



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

JENNIFER BERTINO-TARRANT
WILL COUNTY EXECUTIVE

KEVIN LYNN
DIRECTOR

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County Office Building
302 N. Chicago Street
Joliet, IL 60432

September 27, 2024

To Whom It May Concern:

You are invited to submit your sealed bid for the **County-Wide Snow / Ice Removal Contract** that includes multiple county-owned properties, collectively identified herein and referred to as "Will County Buildings". This contract is for a (12) month period beginning December 1, 2024, through November 30, 2025, with two (2), one (1) year renewal options, if the County so chooses.

Specifications are attached hereto and are considered part of the SEALED BID package.

A 10% Bid Bond or Cashier's Check made payable to the Will County Treasurer MUST accompany your sealed bid, or it will not be considered. Money Orders or Company checks will not be accepted.

A **Mandatory Pre-bid** Conference will be held **10:00 A.M., Tuesday, October 8, 2024**, at the County Office Building, 302 North Chicago Street, Level 2, Joliet, IL, 60432. Bids will not be accepted from those who do not attend this pre-bid meeting.

Sealed bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago Street, Joliet, IL, 60432, not later than **2:00 P.M., Thursday, October 17, 2024.**

Bids will be publicly opened and read by the Will County Executive or her representative at **2:05 P.M., Thursday, October 17, 2024,** at the Will County Office Building, 302 N. Chicago Street, 2nd Floor, Joliet, IL 60432.

The County of Will reserves the right to accept or reject any or all bids received. Should you have any questions regarding this bid, please submit them in writing to Kevin Lynn, Purchasing Director, at klynn@willcounty.gov

We welcome your bid.
Sincerely,

Kevin Lynn

Kevin Lynn
Purchasing Director

**ADVERTISEMENT OF BID
COUNTY-WIDE
SNOW / ICE REMOVAL**

COUNTY-WIDE SNOW / ICE REMOVAL THAT INCLUDES MULTIPLE COUNTY- PROPERTIES WILL BE RECEIVED AT THE PURCHASING DEPARTMENT, 2ND FLOOR OF THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, UNTIL THE HOUR OF **2:00 P.M., THURSDAY, OCTOBER 17, 2024.**

A MANDATORY PRE-BID CONFERENCE WILL BE HELD ON **TUESDAY, OCTOBER 8, 2024, AT 10:00 A.M.** AT THE COUNTY OFFICE BUILDING, 302 N. CHICAGO STREET, 2nd FLOOR, JOLIET, IL 60432. BIDS WILL NOT BE ACCEPTED FROM THOSE WHO DO NOT ATTEND THIS PRE-BID MEETING

SEALED BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HER REPRESENTATIVE AT **2:05 P.M., THURSDAY, OCTOBER 17, 2024,** AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO STREET, LEVEL 2, JOLIET, IL, 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT www.willcounty.gov, www.demandstar.com AS WELL AS THE PURCHASING DEPARTMENT, 2ND FLOOR, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., JOLIET, IL 60432, (815) 740-4712 OR EMAIL purchasing@willcounty.gov.

THE TENDERING OF A BID TO THE COUNTY SHALL BE CONSTRUED AS ACCEPTANCE OF THE SPECIFICATIONS. THE COUNTY OF WILL RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS OR PROPOSALS RECEIVED IN WHOLE OR IN PART.

BY ORDER OF THE WILL COUNTY EXECUTIVE, JENNIFER BERTINO-TARRANT.

**INSTRUCTIONS TO BIDDERS
COUNTY- WIDE
SNOW / ICE REMOVAL**

You are invited to submit your sealed bid for the County-Wide Snow /Ice Removal Contract for Will County Buildings. The contract is a twelve (12) month period beginning December 1, 2024, through November 30, 2025, with two (2), one year renewal options, if the County so chooses.

