

BID FORM
for
JOLIET JUNIOR COLLEGE, MFP PH1
Joliet, IL 60431
GILBANE JOB NO. 4764

BID RELEASE 25 – Bid Package 02N
Site Landscape Work
February 24, 2011

MANDATORY PRE-BID: **March 3, 2011**
TIME: **9:00 AM CST**
LOCATION: **Room T-1000**
 Joliet Junior College

Last date for Bidder's questions March 14, 2011 – 2:00 pm

SUBMIT 1 ORIGINAL
AND 2 COPIES

PROPOSAL DUE DATE: March 23, 2011
TIME: 9:00 AM
BID OPENING LOCATION: Joliet Junior College
 Building "J" - Room J-3016

Joliet Junior College, Illinois Community College District No. 525
Office of Business and Auxiliary Services
1215 Houbolt Road
Room H1018
Joliet, Illinois 60431-8938
Attn: Judy Mitchell, Director of Business and Auxiliary Services

FORWARD
PROPOSAL TO

FIRM NAME:

_____, the undersigned.

- A. Proposes to furnish all labor, materials, equipment, and services as required to satisfactorily complete all **Site Landscape Work** herein described as **Bid Package No. 02N** as required for the construction and completion of the Site Landscape in accordance with the Drawings and Specifications as prepared by Legat Architects and their Consultants, the Contract Documents, Project Manual Volumes 1, and 2 dated February 24, 2011, this Bid Form, and all documents incorporated by reference. It is expressly understood by the Bidder that each of the enumerated documents as set forth in this paragraph are incorporated by reference as part of the Bid Proposal.

- B. All work required by the foregoing documents will be accomplished for the Lump Sum Bid Price of

_____) (\$ _____)
(Show amount in both words and figures, in case of discrepancy the lesser amount shown will govern)

The Lump Sum Bid Price above EXCLUDES all applicable sales, consumer, use and other similar taxes for the project on the equipment and materials to be incorporated into the work (project is tax-exempt); INCLUDES all insurance premiums required to meet Schedule "A" - Insurance Specifications; and INCLUDES all premiums for Performance and Labor & Material Payment Bonds in the sum of one hundred ten percent of the Contract price.

- C. Bidder agrees that upon award of the contract by Joliet Junior College if written notice of the acceptance of this bid is mailed or delivered to the undersigned within sixty (60) days after the Proposal Due Date, or any time thereafter before it is withdrawn, the undersigned shall meet with representatives of Joliet Junior College and Gilbane Building Company at Joliet Junior College's office or at a mutually agreed upon location to execute the contract which is included as an Exhibit within this Project Manual.

The Trade Contractor's contract will be held by and made with Joliet Junior College; Gilbane Building Company will be acting on the behalf of Joliet Junior College as their Construction Manager (agent). A Performance Bond and Labor & Material Payment Bond will be delivered to the Construction Manager at the time of execution of the Contract on the form contained within the Project Manual identifying Joliet Junior College and Gilbane Building Company as dual obligees. Failure to execute said contract within ten (10) days after receipt of written Notice to Proceed may be considered a default under the obligation of the bid bond. Insurance certificates shall be provided before starting on-site activities if such activities occur before the Contract is signed.

By submitting its bid, the Bidder hereby agrees that the Owner may, in its sole discretion, decide which combination of base bid plus alternates, (if any) would provide the Owner with the most efficient expenditure of the Owner's funds with respect to any particular Bidder. Owner's selection and determination of which combinations of base bid plus alternates (if any) would provide the most efficient expenditure of the Owner's funds shall form the basis of awarding the contract. By submitting its bid, Bidder further agrees that the sum total of the base bid plus alternates (if any) as so determined by the Owner separately for each Bidder shall be deemed to be such Bidder's bid for purposes of determining the lowest responsible Bidder for such portion of the work or for such bid package. Such determination by the Owner shall not be subject to challenge by the Bidder.

- D. The above price includes all stipulations and requirements of Supplement Numbers: _____, which have been received and accepted by the undersigned.

