

**If you plan to submit a bid directly to the Department of Transportation**

**PREQUALIFICATION**

Any contractor who desires to become pre-qualified to bid on work advertised by IDOT must submit the properly completed pre-qualification forms to the Bureau of Construction no later than 4:30 p.m. prevailing time twenty-one days prior to the letting of interest. This pre-qualification requirement applies to first time contractors, contractors renewing expired ratings, contractors maintaining continuous pre-qualification or contractors requesting revised ratings. To be eligible to bid, existing pre-qualification ratings must be effective through the date of letting.

**REQUESTS FOR AUTHORIZATION TO BID**

Contractors wanting to bid on items included in a particular letting must submit the properly completed "Request for Authorization to Bid/or Not For Bid Status" (BDE 124INT) and the ORIGINAL "Affidavit of Availability" (BC 57) to the proper office no later than 4:30 p.m. prevailing time, three (3) days prior to the letting date.

**WHO CAN BID ?**

Bids will be accepted from only those companies that request and receive written **Authorization to Bid** from IDOT's Central Bureau of Construction.

**WHAT CONSTITUTES WRITTEN AUTHORIZATION TO BID?:** When a prospective prime bidder submits a "Request for Authorization to Bid/or Not For Bid Status"(BDE 124INT) he/she must indicate at that time which items are being requested For Bidding purposes. Only those items requested For Bidding will be analyzed. After the request has been analyzed, the bidder will be issued a **Proposal Denial and/or Authorization Form**, approved by the Central Bureau of Construction, that indicates which items have been approved For Bidding. If **Authorization to Bid** cannot be approved, the **Proposal Denial and/or Authorization Form** will indicate the reason for denial.

**ABOUT AUTHORIZATION TO BID:** Firms that have not received an authorization form within a reasonable time of complete and correct original document submittal should contact the department as to status. This is critical in the week before the letting. These documents must be received three days before the letting date. Firms unsure as to authorization status should call the Prequalification Section of the Bureau of Construction at the number listed at the end of these instructions.

**ADDENDA AND REVISIONS:** It is the contractor's responsibility to determine which, if any, addenda or revisions pertain to any project they may be bidding. Failure to incorporate all relevant addenda or revisions may cause the bid to be declared unacceptable.

Each addendum will be placed with the contract number. Addenda and revisions will also be placed on the Addendum/Revision Checklist and each subscription service subscriber will be notified by e-mail of each addendum and revision issued.

The Internet is the Department's primary way of doing business. The subscription server e-mails are an added courtesy the Department provides. It is suggested that bidders check IDOT's website at <http://www.dot.il.gov/desenv/delett.html> before submitting final bid information.

***IDOT IS NOT RESPONSIBLE FOR ANY E-MAIL FAILURES.***

Addenda Questions may be directed to the Contracts Office at (217)782-7806 or [D&Econtracts@dot.il.gov](mailto:D&Econtracts@dot.il.gov)

Technical Questions about downloading these files may be directed to Tim Garman (217)524-1642 or [Timothy.Garman@illinois.gov](mailto:Timothy.Garman@illinois.gov).

**WHAT MUST BE INCLUDED WHEN BIDS ARE SUBMITTED?:** Bidders need not return the entire proposal when bids are submitted. That portion of the proposal that must be returned includes the following:

1. All documents from the Proposal Cover Sheet through the Proposal Bid Bond
2. Other special documentation and/or information that may be required by the contract special provisions

All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed by IDOT personnel.

**ABOUT SUBMITTING BIDS:** It is recommended that bidders deliver bids in person to insure they arrive at the proper location prior to the time specified for the receipt of bids. Any bid received at the place of letting after the time specified will not be accepted.

**WHO SHOULD BE CALLED IF ASSISTANCE IS NEEDED?**

<b>Questions Regarding</b>	<b>Call</b>
Prequalification and/or Authorization to Bid	217/782-3413
Preparation and submittal of bids	217/782-7806
Mailing of plans and proposals	217/782-7806

**ADDENDUMS AND REVISIONS TO THE PROPOSAL FORMS**

Planholders should verify that they have received and incorporated any addendum and/or revision prior to submitting their bid. Failure by the bidder to include an addendum or revision could result in a bid being rejected as irregular.

# 36

RETURN WITH BID

Proposal Submitted By
Name
Address
City

Letting July 31, 2009

BIDDERS NEED NOT RETURN THE ENTIRE PROPOSAL  
(See instructions inside front cover)

## NOTICE TO PROSPECTIVE BIDDERS

This proposal can be used for bidding purposes by only those companies that request and receive written AUTHORIZATION TO BID from IDOT's Central Bureau of Construction.  
(SEE INSTRUCTIONS ON THE INSIDE OF COVER)

# Notice To Bidders, Specifications, Proposal, Contract and Contract Bond



Illinois Department  
of Transportation

Springfield, Illinois 62764

Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
District 9 Construction Funds  
Route FAI 57

PLEASE MARK THE APPROPRIATE BOX BELOW:

- A Bid Bond is included.
- A Cashier's Check or a Certified Check is included.

