA) invites and will accept sealed bids for the service outlined in Part 3, Scope of work. The MAA intends to use the results of this process to award a contract(s) or issuance of purchase order. The QCIA is soliciting bids in an as needed, if needed, at a carte fashion due to the varied nature of the concrete work needing to be addressed. The contractor selected will provide all concrete services as coordinated with the QCIA at the quoted price through December 31, 2021.

#### **2. Errors and Discrepancies:**

Should bidder find an error, discrepancy, ambiguity or omission in the project documents prior to submittal of a bid, the Bidder is obligated to contact the MAA with written notice of the error, discrepancy, ambiguity, or omission. The written notice shall identify the nature and location of the error, discrepancy, ambiguity, or omission.

#### **3. Clarification/Questions:**

Any questions concerning this Bid must be submitted in writing by mail, fax or email at least **THREE WORKING DAYS** prior to the bid deadline. Requests submitted after that time **WILL NOT** be considered. All inquiries must be directed to the person indicated on the cover page.

#### **4. Addendums:**

In the event that it becomes necessary to provide additional clarifying data or information, or to revise any part of this IFB, revisions/amendments and/or supplements will be posted on the QCIA web site at [www.qcairport.com](http://www.qcairport.com). Bidders are reminded to regularly monitor the web site for any such postings. Bidders must acknowledge the receipt/review of any addendum(s) on the bottom of the Signature Affidavit.

The MAA has the sole authority for modifications of this specifications and or bid.

#### **5. Bid Protest Procedure:**

Any potential Bidder wishing to file a protest concerning alleged improprieties in this solicitation must submit the protest in written format forty eight (48) hours prior to the specified time of the bid opening. The formal written protest must identify the name of vendor contesting the solicitation, the project name, and the specific grounds for the protest. All determinations made by the MAA are final.

All correspondence should be sent to the contact listed on the cover sheet of this IFB.

#### **6. Acceptance:**

Bid shall remain fixed and valid for acceptance through December 31, 2021 starting on the due date of the bid. The MAA also retains the right to accept or reject any or all bids and negotiate contract terms.

## **7. Withdrawal of Bids:**

Bidders may withdraw a bid in writing, at any time up to the bid due date and time. The written request must be signed by an authorized representative of the bidder and submitted to the MAA. If a previously submitted bid is withdrawn before the bid due date and time, the **bidder may submit another bid, at any time up to the bid due date and time.**

## **8. Preliminary Evaluation**

Bids must be submitted on the attached bid forms. The bid will be reviewed initially to determine responsiveness.

## **9. Proven Experience/Qualifications:**

Bidders shall provide information with their proposal that will certify that they are experienced with or meets the requirement of this specification to be eligible for a contract award. **(Complete Statement of Qualifications Form)**

## **10. Award:**

Written Notice of Award to a vendor will be mailed or delivered to the address shown on the bid and will be considered sufficient notice of acceptance of bid.

The MAA will award the bid to the lowest responsive and responsible bidder. In determining if a bidder is responsive and responsible the MAA will consider criteria in Part 2 – Technical Requirements such as, but not limited to bidder's past performance and/or service reputation, and service capability, quality of the bidder's staff or services, customer satisfaction, references, the extent to which the bidder's staff or services meet the MAA's needs, bidder's past relationship with the MAA, total unit price based on provided estimated quantities, fleet continuity and any other relevant criteria listed elsewhere in this solicitation. The MAA may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards.

The price proposals shall be scored based on the weighted average of each line item as shown in the price schedule. Each line will be assigned a point value based on the total number of proposals received. Example: if 5 proposal are received each proposal line item would be scored 1 through 5 with 5 being awarded to the lowest priced proposal for that line item. Each line item will be weighted as shown in the price schedule. The proposal with the highest total score will be considered to have submitted the lowest price proposal.

The MAA reserves the right to accept any bid proposal or to reject any or all bid proposals, or to award a contract on such basis as deemed to be in the agency's best interest. The MAA reserves the right to reduce the scope of services during the term of the contract.

## **11. Project/Contract Administration:**

The MAA will be responsible for coordinating, monitoring and administering the resulting service contract/purchase order. The MAA shall be responsible for notifying vendor relative to contract renewals /extensions. Any modifications to contracts/purchase orders shall be communicated by the MAA to the vendor to be added to the agreement.