- E. MILESTONE SCHEDULE DATES

See the Draft Milestone/Sequencing Schedule for reference. Dates and durations given are for reference only and are subject to change. Each awarded Trade Contractor, within 30 calendar days of being notified of their award, shall provide a CPM schedule (utilizing Primavera Project Planner or SureTrack software) to the Construction Manager defining scope of work items, items requiring fabrication, etc.; each with their respective anticipated start dates, end dates and durations. Trade Contractor is to identify any areas of potential conflict which may impact the Draft Milestone/Sequencing Schedule durations and/or milestones and/or prevent the Trade Contractor in meeting the expected start and finish dates identified in the Draft Milestone/Sequencing Schedule. All work is to be completed in accordance with the Draft Milestone/Sequencing Schedule Dates as follows:

Bid Release 25 - Milestone Schedule Dates (Estimated)

	Start	Finish
Bid Proposals Due	-	3/23/11
Anticipated Dates for Bid Scope Review	-	3/24/11
Anticipated Date of Contract Award – Notification	-	4/6/11
Anticipated Contract Issuance (Insurance, Bond, PLA etc.)	4/6/11	4/27/11(or sooner)
Anticipated Preconstruction Meeting	4/28/11(or sooner)	-
Anticipated Mobilization - Grading Site Fencing	5/2/11(or sooner)	-
Submittals/Review/Procurement (may vary)	4/27/11(or sooner)	6/3/11
Landscaping work – Area “Summer 2011”	5/2/11	6/30/11
Landscaping work – Area “Fall 2011”	8/14/11	9/30/11
Landscaping work – Area “Spring 2012”	4/15/12	6/30/12
Landscaping work – Area “Fall 2012”	8/14/12	9/30/12
Landscaping work – All other areas not specifically identified on the Site logistics plan (within planting season period of the duration)	5/2/11	9/30/12
Substantial Completion/Punch List – Phased per listed area	6/30/11	10/15/12
Owner Move In – Phased for each listed area	7/1/11	11/1/12
Closeout	9/30/12	11/30/12

F. TRADE-SUBCONTRACTORS

The following trade subcontractors are proposed for the item of work listed. Trade Subcontractors are subject to review per the General Conditions. List only firms that will supply labor at the site.

ITEM OF WORK	TRADE SUBCONTRACTORS

G. NOT USED

H. UNIT PRICES

Unit Prices shall be used, where applicable, to make adjustments to the cost of the Work due to changes. ALL Unit Prices submitted shall be complete in-place prices and include all costs for

overhead, profit, bond costs, labor, materials, equipment, engineering, shop drawings and any other incidentals related to the completion of the Work, and shall remain firm for the period of the contract. Deductive unit prices will be calculated at no less than 85% of the additive unit price.

Unit Prices (furnished and installed unless noted otherwise): <u>Description</u>	<u>Cost</u>
Imported Topsoil	\$ /CY
Topsoil Amendments	\$ /CY
Erosion Control Silt Fence – Minimum 100lf	\$ /LF
Protective Fencing – Minimum 100 lf	\$ /LF
Landscape Edging – Minimum 10 lf	\$ /LF
Imported Planting Soil Mix	\$ /CY

Note: Successful bidder must provide complete cost breakdown of each specified type of material as listed on the drawing sheets.

I. ALTERNATE PRICES

An Alternate Price shall include all costs associated with the changes, omissions, additions or other adjustments to the Work of this Bid Package (Contract), which are described in the Alternate, or are reasonably inferable there from. Claims for extras resulting from changes caused by the acceptance or rejection of any Alternate will not be allowed. Alternate prices shall also include all costs of overhead, profit and bond costs associated with the work of the Alternate, whether additive or deductive.

The Drawings, Specifications and other Contract Documents shall be considered appropriately modified by either the acceptance or rejection of the various Alternates. The Owner and the Construction Manager expressly reserve the right to accept or reject any, or all, Alternate Prices, and in any sequence.

If any combination of alternates is accepted, the classrooms identified must be completed within the time periods provided.

Alternates:

None

J. COST ALLOWANCES

The Bidder includes the following Cost Allowances in the total Lump Sum Amount of the Base Bid for this Bid Package. See General Conditions for definition of Allowances.

The Trade Contractor must include the cost of the allowances in the Base Bid. The Base Bid cost of this package should include the appropriate mark-up on the allowances. All work completed under the allowance will be paid at cost since the mark-up is incorporated in the base bid. Trade Contractors are not entitled to any unspent balance.

