



## 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

June 10, 2026

To Whom It May Concern:

You are invited to submit your sealed proposal to provide professional project management and construction oversight for the new WCDOT Administration Building in Joliet, Illinois. The CMA will be engaged at the start of the Design Development (DD) phase, continuing through the Construction Documents (CD) phase, bidding, construction, closeout, and warranty. Complete bid specifications are included, which will act as the contract and must be filled out and returned as such.

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

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

Sealed proposals will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago Street, Joliet, IL, 60432, not later than **12:00 P.M., Thursday, July 9, 2026** "as so indicated by the time stamp clock of Will County". **Proposals received after this time will not be accepted.**

Proposals will be opened publicly and read by the Will County Executive or her representative at **12:05 P.M. Thursday, July 9, 2026**, at the Will County Office Building, 302 N. Chicago Street, 2<sup>nd</sup> fl., Joliet, IL. 60432.

The proposer acknowledges the right of the County of Will to reject any or all proposals and to waive non-material informality or irregularity in any statement of qualifications received in whole or in part as may be specified in the solicitation.

Should you have any questions regarding this proposal, please contact the Will County Purchasing Department at [purchasing@willcounty.gov](mailto:purchasing@willcounty.gov)

Sincerely,

*Kevin Lynn*

Kevin Lynn  
Purchasing Director

**ADVERTISEMENT OF BID  
CONSTRUCTION MANAGER AS AGENCY (CMA) SERVICES  
WILL COUNTY DEPARTMENT OF TRANSPORTATION  
ADMINISTRATION BUILDING, JOLIET, IL.**

SEALED BIDS TO PROVIDE PROFESSIONAL PROJECT MANAGEMENT AND CONSTRUCTION OVERSIGHT FOR THE NEW WCDOT ADMINISTRATION BUILDING IN JOLIET, ILLINOIS WILL BE RECEIVED AT THE WILL COUNTY PURCHASING DEPARTMENT, WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO ST., 2ND FLOOR, JOLIET, IL 60432, UNTIL THE HOUR OF **12:00 P.M., THURSDAY, JULY 9, 2026.**

SEALED BIDS WILL BE PUBLICLY OPENED AND READ BY THE WILL COUNTY EXECUTIVE OR HER REPRESENTATIVE AT **12:05 P.M., THURSDAY, JULY 9, 2026,** AT THE WILL COUNTY OFFICE BUILDING, 302 N. CHICAGO STREET, 2ND FLOOR, JOLIET, IL. 60432.

SPECIFICATIONS AND CONDITIONS OF THE BID ARE AVAILABLE AT [www.demandstar.com](http://www.demandstar.com) OR [www.willcounty.gov](http://www.willcounty.gov) 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](mailto: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  
CONSTRUCTION MANAGER AS AGENCY (CMA) SERVICES  
WILL COUNTY DEPARTMENT OF TRANSPORTATION  
ADMINISTRATION BUILDING, JOLIET, IL.**

**SUBMITTAL REQUIREMENTS:**

Each of the following documents shall be submitted by the bid time mentioned herein in order that the bid will be considered:

1. 10% Bid Bond / Cashier's Check
2. Cover Letter (authorized signatory; addenda acknowledgment)
3. Executive Summary (project understanding; approach joining at DD)
4. CMA Methodology (DD through warranty)
5. Project Team (org chart; resumes for PM, Superintendent/Resident CM, Estimator, Scheduler, QA/QC, Safety)
6. Relevant Experience (3–5 similar DOT/public works facilities; references)
7. Schedule (DD start, procurement, construction, closeout)
8. Fee Proposal
9. Insurance
10. Legal/Compliance (litigation/debarment disclosures)
11. Attachments/Forms

**GENERAL SPECIFICATIONS:**

Bidders are invited to submit sealed proposals to provide professional project management and construction oversight for the new WCDOT Administration Building in Joliet, Illinois. The CMA will be engaged at the start of the Design Development (DD) phase, continuing throughout the Construction Documents (CD) phase, bidding, construction, closeout, and warranty.

The guidelines provided by the Facilities Department are divided into 7 key areas:

- I. Required Information from Bidders
- II. Evaluation and Selection
- III. Scope of Work, Staffing and Duties
- IV. Insurance Requirements
- V. Pricing and Compensation
- VI. Nature of the Contract
- VII. Exhibits

**I. REQUIRED INFORMATION FROM BIDDERS**

**SEALED BIDS:**

Sealed bids will be received in the Purchasing Department, 2nd floor, Will County Office Building, 302 N. Chicago St., Joliet, IL 60432, not later than **12:00 P.M., Thursday, July 9, 2026, “as so indicated by the time stamp clock of Will County”**.