PRE-BID CONFERENCE:

A **Mandatory Pre-bid Conference** for all interested Bidders will be on **Tuesday, October 8, 2024, at 10:00 A.M.**, at the County Office Building, 302 N. Chicago Street, Level 2, Joliet, IL 60432. You will be expected to examine all Will County Buildings included in this document to familiarize yourself with all existing conditions under which you will be obliged to work. Aerial photographs, complete with approximate site dimensions are attached for your review and use. No allowance will be made subsequently in this condition on behalf of any Bidder for any error or negligence on their part. If you do not attend this meeting, you will not be permitted to bid. No exceptions will be made.

SEALED BIDS:

Sealed bids will be received in the Purchasing Department, 2nd floor of the Will County Office Building located at 302 N. Chicago Street, Joliet, IL, 60432, **not later than 2:00 P.M., Thursday, October 17, 2024.** **BIDS RECEIVED AFTER THIS TIME WILL NOT BE ACCEPTED.**

Sealed bids will be publicly opened and read aloud by the Will County Executive or her representative at **2:05 P.M., Thursday, October 17, 2024** at the Will County Office Building, 302 N. Chicago Street, 2nd Floor, Joliet, IL, 60432.

Bids must be made in accordance with the instructions contained herein.

Bid forms shall be completely filled out either typewritten or in ink and shall not be detached from this binding. The **complete set of Contract Documents shall be submitted** with the proposal, in triplicate with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED.**

Bids shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the bidder's name, address, and the notation:

SEALED BID: 2025-6 COUNTY-WIDE SNOW / ICE REMOVAL CONTRACT

BIDS DUE: THURSDAY, OCTOBER 17, 2024 – 2:00 P.M.

Bids shall be addressed to the Will County Purchasing Department, 2nd Floor, Will County Office Building, 302 N. Chicago Street, Joliet, IL 60432.

TAX EXEMPTION:

The County of Will is exempt from Federal, State and Municipal Taxes.

SIGNATURE OF BIDS:

The **signature on bid documents shall** be that of an authorized representative of bidder. An officer of or agent of the offering bidder who is empowered to bind the bidder in a Contract shall sign the proposal and any clarifications to that proposal. County of Will bears no responsibility for investigating or determining authority of signatory.

Each bidder, by submitting their bid, represents that bidder read and understands the bidding documents.

Any bid not containing said signed documents shall be non-conforming and shall be rejected.

BID SECURITY:

A 10% Bid Bond or Cashiers Check made payable to the Will County Treasurer shall accompany each bid, attached to the front cover, as a guarantee that if the bid is accepted, a Contract will be entered into. **Money Orders or Company checks will not be accepted.** The bid bond should be based on the first Contract period. The unsuccessful bidders' checks will be returned after the County has awarded the bid. The bid bond or Cashier's check of the successful bidder will be returned after being replaced with their performance bond.

PERFORMANCE BOND:

A Performance Bond for the amount of the Contract, based on the first Contract period for the Will County Buildings, will be required from the successful bidder and shall be valid throughout the life of the Contract. The Performance Bond will be returned at the completion of the Contract. If successful bidder is unable to acquire, through reasonable efforts, a Performance Bond by the time the Contract is to commence, the County of Will will accept a letter notarized by the Insurance Carrier showing that such Bond is being processed, until such time as the Performance Bond is acquired.

BIDDING PROCEDURES:

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL AND TWO COPIES, CLEARLY MARKED,** in accordance with the Instructions to bidders.
2. A bid is invalid if it has not been deposited at the designated location prior to the time and date for receipt of bids indicated in the Advertisement for bids or prior to any extension thereof issued to the bidders.
3. Unless otherwise provided in any supplement to the Instructions to bidders, no bidder shall modify, withdraw or cancel his bid or any part thereof for one hundred and twenty days (120) days after the time designated for the receipt of bids in the Advertisement for bids.
4. Changes or corrections may be made in the bid documents after they have been issued and before bids are received. In such cases a written addendum describing the change or correction will be issued by the County of Will to all bidders recorded by the County of Will as having received the bidding documents and will be available for inspection wherever issued. Such addendum shall take precedence over that portion of the documents concerned, and shall become part of the bid documents. Except in unusual cases, addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.
5. Each bidder shall carefully examine all bid documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a proposal. Should a bidder find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall, at once, and in any event, not later than seven (7) days prior to bid due date, notify the County of Will, who will, if necessary, send written addendum to all bidders. The County of Will will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director in writing at klynn@willcounty.gov. After sealed bids are received, the bidder will make no allowance for oversight.