Cost Allowances:

<p>General Cleanup Allowance: Notwithstanding the Trade Contractor's obligation for his own cleanup under the general conditions, include in the base bid a sum of \$75.00 for every 80 man-hours (or fraction thereof) actually expended on-site regardless of trade or labor classification. This cost will be used for cleanup of unidentifiable trash and debris as directed by the Construction Manager, and will be deducted from the Contract Sum periodically to pay for cleanup services. Trade Contractors are not entitled to any unspent balance. Costs for this scope of work item are over and above costs for cleanup required by the general conditions. This requirement does not eliminate this Trade Contractors responsibility for the daily clean up of his/her work efforts. The formula for this fee is as follows: Total Man hours/80 x \$75.00 = \$ CLEANUP FEE</p> <p>Bidder to fill in: _____ man-hours</p>	<p>\$ _____ (Bidder to Fill In)</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Campus Center Area</p>	<p>\$15,000</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Automotive Services Area</p>	<p>\$10,000</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Natural Sciences Area</p>	<p>\$10,000</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Health Professions Area</p>	<p>\$15,000</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Facility Services Area</p>	<p>\$5,000</p>
<p>CM Miscellaneous Allowance for Miscellaneous Requirements at the Remaining Sitework Area</p>	<p>\$25,000</p>

K. COST AND QUANTITY BREAKDOWN

In order to properly evaluate the Proposal, provide the following information. The Scope of Work to be awarded will not be influenced by the cost and quantity information requested here. Do NOT include the cost of any alternates in base bid or in the following information. Cost and quantity breakdown shall include all related work to the subject category.

1. Cost Breakdown

Area	Item	Cost
<p>Campus Center Per Drawings: L2.01, L2.02, L2.03, and L2.04</p>	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$

	Grasses – All Types	\$
	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 15,000
	Campus Center Total	\$
Automotive Services Per Drawings: L6.01 and L6.02	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$
	Grasses – All Types	\$
	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 10,000
	Automotive Services Total	\$
Natural Sciences Per Drawings: L6.01	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$
	Grasses – All Types	\$
	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 10,000

	Natural Sciences Total	\$
Health Professions Building Per Drawings: L4.01	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$
	Grasses – All Types	\$
	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 15,000
	Health Professions Building Total	\$
Facility Services Building: Per Drawings: L7.01 and L7.02	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$
	Grasses – All Types	\$
	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 5,000
	Facility Services Building Total	\$
Remaining Site Areas Per Drawings: L2.05, L3.01, L3.02, L3.03, L5.01, L8.01, L8.02, L8.03, L8.04	Trees – All Types	\$
	Flowering Trees – All Types	\$
	Shrubs – All Types	\$
	Annuals/Perennials – All Types	\$
	Evergreen Shrubs – All Types	\$
	Grasses – All Types	\$

	Shrub Areas – All Types	\$
	Grass Areas – All Types	\$
	Groundcover/Perennials – All Types	\$
	Mulch – All Types	\$
	Steel Edging All -Types	\$
	Allowance	\$ 25,000
	Remaining Site Areas Total	\$
General Conditions		\$
Clean-up of Own Debris		\$
\$75/80MH of Clean-Up Allowance		\$
Total Bond Cost		\$
Mobilization (Summer 2011 Work)		\$
Mobilization (Spring 2012 Work)		\$
Mobilization (Fall 2012 Work)		\$
Shop Drawings and Submittals		\$
Miscellaneous Not Included Above		\$
Total Bid (Total of All Items Above Including the Allowances)		\$
Estimated Total of On-Site Manhours (required)		(Man-Hours)

1. Quantity Breakdown

Item	Quantity	Material Cost	Install Cost	Total Cost
Grasses – All Types	SF	\$	\$	\$
Trees – All Types	EA	\$	\$	\$
Evergreen Trees – All Types	EA	\$	\$	\$
Flowering Trees – All Types	EA	\$	\$	\$
Shrubs – All Types	EA	\$	\$	\$
Annuals/Perennials – All Types	EA	\$	\$	\$
Evergreen Shrubs – All Types	EA	\$	\$	\$
Stone Mulch – All Types	SF	\$	\$	\$
Steel Edging – All Types	LF	\$	\$	\$
Crushed Screens – All Types	SF	\$	\$	\$
Stone Masonry Units	SF	\$	\$	\$
Stone Outcropping Retaining Wall	LF	\$	\$	\$

