



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Bidding Review Certification and Checklist for Construction Contracts

Loan Applicant: Village of Lombard

Loan No. 17-5486

Project Description: Water Meter Replacement Project

Yes No N/A **Documentation Required for Bid Approval**

1. The Bid Advertisement was published in a daily, regional newspaper, [Dodge Reports](#), or approved equivalent. The ad notified bidders that this procurement is subject to regulations contained in the Procedures for Issuing Loans from the WPCLP or the PWSLP, the Davis-Bacon Act, the Employment of IL Workers on Public Works Act, the President's Executive Order 11246, the Use of American Iron and Steel Requirements, and the Loan Applicant's policy on the increased use of DBEs. [Ref. 662.620(b)(1) or 365.620(b)(1)]

A. A copy of both the Newspaper Ad and the Certificate of Publication are attached **OR**
A screenshot of the online ad is attached along with a payment receipt.
B. Name of Newspaper or Equivalent: Daily Herald
C. Date of Publication: June 23, 2017
D. Date of Bid Opening: July 12, 2017 E. Bid Expiration Date: October 12, 2017

2. A copy of the Bid Tabulation is attached. [Ref. 662.620(b)(4)(A) or 365.620(b)(4)(A)]
A. Number of bids received: 6 B. Amount of lowest BASE bid: \$3,742,552.25
C. Amount of highest BASE bid: \$5,765,890.00

3. The Consultant's Analysis of Bids and Recommendation to Award is attached.
[Ref. 662.620(b)(2)(C) or 365.620(b)(2)(C)]

4. A copy of the proposal (bid) signed by selected contractor is attached.

5. Applicant has prepared a Notice of Intent to Award and a copy is attached. [Ref. 662.620(b)(4)(A) or 365.620(b)(4)(A)]. The notice is dated: August 17, 2017

A. If any bid alternates (deductive or additive) were accepted, list and include costs.

B. Accepted Bid Alternates were approved by the Agency's Permit Section?

6. The applicant received a minimum 5% Bid Bond or Cashier's Check from the selected contractor and a signed Power of Attorney (for bid bond only). [Ref. 662.620(a) or 365.620(a)] A copy is attached.

7. Selected contractor submitted the lowest, responsive, responsible bid.

A. If not, is written justification disqualifying the apparent low bidder attached?
[Ref. 662.620(b)(4)(A) or 365.620(b)(4)(C)].

B. Has the selected contractor been debarred or suspended?
Information may be verified at: www.sam.gov/portal/public/SAM

C. Are there any appeals or protests? [Ref. 662.640 or to 365.640] If YES, alert the Illinois EPA.

8. Has the Illinois EPA issued a valid construction permit for this project?

A. If YES, provide the issue date and Permit No. _____
B. If NO, provide an explanation: Maintenance Project - No Permit Required

9. Bid quantities, major equipment, and suppliers are consistent with the Agency approved Plans & Specifications and/or Illinois EPA Construction Permit.


A. If NO, has the Agency approved the changes? (Changes must be approved by the Permit Section).
If not, provide an explanation.

Yes No N/A

- 10. Were any addenda issued during the bidding period? [Ref. 662.620(b)(2)(C) or 365.620(b)(2)(C)]
 - A. Copies of all Addenda are attached. All addenda require Agency approval.
 - B. Addenda were distributed to all prospective bidders?
 - C. The following addenda were previously submitted & approved by Illinois EPA?
Addenda Numbers: _____
 - D. The following addenda will be approved at the time of bid review?
Addenda Numbers: _____
 - E. If a supplemental construction permit was issued due to addenda, a copy is attached.
- 11. The signed bid proposal contains the Non-Collusion and Certification Statements (verbatim) [Ref. 662.620(b)(2)(G & H) or 365.620(b)(2)(G & H)] A copy is attached.
- 12. Davis-Bacon Wage Act Compliance - The bid proposal OR the contract documents must include the Davis-Bacon Wage Act language (verbatim) as contained within the Illinois EPA's example documents. Wage Rate Determinations are normally set on the bid opening date and are available at www.wdol.gov.
 - A. Davis-Bacon language is in the bidder's PROPOSAL.
 - B. Davis-Bacon language is in the CONTRACT documents on Page No. 50
 - C. A copy of the applicable Wage Rate Determinations is attached.
- 13. The following certifications were received from the selected contractor.
 - A. Certification of Nonsegregated Facilities. [Ref. 662.620 or 365.620(d)(6)] Page No. 45
 - B. Certificate Regarding Bid Rigging and Rotating (Criminal Code 33E) [Ref. 662.620(b)(2)(G)(iii) or 365.620(b)(G)(iii)] Page No. 53
 - C. Certificate Regarding Debarment, Suspension, and other Responsibility Matters. [Ref. 662.620(d)(5) or 365.620(d)(5)] Page No. 47
 - D. Certification Regarding the Use of American Iron and Steel Products (Consolidated Appropriations Act, 2014) on Page No. 62
- 14. Federal DBE requirements for this project have been met? [(40 CFR Part 33)] See attached Pages 3 thru 5. Guidance is available on the Illinois EPA's website and in the example contract documents.
- 15. Contract time has been provided? The length of time to complete the project is 365 days. This information is located on Page No. 10 of the Contract Documents.
- 16. Contractor's list of subcontractors submitting quotes is attached. If no, provide an explanation.
- 17. For line item bids only: Has the Illinois EPA EXCEL bid schedule been submitted to the Illinois EPA?