PRIME CONTRACTOR CERTIFICATION:

Included in this bid package is a prime Contractor Certification Form. This form must be filled out and returned with your sealed bid package or it will not be accepted.

WORDS AND FIGURES:

Where amounts are given in both words and figures, the words shall govern. If the amount is not written in words the unit cost will take precedence over the extended price in case of a discrepancy in the multiplication.

CONTRACT DURATION:

The Contract is to commence December 1, 2024, and extend through November 30, 2025, with two (2), one-year renewal options.

REJECTION OF BIDS:

The bidder acknowledges the right of the County of Will to reject any and all proposals for cause and to waive non-material informality or irregularity in any bid received.

TRIAL PERIOD:

The successful bidder will be awarded the Contract based on a **90-day trial period, during which the County may terminate the contract at will.** If the successful bidder does not comply with the specifications as written, that bidder will be dismissed from all duties, and the County will select the next lowest responsible bidder.

DEFAULT:

In case of default by the successful bidder, the County of Will may procure the articles or services from other sources and may deduct from any unpaid balance due the successful bidder any increase in cost to the county as a result of said default, or may collect against the bond or surety for excess costs so paid, and the prices paid by the County of Will shall be considered the prevailing market price at the time such purchase is made.

NON-DISCRIMINATION:

The Contractor shall at all times observe and comply with any law, statute, regulation or the like relating in any way to civil rights including but not limited to 775 ILCS 10/1.

PAYMENT PERIOD:

Monthly billing to the Will County Building Maintenance Department should begin on the 30th day of the month after commencement. Payment to the Contractor by the County shall be made in monthly installments pursuant to the Local Government Prompt Payment Act. Any additional work not part of the Contract that Will County has requested to be done should be billed as a separate line item from the original monthly Contract amount. In the event that Contract would be delayed, the successful contractor will be notified by the County and the Contract will be adjusted.

INSURANCE:

RISK OF LOSS: The Contractor shall assume all risks for loss or damages to property and equipment whether owned or rented by either the County or the Contractor. Contractor shall maintain insurance as deemed necessary to protect against such loss or damage.

TYPES OF INSURANCE:

1. Workmen's compensation insurance. The Contractor shall procure workmen's compensation insurance as required by applicable state law for all of his employees who would be engaged in work on behalf of the Contractor. In case any class of employees engaged in all work associated with this Contract is not protected under the workmen's compensation statute, the Contractor shall provide adequate employer's liability insurance for the protection of such of his employees as are not otherwise protected. In addition, the Contractor will provide employer's liability (coverage B) in the amount of \$500,000.00.
2. Contractor's comprehensive general liability and property damage insurance. Contractor's comprehensive general and property damage insurance shall be in an amount not less than \$500,000.00 for injuries including accidental death to any one person and not less than \$500,000.00 combined single limit bodily injury and property damage.
3. County's protective liability insurance. The Contractor shall protect the County or its assignee, if any, from contingent responsibility arising from the work performed under this Contract by adding these parties as named insured as a rider to the Contractor specified comprehensive general liability policy shall be: County of Will, 302 North Chicago Street, Joliet, IL 60432.