Miscellaneous not included above (define)		\$	\$	\$
			TOTAL	\$

L. SCOPE OF WORK

1. Description of Work Included:

Except for those items (if any) specifically noted in the section below entitled "Work Excluded From This Bid Package", the work of this Bid Package shall INCLUDE, but is not necessarily limited to, all of the following:

- a. All items of work required by, and/or specified in, those sections of the Specifications which are listed herein under Section M SPECIFICATIONS – Specific Sections.
- b. All items of work related to the "Scope of Work", which are indicated in the Specifications which are listed herein under Section M SPECIFICATIONS – Related Sections.
- c. All items of work related to the "Scope of Work", which are shown on the Drawings listed herein under Section N CONTRACT DRAWINGS.
- d. The following "Specific Items to be Included" are related to those required by the above referenced documents and are to be provided under, and hereby form a part of, the Scope of Work of this Bid Package (Contract). Should any conflict exist between this written Scope of Work and any scope items implied by the above referenced documents, this Scope of Work shall govern.

SPECIFIC ITEMS TO BE INCLUDED

Perform complete "**Site Landscape Work**" and related work as required by and in accordance with the Conditions of Contract, Drawings, Specifications, and elaborations below. The Work shall include all labor, materials, equipment, and related items necessary to complete all of the work defined in the following specification sections, except for those noted exclusions or clarifications listed below.

In general, the following clarifies the scope of work to be included. It is intended for clarification and convenience only and is not intended to limit any portion of the scope of this bid package.

1. This Trade Contractor shall provide all labor, material and equipment required for the complete installation of all landscaping work, including but not limited to amended topsoil, planting mix, and all types specified for: mulching, edging, seeding, shrubs, plantings, trees, etc. as identified in the Contract Documents.
2. This Trade Contractor shall provide all labor, materials and equipment to complete the installation of the stone sign, including but not limited to concrete footing, foundation, stone, and all excavation and backfill. The lettering for the sign will be by others.
3. All stone required to complete the pond including but not limited to free draining stone, shoreline edge stone, stone outcropping wall, etc. shall be furnished and installed by this Trade Contractor.
4. This Trade Contractor shall furnish and install the pond aerator. Power to the control panel, and connection to the control panel shall be by others.

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5. Offsite disposal of all spoils and excavated material is required by this trade contractor. This includes providing the necessary sample testing of soil for approval to haul off for typical landfill disposal.
 6. Provide required silt fencing and inlet protection, Include maintenance (repair and replacement) of the silt fence for the duration of the project. Remove silt fence and repair area at the completion of the project. Silt fence shall be installed per documents details and requirements.
 7. Comply with all erosion control measures defined in the contract documents. The Contractor is required to comply with all testing requirements according to the contract documents. This trade contractor is required to provide qualified personnel who shall inspect the following
 - a. Disturbed areas of the construction site which have not been stabilized with impervious materials or vegetative ground cover.
 - b. Structural Control Measures (ie. Silt Fencing, Grate Fabric, etc).
 - c. Off-site roads and on-site pavements which the contractors vehicles and or equipment operate.
 - d. Such Inspections shall be conducted at least once every (7) calendar days and within 24 hours of the end of a storm event that has 0.5 inches or more of precipitation.
 - e. All inspections shall be in conformance with the storm water pollution prevention plan inspection requirements.
 8. All streets, sidewalks, parking and other paved surfaces shall remain free of debris, mud, etc. caused by this Trade Contractor's operations. All surfaces shall be cleaned and swept by this Trade Contractor by no later than the end of the working day.
 9. Provide all required maintenance of plantings including but not limited to watering, mowing and weeding as required per the construction documents.
 10. All removal of existing turf as as required to complete the landscape work shall be the responsibility of this Trade Contractor.
 11. This Trade Contractor is to provide and install amended top soil and planting mix as required within the contract documents.
 12. Due to the phased nature of this work, this trade contractor shall provide multiple mobilizations as required to meet the milestone dates and maintaining ongoing college operations.
 13. Cautiously work around all existing utilities that are remaining or located within the extents of the work area. This Trade Contractor will be responsible for maintaining and protecting these utility lines during construction.
 14. Caution should be taken with all operations next to and/or over areas that are complete and/or immediately adjacent to existing entrances. Consult with the CM before starting operations in/at/or near such areas.
 15. As may be related to the work of this bid package, this project intersects with an existing building. This Trade Contractor is responsible to field verify all existing conditions prior to commencing work and shall make whatever modifications necessary to facilitate the installation of new work. Trade Contractor shall immediately notify the Construction Manager in writing of his findings, especially upon finding unsatisfactory conditions that may affect his work and the quality of the work of others. Any rework due to improper or lack of field verification will be at this Trade Contractor's own expense.