By signing this document, I certify that the above information is, to the best of my knowledge, true and accurate. I agree to fully comply with the State of Illinois' Procedures for Issuing Loans from the Water Pollution Control Loan Program and/or the Procedures for Issuing Loans from Public Water Supply Loan Program. Furthermore, the proposal is consistent with approved specifications for this loan project in terms of quantity, description and eligibility.

Keith T. Giagnorio

 Authorized Representative's Printed Name


 Authorized Representative's Signature

Village President

 Title
 August 17, 2017

 Date

Below this line for Illinois EPA Use Only

This proposal is approved for award to _____ (insert contractor's name)
 in the allowable amount of \$ _____ which includes the base bid and any
 accepted alternates. Ineligible contract costs of \$ _____ were removed.

All addenda (Items 10 C & D) have been approved by IFAS and Permits (if necessary). _____ (PM Initial).

 PM's Signature

 Date

 Supervisor's Concurrence

 Date



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Disadvantaged Business Enterprise Review Construction Contracts/Equipment with Labor Involved

Loan Applicant: Village of Lombard

Loan Number: 17-5486

Loan Applicant Responsibilities

Yes No N/A

- 1. The Loan Applicant has submitted evidence of placing an "advertisement for bids" in a daily, regional newspaper for a minimum of one day. The advertisement must state, "this procurement is subject to the Loan Applicant's policy regarding the increased use of Disadvantaged Business Enterprises". See Item #1 of the "Bidding Review Checklist" and the example advertisement contained within the Illinois EPA's "Front End Documents".

If an online advertisement was placed with the "Dodge Reports" or an equivalent website, a screenshot of the advertisement along with the webpage address and a receipt must be attached.

- 2. Length of bidding period by Loan Applicant allows the potential prime contractor time to advertise for DBE subcontractors. The recommended time is 45 days and the minimum is generally 30 days.

30 Days

- 3. Loan Applicant held a Pre-bid meeting for potential bidders? A Pre-bid meeting is highly recommended.

Date of Pre-Bid Meeting: June 26, 2017

Bidder/Prime Contractor Responsibilities

Responsiveness Determination

The following information must be submitted with the bid.

Yes No N/A

- 1. **Completed, signed certification from the bidder(s)**, attesting that the bidder will award no subagreements, including the procurement of equipment, materials, supplies, and services, in the performance of this contract.

OR

- 2. "Certificate of Publication" and copy of the advertisement from a daily, regional newspaper is attached. If certificate is not available other evidence/proof of publication such as actual page from the newspaper MAY be accepted. If an online advertisement was placed with the "Dodge Report" or an equivalent website, a screenshot of the advertisement along with the webpage address, and a receipt must be attached. All advertisements must run one day at least 16 days prior to bid opening.

A. Date of Bidder Advertisement: June 23, 2017

B. Date of Bid Opening: July 12, 2017

- 3. If DBEs will be utilized, a completed **Illinois EPA DBE Form #3** from each Disadvantaged Business to be utilized attesting that they are a Disadvantaged Business. This form must be signed by the Prime Contractor and Subcontractor, and include the DBE's name, address, telephone number, a description of the work, DBE certifying Agency, and estimated cost of the subcontract.

- 4. If DBEs will be utilized, a signed certification from the Prime Contractor attesting that the prime contractor has no dominating or conflict of interest with the Disadvantaged Business Enterprise to be utilized. **Illinois EPA DBE Form #1** contains this phrase and may be used for this purpose.

