

## REQUEST FOR PROPOSAL

Project Name: Well 7 repairs  
Owner: Village of Antioch, Illinois  
Description: Well pump repair/replacement  
Submission Deadline: Sealed proposals must be received no later than 10:00 a.m. on Wednesday, February 14, 2024. Proposals should be hand-delivered to the following address. **Faxed or emailed proposals will not be accepted.** Proposals received after this time will not be considered.

**Village of Antioch**  
**Re: (Contractor name)**  
**Proposal for Well 7**  
**Attention: Village Clerk, Lori Romine**  
**874 Main Street**  
**Antioch, IL 60002**

Basis of Selection: The selection of a contractor may be based on a combination of factors including, but not limited to price, merits of the technical solutions being proposed, and past performance.

Village's Representative: Direct any questions to:  
  
Public Works  
Sherry Hoban  
Email: [shoban@antioch.il.gov](mailto:shoban@antioch.il.gov)  
Phone: 847-395-1881

Owner's Right: This Request for Proposal does not commit the Village to award a contract, to pay any costs incurred in the preparation of a proposal, or to contract for the goods and/or services offered. The Village reserves the right to accept or reject any or all proposals received as a result of this request, to waive irregularities in any proposals, to delete any one or more parts or sections, or to cancel this Request for Proposal if it is in the best interest of the Village of Antioch to do so.

Project Completion Deadline: June 1, 2024

Proper Performance Bond and Insurance shall be supplied at contract, acceptable to the Village.

**Contractor must comply with Prevailing Wage Act.**

## **Section 1.0 – Project Description and Scope of Work**

Village of Antioch has a Water system well pump that is in need of repairs and/or replacement. Well 7 was originally drilled in 1994 with a 16-inch casing to 125 feet and 17 feet of 16-inch diameter 60 slot stainless steel screen from 125 feet 142 feet. The pumping assembly consist of a 10” Byron Jackson type H, 3 phase 60 hertz 460 volt motor, designed at 700 gallons per minute at 240 total dynamic head, and a 6-stage type MQH bowl assembly. It is set on 90’ of 8” T&C column pipe. The well pump is a Byron Jackson Type H Mercury Seal motor and proper handling should be followed throughout the scope of the work.

The Village would like the proposal to include a phased break down of work along with options for work and equipment with pricing.

Phase I: Pump Removal & Inspection

New Equipment: Install and Test Pump

Add/Alternate Options: Equipment/work

## **Section 2.0 – General Specifications**

### **2.1 – Estimated Quantities**

For each phase description above a break down is identified in proposal sheet. These quantities are approximate only, primarily to help convey the anticipated scope of work to respondents and also aid the Owner in comparing proposals on a uniform basis. Respondents are to inspect project site and make their determination for preparing their proposals.

### **2.2 – Maintenance of Traffic**

The Contractor shall be responsible for adherence to all applicable sections of the IDOT Construction and Material Specifications and the Illinois Manual of Uniform Traffic Control Devices for Streets and Highways. The Contractor shall furnish all traffic control needed to maintain traffic, including lights, signs, tools, equipment, labor, and incidentals necessary for the proper completion of the project and will not be permitted to begin work until all appropriate traffic control devices are in place.

Operations shall be conducted in a manner that minimizes disruption to vehicular and pedestrian traffic. Roadways shall be kept open to the public at all times by providing a minimum of one lane of traffic while work is in progress.

Ingress/egress to/from driveway shall not be blocked without prior coordination with the affected property owners, residents and/or businesses. Ingress/egress shall be restored as soon as possible.

### **2.3 – Environmental Protections**

The Contractor shall comply with all federal, state and local laws and regulations controlling pollution of the environment. Avoid polluting streams, lakes, ponds and reservoirs with fuels, oils, chemicals, sediments or other harmful materials.

Furthermore, any spill of fuels, oils or chemicals shall be immediately reported to the Village (847-395-1000).

### **2.4 – Public Relations**

The Village regards constituent service as a priority. It is imperative that the Contractor share this philosophy and demonstrate proper attitude and decorum toward members of the general public, elected officials and Village employees.

### **2.5 – Utility Line Protections**

Prior to any excavation activity at any project location, the Contractor shall contact J.U.L.I.E. for location of utilities and coordinate with any utility owner that may be affected by the project.