## **12. Term**

The contract shall be effective on the date indicated on the purchase order or the contract execution date and shall be in force for a period with an end date no later than December 31, 2021. The contract with the successful contractor can be extended for one six month period with prices fixed as provided in this request for bids through June 30, 2022 upon written mutual agreement between both parties. Nothing herein requires either party to utilize the extension period.

Contract extensions are not automatic. Vendor performance may be taken into consideration in the decision by the MAA to either continue this contract beyond the date noted above.

Anticipated contract start date: On or after August 24, 2021.

## **13. Additions to Contract:**

The MAA reserves the right to add new items and locations at a price conforming to other like items on the contract. The MAA will provide a quantity and location for additional work to the contractor.

When applicable, Contractor may be required to sign a MAA Service Agreement.

## **14. Contracting Assignment:**

This contract and any part thereof shall not be subcontracted or assigned to another Contractor without prior written permission of the MAA. The Contractor shall be directly responsible for any subcontractor's performance and work quality when used by the Contractor to carry out the scope of the job. Subcontractors must abide by all terms and conditions under this Contract

## **15. Termination of Contract:**

If for any reason the successful contractor fails to fulfill the requirements of the contract for providing the specified services, the MAA shall have the right to cancel the contract at any time and negotiate for the services with another contractor.

## **16. Satisfactory Work:**

Any work found to be in any way defective or unsatisfactory shall be corrected by the Contractor at its own expense at the order of the MAA. The MAA also reserves the right to contract out services not satisfactorily completed and to purchase substitute services elsewhere. The MAA reserves the right to charge the vendor with any or all costs incurred or retain/deduct the amount of such costs incurred from any monies due or which may become due under this contract.

## **17. Pricing:**

- The price quoted shall include all labor, materials, equipment, and other costs necessary to fully complete the services in accordance with specifications of this request for bid to include but not limited to traffic control, concrete covering/tarping, cleanup etc.
- All prices, costs, and conditions outlined in the bid shall remain fixed through December 31, 2021.

**State Sale Tax/Federal Excise Tax:** Bids should not include Federal Excise and Illinois Sales Taxes, as the MAA is exempt from payment of such taxes.

**18. Payment Terms and Invoicing:**

- **Payment:** The MAA's normal payment terms are net 30 days.

Unless otherwise agreed, the MAA will pay properly submitted vendor invoices within thirty (30) days of receipt of goods or services, or combination of both. Payment will not be made until goods or services are delivered, installed (if required), and accepted as specified.

Contractor shall submit monthly **invoices** for services rendered. All invoices shall contain complete and accurate information.

Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order or contract. In no instance shall the contractor invoice the MAA for more than is authorized by the MAA on the issued purchase order or contract

**NON-ALLOWED CHARGES.** Other incidental or standard industry charges not identified herein, are not allowed under this contract. Miscellaneous service charges used to help the Contractor pay various fluctuating current and future costs are not allowed. These include, but are not limited to, costs directly or indirectly related to the environment, energy issues, fuel charges, service and delivery of goods and services.

**19. Applicable Law:**

This contract shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of Illinois and Illinois Courts. The parties to this contract agree and covenant that for all purposes, including performance and execution that this contract will be enforceable in Rock Island County, Illinois; and that if legal action is necessary to enforce this contract, exclusive venue will lie in Rock Island County, Illinois.

**20. Permits, Licenses:**

The Contractor selected under this bid shall be required to obtain the necessary permits and licenses prior to performing any work under this contract. The Contractor will be required to demonstrate valid possession of appropriate required licenses and will keep them in effect for the term of this contract.

Contractor must be financially responsible for obtaining all required permits and licenses to comply with pertinent regulations, municipal, county, State of Illinois and Federal laws, and shall assume liability for all applicable taxes

**21. Prevailing Wage:**

All work shall be completed using prevailing wages in accordance with the Illinois Prevailing Wage Act and Federal Davis-Bacon and related Acts (**Complete the Prevailing Wage Bid Form**).