PROOF OF CARRIAGE OF INSURANCE:

1. The Contractor shall furnish the County at the time of bidding, with certificates showing the type, amount, class or operations covered, effective dates and dates or expiration of policies, which policies shall specifically refer to the indemnity agreement. Such certificates shall also contain substantially the following statement: "The Insurance covered by this Certificate will not be canceled or materially altered except after 30 days written notice has been received by all named insured." **Any bid not containing said proof of insurance shall be nonconforming and shall be rejected.**
2. All policies shall substitute the word "Occurrence" for "accident" for both bodily and property damage. "Occurrence" shall be defined to mean an event or series of events or continuous or repeated exposure to conditions, which unexpectedly cause injury or damage during the policy period.
3. All insurance coverage shall be provided by Insurance Companies maintaining a financial strength and claims paying ability rating no lower than "A" minus "VIII" as rated by the 1999 or most current AM Bests Insurance Guide.

TAXES:

The Contractor shall pay all applicable sales, use, service use, service occupation, social security, and other taxes, levies, assessments, and duties, and shall make income tax deductions, all as required by local, State and Federal law.

CHOICE OF LAW AND VENUE:

The bid and this agreement shall be governed by the laws of the State of Illinois, without regard to conflict of law provisions. Venue for any cause of action related to this bid or agreement shall be the Twelfth Judicial Circuit, Will County, Illinois.

RIGHT OF THE COUNTY TO TERMINATE CONTRACT:

1. If any of the Provisions of the Contract are violated by the Contractor, or if the Contractor shall disregard applicable law, ordinances, rules or regulations or work requirements as spelled out in the bid specifications, or the Contractor shall be adjudged as bankrupt or make a general assignment for the benefit of creditors, or if a receiver should be appointed for the Contractor, or if at any time during the progress of the work the Contractor should allow any indebtedness to accrue for labor, material, or equipment, and should the Contractor fail to pay for labor, material, or equipment, and should the Contractor fail to pay and discharge the same within 5 days after demand made by the person or persons furnishing such labor, material or equipment, the County may serve written notice upon the Contractor and the Surety of its intention to terminate the Contract. Unless within 10 days after the serving of such notice upon the Contractor, such violation or other matter shall have been corrected or satisfactory arrangement for correction have been made, the Contractor shall, upon the expiration of said 10 days, at County's option, cease and terminate work. The Contract shall then be null and void.
2. In the event of any such termination, the County shall immediately serve notice thereof upon the Surety and the Contractor, and the Surety shall have the right to take over and perform the Contract; provided, however, that if the Surety does not commence performance thereof within 10 days from the date of the mailing of such Surety of notice of termination, the County may take over work and prosecute the same to completion by other Contract or by force. Contractor shall be liable to the County for any excess cost to the County occasioned thereby, and in such event the County may utilize in completing the work.
3. Notwithstanding anything contained herein to the contrary, failure to comply with or perform the snow / ice removal services required shall be cause for termination and the County shall have the right to arrange for alternative snow / ice removal services, to back charge the Contractor, if the County, in its sole discretion, finds it necessary, to foreclose on the performance bond.
4. The County or its assign may terminate this agreement by giving the Contractor written notification of termination of this agreement by registered United States Mail, sufficient postage prepaid, return receipt requested, addressed to the Contractor at its address stated in the Contract, at least 14 days prior to termination, with service of such notice conclusively presumed to be received on date of dispatch. In such event, the Contractor shall only be entitled to receive a prorated payment for work actually and satisfactorily performed pursuant to the Contract through date of termination.

ADDITION / DELETION OF LOCATIONS:

This bid allows Will County to add/change/delete locations as needed throughout the life of the contract and any extensions offered and accepted by successful bidder, by means of amendment to the contract. This amendment will specify requirements of new location at the current rate for type of service required, and agreed upon by both parties, with thirty (30) days written notice.

In the event that any of the Will County Offices should move to a different location and vacate specific buildings, notice will be given a minimum of thirty (30) days prior to said move, and Will County shall not be liable for the remainder of the Contract amount for that building.