Prepared by

S

Checked by

(Printed by authority of the State of Illinois)

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## INSTRUCTIONS

**ABOUT IDOT PROPOSALS:** All proposals issued by IDOT are potential bidding proposals. Each proposal contains all Certifications and Affidavits, a Proposal Signature Sheet and a Proposal Bid Bond required for Prime Contractors to submit a bid after written **Authorization to Bid** has been issued by IDOT's Central Bureau of Construction.

**WHO CAN BID?:** Bids will be accepted from only those companies that request and receive written **Authorization to Bid** from IDOT's Central Bureau of Construction. To request authorization, a potential bidder must complete and submit Part B of the Request for Authorization to Bid/or Not For Bid Status form (BDE 124 INT) and submit an original Affidavit of Availability (BC 57).

**WHAT CONSTITUTES WRITTEN AUTHORIZATION TO BID?:** When a prospective prime bidder submits a "Request for Proposal Forms and Plans" he/she must indicate at that time which items are being requested For Bidding purposes. Only those items requested For Bidding will be analyzed. After the request has been analyzed, the bidder will be issued a **Proposal Denial and/or Authorization Form**, approved by the Central Bureau of Construction, that indicates which items have been approved For Bidding. If **Authorization to Bid** cannot be approved, the **Proposal Denial and/or Authorization Form** will indicate the reason for denial. If a contractor has requested to bid but has not received a **Proposal Denial and/or Authorization Form**, they should contact the Central Bureau of Construction in advance of the letting date.

**WHAT MUST BE INCLUDED WHEN BIDS ARE SUBMITTED?:** Bidders need not return the entire proposal when bids are submitted. That portion of the proposal that must be returned includes the following:

1. All documents from the Proposal Cover Sheet through the Proposal Bid Bond
2. Other special documentation and/or information that may be required by the contract special provisions

All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed by IDOT personnel.

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### WHO SHOULD BE CALLED IF ASSISTANCE IS NEEDED?

Questions Regarding	Call
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Preparation and submittal of bids	217/782-7806
Mailing of CD-ROMS	217/782-7806

RETURN WITH BID



PROPOSAL

TO THE DEPARTMENT OF TRANSPORTATION

1. Proposal of \_\_\_\_\_

\_\_\_\_\_

Taxpayer Identification Number (Mandatory) \_\_\_\_\_ a

for the improvement identified and advertised for bids in the Invitation for Bids as:

**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**

**This contract will consist of landscaping in Marion, at the intersections of FAI Route 57 and Old Illinois Route 13 and at FAI Route 57 and Morgan Street.**

2. The undersigned bidder will furnish all labor, material and equipment to complete the above described project in a good and workmanlike manner as provided in the contract documents provided by the Department of Transportation. This proposal will become part of the contract and the terms and conditions contained in the contract documents shall govern performance and payments.

**RETURN WITH BID**

3. **ASSURANCE OF EXAMINATION AND INSPECTION/WAIVER.** The undersigned further declares that he/she has carefully examined the proposal, plans, specifications, form of contract and contract bond, and special provisions, and that he/she has inspected in detail the site of the proposed work, and that he/she has familiarized themselves with all of the local conditions affecting the contract and the detailed requirements of construction, and understands that in making this proposal he/she waives all right to plead any misunderstanding regarding the same.
4. **EXECUTION OF CONTRACT AND CONTRACT BOND.** The undersigned further agrees to execute a contract for this work and present the same to the department within fifteen (15) days after the contract has been mailed to him/her. The undersigned further agrees that he/she and his/her surety will execute and present within fifteen (15) days after the contract has been mailed to him/her contract bond satisfactory to and in the form prescribed by the Department of Transportation, in the penal sum of the full amount of the contract, guaranteeing the faithful performance of the work in accordance with the terms of the contract.
5. **PROPOSAL GUARANTY.** Accompanying this proposal is either a bid bond on the department form, executed by a corporate surety company satisfactory to the department, or a proposal guaranty check consisting of a bank cashier's check or a properly certified check for not less than 5 per cent of the amount bid or for the amount specified in the following schedule:

<u>Amount of Bid</u>		<u>Proposal Guaranty</u>	<u>Amount of Bid</u>		<u>Proposal Guaranty</u>	
Up to	\$5,000 .....	\$150	\$2,000,000	to	\$3,000,000 .....	\$100,000
\$5,000	to \$10,000 .....	\$300	\$3,000,000	to	\$5,000,000 .....	\$150,000
\$10,000	to \$50,000 .....	\$1,000	\$5,000,000	to	\$7,500,000 .....	\$250,000
\$50,000	to \$100,000 .....	\$3,000	\$7,500,000	to	\$10,000,000 .....	\$400,000
\$100,000	to \$150,000 .....	\$5,000	\$10,000,000	to	\$15,000,000 .....	\$500,000
\$150,000	to \$250,000 .....	\$7,500	\$15,000,000	to	\$20,000,000 .....	\$600,000
\$250,000	to \$500,000 .....	\$12,500	\$20,000,000	to	\$25,000,000 .....	\$700,000
\$500,000	to \$1,000,000 .....	\$25,000	\$25,000,000	to	\$30,000,000 .....	\$800,000
\$1,000,000	to \$1,500,000 .....	\$50,000	\$30,000,000	to	\$35,000,000 .....	\$900,000
\$1,500,000	to \$2,000,000 .....	\$75,000	over		\$35,000,000 .....	\$1,000,000

Bank cashier's checks or properly certified checks accompanying proposals shall be made payable to the Treasurer, State of Illinois, when the state is awarding authority; the county treasurer, when a county is the awarding authority; or the city, village, or town treasurer, when a city, village, or town is the awarding authority.