GENERAL PROVISIONS

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1. The word Trade Contractor and the word Subcontractor are used interchangeably in the documents. Therefore where the words Trade Contractor or Subcontractor are used in the document, it shall mean a Contractor having a contract with the Owner unless it is apparent by the content of the usage that the Subcontractor reference is assumed to be a Subcontractor to a Contractor having a contract with the Owner.
 2. This trade contractor shall protect all adjacent areas of work. Remove protection after completion of work of this bid package and repair all damaged areas as necessary and required.
 3. This Trade Contractor shall make arrangements with the Construction Manager for any storage provisions prior to mobilization. Outside storage must be coordinated with Gilbane. All areas disturbed by the action of the Trade Contractor shall be returned to their original condition at no additional expense to the owner.
 4. Electronic Data and Documentation Submittal (e-Doc): Trade Contractors shall provide construction documentation in electronic documentation to support the Owner's computerized asset, maintenance, or space management systems for: Equipment tagging, Updated as-built drawings, Submittal of Construction Documents, Asset Data, etc. Updated monthly and all submittals shall be completed prior to substantial completion. Refer to Manual 1 for more information on e-Doc.
 5. Should the Plans or Specifications disagree in themselves or with each other, the Trade Contractor shall provide the better quality or greater quantity of work and/or materials unless otherwise directed by written addendum to the contract.
 6. Each Trade Contractor is required to provide and maintain covers and/or protection for any openings / penetrations / open excavation, etc. resulting from their scope of work until permanent installation is complete.
 7. This bid package construction/demolition work is phased and will require multiple mobilizations to be included in the base bid as appropriate to accommodate various areas of construction required to complete the work.
 8. This Trade Contractor is cautioned that its work will control the schedule of some of the work of other Trade Contractors. The schedule for this package is not an independent activity that can be completed early without concurrence from other effected Trade Contractors. This provision shall be considered as a part of the cost of this Bid Package.
 9. This Trade Contractor shall be responsible to maintain an accurate record of deviation and changes in the work and reasons thereof. The Construction Manager and Architect may elect to review the status of these documents on a monthly basis. Failure on the part of the Trade Contractor to maintain the As-Built Documents will be cause to reject the Trade Contractor's monthly payment request in part or in total until the condition is corrected and the record documents are updated to reflect site conditions.
 10. Where the General Requirements or the Technical Specifications indicate that the Trade Contractor will be "directed by" or "as indicated or designated by" the Architect all such directions, indications and/or designations etc., shall be through the Construction Manager. All work performed by a Trade Contractor as directed by or as indicated or designated by the Owner, its consultants or the Architect which has not been communicated to the Trade Contractor through the Construction Manager shall not be an added cost to the Trade Contractor's contract with Gilbane and may be subject to rework at the expense of the offending Trade Contractor or Trade Contractors.
 11. All debris and materials demolished by this Trade Contractor shall be removed from the project site daily. Stockpiling of debris on the site will not be permitted.