**22. Insurance:**

The successful vendor is required to submit to the MAA a Certificate of Insurance prior to performing any work under this contract. The current certificate must be on file with the MAA Administrative offices prior to initiation of work on airport premises and must remain in effect until expiration or termination of the contract service period.

Contact your insurance representative to issue an Additional Insured Endorsement naming the Metropolitan Airport Authority of Rock Island County, to your General Liability coverage as shown below. **Address certificate holder as shown below.** Indicate mailing address for the MAA as shown below.

The contract requires a current certificate of insurance on file (listing all policies) with the MAA Administrative Offices listing the **certificate holder** as:

1. METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY its boards, commissions, agents, officers, employees and representatives  
PO Box 2002  
2200 69<sup>th</sup> Ave  
Moline, IL 61265-2002
2. METROPOLITAN AIRPORT AUTHORITY OF ROCK ISLAND COUNTY, a municipal corporation, its boards, commissions, agencies, officers, employees and representatives listed as an **ADDITIONAL INSURED** on a primary and non-contributory basis with respect to liability coverage. A notation of this endorsement on the certificate is acceptable. Comprehensive General Liability minimum limit of \$1,000,000 per occurrence, and \$3,000,000 General Aggregate. Auto Liability for owned, non-owned and hired vehicles with a Combined Single Limit of \$1,000,000 and an additional Umbrella Policy with a limit of liability of \$2,000,000. Worker's Compensation coverage meeting the statutory requirements of the State of Illinois with a waiver of subrogation.
3. **30 Days written notice** to us as certificate holder from your insurer in the event of cancellation for any reason before the expiration date of your policy(ies).

Mail the certificate of insurance to:

Quad Cities International Airport  
PO Box 2002  
Moline, IL 61265-2002

Call (309)757-1754 with any questions. You may fax to (309)757-1515

### **23. Inspection of Premises:**

Bidders may inspect site(s) prior to submitting bids to determine all requirements associated with the project. Failure to do so will in no way relieve the successful bidder from the necessity of providing, without additional cost to the MAA, all necessary services that may be required to carry out the intent of the resulting contract. (Refer to schedule if any).

Pre-bid meetings, vendor tours, or other site visits may be available. Refer to the cover sheet, Page 1, for details regarding times and locations.

## **Part 2**

### ***TECHNICAL REQUIREMENTS***

Bids must be submitted on the attached IFB forms. The MAA reserves the right to accept or reject any and all bids submitted; and to accept such bids deemed to be in the best interest of the MAA. The bids will be reviewed initially to determine if technical requirements are met.

#### **❑ Proven Experience/Qualifications:**

Bidders shall provide information with their proposal that will certify that they are experienced with or meets the requirement of this specification to be eligible for a contract award.

#### **❑ Qualifications:**

Bidders shall have a demonstrated history of completing projects of comparable size and nature with at least two years of contracted experience in paving repairs.

Bidders shall have access to all necessary equipment and the organizational capacity and technical competence necessary to complete all specifications listed in the scope of services.

Bidders shall maintain a permanent place of business. If requested, Bidders must provide financial statements, to evidence the bidder has adequate financial resources to complete the work proposed, as well as all other work the bidder is presently under contract to perform.

#### **❑ References:**

A minimum of three selected organizations may be contacted and/or visited to determine the quality of work performed and personnel assigned to the contract. Complete Reference Data Sheet (Attachment)



### Part 3

#### **SCOPE OF WORK SCHEDULE A**

##### **General Scope of services:**

The QCIA desires to solicit bids for concrete work matching the price schedule outlined in Part 4 of this package. The successful contractor will provide concrete services as requested through December 31, 2021 at the prices submitted in Part 4.

All work listed shall be performed in a thorough and professional manner and in accordance with accepted industry methods and practices. All work shall be in strict compliance with all local and state codes, ordinances, laws, and policies.

Work shall include removal, disposal, and replacement of concrete roadways, curbs, gutters, and associated improvements as noted herein.

Work shall include all labor, equipment and materials to perform full depth repairs by removal, disposal, and replacement of concrete in the marked areas. Work shall meet standard Illinois DOT specifications using DOT 72 hour mix except where other mix designs are specified. Sidewalks shall use wire mesh reinforcement.

