

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

The State of Illinois, Capital Development Board (CDB) will receive sealed bids for:

CDB PROJECT #: 120-135-080
TITLE: VOCATIONAL ROOF REPLACEMENT
LOCATION: 1096 350TH STREET
USING AGENCY: LOGAN CORRECTIONAL CENTER
COUNTY: LINCOLN (LOGAN COUNTY), ILLINOIS

- A. PROJECT DESCRIPTION The Logan Correctional Center is a 69 building facility established in 1930.
- B. The scope of work provides for replacing approximately 14,000 square feet of EPDM on both the upper and lower roof of the Vocational Center building. The work includes insulation, coverboard and walkways. Rooftop units will be temporarily removed, new equipment curbs will be built and rooftop units will be reconnected in the same locations. The existing masonry parapet will be removed and rebuilt for a better flashing system. There will be some interior mold abatement due to some water damage in the classrooms. Some repairs to damaged gypsum/ ACT ceilings / walls and repainting shall be included as well.
- C. EXISTING CONDITIONS: See drawings for photos of the existing conditions. The existing roof is a ballasted EPDM membrane system that terminates vertically at a perimeter parapet wall constructed of masonry and stone parapet caps. The roof has a lower and upper portion. The lower portion of the roof is steel truss and metal decking. The upper portion is structural precast concrete decking.

Single Prime Delivery Method:

Either the Single Prime Bidder or a protected subcontractor must be listed for each trade provided on the Bid Form. Only one protected subcontractor may be listed for each trade. Failure to identify the name and bid proposal cost of each listed protected subcontractor on the provided Bid Form or providing more than one protected subcontractor for each trade will be a material deficiency (no time will be allowed after bid opening to remedy deficiency) and will result in the rejection of the bid. All protected subcontractors listed must be prequalified with CDB in accordance with CDB Standard Documents for Construction, Article 00 21 05.

<u>TRADE</u>	<u>COST RANGE</u>	<u>BID DATE/TIME</u>
GENERAL	under \$1,000,000.00	October 31, 2023, 11:00AM

SPECIAL BID INSTRUCTIONS:

Bids and bid modifications for this project will only be accepted via the CDB's e-Builder Bidding Program or via an alternative file transfer system (if experiencing a technical issue – see instructions below). No faxed bid modifications will be allowed. No In-Person submittals of bids will be allowed. Bids and bid modifications will not be allowed via mail.

TO SUBMIT BIDS VIA e-BUILDER:

- Click the URL on CDB's Bid Information webpage for the specific project for which you wish to submit a bid. A separate URL will be included with each bid opportunity.
- Log into the e-Builder Bid Portal. If you have not previously used the Bid Portal, you may create an account by clicking the "Create Account" button on the login page and entering the required information.
- For Step 1 Bid Form, vendors should enter bid amounts, including any alternates.
- For Step 2 Response Documents, which is the second tab in the middle of the screen, vendors should upload required documents as a PDF. These documents include the 00 41 00 - Bid Form,

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

00 41 01 – Subcontractor Requirements, 00 41 04 - PC-2 Form, 00 41 05 - MBE WBE PBE VBE Program Requirements, 00 41 06 - Bid Bond, 00 41 08 - Standard Terms and Conditions, and 00 41 09 - Certifications and Disclosures.

- For Step 3 Additional Information, the vendor must enter data about its organization, i.e. IPG Number, contact name.
- After clicking Submit, an email will be sent to the sender's email address to confirm receipt of the bidding documents.
- It is the vendor's responsibility to ensure that its bid and all required documentation are attached in the portal.
- For additional assistance related to the e-Builder system, email CDB@OnIndus.com. Questions submitted through the e-Builder module will not be reviewed or responded to.

In the event that the bidder experiences technical errors uploading and submitting its bid or bid modification into the system the bidder must submit a screenshot of the error it receives to CDB.CPO@illinois.gov prior to the bidding deadline. Once the error has been submitted, a vendor will be provided detailed instructions on submitting its bid or bid modification via an alternative file transfer system. CDB will evaluate the information provided in the email and, in consultation with the CPO's office, determine if the bid should be accepted or rejected.

BID MODIFICATIONS:

Modifications to bids submitted through the e-Builder portal shall be made in the portal at any time prior to the bidding deadline by logging into the e-Builder system, recalling the previously submitted bid, and submitting the revised bid amounts.

In the event that the bidder experiences technical errors when making a modification to its bid in the e-Builder portal, the bidder must submit a screenshot of the error to CDB.CPO@illinois.gov prior to the bidding deadline. Once the error has been submitted, a vendor will be provided detailed instructions on submitting its bid or bid modification via an alternative file transfer system. CDB will evaluate the information provided in the email and, in consultation with the CPO's office, determine if the bid should be accepted or rejected.

BID OPENING:

The public bid opening will be conducted on TUESDAY, October 31, 2023 at 2:00pm prevailing time via WebEx.