**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 **12:05 P.M., Thursday July 9, 2026**, at the Will County Office Building, 302 N. Chicago St., 2<sup>nd</sup> 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, TWO COPIES, AND ONE DIGITAL COPY ON AN ELECTRONIC STORAGE DEVICE, CLEARLY MARKED.** **In the event of a conflict between the terms of the submitted Contract Documents and the terms of the Bid Forms and Specifications, the terms of the Bid Forms and Specifications shall prevail.**

All Bid Forms and Specifications as attached hereto shall be used to form the Contract for the work to be performed. Proposals shall be submitted on the forms furnished by the County of Will in a sealed package, plainly marked, with the Bidder's name and address.

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

#### **SIGNATURE OF BIDS:**

The signature on bid documents shall be that of an authorized representative of the bidder. An officer 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.

Each bidder, by making and signing his bid, represents that he has read and understands the bidding documents. **Any bid not containing said signed documents shall be non-conforming and shall be rejected.**

#### **BIDDING PROCEDURES:**

1. All bids must be prepared on the forms provided by the County and submitted in triplicate, with **ONE ORIGINAL, TWO COPIES, AND ONE DIGITAL COPY ON AN ELECTRONIC STORAGE DEVICE, 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 ninety (90) 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, such an addendum will be issued to reach the bidders at least five (5) days prior to date established for receipt of bids.

- 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 a written addendum to all bidders. The County of Will not be responsible for any oral instructions. All inquiries shall be directed to the Purchasing Director. After sealed bids are received, the bidder will make no allowance for oversight.

### **BID SECURITY:**

A **10% Bid Bond or Cashier's 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 calculated based on the CMA Lump Sum amounts listed on the Bid Form. The unsuccessful bidders' Bond or check 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 receipt of their performance bond.

### **PERFORMANCE BOND:**

A Performance Bond in the amount of the Contract 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 successful completion of the Contract. If it is difficult to acquire a Performance Bond by the time of the Contract is to commence, the County will accept a letter notarized by the Insurance Carrier showing that such Bond is being processed.

### **PRIME CONTRACTOR CERTIFICATION:**

Included in this bid package is a prime contractor certification form. This form **must** be filled out and returned with your bid package, or it will not be accepted.

### **QUALIFICATIONS, CERTIFICATIONS, LICENSES:**

Bidder shall have and if chosen shall maintain all the necessary qualifications, certifications, and/or licenses pursuant to Federal and State law and regulations to provide the services required.

## **II. EVALUATION and SELECTION**

### **EVALUATION CRITERIA:**

Evaluation and selection will be based on:

- CMA experience (Agency model) and joining projects at DD
- Team qualifications and past performance on similar facilities
- Cost control, schedule management, and constructability approach
- Local subcontractor knowledge and procurement strategy
- Fee proposal and overall value

### **AWARDING OF BID:**

The award will be based on the lowest responsible bidder, taking into account the evaluation criteria previously referred, that is able to meet or exceed the requirements of the County for the project.

A bid is awarded based on total price listed on attached bid form.

### **REJECTION OF BIDS:**

The bidder acknowledges the right of the County of Will to reject any or all bids, to waive any non-material informality or irregularity in any bid received, and to accept the bid deemed most favorable to the interest of the County of Will after all bids have been examined and evaluated. In addition, the bidder recognizes the right of the County of Will to reject a bid if the bid is in any way incomplete or irregular. In evaluating the bids, the County of Will reserves the right to take into account various criteria including but not limited to, pricing, past performance, financial stability and reliability of each bidder in determining which bid is most favorable to the interests of the County of Will.

## **III. SCOPE of WORK and DUTIES**

### **OVERVIEW:**

It is the intention of the County of Will to request proposals from qualified Construction Manager as Agency (CMA) firms to provide professional project management and construction oversight for the new WCDOT Administration Building in Joliet, Illinois. The CMA will be engaged at the start of the Design Development (DD) phase, continuing through the Construction Documents (CD) phase, bidding, construction, closeout, and warranty.

The new Administration Building will support County operational needs and consolidate several administrative functions. The project scope will include, but is not limited to, site development, building construction, utility and infrastructure coordination, interior fit outs, and integration of building systems.

### **SCOPE OF WORK:**

#### **Phase 1: Design Development (DD) through Bidding**

##### **1. Design Integration & Constructability**

- a. Review SD and DD documents; issue constructability and coordination comments.
- b. Identify cost/schedule risks, alternates, and long lead items.