Some areas may be high traffic areas requiring a short closures for operational needs. If necessary contractor shall propose mix designs specifying set times needed to ensure surfaces are able to be returned to full strength use within time frames specified.

The price quoted shall include all labor, materials, equipment, and other costs necessary to fully complete the services in accordance with specifications of this request for bid to include but not limited to traffic control, concrete covering/tarping, cleanup etc.

As required for sidewalk approaches ADA detectable warning (tactile) mats shall be cast in place at sloped sidewalk and crosswalk intersections with roadways. The Contractor shall construct curb ramps in compliance with current ADA standards.

Concrete work shall be sequenced to ensure at least one lane of traffic is available at all locations remaining open to vehicle traffic.

Sidewalk joints shall be tooled to match existing conditions. Joints shall be constructed at all radius points, driveways, and at adjoining structures. Crack-control joints shall be constructed not more than ten (10) feet apart. Joints shall be made by the use of steel dividers, scoring or saw cutting to a depth of not less than one and one-half (1-1/2) inches and matching joints in adjacent sidewalks and/or parking lots and streets.

The concrete shall be cured by the curing compound method.

The front face form shall not be removed before the concrete has taken the initial set and has sufficient strength to carry its own weight. Gutter forms and rear forms shall not be removed until the concrete has hardened sufficiently to prevent damage to the edges.

Forms conforming to the dimensions of the curb, gutter, sidewalk, parking lot, or street shall be carefully set to line and grade and shall be securely staked in place. The forms and subgrade shall be watered immediately in advance of placing concrete. Forms shall be thoroughly cleaned each time they are used and shall be coated with light oil or other releasing agent of a type that will not discolor the concrete.

Contractor is responsible for backfill, grading, and seeding disturbed turf areas.

The bidder shall provide an adequate number of competent, properly trained personnel with sufficient supervision to provide the required services at all times. The bidder shall provide all personnel with a complete set of specifications and schedules to ensure all required services are completed.

Any work found to be in any way defective or unsatisfactory shall be corrected by the bidder at its own expense at the order of the MAA. The MAA also reserves the right to contract out services not satisfactorily completed and to purchase substitute services elsewhere. The MAA reserves the right to charge the vendor with any or all costs incurred or retain/deduct the amount of such costs incurred from any monies due or which may become due under this contract.

All tools and equipment shall be provided by the bidder and shall meet all applicable local, State and Federal Standards.

Work will include the removal, disposal, and replacement of curbing, sidewalks, and ADA tactile warning mats in order to repair failing and damaged areas, and to remove structures from services as identified herein.

### **Technical Specifications:**

**Sites:** Work will be performed at various locations at the Quad Cities International Airport.

**Hours:** Work may be accomplished during any hours the contractor determines are necessary to complete the scope of work within allowed contract working days.

**Quantities:** Quantities and measurements contained herein are estimates and shall not be used as official quantities for bidding and billing purposes. Contractor is responsible to verify all measurement and quantities prior to bid.

**Hauling/Storage:** Contractor is responsible for hauling and removal of all waste and excess material. Material shall be hauled off airport property unless otherwise specified.

**Traffic Control:** Contractor is responsible for providing all traffic control signage and barricades to ensure the work area is closed off to vehicle and pedestrian traffic. Pedestrians shall be physically prevented from inadvertent entry into the work area by use of barricades and signage. For work areas requiring parking spaces be vacated, contractor shall post signage to restrict parking in those areas a minimum of two weeks, and a maximum of four weeks, prior to start of construction work.

**Vehicle relocation:** Contractor is responsible for relocating any vehicles remaining within the construction area at the start of construction work. Contractor shall use methods such as a professional tow truck service to safely relocate vehicles without damage. Damage to relocated vehicles is the responsibility of the contractor. Contractor will be responsible for the cost of relocating vehicles parked within the work area if traffic control measures are not in place for a

minimum of two weeks prior to start of work in the respective areas. The contractor will be compensated at the unit rate for vehicle relocations of vehicles that were parked within construction areas prior to the implementation of traffic control measures. New vehicles parked within the construction area due to inadequate traffic control measures will be relocated by the contractor at contractor's expense.