ILLINOIS FREEDOM OF INFORMATION ACT:

Any and all submissions to the County of Will become the property of the County of Will and these and any late submissions will not be returned. Your proposal will be open to the public under the Illinois Freedom of Information Act (FOIA) (5 ILCS 140 *et seq.*) and other applicable laws and rules,

unless you request in your proposal that we treat certain information as exempt. We will not honor requests to exempt entire proposals. You must show the specific grounds in FOIA or other law or rule that support exempt treatment. If you request exempt treatment, you must submit an additional copy of the proposal with exempt information deleted. This copy must tell the general nature of the material removed and shall retain as much of the proposal as possible. In the event the County of Will receives a request for a document submitted, the County of Will shall provide notice to contractor as soon as practicable. Regardless, contractor will be responsible for any costs or damages associated with defending your request for exempt treatment. Furthermore, contractor warrants that County of Will's responses to requests for a document submitted that is not requested to be exempt will not violate the rights of any third party.

Please be advised that if your proposal is accepted by the County of Will all related records maintained by, provided to, or required to be provided to the County of Will during the contract duration are subject to FOIA. In the event the County of Will receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County of Will shall provide notice to contractor as soon as practicable and, within the period available under FOIA, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor will warrant that County of Will's responses to requests for a document relating to contractor, its provision of services, or the arranging for the provision of services, or the arranging for the provision of services, will not violate the rights of any third party.

Please be advised also that FOIA provides that any record in the possession of a party with whom the County of Will has contracted to perform a governmental function on behalf of the County of Will, and that directly relates to the governmental function and is not otherwise exempt under FOIA is considered a public record of the County of Will for purposes of FOIA. 5 ILCS 140/7(2). As such, upon request by the County of Will (or any of its officers, agents, employees or officials), the contractor shall provide to the County of Will at no cost and within the timeframes of FOIA a copy of any "public record" as required by FOIA and in compliance with the provisions of FOIA. After request by the County of Will, contractor may then identify those records, or portions thereof, that it in good faith believes to be exempt from production and the justification for such exemption. Regardless, contractor will be responsible for any costs or damages associated with defending the request for exempt treatment.

AWARDING OF BID:

The bid is expected to be approved by November 1, 2024

SUBMITTAL REQUIREMENTS:

Each of the following items **must** be submitted by the bid time mentioned herein in order that the bid will be considered or your bid will be disqualified:

1. Bid Bond or Cashier's Check
2. Certificates of Insurance
3. **Signed** Copy of Prime Contractor Certification
4. Reference Form
5. **Signed** Bid Form
6. **Signed** Receipt of Addenda Form

CONTRACTORS REQUIREMENTS

To be qualified to bid, the contractor must have snow / ice removal contracts for work similar to that specified in this solicitation. Contractor should submit at least three **(3) references** with their bid. Contractors may be requested to submit further information regarding their business to better evaluate their Contract bid. Any contractor may be required by the County to submit additional data to satisfy the County that such contractor is equipped and prepared to fulfill a Contract should a Contract be awarded. The County reserves the right to reject any and all bids that are non-responsive, to waive any non-material informalities in the bidding, and to accept the bid deemed most favorable to the interest of the County after all bids have been examined and evaluated.

The Contractor shall furnish all labor, equipment, materials, supervision, transportation, insurance, and all other services necessary to complete the work as specified herein for the County of Will.

