

**VILLAGE OF VILLA PARK**  
**PUBLIC WORKS DEPARTMENT**  
11 West Home Avenue, Villa Park, Illinois 60181

**April 18, 2023**

**AGENDA**

**11:00 A.M.**

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**MANDATORY PRE-BID MEETING**

FOR THE

**Michigan & Vermont Improvement Project**

**Microsoft Teams Meeting Information**

Link: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZDVkZDJhODAtMGZlOS00ZTZmLTNmYmEtMDI1NTM4Yzc5NWRI%40thread.v2/0?context=%7b%22Tid%22%3a%22338ea300-7faf-486f-b28c-a95fd8b54973%22%2c%22Oid%22%3a%2291c7a07b-39f3-4745-82e1-57020d1a8e4d%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDVkZDJhODAtMGZlOS00ZTZmLTNmYmEtMDI1NTM4Yzc5NWRI%40thread.v2/0?context=%7b%22Tid%22%3a%22338ea300-7faf-486f-b28c-a95fd8b54973%22%2c%22Oid%22%3a%2291c7a07b-39f3-4745-82e1-57020d1a8e4d%22%7d)

Meeting ID: 232 091 712 343

Passcode: UAzgqh

**1. Attendance**

**2. Project Overview**

- a. This project consists of the installation of approximately 1,115 linear feet of 8-inch water main, including fire hydrants, valves, and water services. The project also includes the reconstruction of Michigan Avenue consisting of pavement removal, aggregate base course, Hot-Mix Asphalt Binder Course, Hot-Mix Asphalt Surface Course, curb and gutter installation, sidewalk removal and replacement, driveway pavement removal and replacement, and parkway restoration.
- b. Location of Work: North Michigan Avenue from West Vermont Street to West Plymouth Street and West Vermont Street from North Wisconsin Avenue to North Michigan Avenue, in the Village of Villa Park, Illinois.

**3. Grant Program Overview**

- a. The Community Development Block Grant (CDBG) Program, which is provided by the U.S. Department of Housing and Urban Development and administered locally by the DuPage County Community Development Commission (CDC), will provide funding for the project.

**4. Administrative Requirements**

- a. Bidder Qualifications:
  - i. Evidence of bidders' qualifications must be submitted within 5 days of bid opening.

- ii. Bidders and their relevant subcontractors must have successfully completed at least three projects of a similar nature in the past five years.
- b. Community Development Block Grant (CDBG) Program Requirements:
  - i. Bidders shall be registered with the System of Award Management (SAM)
  - ii. Bidders shall be in good standing with the State of Illinois Secretary of State
  - iii. Bidders must submit completed/signed original copies of the:
    - 1. DuPage County Community Development Commission (CDC) Conditions Form
    - 2. Conflict of Interest Disclosure Form
- c. WBE/MBE/Section 3 Participation Requirements:
  - i. Participation is encouraged, but not required.
- d. Wage Rate Requirements:
  - i. Davis-Bacon Wage Decisions apply unless Illinois Prevailing Wages exceed Davis-Bacon in wage, fringe benefits, and/or trade stipulations (requirements).
  - ii. If the project doesn't start within 90 days of award, the wage determinations shall be replaced with the most current decisions.
- e. Other Requirements:
  - i. All contracts shall include the following non-discrimination clause: "Employers shall not discriminate against employees or applicants for employment on basis of race, color, religion, sex, national origin, age, familial status, or disability."

## 5. Bidding Information

- a. Bid Deadline: Tuesday, April 25, 2023 - 1:00 P.M. CST
- b. Bid Security: 5% of the Bid
- c. Bidding Documents:
  - i. Digital copies of the bidding documents may be obtained from QuestCDN at [www.questcdn.com](http://www.questcdn.com) under QuestCDN Project #8287633 free of charge.
  - ii. Hard copies of the bidding documents are available free of charge at the Village of Villa Park Public Works Department, 11 West Home Avenue, Villa Park, Illinois 60181. Each bidder will only be allowed one hard copy if requested.
- d. The Village will not answer questions received after Thursday, April 20, 2023, 4:00 P.M. CST, and no addenda will be issued after Monday, April 24, 2023, 12:00 P.M. CST.
- e. The Village reserves the right to extend the bid deadline from this date and time, as the Village, in its sole discretion, determines is in the best interest of the Village. All plan holders will be notified by the Village via addendum of any changes/modifications to the bid deadline.
- f. The Village will select the lowest, most responsible, most responsive bidder. The Village reserves the right to reject any and all bids, to waive any informalities or technicalities in bidding, and to accept the bid which best serves the interests of the Village. The Village shall, in its sole discretion, determine what does and does not constitute an informality or

technicality, and in submitting a bid, the bidder agrees to be bound by that determination.

- g. Bid Format: Sealed Paper Proposals
  - i. Submit to the Village of Villa Park Public Works Department at 11 West Home Avenue, Villa Park, Illinois 60181
- h. Bid Opening: Immediately following the bid deadline.
  - i. Read Aloud in the Village of Villa Park Village Hall Boardroom at 20 South Ardmore Avenue, Villa Park, Illinois 60181

## **6. Contract Time**

- a. Project to be substantially complete within 65 calendar days after the Notice to Proceed is issued.
- b. Project to be fully complete by September 15, 2023.
- c. All contractor and subcontractor closeout paperwork shall be completed and approved by September 29, 2023.

## **7. Contractor Pay Estimates**

- a. Monthly

## **8. Addenda**

- a. To date, there have been no addenda associated with this project.
  - i. Any addenda will be released via QuestCDN. Contractors who received hard copies of bid documents will be notified via email that the addenda are available on QuestCDN and may request that a copy of the addenda is emailed directly to them.

## **9. Questions**