Contractors interested in attending the public bid opening may attend virtually by using the following meeting information:

When it's time, join your WebEx meeting here.

Meeting website: <https://illinois.webex.com/illinois/j.php?MTID=mda53c821e27a4131f5e7f729c961050a>

Meeting number (access code): 2633 586 6604

Meeting password: arJ37MC9xRc

Join by phone

+1-312-535-8110 United States Toll (Chicago)

+1-415-655-0002 US Toll

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

Meeting participants will not be able to ask questions either verbally or via the meeting's chat feature.

Minority, Women, Persons with Disabilities and Veteran Business Subcontractor/Supplier Participation is Applicable.

Obtain Plans From: Eastern Engineering
404 E. University Ave.
Champaign, IL. 61820
217.359.3261
www.easternengineering.com

Refundable Plan Deposit: \$150.00

Electronic Plans: Contact Eastern Engineering at 217.359.3261 or www.easternengineering.com

Pre-Bid Meeting: September 26, 2023 at 10:30am at the Logan County Correctional Center Admin Building.

INFORMATION TO BIDDERS:

- A. Prequalification. Bidders and protected subcontractors must be prequalified with CDB; allow 45 days for application processing. For an application and a copy of CDB's Standard Documents for Construction (applicable to this project), visit CDB's Website www.illinois.gov/cdb or phone 217/782-6152 (TDD 217/524-4449).
- B. MBE/WBE/PBE/VBE. MBE/WBE/PBE/VBE firms must be certified or registered with State of Illinois Commission on Equity and Inclusion as an MBE, WBE, PBE, or VBE prior to bidding.
- C. Prevailing Wage. Contractor shall not pay less than the prevailing rates of wages to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Prevailing Wage Act (820 ILCS 130/1-12).
- D. Registration with the Illinois Procurement Gateway (IPG). All new and renewing vendors that request either Architect/Engineer, Construction Manager/Program Manager, or Contractor prequalification must be an "Active (Accepted)" registrant in the IPG. Vendors not subject to prequalification renewal prior to time of bid may pre-register with the IPG and receive a vendor registration number. The IPG is a web based system that serves as the primary location for entering, organizing, and reviewing vendor information. The IPG allows prospective vendors to provide disclosures, registrations, and other documentation needed to do business with the State in advance of any particular procurement.
- E. Certifications and Disclosures. New vendors and vendors renewing prequalification must have an approved Illinois Procurement Gateway registration number and completed Form B. Vendors not subject to prequalification renewal prior to time of bid have the option to submit the Standard Certifications and Disclosure Form(s) (Form A) with bid at time of submittal. Failure to provide a completed Form A standard certifications and financial disclosure or Form B, be registered with the Illinois Procurement Gateway, will result in rejection of bid.
- F. Subcontractors. You are also required to submit disclosure forms and standard certifications for subcontractors not considered incidental to the performance of the contract with an annual value over \$100,000 within 20 days of execution of your contract with CDB or execution of the contract between you and your subcontractor, whichever is later. A valid IPG registration number can be provided in lieu of hard copies of the standard certifications and financial disclosure forms. (See D. above.) Subcontractors must receive an Authorization to Proceed prior to performance of any work.
- G. Supplement to SDC. Bidders are advised to review Article 01 11 01, Supplement to SDC, for any revisions to the Standard Documents for Construction.
- H. Progress Payments. Progress payments will normally be issued by the Illinois Comptroller within 30 business days after CDB receives and approves an Invoice-Voucher.
- I. For Single Prime Delivery Method Projects: Any reference in the Specifications and the Drawings for Multiple Prime Trades shall be considered as the Prime Bidding Trade.

BIDDING & CONTRACT REQUIREMENTS
00 11 13 – Advertisement for Bids

- J. Bid Protest. Bidder may submit a written protest to the Protest Review Office following the requirements of the Administrative Rules, 44 Ill. Adm. Code 8.2075. For protests related to specifications, the Protest Review Office must physically receive the protest no later than fourteen (14) days after solicitation or related addendum was posted to the Bulletin. For protest related to rejection of individual bids or awards, the protest must be received by close of business no later than fourteen (14) days after the protesting party knows or should have known of the facts giving rise to the protest. To reach the Protest Review Office:

Chief Procurement Office
Attn: Protest Review Office
401 South Spring Street
Suite 515 Stratton Office Building
Springfield, IL 62706

**In order to ensure timely recognition of your protest,
please email the protest to the Protest Review Office at:
EEC.LegalStaff@Illinois.gov and cc: CDB.CPO@Illinois.gov**

Facsimile: (217) 558-1399

CAPITAL DEVELOPMENT BOARD

Jim Underwood
Executive Director

Heather Oxley
Project Manager
(217) 524-0028
Heather.Oxley@illinois.gov

- K. Standard Documents for Construction. Unless otherwise instructed, reference throughout the contract documents to the Standard Documents for Construction shall be interpreted to include reference to the most recent Supplement to the applicable Standard Documents for Construction.