**Damage:** The contractor shall be responsible for damage to airport property and property of the users of the airport facilities including personal vehicles parked within the facility, and all vehicles and equipment used by tenants, vendors, and other entities conducting business with the airport or otherwise present on airport property. Contractor shall notify MAA of damage immediately. A certificate of insurance will be required from the successful bidder(s) prior to bid award.

**Additional Airport Requirements:**

This project must comply with all codes, standards, regulations, and workers' safety rules that are administered by federal agencies (HUD, EPA, OSHA, and DOT), state agencies (State OSHA, DNR, and DCH), and any other local regulations and standards (i.e. building codes) that may apply.

**Part 4**

**Submit With Bid**

***SCHEDULE B***

**PRICE PROPOSAL**

**NAME OF FIRM:**

For the price(s) listed below, our firm hereby offers to provide construction services at the following locations in accordance with the Specifications, Schedule and Terms and Conditions of this bid:

**Bidders must bid all items/locations.**

Monthly invoices must be itemized and include location, date, and unit quantities completed.

Enter your bid prices in the charts below. List total prices for each item and the total based upon your verified project quantities. Vehicle relocates quantities are estimated based upon a projected number of cars likely to remain after traffic control measures have been used to prevent new vehicles parking in the lot for a minimum of two weeks.

PLEASE PROVIDE A UNIT PRICE, INCLUSIVE OF ALL MOBILIZATION COSTS, FOR THE DESCRIBED WORK:

(Demo) includes removal and haul away.

Item	Description	Min. Units	Unit Price	Weight
1	6" Curb and Gutter (Demo)	0-50 ft. length	\$_____ per ft.	0.6
2	6" Curb and Gutter (Demo)	51-100 ft. length	\$_____ per ft.	0.6
3	6" Curb and Gutter (New)	0-50 ft. length	\$_____ per ft.	0.8
4	6" Curb and Gutter (New)	51-100 ft. length	\$_____ per ft.	0.8
5	4" Flatwork (Demo)	0-25 sq. yd.	\$_____ per sq. yd.	0.5
6	4" Flatwork (Demo)	25-50 sq. yd.	\$_____ per sq. yd.	0.5
7	4" Flatwork (New)	0-25 sq. yd.	\$_____ per sq. yd.	1.0
8	4" Flatwork (New)	25-50 sq. yd.	\$_____ per sq. yd.	1.0
9	6" Flatwork (Demo)	0-25 sq. yd.	\$_____ per sq. yd.	0.5
10	6" Flatwork (Demo)	25-50 sq. yd.	\$_____ per sq. yd.	0.5
11	6" Flatwork (New)	0-25 sq. yd.	\$_____ per sq. yd.	0.8
12	6" Flatwork (New)	25-50 sq. yd.	\$_____ per sq. yd.	0.8
13	8"+ Flatwork (Demo)	0-25 sq. yd.	\$_____ per sq. yd.	0.5
14	8"+ Flatwork (Demo)	25-50 sq. yd.	\$_____ per sq. yd.	0.5
15	8"+ Flatwork (New)	0-25 sq. yd.	\$_____ per sq. yd.	1.0
16	8"+ Flatwork (New)	25-50 sq. yd.	\$_____ per sq. yd.	1.0
17	ADA tactile mat 2' x 4'		\$_____ each	0.3
18	Hourly rate for Building inlets & Junction boxes / storm drains 1hr min		\$_____ per hr.	0.6
19	Vehicle Relocation		\$_____ each	0.4
20	12' telespar sign posts		\$_____ each	0.3

**Submit With Bid**

<b>BIDDER COVER PAGE SIGNATURE AFFIDAVIT</b>	
<b>NAME OF FIRM:</b>	

In signing this bid, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a bid; that this bid has been independently arrived at without collusion with any other bidder, competitor or potential competitor; that this bid has not been knowingly disclosed prior to the opening of bids to any other bidder or competitor; that the above statement is accurate under penalty of perjury.

The undersigned further represents the following:

- The Bidder has read and thoroughly examined all project documents.
- The Bidder has a complete understanding of the terms and conditions required for the satisfactory performance of the contract.
- The Bidder has found no errors, conflicts, ambiguities, or omissions in the project documents, except as previously submitted in writing to the MAA that would affect cost, progress or performance of the work.
- The Bidder is familiar with all applicable Federal, State and local laws, rules and regulations pertaining to execution of the contract and the project work.
- The bidder has complied with all requirements of these instructions and the associated project documents.