GENERAL REQUIREMENTS

1. It is the responsibility of the Contractor to protect the properties of the County. Contractor shall have the resources necessary to provide simultaneous snow / ice removal services at multiple locations. The Public Safety Complex is a 24/7 day operation with personal and county-owned vehicles for the Sheriff and 911 Call Center. During a weather event requiring snow / ice removal services, the Public Safety Complex shall be the top priority and must be scheduled first. The Contractor shall be responsible for ensuring that all security gates are closed behind them to not allow unauthorized access to restricted areas. Access for the Contractor to this restricted area will be coordinated with Will County Sheriff's Department.
2. If an employee of the Contractor is found by the County to be violating any security procedures or found to be in neglect of his or her realm of responsibility, the County has the right to have this person removed from access, either permanently or until a meeting can be made with the Contractor to determine further if further action is required.
3. Contractor shall provide its own employees, equipment, supplies and materials necessary to complete the services described hereunder which include all snow and ice removal, clearing all drive lanes, fire lanes, parking areas, sidewalks adjacent to buildings and public sidewalks.
4. All contractor personnel shall be able to verbally communicate in the English language with the County and building occupants. Contractor shall promptly report to Will County Facilities Management Director any occurrences or situations requiring management attention.
5. The Contractor ensures that all employees and/or agents shall abide by all safety rules and regulations, which may be promulgated from time to time by either the County or Contractor as they pertain to the operations.
6. All work shall be completed in a professional manner consistent with customary industry practices.
7. Contractor shall pay all salaries, payroll and other taxes, fees, worker's compensation and other charges or insurance levied or required by any federal, state or local statutes relating to the employment of its employees.
8. Contractor shall be responsible for damage to the Property caused by snow removal operations including, but not limited to, buildings, curbs, parking blocks, islands, sidewalks, light poles, signs, landscaping, paving or striping of the Property or equipment used in connection therewith. Contractor shall be responsible for damage caused to vehicles caused by snow removal operations.

SNOW/ICE REMOVAL INFORMATION

1. An event is defined as any continuous wintery precipitation. Small breaks in the storm are considered part of same event if they are within six hours of the end of the initial precipitation. Once a storm has had a break of precipitation for greater than six hours, it is considered a separate storm event.
2. Event pricing includes the final pass of clean up and/or salt after an event has ended.
3. If parking stalls are occupied, contractor shall return to plow these spaces. Most parking lots are relatively empty of parked cars before 6:30 AM or after 5:00 PM.
4. In the case of blowing or drifting snow and the Contractor's need to return to a given property, this will be considered as part of the initial event. County Staff reserves the right to request follow up service at a given property.
5. Contractor shall make every attempt to begin snow removal and ice melt operations at each property at a time that will leave the areas safe for vehicular and pedestrian traffic. Due to the critical operations at the Public Safety Complex, the County Office Building and the County Courthouse, continuous dedicated service may be needed during long storms. The other essential County facilities require parking and sidewalks to be cleared by 6:30 AM. Prioritization of each location will be finalized between the County and Contractor prior to contract award.
6. Contractor shall not pile snow near line of sight, stop signs at/or near intersections of traffic lanes or crosswalks.
7. Snow must be cleared from parking lot as accumulated to minimize the loss of parking spaces. Entrances, handicapped/ADA stalls, sidewalks, public sidewalks, fire lanes and fire hydrants must be kept free from snow and easily accessible in case of emergencies.
8. Drainage areas and radio tower entrances must be kept free from snow stockpiles.
9. Ice melt applications should be applied in sufficient quantities to achieve bare pavement surfaces.
10. Ice melt applications should be applied prior to an anticipated formation of black ice and prior to and during freezing rain events.
11. For overnight snowfall, sidewalks should be cleared and salted before 6:30 AM to allow for start of work for employees and County visitors to facilities.
12. If called by facility staff, Contractor shall be at the site or sites requested within one hour.
13. It is imperative that all equipment needed for the snow plowing, removal of snow and ice, and ice melt is located within vicinity of Will County's designated sites. Contractor's equipment shall be available and ready upon each snow/ice event. If Contractor wants to pre-deploy equipment for the season or upcoming storm, they should coordinate with facility staff for approval.
14. Snow is to be piled in areas designated by Will County facility personnel. Removal of snow piles from a given property shall be at the request of Will County only.