### **2.6 – Schedule Limitations**

The Contractor's daily operation in the Village shall be limited to be between 7:00 a.m. to 7:00 p.m., Monday thru Saturday and between 9:00 a.m. to 6:00 p.m. Sundays.

### **2.7 – Project Completion Deadline**

The Contractor shall submit a schedule with start to completion and complete the project within that timeframe.

### **Section 3.0 – Proposal Process and Contract Management**

Prospective contractors should familiarize themselves with the features of each location. No pleas of ignorance of conditions that exist or that may hereafter exist, or of conditions or difficulties that may be encountered in the execution of the work as the result of failure to make such examination and investigation will be accepted as an excuse for any failure on the part of the successful Contractor to fulfill all the requirements of the contract, nor will the same be accepted as a basis for any claim whatsoever for extra compensation.

#### **3.1 – Instructions to Respondents**

The Contractor's cost of performing all aspects of the specifications herein, plus their proposed technical solution for each location, shall be incorporated into the proposal price for the project included in their proposal.

Sealed proposals must be received no later than 10:00 a.m., Wednesday, February 14, 2024 to be considered. Proposals are to be delivered by either mail or in person, to the Village Clerk, 874 Main Street, Antioch, IL 60002, in an opaque envelope with the words "Well 7 Repairs" clearly printed on the outside. Also include the name, address and contact person of the company providing the proposal, on the outside of the envelope.

All proposals received after the closing date and hour specified above will be returned unopened to the respondents.

Proposals by Corporations must be executed in the corporate name by the President or Vice President (or other corporate officer accompanied by evidence of authority to sign). The corporate address and state of corporation must be shown below the signature.

As a minimum, all proposals shall contain the following information.

1. The name and address of the firm; the name, telephone number, fax number, and email address of the individual responsible for the preparation of the proposal.
2. Completed IRS Form W-9.
3. Completed IRS Form W-9 (for any subcontractor).
4. Proof of insurance as described in Section 3.2.

#### **3.2 – Contractor Insurance Requirements**

The Contract will be required to meet the Village of Antioch insurance requirements. Unless otherwise specified the Contract shall be satisfactory to the Village of Antioch an additionally named insured in the following amounts with specific coverage which includes underground, explosion and collapse.

Property Damage	\$2,000,000 (each accident)
Bodily Injury	\$1,000,000 (each person)
	\$1,000,000 (each accident)
Workmen's Compensation Insurance	All Liability imposed by the Workmen's Compensation statute
Employer's Liability Insurance	\$ 100,000
Contractual Liability Insurance	\$ 500,000
Liability/Umbrella liability	\$1,000,000
Completed Operations Insurance	\$ 500,000
Owned, Hired and Non-Ownership Vehicle Bodily Injury and Property Damaged to the following aggregate limits	\$ 500,000
Pollution Liability	\$ 500,000

Village of Antioch is to be named additionally insured, Primary, non-contributory under the Description of Operation.

Before authorization to proceed by the Village, the Contractor shall furnish to the Village a certificate or certificates of insurance in the form satisfactory to the Village demonstrating compliance with this section. Upon request, the Contractor shall furnish the Village with a certified copy of each policy including the provisions establishing premiums.

As insurance is required to be maintained for the duration of the project, failure to maintain insurance shall constitute grounds for termination of the contract. The insurance carrier may not be changed unless the Village is notified in writing not less than ten (10) days prior to such change.

### 3.3 – Subcontractors

Any subcontractor that the Contractor wishes to use during the course of the contract shall be approved by the Village of Antioch in writing before said subcontractor will be approved to do any work. The Village shall be provided with a form W-9 for each subcontractor.

### 3.4 – Equipment

The respondents shall own, have rental or lease agreements for, or otherwise have readily available any and all equipment and tools necessary for proper execution of the work.

### 3.5 – Award of Contract and Authorization to Proceed

The Village of Antioch reserves the right to reject any or all proposals or to waive irregularities in any proposal, or to eliminate certain portions of the project scope, or to accept any proposal which may be deemed to be in the best interest of the Village. Thus, the contract may be awarded to the Contractor with the lowest and best proposal, as determined by the Village regardless of whether or not it is the lowest proposal.

If the contract is to be awarded, it will be awarded to the lowest respondent whose evaluation by the Village of Antioch indicates that the award will be in the best interest of the Village.