##### **2. Cost Planning & Budget Validation**

- a. Prepare an independent DD cost estimate; reconcile with A/E estimate.
- b. Provide value-based options that maintain function and life cycle performance.

##### **3. Procurement Strategy & Bid Packaging**

- a. Recommend bid package breakdowns and scopes for multiple primes.
- b. Assist with pre-qualification criteria and outreach to local/regional contractors.
- c. Prepare frontend bid documents (in collaboration with Owner/A/E).
- d. Support advertising, bidder Q&A, and bid tabulations.

##### **4. Schedule Development**

- a. Develop a DD level master schedule with phasing and procurement milestones.
- b. Identify critical path activities; propose mitigation plans.

## **Phase 2: Construction Administration and Oversight (Agency Model)**

### **1. On-Site Representation & Meetings**

- a. Act as WCDOT's on site representative.
- b. Lead weekly construction meetings; publish agendas and minutes.

### **2. Document Control & Administration**

- a. Maintain logs for RFIs, submittals, change orders, daily reports, testing, and inspections.

### **3. Cost & Contract Management**

- a. Track budgets, commitments, and contingencies (Owner's).
- b. Review pay applications; recommend approval.
- c. Evaluate, negotiate, and document change orders.

### **4. Quality & Safety Oversight**

- a. Monitor quality against specs; coordinate testing/inspections.
- b. Review contractor safety plans; monitor site safety.

### **5. Closeout & Warranty**

- a. Manage punch lists; verify O&M manuals, as-builts, warranties.
- b. Provide training, support warranty period.

## **Expected Deliverables**

- DD Cost Estimate (reconciled with A/E)
- Constructability Review report (DD/CD)
- Bid Package Plan (final)
- Prequalification criteria and recommended roster
- Master Schedule (DD → Closeout)
- Bid tabulation and award recommendations
- Monthly progress and cost reports
- RFI, Submittal, and Change logs
- Closeout package (as-builts, O&M, warranties, training documentation)

## **Project Schedule (Tentative)**

- RFP Issued: June 10, 2026
- Questions Due: June 26, 2026, 12:00 PM
- Addenda Release: July 2, 2026, 12:00 PM
- Proposals Due: July 9, 2026, 12:00 PM
- Short list Notification: July 16, 2026
- Interviews: July 22-24, 2026
- Anticipated Selection: July 30, 2026
- CMA Start (DD Phase): August 12, 2026
- Bidding: December 1-18, 2026
- Construction Start: February 3, 2027
- Substantial Completion: June 15, 2028
- Closeout Complete: December 12, 2028

## **IV. INSURANCE REQUIREMENTS**

### **INSURANCE REQUIREMENTS:**

Contractor shall at all times maintain in force at Contractor's expense, each insurance noted below.

1. Commercial General Liability
  - a. \$1,000,000 per occurrence
  - b. \$2,000,000 general aggregate
2. Professional Liability/Errors & Omissions
  - a. \$1,000,000 per claim
  - b. \$2,000,000 aggregate
3. Workers Compensation
  - a. Illinois Workers' Compensation Act compliance
  - b. \$1,000,000 each accident
4. Automobile Liability
  - a. \$1,000,000 combined single limit
5. Cyber/Data Privacy Liability
  - a. \$500,000-\$1,000,000

### **PROOF OF CARRIAGE OF INSURANCE:**

1. The certificates provided by the CONTRACTOR at the time of bidding shall not be canceled or materially altered except after 30 days written notice to the COUNTY.
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.

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.

### **RISK OF LOSS:**

The Contractor shall assume all risks for loss or damages to materials whether stored on the site or elsewhere, or to tools or equipment owned or rented by the Contractor, and he shall maintain such insurance as he may deem necessary to protect himself against such loss or damage.

## **V. PRICING and COMPENSATION**

### **PRICES:**

Proposer should respond with a lump sum CMA fee plus hourly rate structure. The proposal should also include the following:

- Detailed staffing plan with estimated hours
- Rate sheets for all personnel
- Reimbursable expense schedule

- List of exclusions and assumptions

### **COMPENSATION:**

The Contractor shall bill Will County on a monthly basis. Bills should reflect itemized costs.

Will County will pay the awarded contractor in full for the services invoiced typically within thirty days after receipt of the invoice. In any case, payments shall be made in accordance with the Local Government Prompt Payment Act, 50 ILC 505/1 et seq.

### **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.

## **VI. NATURE of CONTRACT**

### **CONTRACT DURATION:**

The contract is to commence on August 12, 2026, and continue through December 12, 2028.