Reporting and Quality Control

1. Contractor shall monitor weather conditions and respond accordingly.
2. Contractor shall call Will County Maintenance and leave a message anytime Contractor is beginning a snow or ice removal operation.
3. Contractor shall have a supervisor check each site during and after each event to monitor progress and check for completeness.
4. If the Contractor is unable to meet our agreed upon level of service, the County reserves the right to engage other contractors and will back charge Contractor for services used by either internal or external resources.
5. Contractor is to subscribe to a private snow removal weather service and be able to advise the County on changing conditions such as snowstorms, freezing precipitation, black ice, extreme temperatures and strong winds. Contractor shall be prepared to take appropriate action when aforementioned conditions are forecasted.
6. Contractor shall meet with the County Maintenance Director/staff in early December to stake sites for snow stockpiles, to review any consideration to increase efficiency and effectiveness of the operation, and to review site for existing damage to turf, concrete, signs and other site items. Items not agreed upon prior to snow season may be called out during the spring review as damage that the Contractor is expected to repair or replace. Contractor shall meet with County Staff in late April to review sites for possible damages. Damage by the Contractor's snow equipment to the County parking surfaces, islands and or other property will be repaired by the Contractor. If the Contractor is unable or unwilling to make such repairs, the County will do so and deduct from the payment owed to the contractor or foreclose on the performance bond.

PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that _____
Name of Company

is not barred from Contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Criminal Code of 1961.

Name of Representative

Title

Signature

Date

Note: A person who makes a false certificate commits a Class 3 Felony.

Sections 33E-3 and 33E-4 provide as follows:

33E-3. Bid-rigging. A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a Contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent noncollusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid-rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from Contracting with any unit of State or local government. No corporation shall be barred from Contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to Contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

33E-4 Bid rotating. A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 Contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same Contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from Contracting with any unit of State or local government. No corporation shall be barred from Contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to Contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code.

Possible violations of Section 33 can be reported to the Office of the Will County State's Attorney at (815) 727-8453.

Name _____ F.E.I.N> # _____
 Address _____
 City _____ State _____ Zip _____
 Contact Person _____ Phone _____
 Email Address _____

THIS IS NOT AN ORDER

Will County Agency Name:

For additional information contact Kevin Lynn Purchasing Director klynn@willcounty.gov

The bidder proposes to provide the products and/or services in accordance with the specifications attached herein.

Submittal Requirement Checklist: Each of the following items must be submitted for the bid to be considered.

- _____ A. Bid Bond or Cashier’s Check
- _____ B. Certificates of Insurance
- _____ C. **Signed** Copy of Prime Contractor Certification
- _____ D. Reference Form
- _____ E. **Signed** Bid Form
- _____ F. **Signed** Receipt of Addenda Form

IMPORTANT

For Property Location Nos. 1-9 below, Contractor shall complete table with pricing for each event (DEFINED AS PRECIPITATION OF GREATER THAN 1”) to include snow and/or ice removal at parking lots, loading docks, driveways, aprons, and alleys only. Snow and/or ice removal on building walkways, public sidewalks, and stairways at Location Nos. 1-9 is by the County. Ice melt applications at Locations 1-9 are also typically completed by the County. However, Contractor shall include pricing for ice melt applications for parking lots only at Locations 1-9 in the event that County requests this service.

For Property Location Nos. 10 – 19 below, Contractor shall complete table with pricing for each event (DEFINED AS PRECIPITATION OF GREATER THAN 1”) to include snow and/or ice removal at parking lots, loading docks, driveways, aprons, alleys, building walkways, public sidewalks, and stairways.

Contractor shall also complete the table below to include ice melt applications for parking lots, loading docks, driveways, aprons, alleys, building walkways, public sidewalks, and stairways.

Location #1: County Office Building 302 North Chicago Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1” +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #2: Animal Protective Services 22452 Cherry Hill Road, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1” +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #3: Emergency Management 22456 Cherry Hill Road, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #4: Sunny Hill Nursing Home 421 Doris Avenue, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #5: Health Department 501 Ella Avenue, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #6: Community Health Clinic 1106 Neal Avenue, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #7: Records Management 806 Nicholson Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #8: Recorder of Deeds 158 North Scott Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #9: Facilities/Capital 304 North Scott Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #10: Public Safety Complex (24/7 Operation) 16911 Laraway Rd, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$
Location #11: Courthouse 100 W. Jefferson Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #12: Parking Lot A (Courthouse) Washington Street & Joliet Street	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #13: Parking Lot B (Courthouse) Washington Street & Ottawa Street	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #14: Parking Lot C (Courthouse) Ottawa Street & Marion Street	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #15: Parking Lot D (Courthouse) Jefferson Street & Chicago Street	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #16: Intentional Left Blank	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	N/A	N/A	N/A
Ice Melt Application	N/A	N/A	N/A