### 3.6 – Basis of Payment and Payment Process

The Contractor shall be paid in a lump sum following completion of the project, to the satisfaction of the Village. Following completion of the work, the Contractor shall submit their invoices to the Village of Antioch Public Works Department 874 Main Street, Antioch, IL 60002. Payment will be made following the Village Board meeting authorization of bills to be paid.

### 3.7 – Reporting, Investigating and Resolving Damage Claims

The Contractor and the Village are required to report, investigate and resolve damage claims made by members of the public as follows: When a citizen reports damage either verbally or in writing to the Contractor, the Contractor shall within 24 hours make and file a written report to the Village Administrator. In the event that the Village directly received a claim, the Village shall within 24 hours send the claim report to the Contractor.

### 3.8 – Owner’s Right

This Request for Proposals does not commit the Village to award a contract, to pay any costs incurred in the preparation of a proposal, or to contract for the goods and/or service offered. The Village, in its sole discretion, reserves the right to accept or reject any or all proposals received as a result of this request, to waive irregularities in any proposals, to delete any one or more parts or sections, or to cancel this Request for Proposals if it is in the best interest of the Village of Antioch to do so.

## **CONTRACT REQUIREMENTS**

The successful respondent will be required to enter into a contract with the Village of Antioch consistent with the terms of this Request of Proposal which should contain the following terms:

## **PREVAILING WAGE REQUIREMENTS**

- A. The contract shall be based upon payment by Contractor and his Subcontractor of wage rates not less than the prevailing hourly wage rate for each classification of worker engaged in the work as determined by the State of Illinois, Department of Labor, pursuant to 820 ILCS 130/0.01 et. seq.
- B. A copy of the wage determination shall be posted by the Contractor in a conspicuous place at the site of the work where it can be easily seen by the workers.

The Contractor shall maintain certified time sheets and submit proof of compliance with all applicable reporting to the online database (820 ILCS 130/5.1) and required payment of applicable wages to the Village with final invoice.

## **INDEMNIFICATION**

To the fullest extent permitted by law, Contractor shall indemnify, defend, save and hold the Village, its trustees, officers, employees, agents, attorneys and lenders (collectively the “Indemnitees”) harmless from and against all loss and expense (including, but not limited to, reasonable attorney’s fees and other costs and expenses) arising from, or flowing from the work performed by the Contractor pursuant to this Contract. This indemnity shall be construed as broadly as possible under the applicable law and shall include all claims and suits whether arising under common law or statute, whether for bodily injuries or

property damages, whether choate or inchoate, and shall be construed as a complete bar to any claim of the Contractor for indemnity or reimbursement by the Village under any legal theory whatsoever.

**SEXUAL HARASSMENT**

During the entire term of the contract, Contractor shall have in full force and effect a written Sexual Harassment Policy, which complies with the Illinois Human Rights Act (775- ILCS5/1-101 et.seq.) including at least the following: 1) a statement on the illegality of sexual harassment; 2) the definition of sexual harassment under Illinois Law; 3) a description of sexual harassment, utilizing examples; 4) an internal complaint process, including penalties; 5) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights (“Department”) and Illinois Human Rights Commission (“Commission”); 6) directions on how to contact the Department and the Commission; and 7) protection against retaliation as provided by Section 6 – 101 of the Act.

**SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS**

Before an employer commences work on a public works project as defined in 820 ILCS 130/2, the employer shall have in place a written program which meets or exceeds the program requirements in the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1, et. seq.), to be filed with the public body engaged in the construction of the public works and made available to the general public for the prevention of substance abuse among its employees. The program must comply in all respects with the Act, including, but not limited to prohibiting substance abuse (820 ILCS 265/10); the establishment of a prevention and testing program (820 ILCS 265/15); and barring access to the worksite for persons testing positive for prohibited substance use (820 ILCS 265/20).

**COMPLIANCE WITH LAWS AND REGULATIONS**

In connection with the performance of the work, the Contractor shall comply with all statutes, laws, regulations, and orders of Federal, State, County, or Municipal authorities which shall impose any obligation or duty upon the Contractor.

