

**CITY OF GALENA
PRE-BID CONFERENCE
LEAD LINE REPLACEMENT PROJECT**

March 29, 2023

I. INTRODUCTION

Owner's Rep: Mark Moran, City Administrator
Matt Oldenburg, City Engineer
Email: mjoldenburg@cityofgalena.org

Origin Design Rep: Eldon Schneider, Project Engineer

CFPS's Rep: Jill Pepin, Project Administrator
Email: jill@cfps-inc.com

II. SCHEDULED BID OPENING DATE – ~~May 2, 2023 at 10:00 A.M.~~ **June 20, 2023 at 10AM**

III. PROJECT SUMMARY -

**PREBID CONFERENCE ATTENDANCE IS NOT MANDATORY
IN ORDER TO BID THIS CONTRACT**

Bids will be received for the contract as follows:

Replacement of approximately 300 Lead Service lines at various locations and all associated work

IV. PROJECT FUNDING SOURCES -

Funding—Project is being funded with a Public Water Supply Loan from the Illinois Environmental Protection Agency (IEPA Loan #L17-6109).

V. BID PROPOSAL FORM –

BID Form plus Supplements

- BIDDER must acknowledge all Addenda issued
 - BID Bond must accompany BID for 5% of Base BID
 - BID to be awarded to the *lowest, responsible, responsive bidder*
 - The entire BID form must be completed and returned
 - Other forms to be completed and submitted with BID form:
 - Nonsegregated Facilities
 - Nondiscrimination
 - Debarment
 - Criminal Code
 - American Iron & Steel (Build America, Buy America Act)
 - Illinois Works Jobs Program Act – Apprenticeship Initiative
- Periodic Grantee Report – Budget Report to be completed once contract is awarded (Contact CFPS with questions, sample attached)

VI. *REQUIREMENTS OF FUNDING PROGRAMS –*

- All of the forms listed above for the IEPA Loan Program **MUST** be completed and submitted with your bid proposal.
- Federal Davis Bacon Wage Rates are applicable to the City of Galena, Jo Daviess County, LSLR Project, as issued in the Project Manual. The wage rate determination will be verified 10 days prior to bidding deadline, and if superseded, will be replaced via an Addendum.
- Advertisement for suppliers and/or subcontracts is **required**. Bidders must undertake affirmative efforts to utilize Minority and Women’s Business Enterprises. Advertisements must be placed a minimum of 16 days prior to the bid opening date, or in other words no later than ~~April 16~~ June 4th, 2023. Suggested language and information for the Advertisement start can be found in the Project Manual. Advertisement must be run in a regional, daily paper, such as the Rockford Register Star or Telegraph Herald newspaper. **Proof of Publication must be included in your bid.**
- Bidders may publish the advertisement in an established, online bidder’s clearinghouse such as the “Dodge Report (<http://construction.com/dodge/>)”. If an online advertisement is placed with the “Dodge Report” or an equivalent website, a screenshot of the advertisement along with the webpage address, and a payment receipt is required as documentation. The advertisement must run one day plus at least 17 days prior to bid opening, ie no later than ~~April 15, 2023~~ June 3rd.
- Documentation demonstrating these efforts is required with the Bid Form when submitted. This is clearly defined for Bidders is in the Project Manual. Questions may be addressed to Community Funding & Planning Services at 515-249-3214
 - If you plan to have suppliers or subs on the project, you **MUST** advertise for DBE
 - Email solicitation will not be accepted.

VII. *QUESTIONS*