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12. For this project, Gilbane has adopted a policy to reduce the amount of construction waste being sent to landfills by 75%. To that end, each Trades Contractor will be required to provide documentation indicating that at least 75% of their contracted construction work waste shipped from this project has been recycled. This trade contractor will be required to comply with Gilbane's construction waste management plan which is included in the front ends. Gilbane will be monitoring the progress of the successful bidder and may recommend to the Owner to terminate his/her contract for non-performance. The following documentation will be required on a monthly basis in order to determine compliance with the waste recycling policy:
 - a. Monthly yardage reports of all waste shipped from the project site.
 - b. Monthly recycling rates for the facility in which the waste is being shipped to for processing.Please refer to the "WASTE MANAGEMENT PLAN" and project LEED Requirements for further instructions.
 13. Three (3) Site Benchmarks will be provided by the owner. Each Trade Contractor is responsible for their own layout utilizing these benchmarks only.
 14. Use of any Elevator(s) in the existing building by any Trade Contractor is prohibited.
 15. Provide a "long lead" item listing for the following, but not limited to: equipment and materials, which are required for early order to meet the project schedule. Provide this as a separate document on company letterhead and include within two weeks of receiving the contract from Gilbane.
 16. There will be limited storage and field office areas available on site. These areas may be available for short periods of time and office/storage locations will need to be relocated to accommodate construction activities.
 17. Securely cover and tie down all materials nightly or when high winds are forecast to prevent damage and wind-blown debris.
 18. Coordinate with the Construction Manager the delivery, storage, crane's pick points, and laydown areas for the material consistent with the Site Utilization Plans. All erection shall be from outside the building. No erection equipment such as cranes, derricks, etc. will be permitted within the building lines. Any access, erection, cribbing, pads, mats, ramps, etc. required for cranes, hoists, etc. shall be provided, maintained and removed by this Trade Contractor. This requirement will include all mats which may be required for equipment movement on-site under wet conditions or foul weather.
 19. This Trade Contractor shall submit complete shop drawings for the Construction Manager and Architect's review prior to commencing work.
 20. The campus is an extremely busy site. Traffic patterns can be very congested at times and parking lots can fill up quickly. Extreme caution should be used at all times when entering and exiting the site.
 21. Each Trade Contractor shall coordinate their work with the works of other trades and with the Construction Manager.
 22. The Owner has employed a testing agency for this project. This Trade Contractor shall conform to all testing requirements as identified within the Contract Documents. The Trade Contractor shall provide 48 hour notice to the Construction Manager prior to date testing agency needs to be on site to perform tests.
 23. In addition to the requirements for safety defined in the Conditions of Contract and the Construction Manager's Safety Plan, the Trade Contractor shall submit within two weeks of Notice to Proceed a detailed safety plan defining its intentions and procedures to be used on the project to comply with all

requirements of OSHA and Project Safety Program, including work rules, fall protection, hoisting procedures, protection of other trades and finished materials, etc.

24. This Trade Contractor must include all costs necessary to address the requirements of the Safety and Project Quality Plan included in the Project Manual.
25. This Trade Contractor is required to fill out a Gilbane daily report and turn in to Gilbane on a daily basis.
26. Each Trade Contractor shall submit a CPM schedule utilizing Primavera Project Planner or SureTrack software within 30 days after notice to proceed. This schedule shall include all construction activities of the Trade Contractor and shall abide by all the requirements indicated in the bid documents pertaining to Critical Path Method Scheduling. Monthly updates of the schedule are required to be submitted along with the monthly Application for Payment.
27. The Trade Contractor shall be required to enter the RFI's, Daily Work Reports and Submittals using i-Build (requires Internet Explorer 7 or higher and active X. no other software is required). The Project Manager and Superintendent will be required to attend a two (2) hour Computer training by Gilbane which will teach them how to use this program. Refer to Manual 1 for more information on i-Build.

The above listed items are not intended to be an all-inclusive listing of the specified Contract Scope of Work, but are merely to highlight major items of work.

SPECIFIC ITEMS TO BE EXCLUDED

The following specific item(s) of work contained in the above referenced documents are EXCLUDED from the work of this Bid Package (Contract):

None

M. SPECIFICATIONS

The following Specifications, together with the Drawings and other related items of work as described herein, further define the Scope of Work of the Bid Package (Contract).

Specific Specification Sections

<u>SPEC SECT #</u>	<u>TITLE</u>	<u>DATE</u>
<u>DIVISION 01</u>	<u>GENERAL REQUIREMENTS:</u>	
01 00 10	LEED COMPLIANCE	2/24/11
	ATTACHMENT: LEED TRACKING SPREADSHEET EXAMPLE	
01 10 00	SUMMARY	2/24/11
01 22 00	UNIT PRICES	2/24/11
01 30 00	ADMINISTRATIVE REQUIREMENTS	2/24/11
01 35 14.01	LEED-NC 2009 CREDIT SUMMARY	2/24/11
01 35 15	LEED CERTIFICATION PROCEDURES	2/24/11
01 35 16	LEED SUBMITTAL FORMS	2/24/11
	ATTACHMENT A: LEED NC VERSION 2009 REPORTING FORM FOR CREDITS MR4 AND MR5	
01 40 00	QUALITY REQUIREMENTS	2/24/11
01 50 00	TEMPORARY FACILITIES AND CONTROLS	2/24/11
01 57 13	TEMPORARY EROSION AND SEDIMENT CONTROL	2/24/11
01 60 00	PRODUCT REQUIREMENTS	2/24/11
01 70 00	EXECUTION AND CLOSEOUT REQUIREMENTS	2/24/11