Location #17: River Valley Juvenile Center 3200 West McDonough Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #18: Silver Cross Building 1300 Copperfield, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #19: Adult Detention Facility 95 South Chicago Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +	\$	\$	\$
Ice Melt Application	\$	\$	\$

Location #20: Children's Advocacy Center 1206 Cedarwood Dr., Crest Hill, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +			
Ice Melt Application			



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Bid Form

Location #21: Will County Coroner/Morgue 16857 W. Laraway Rd., Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +			
Ice Melt Application			
Location #22: WC Maintenance Garage 9 Osgood Street, Joliet, IL	Year I (Base Term) 12/1/24-11/30/25	Option Year 2 12/1/25-11/30/26	Option Year 3 12/1/26-11/30/27
Snow/Ice Removal 1" +			
Ice Melt Application			

Alternate Add (At County's Request Only):

Accumulated Snow Removal	Per Hour
Skid-Steer Loader	\$
Skid-Steer Loader Operator	\$
Tractor Trailer Dump Truck	\$
Tractor Trailer Dump Truck	\$
Off-Site Tipping Fee	\$

Signed By:

_____ Title: _____
Representative of company

_____ Title: _____
Will County



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Reference Form

Snow Removal

#2025-6

Please list three (3) references, other than the County of Will, that you have done similar work, service or supplied similar products to:

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____

Entity: _____

Address: _____

City, State, Zip Code: _____

Telephone Number: _____

Contact Person: _____

Email Address: _____



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

Addendum Form

Snow Removal

#2025-6

Name _____ F.E.I.N> # _____

Address _____

City _____ State _____ Zip _____

Contact Person _____ Phone _____

Email Address _____

THIS IS NOT AN ORDER

Will County Agency Name:

For additional information contact Kevin Lynn Purchasing Director klynn@willcounty.gov

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

Addendum Receipt: Receipt of the following Addendum to the Bidding Documents is hereby acknowledged:

No. _____, dated _____, signed _____

LATE BIDS CANNOT BE ACCEPTED!

<u>Vendor Return Address:</u>	
<u>SEALED BID DOCUMENT</u>	
<u>BID #:</u>	2025-6
<u>DUE DATE:</u>	10/17/24
<u>DUE:</u>	2:00 P.M.
<u>DESCRIPTION:</u>	WILL COUNTY BUILDINGS SNOW/ICE REMOVAL
DATED MATERIAL-DELIVER IMMEDIATELY	
WILL COUNTY PURCHASING DEPARTMENT 302 N. CHICAGO ST., 2ND FLOOR JOLIET, IL 60432	

**PLEASE CUT OUT AND AFFIX THIS BID LABEL (ABOVE) TO
THE OUTERMOST ENVELOPE OF YOUR SEALED BID TO
HELP ENSURE PROPER DELIVERY!**

LATE BIDS CANNOT BE ACCEPTED!



WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

No Bid Form

Please note: This form is only required if you are not bidding.

Solicitation Name/Number: _____

Reason for not bidding:

- | | |
|--|--|
| <input type="checkbox"/> Not enough time to respond | <input type="checkbox"/> Unable to compete |
| <input type="checkbox"/> Not Applicable to company | <input type="checkbox"/> No time to complete work |
| <input type="checkbox"/> Unable to obtain required insurance | <input type="checkbox"/> Unable to meet specs/requirements |
| <input type="checkbox"/> Unable to obtain required bonding | |
| <input type="checkbox"/> Other (please detail below) | |

Suggestions:

Company Name: _____

Contact Name: _____

Address: _____

Phone: _____

Email: _____

Date: _____

Please retain our information for future solicitations: Yes No