Yes No N/A

- 5. Names, addresses, telephone numbers of Disadvantaged Businesses which submitted proposals, but will not be utilized. Justification for their non-utilization must be provided. **Illinois EPA DBE Form #1** may be used to report this information.
- 6. In instances where the bidder(s) did not receive any inquiries or proposals from Disadvantaged Businesses prior to bid opening, the bidder(s) must provide a written certification attesting that no responses or proposals were received. **Illinois EPA DBE Form #1** may be used to report this information.
- 7. Prime contractor's list of all DBE and non-DBE subcontractors submitting proposals/quotes is attached. List will include names, addresses, e-mails, phone numbers, DBE status, and what work the entity bid or quoted (painting, welding, supplies, etc). List will be maintained during the project & made available upon request. **Illinois EPA DBE Form #4** may be used to report this information.

Responsibility Determination

Yes No N/A

- 1. The Prime Contractor (low, responsive, responsible bidder) must provide DBE subcontractors that have been selected to perform work with a Letter of Intent signed by the Prime Contractor and the DBE subcontractor. The Letter of Intent must describe work that will be performed by the subcontractor and the price of the work.

Comments

By signing this document, I certify that the above information regarding the use of Disadvantaged Business Enterprises is, to the best of my knowledge, true and accurate. I understand that DBE forms and guidance documents may be obtained from the Illinois EPA website or by contacting the Infrastructure Financial Assistance Section at 217-782-2027.

Keith T. Giagnorio

Authorized Representative's Printed Name



Authorized Representative's Signature

Village President

Title

August 17, 2017

Date



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DBE Review - A/E Contracts for Construction Phase Services

Loan Applicant: Village of Lombard

Loan Number: 17-5486

Consultant Services' Affirmative Effort Requirements

The following information must be completed and requested documentation must be submitted at the time bids are reviewed.

Yes No N/A

- 1. A signed certification from an authorized representative of the consulting firm attesting that the consultant will award no subagreements, including the procurement of equipment, materials, supplies, and services, in the performance of this contract.

OR

- 2. "Certificate of Publication," and/or adequate evidence of proof of publication including actual copy of the newspaper advertisement from a daily, regional newspaper. Advertisement should run one day at least 16 days prior to bid opening or award.
If an online advertisement was placed with the "Dodge Report" or an equivalent website, a screenshot of the advertisement along with the webpage address, and a receipt must be attached.
- 3. Copies of executed agreements with Disadvantaged Businesses to be utilized.
- 4. Names, addresses, telephone numbers of Disadvantaged Businesses that submitted proposals, but will not be utilized. Justification for their non-utilization must be provided. (Illinois EPA DBE Form #2)
- 5. Completed, signed certification from each Disadvantaged Business to be utilized, attesting that they are a Disadvantaged Business as defined by the Recipient. (Illinois EPA DBE Form #3)
- 6. Completed, signed certification from consultant(s) utilizing Disadvantaged Business, attesting that the consultant has no dominating or conflict of interest with the Disadvantaged Business to be utilized. (Illinois EPA DBE Form #2)
- 7. In instances where the consultant does not receive any inquiries or proposals from Disadvantaged Businesses prior to bid opening, the consultant must provide a written certification attesting that no responses or proposals were received. (Illinois EPA DBE Form #2)

Comments:

NOTICE OF INTENT TO AWARD

To: Water Resources, Inc.
390 Sadler Avenue
Elgin, IL 60120

Project Description: Water Meter Replacement Project

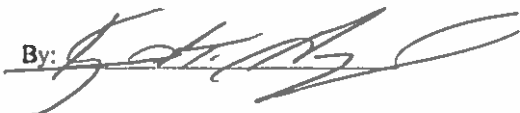
The OWNER has considered the BID submitted by you for the above described WORK, in response to its Advertisement for Bids, dated July 12, 2017 and Information for Bidders.

You are hereby notified that your BID will be accepted, contingent upon Illinois Environmental Protection Agency (IEPA) approval, for items in the amount of \$3,742,552.25.

You will be required by the Information for Bidders to execute the Agreement and furnish the required CONTRACTOR'S Performance BOND, Payment BOND and certificates of insurance within ten (10) calendar days from the date of the final Notice to be sent upon IEPA approval, to you.

Dated this day of August 17, 2017

Village of Lombard
OWNER

By: 

Title: Village President