### **TERMINATION:**

Will County may, in its sole discretion, terminate this contract due to any unethical billing procedures and/or unprofessional and fraudulent practices, effective immediately.

Either party hereto may, at any time during the term hereof, terminate the contract, with or without cause, upon thirty (30) days written notice to the other party of such termination. At the end of said thirty (30) days notice period the contract shall be terminated.

Immediately upon the termination of the contract for any reason, all debts, obligations and liabilities theretofore accrued between the Contractor and Will County will be paid, performed and discharged.

### **NON-DISCRIMINATION:**

The Bidder 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 the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq.

### **DEFAULT:**

In case of default by the Contractor, the County of Will may procure the articles or services from other sources and may deduct from the unpaid balance due the Contractor any of its costs resulting from the default. The prices paid by the County of Will under such circumstances shall be the prevailing market price at the time such articles or services are procured.

### **TAX EXEMPTION:**

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

**ASSIGNMENT AND SUBLET OF CONTRACT:**

The contractor shall not sublet or assign this contract, or any portion thereof, without prior written consent of the county.

**HOLD HARMLESS CLAUSE:**

The contractor will save and hold harmless the County of Will, its officers, agents, and employees, from and against all causes of action, liabilities, claims, demands and damages of whatsoever kind or nature arising out of or connected with the performance of services by the respondent, whether such injury, death, loss or damage shall have been occasioned by the negligence of the respondent, or a sub-consultant of the respondent, or their employees, or otherwise. The contractor will defend at its own expense any actions based thereon and shall pay all charges of reasonable attorneys, all costs, damages and other expenses arising therefrom. All obligations arising from this clause shall survive termination of the agreement resulting from award of a contract derived from this Bid Request.

**SERVERABILITY:**

In case one or more of the provisions contained in this Contract shall be held to be illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision thereof and this Contract shall be construed as if such invalid, illegal or unenforceable provision had never been contained therein.

**COMPLIANCE WITH APPLICABLE LAW:**

In all aspects relative to the performance of their respective obligations, the respondent shall conduct their respective businesses in accordance with all applicable federal, state and local laws.

**CHOICE OF LAW:**

Responses to this Bid and any agreement connected herewith shall be governed by the laws of the State of Illinois, without regard to conflict of law provisions.

**VENUE:**

Venue for any cause of action related to this Bid and any agreement connected herewith shall be filed with the Twelfth Judicial Circuit, Will County, Illinois.

**FURTHER CONTRACT LANGUAGE:**

The selected CMA will enter into Will County's standard agreement based on:

- **AIA Document A132–2019** – *Standard Form of Agreement Between Owner and Construction Manager as Advisor (CMA)*, as modified by Will County.
- **AIA Document A232–2019** – *General Conditions of the Contract for Construction (CMA Edition)*, incorporated by reference and as modified by Will County.

All trade contract agreements (held by the owner) will incorporate AIA A232–2019 (as modified) as the governing General Conditions.

**ROLE & AUTHORITY (AGENCY MODEL):**

Under AIA A132/A232 and County modifications:

- The CMA acts solely as the Owner's agent and does not hold or guarantee trade contracts and does not self-perform construction work.
- The CMA provides advisory, management, coordination, document control, cost/schedule oversight, and quality/safety monitoring services.
- The Owner contracts directly with prime trade contractors. The CMA assists in procurement and administration but does not assume financial risk for construction.

### **ORDER OF PRECEDENCE:**

If conflict arises among documents, the following order applies:

1. County's Supplementary Conditions and Modifications to AIA A132/A232
2. AIA A132–2019 (as modified)
3. AIA A232–2019 (as modified)
4. Division 00/01 (frontend and general requirements)
5. Technical specifications and drawings

### **COUNTY MODIFICATIONS (SUMMARY):**

Will County will issue Supplementary Conditions amending AIA A132/A232 to address:

- Insurance (see Section 12)
- Indemnification (Owner standard language)
- FOIA/Public Records, records retention, and audit rights
- Illinois Prevailing Wage and certified payroll
- EEO/Nondiscrimination and debarment
- Ethics/Conflicts of Interest
- Change management (Owner contingency controls, documentation standards)
- Payment procedures (pay apps, lien waivers, verification)
- Safety & Site Controls (coordination with contractors and authorities)
- Close out expectations and deadlines

### **COORDINATION WITH ARCHITECT/ENGINEER:**

The CMA must coordinate with the Architect/Engineer consistent with AIA A232–2019 roles and processes (submittals, RFIs, clarifications, site observations, and certification procedures), as modified.