01 74 19	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL	2/24/11
01 78 00	CLOSEOUT SUBMITTALS	2/24/11
<u>DIVISION 03</u>	<u>CONCRETE</u>	
03 30 00	CAST IN PLACE CONCRETE	2/24/11
<u>DIVISION 04</u>	<u>MASONRY</u>	
04 43 01	STONE MASONRY WALL	2/24/11
<u>DIVISION 31</u>	<u>EARTHWORK</u>	
31 23 16	EXCAVATION	2/24/11
<u>DIVISION 32</u>	<u>SITEWORK</u>	
32 92 00	TURF AND GRASSES	2/24/11
32 93 00	PLANTS	2/24/11

N. CONTRACT DRAWINGS

Drawing #	Title	Date
	<u>GENERAL DRAWING LIST</u>	
G-001	Title Sheet	2/24/11
	<u>LANDSCAPE DRAWING LIST</u>	
L-1.01	Overall Site Index Sheet	2/24/11
L-2.01	Campus Center – North Half	2/24/11
L2.02	Campus Center – South Half	2/24/11
L2.03	Campus Center – West Side	2/24/11
L2.04	Campus Center – Loading Dock	2/24/11
L2.05	Campus Center – Drop Off Island	2/24/11
L3.01	Bell Tower	2/24/11
L3.02	Greenway	2/24/11
L3.03	Pond Area	2/24/11
L4.01	HPC Building	2/24/11
L5.01	T Building	2/24/11
L6.01	Automotive Service and Natural Science Buildings	2/24/11
L6.02	Courtyard	2/24/11
L7.01	Facility Building	2/24/11
L7.02	Facility Building – Open Area	2/24/11
L8.01	North Parking Islands	2/24/11
L8.02	South Parking Islands	2/24/11
L8.03	North Gateway	2/24/11
L8.04	Detention Area – North	2/24/11
L8.05	Detention Area – South	2/24/11
L9.01	Details	2/24/11
L9.02	Details	2/24/11
	<u>ARCHITECTURAL DRAWING LIST</u>	2/24/11
A-100	Stone Wall Details	2/24/11

O. SIGNATURE

By executing this Bid Proposal, the undersigned represents that he is duly authorized on behalf of his/her company to submit this Proposal Form, agrees to the terms and conditions contained in the General Instructions to Bidders, and if awarded the contract, will perform in accordance with the terms and conditions of this Proposal Form and the documents which have been incorporated by reference herein. The undersigned represents that these Proposals are made in good faith, without fraud, collusion, or connection of any kind with any other bidder of the same work, that he is completing in his own interest and in his own behalf, without connection of obligation to any undisclosed person, that no other person has any interest in regard to all conditions pertaining to the Work and in regard to the place where it is to be done, has made his own examination and estimates and from them makes this Proposal.

Bidder: _____
(LEGAL SIGNATURE)

(TYPE/PRINT NAME)

Firm: _____

Address: _____

City, State, Zip: _____

Business Phone No.: () _____

Business Fax No.: () _____

Email Address: _____

This bidder is a (an): _____
Individual, Partnership, Corporation

The full names, address and telephone numbers of all persons interested in the Proposal, as principals are as follows:

NOTE: This Proposal must bear the written signature of the Bidder.

- a. If the Bidder is an Individual doing business under a name other than his own name, the Proposal must so state, giving the address of the Individual.
- b. If the Bidder is a Partnership, the Proposal must so state, setting forth the names and addresses of all Partners, and must be signed by a Partner so designated as such.
- c. If the Bidder is a Corporation, the Proposal must be signed by a duly authorized officer or agent of the Corporation.

Bid Security Enclosed: 10% of base bid total (In Favor of Joliet Junior College).

Bid Bond _____ Cashier's Check _____ Certified Check _____

CERTIFICATE OF BIDDER ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors bidding for public agencies in the State of Illinois certify that they are not barred from bidding on public contracts for bid rigging or bid rotation.

The following certification must be signed and submitted with bidder's bid proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE BIDDER.