\_\_\_\_\_  
Geoff Guttschow, Acting Village of Antioch Administrator Date

Attest \_\_\_\_\_ Title \_\_\_\_\_

\_\_\_\_\_  
(Printed Name of Contractor)

\_\_\_\_\_  
Address Date

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title Date

**NON-COLLUSION CERTIFICATE**

The Undersigned Respondent is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 33E-4 of Chapter 38 of the Illinois Revised Statutes concerning proposal rigging, rotating, kickbacks, bribery and interference with public contracts.

\_\_\_\_\_  
(Printed Name of Contractor)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title Date

**ELIGIBLE CONTRACTOR AND SUBCONTRACTOR CERTIFICATE**

The Undersigned Respondent is not barred from bidding for this Contract as a result of a violation of either Section 33E-3 or Section 1-19-16 of The Village Code regarding ineligible contractors.

\_\_\_\_\_  
(Printed Name of Contractor)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip Code

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title Date



**STATE AND FEDERAL EQUAL OPPORTUNITY EMPLOYER CERTIFICATE**

The Undersigned Respondent agrees to comply with all State and Federal Equal Opportunity Employer laws.

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(Printed Name of Contractor)

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Address

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City

State

Zip Code

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Signature of Authorized Representative

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Title

Date

**SUBCONTRACTORS**

**VILLAGE OF ANTIOCH**

Provide the name, contact information, and value of work for each and every subcontractor which will be employed on this project.

**Subcontractor No. 1:** \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Value of Work Subcontracted: \_\_\_\_\_

Nature of Work Subcontracted: \_\_\_\_\_

**Subcontractor No. 2:** \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Value of Work Subcontracted: \_\_\_\_\_

Nature of Work Subcontracted: \_\_\_\_\_

# PROPOSAL SHEET

<b>Base Bid Description</b>	<b>Total Price</b>
Mobilize/Demobilize	\$ _____
Disconnect Electrical/Pull pumping assembly	\$ _____
Conduct downhole Televising Before and After Rehab and supply flash drive or DVD copy	\$ _____
Brush and Bail Casing/Screen	\$ _____
Material for installation – tape, banding, airlines, 16 x 18” o-rings	\$ _____
Install New Equipment with two airlines and chlorinate well	\$ _____
Set up and perform 2-hour test to waste/Demobilize	\$ _____
 <b>New equipment</b>	
Submersible pump 650 – 700 GPM @ 240 TDH	\$ _____
Hitachi 60 hp 460-volt motor	\$ _____
Flat cable #4/3 600-volt with ground 110’	\$ _____
Column Pipe check valves	EACH \$ _____
 <b>Add/Alternate Options</b>	
<b>Description</b>	<b>Total Price</b>
Airshock/Air burst well	\$ _____
Inject Acid & Chlorine Treatments – Surge -Pump off	\$ _____
Hitachi 60 hp 460-volt equivalent motor	\$ _____
New BLK SCH 40 - 8”x21’ T & C Column Pipe	\$ _____
Decommission 60HP Type H motor with Certificate	\$ _____
Sandblast and Epoxy Coat Column Pipe I/O NSF 61 approved 90FT	\$ _____

PRINTED NAME \_\_\_\_\_

SIGNED \_\_\_\_\_

TITLE \_\_\_\_\_

COMPANY \_\_\_\_\_

DATE \_\_\_\_\_

## CONTRACTOR PROPOSAL AGREEMENT

TO: Village of Antioch  
874 Main Street  
Antioch, IL. 60002

The undersigned respondent, in compliance with your advertisement for proposal for work as specified, and related documents prepared by or at the direction of the Village of Antioch, Owner, and being familiar with all conditions surrounding the work, including availability of labor and material, does hereby propose to furnish materials, labor, equipment and services and pay for same and shall perform all work required for the completion of the Project, in accordance with the Contract documents and at the price provided.

**The undersigned respondent understands that prevailing wages must be paid in connection with the work and agrees to maintain and provide to the Village upon its request, required documentation to support compliance with the Illinois Prevailing Wage Act, in accordance with the law.**

Respondent certifies this proposal to be for the project described in the Instruction to Respondent's document and to be in accordance with plans, specifications and Contract documents, including the invitation for proposal.

In no event shall any delays or extensions of time be construed as cause or justification for payment of extra compensation to the Contractor. Any claims for an increase of the Contract time shall be made in writing to the Village within seven (7) days of the cause.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Date: \_\_\_\_\_