### **NO SELF-PERFORM/NO TRADE CONTRACT:**

The CMA shall not self-perform any construction work and shall not hold any trade contracts unless expressly authorized in writing by the Owner (rare; Agency model is the default).

### **TERMINATION & SUSPENSION:**

Termination and suspension rights will follow County's standard terms and AIA A132–2019 (as modified), including termination for convenience and for cause.

### **INDEMNIFICATION:**

There shall be a reciprocal obligation of indemnification. A Party who commits a negligent or intentionally wrongful act (the Indemnifying Party) has the obligation to shield the other innocent Party (Indemnified Party) for the legal results of the former's actions. The Indemnifying Party shall indemnify and hold harmless the Indemnified Party, and its officers, employees, and agents, to the fullest extent allowed by Illinois Law for any cause of action related to or arising from this Agreement, regardless of whether liability is premised on the action or inaction of Indemnifying Party. This indemnity shall include all costs, fees, damages, and monetary awards, including reasonable attorney's fees. Nothing herein shall be construed to limit the Indemnified Party's ability to select its own counsel or participate in its own defense. These indemnities shall survive the termination of this Agreement.

## **ILLINOIS FREEDOM OF INFORMATION ACT:**

### **Proposals and Submissions Subject to FOIA**

Any and all submissions to the County of Will ("the County") become the property of the County 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) 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 receives a request for a document submitted, the County shall provide notice to contractor as soon as practicable. Regardless, contractor is responsible for any costs or damages associated with defending contractor's request for exemptions. Furthermore, contractor warrants that County's responses to FOIA requests where the contractor fails to assert any applicable exemptions, will not violate the rights of any third party.

### **Awards Subject to FOIA**

Upon acceptance of a proposal, all related records maintained by, provided to, or required to be provided to the County during the contract duration are subject to FOIA. In the event the County receives a request for a document relating to contractor, its provision of services, or the arranging for the provision of services, the County 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, the contractor will be responsible for any costs or damages associated with defending the request for exempt treatment. Furthermore, contractor warrants that the County's responses to FOIA requests relating to a 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.

Upon request by the County (or any of its officers, agents, employees or officials), the contractor shall provide to the County at no cost and within the timeframes of FOIA a copy of any "public record" which it may have in its possession or control, as required by FOIA.

## VII. EXHIBITS:

### PRIME CONTRACTOR CERTIFICATION

The undersigned hereby certifies that \_\_\_\_\_

Name of Bidder/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.

\_\_\_\_\_  
Representative of Company

\_\_\_\_\_  
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 non-collusive 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.



# WILL COUNTY, ILLINOIS

## PURCHASING DEPARTMENT

### Bid Form

Will County DOT Admin CMA

#2026-77

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 the Will County Purchasing Department at [purchasing@willcounty.gov](mailto:purchasing@willcounty.gov)

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

#### Proposal Checklist:

- Cover Letter (authorized signatory; addenda acknowledgment)
- Executive Summary (project understanding; approach joining at DD)
- CMA Methodology (DD through warranty)
- Project Team (org chart; resumes for PM, Superintendent/Resident CM, Estimator, Scheduler, QA/QC, Safety)
- Relevant Experience (3–5 similar DOT/public works facilities; references)
- Schedule (DD start, procurement, construction, closeout)
- Fee Proposal (see Section 11)
- Insurance (certificates/limits per Section 12)
- Legal/Compliance (litigation/debarment disclosures)
- Attachments/Forms (see Section 14)
- 10% Bid Bond or Cashier's Check

DESCRIPTION	RATE
<b>CMA Lump Sum</b>	\$
<b>Hourly Rate Structure</b>	\$
<b>CMA Lump Sum written in words (in case of discrepancy, the written amount shall govern).</b>	
_____	

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_



# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## Reference Form

Will County DOT Admin CMA

#2026-77

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: \_\_\_\_\_

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# WILL COUNTY, ILLINOIS

PURCHASING DEPARTMENT

## Bid Form

Will County DOT Admin CMA

#2026-77

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 the Will County Purchasing Department at [purchasing@willcounty.gov](mailto:purchasing@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!**

**SEALED BID DOCUMENT**

Vendor Return Address:

**BID #:** 2026-77  
**DUE DATE:** 7/9/2026  
**DUE:** 12:00 P.M.  
**DESCRIPTION:** WCDOT ADMIN CMA

**DATED MATERIAL-DELIVER IMMEDIATELY  
WILL COUNTY PURCHASING DEPARTMENT  
302 N. CHICAGO ST., 2<sup>ND</sup> 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!**