_____, as part of its bid for _____

certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

Firm Name: _____

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

[Contractors With 25 or More Employees]

**CERTIFICATE OF COMPLIANCE WITH
ILLINOIS DRUG-FREE WORKPLACE ACT**

_____, having 25 or more employees, does hereby certify pursuant to Section 3 of the *Illinois Drug-Free Workplace Act* (30 ILCS 580/3) that [he, she, it] shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the *Illinois Drug-Free Workplace Act* and, further certifies, that [he, she, it] is not ineligible for award of this contract by reason of debarment for a violation of the *Illinois Drug-Free Workplace Act*.

By Authorized Agent

Date

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

NON-COLLUSION AFFIDAVIT

AFFIDAVIT: “I (we) hereby certify and affirm that my (our) proposal was prepared independently for this project and that it contains no fees or amounts other than for legitimate execution of this work as specified and that it includes no understanding or agreements in restraint of trade.”

Name of Bidder: _____
Date: _____

(If an individual)
Signature of Bidder: _____

Business Address: _____

(Seal)

(If a Partnership)
Firm Name: _____

Business Address of all partners of the Firm:

(Seal)

(If a Corporation)
Name of Officers:
President: _____
Secretary: _____
Treasurer: _____
Attest: _____
Secretary

(Seal)

EXECUTE AND ATTACH TO PROPOSAL FORM

**CERTIFICATE REGARDING
SEXUAL HARASSMENT POLICY**

_____ [contractor], does hereby certify pursuant to Section 2-105 of the *Illinois Human Rights Act* (775 ILCS 5/2-105) that [he, she, it] has a written sexual harassment policy that includes, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment utilizing examples; (iv) an internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and Human Rights Commission; and (vii) protection against retaliation.

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

CERTIFICATE REGARDING HUMAN RIGHTS ACT

Any company or organization to be awarded a contract for goods and/or services must be in compliance with the **Human Rights Act** and all rules and regulations thereunder. Our company has an Equal Employment Opportunity and Affirmative Action Program which complies with Executive Order 11246, the Vietnam Era Veterans' Readjustment Assistance Act of 1974 and the Rehabilitation Act of 1973.

YES _____ NO _____

CERTIFICATE REGARDING THE PREVAILING WAGE ACT

Our company certifies that it is eligible for bidding on public contracts, and has complied with section 11a of the Prevailing Wage Act, 820 ILCS 130/0.01-12(2000), and has not disregarded their obligations to employees under the Prevailing Wage Act on two (2) separate occasions, and that they, or any firm, corporation, partnership or association in which such contractors or subcontractors have an interest, are not prohibited from being awarded any contract or subcontract for a public works project. In addition, Joliet Junior College is requesting all Bidders/Awarded Trade Contractors to employ labor from a recognized apprenticeship training program as a condition of award.

YES _____ NO _____

CERTIFICATE REGARDING VALID BUSINESS LICENSE

Our company is eligible to do business in the State of Illinois and have submitted as part of this bid a valid business license and the Federal Employer Tax Identification Number (FEIN) or Social Security Number for individuals. Further, if applicable, our company will employ apprentices who are properly indentured into a Joint Apprenticeship Training Program which is registered and certified with the United States Department of Labor, Bureau of Apprenticeship and Training.

YES _____ NO _____

FEIN Number _____

By: _____
Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO PROPOSAL FORM

BIDDER INFORMATION FORM

Bidder Information Form is to be submitted with each Bid Form.

- 1) Total Bonding Capacity: \$ _____
Single Project Bonding Capacity: \$ _____
Work Currently Bonded: \$ _____
- 2) Work now under contract: \$ _____
Work in place last year: \$ _____
Average annual sales last 3 years: \$ _____
- 3) Current Experience Modification Rating (EMR): _____
- 4) Has firm ever failed to complete a contract: _____
- 5) Submit two (2) Owner or Architect/Engineer References:
 - a. Name: _____
Telephone Number: _____
 - b. Name: _____
Telephone Number: _____
- 6) Contractor Qualifications:
 - a. The Owner may require from any Bidder, prior to award of the contract, a detailed statement regarding the business organization, years in service, and the technical organization and plant of the Bidder that is available for the work contemplated.
 - b. The competency and responsibility of the bidders and of their proposed Subcontractors may be considered in making awards.

By _____

Authorized Agent of Contractor

Title

SUBSCRIBED AND SWORN TO before me
this _____ day of _____, 2010.

NOTARY PUBLIC

EXECUTE AND ATTACH TO BID FORM