# BIDDING PROCESS AND AWARD OF CONTRACT (TOWNSHIP)

Revised: 8/22/2023

The bidding documents for this project are only available online via BidNet at:

<https://www.bidnetdirect.com/illinois/kanecounty>

Bidders must register as Vendors in BidNet to access Bid Packet materials. There is no charge to register. Follow the link in the paragraph above and click “Vendor Registration” in the upper right corner of the page. Enter your company information, and when prompted, select the "Limited Access" option. If you have questions or problems while registering, please call the BidNet Support Team at 800-835-4603 for direct assistance.

If bid packet and/or bid document addendums are necessary, they will be posted on the BidNet website listed above in this section. **It is the Contractors or subcontractors responsibility to continuously verify if any addendums have been issued by the Kane County Division of Transportation (KDOT), via the BidNet system.**

Electronic submittal of all bid packet proposal items is required. If you have questions or problems while submitting bid packet proposal items, please call the BidNet Support Team at 800-835-4603 for direct assistance.

Construction prequalification will be verified prior to notification of the bid opening results. It is the Contractors and/or subcontractors responsibility to ensure all prequalification which are called out in the contract and/or other bid documents are met. The Contractor prequalification letter must be submitted electronically with the bid packet proposal items; however prequalification letters will be accepted up to 24 hours after the bid opening.

***Note: The entire bid packet does not need to be submitted for the letting. Only the following applicable completed paperwork needs to be included:***

* ***Completed ‘Schedule of Prices’ (BLR 12201) – The unit prices should be entered directly into BidNet. The paper form is not required.***
* ***Certified Local Agency Proposal Bid Bond (BLR 12230) and/or certified check***
* ***Pre-qualification certification letter(s)***
* ***Affidavit of Availability (BC 57), with current work on hand***
* ***Affidavit of Illinois Business Office (BLR 12326), do not use for project with Federal funds***
* ***Apprenticeship or Training Program Certification (BLR 12325), do not use for project with Federal funds***
* ***Contractor Certifications (BLR 12200)***
* ***Substance Abuse Prevention Program Certification (BC 261)***
* ***Prevailing Wage Rate documentation (may be submitted within 48-hours of bid)***
* ***Financial and Familial Disclosures (may be submitted within 48-hours of bid)***

***If the bidder chooses to provide a certified check (as opposed to the Certified Local Agency Proposal Bid Bond) as part of the bid submittal, the certified check must be delivered to the Kane County Division of Transportation (41W011 Burlington Rd, St. Charles, IL 60175) prior to the bid opening closing date (and time).***

The award of this contract will be made to the lowest responsible qualified bidder. The County reserves the right to reject any or all non-conforming, non-responsive, unbalanced, or conditioned bids, and to reject the bid of any bidder if the County believes that it would be in the best interest of the County or the Township not to award to that bidder or to reject any/all bids for any reason. The County also has the right to award this contract with the deletion or reduction of any item(s) in its entirety or partially without claim by the Contractor for loss of profit or overhead.