The undersigned, submitting this bid, hereby agrees with all the terms, conditions, and specifications required by the MAA in this Invitation for Bids, and declares that the attached bid and pricing are in conformity therewith.

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Title**

\_\_\_\_\_  
**Name (type or print**

\_\_\_\_\_  
**Date**

- Addendums** -This firm hereby acknowledges receipt / review of the following addendum(s) (If any)

Addendum # \_\_\_\_\_ Addendum # \_\_\_\_\_ Addendum # \_\_\_\_\_ Addendum # \_\_\_\_\_

**REFERENCE DATA SHEET**

**NAME OF FIRM:**

Provide company name, address, contact person, telephone number, and appropriate information on the product(s) and/or service(s) used for Three (3) or more installations with requirements similar to those included in this solicitation document. References may be checked at the MAA's discretion for bid evaluation purposes.

**Company Name**

Address (include ZIP)

Contact Person

Phone No:

E-Mail:

Product(s) and/or  
Service(s) Used

**Company Name**

Address (include ZIP)

Contact Person

Phone No:

E-Mail:

Product(s) and/or  
Service(s) Used

**Company Name**

Address (include ZIP)

Contact Person

Phone No:

E-Mail:

Product(s) and/or  
Service(s) Used



**Submit With Bid**

**STATEMENT OF QUALIFICATIONS / QUESTIONNAIRE**

Furnish the following information about your firm's qualifications & experience. Provide detailed description information that will be used in the evaluation of this bid. Use the space provided to answer all questions. Attach additional sheets as necessary.

<b>COMPANY NAME:</b>		
<b>Organization Type:</b>	<input type="checkbox"/> Corporation	<input type="checkbox"/> Limited Liability Company
	<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> General Partnership
	<input type="checkbox"/> Unincorporated Association	<input type="checkbox"/> Other
<b>1.</b>	Number of years the firm has been in business under the present name: _____	
<b>2.</b>	Number of years of experience of the firm: _____ in providing similar services as specified in this solicitation.	
<b>3.</b>	Describe the general background and services provided by the firm. (Attach as many sheets as needed)	
<b>4.</b>	List the Professional Certifications currently held by the firm.	
<b>5.</b>	Qualifications: Furnish any other relevant written information which would indicate firm's capability to perform the services contained in this solicitation. (Attach as many sheets as needed)	





<b>6.</b>	Experience: Describe the previous experience of the firm with similar accounts services as specified in this solicitation. State all locations, and dates of operation; the types and size of facility. (Attach as many sheets as needed)
<b>7.</b>	Describe the type of training program that personnel receive relative to the services required in this solicitation. (Attach as many sheets as needed)
<b>8.</b>	Describe procedures to problem solve customer issues. (Attach as many sheets as needed)



Submit With Bid

**PREVAILING WAGE COMPLIANCE CERTIFICATION**  
*(Corporate or LLC Contractor)*

NAME OF FIRM:

The undersigned, for and on behalf of the contractor named herein, certifies as follows:

1. That he or she is an officer or duly authorized agent of the above-referenced vendor/contractor (the contractor).
2. The contractor has complied with all provision of the Illinois Prevailing Wage Act and federal Davis-Bacon and related Acts, and all rules and regulations therein, for the past five (5) years.
3. The contractor has reviewed the applicable prevailing wage law, including the Illinois Prevailing Wage Act, and federal Davis-Bacon Act.
4. The contractor will pay the applicable prevailing wage rates.
5. The contractor will strictly comply with applicable prevailing wage laws.
6. The contractor has **not** been found by the Illinois Department of Labor to be in violation of the Illinois Prevailing Wage Act twice within the past three year period.
7. If the above answer is "NO," list the date(s) of the Department's finding of a violation:

\_\_\_\_\_  
\_\_\_\_\_

Date Signed: \_\_\_\_\_

\_\_\_\_\_  
Officer or Authorized Agent

\_\_\_\_\_  
Business Name