If a combination bid is submitted, the proposal guaranties which accompany the individual proposals making up the combination will be considered as also covering the combination bid.

The amount of the proposal guaranty check is \_\_\_\_\_ \$( \_\_\_\_\_ ). If this proposal is accepted and the undersigned shall fail to execute a contract bond as required herein, it is hereby agreed that the amount of the proposal guaranty shall become the property of the State of Illinois, and shall be considered as payment of damages due to delay and other causes suffered by the State because of the failure to execute said contract and contract bond; otherwise, the bid bond shall become void or the proposal guaranty check shall be returned to the undersigned.

**Attach Cashier's Check or Certified Check Here**

In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties which would be required for each individual proposal. If the guaranty check is placed in another proposal, state below where it may be found.

The proposal guaranty check will be found in the proposal for:

Item \_\_\_\_\_

Section No. \_\_\_\_\_

County \_\_\_\_\_

**Mark the proposal cover sheet as to the type of proposal guaranty submitted.**

**RETURN WITH BID**

6. **COMBINATION BIDS.** The undersigned further agrees that if awarded the contract for the sections contained in the following combination, he/she will perform the work in accordance with the requirements of each individual proposal comprising the combination bid specified in the schedule below, and that the combination bid shall be prorated against each section in proportion to the bid submitted for the same. If an error is found to exist in the gross sum bid for one or more of the individual sections included in a combination, the combination bid shall be corrected as provided in the specifications.

**When a combination bid is submitted, the schedule below must be completed in each proposal comprising the combination.**

**If alternate bids are submitted for one or more of the sections comprising the combination, a combination bid must be submitted for each alternate.**

**Schedule of Combination Bids**

Combination No.	Sections Included in Combination	Combination Bid	
		Dollars	Cents

7. **SCHEDULE OF PRICES.** The undersigned bidder submits herewith, in accordance with the rules and instructions, a schedule of prices for the items of work for which bids are sought. The unit prices bid are in U.S. dollars and cents, and all extensions and summations have been made. The bidder understands that the quantities appearing in the bid schedule are approximate and are provided for the purpose of obtaining a gross sum for the comparison of bids. If there is an error in the extension of the unit prices, the unit prices shall govern. Payment to the contractor awarded the contract will be made only for actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as provided elsewhere in the contract.
8. **CERTIFICATE OF AUTHORITY.** The undersigned bidder, if a business organized under the laws of another State, assures the Department that it will furnish a copy of its certificate of authority to do business in the State of Illinois with the return of the executed contract and bond. Failure to furnish the certificate within the time provided for execution of an awarded contract may be cause for cancellation of the award and forfeiture of the proposal guaranty to the State.

ILLINOIS DEPARTMENT OF TRANSPORTATION  
 SCHEDULE OF PRICES  
 CONTRACT  
 NUMBER - 78096

State Job # - C-99-011-09  
 PPS NBR - 9-94860-0201  
 County Name - WILLIAMSON--  
 Code - 199 - -  
 District - 9 - -  
 Section Number - (X1-6)LS-2

Project Number

Route  
 FAI 57

Item Number	Pay Item Description	Unit of Measure	Quantity	x	Unit Price	=	Total Price
C2C075G3	S-ROSA MEIK CG 3G	EACH	62.000				
C2C076G3	S-ROSA NW CG 3G	EACH	93.000				
K0030450	PERENNIAL PL DAF BULB	UNIT	64.000				
K0040105	HEMERCL BROG GWN 1G	EACH	112.000				
K0040107	HEMERCL CHGO AP 1G	EACH	52.000				
K0040109	HEMERCL ROYAL OCC 1G	EACH	52.000				
K0040111	HEMERCL PARDON ME 1G	EACH	52.000				
K0040113	HEMERCL CHGO SR 1G	EACH	112.000				
K0040115	HEMERCL STEL DE OR 1G	EACH	112.000				
K0040205	HEUCH SANG COR BEL 1G	EACH	300.000				
K0040207	MISCAN SIN GRAZ 1G	EACH	35.000				
K0040209	PANCIUM VIRGAT HM 1G	EACH	64.000				
K0040211	PENNIS ALOPE HAM 1G	EACH	40.000				
K0040305	ALLIUM AFLAT 1/2B	EACH	1,350.000				
K0040307	ALCHEM MOLLIS #1 C	EACH	38.000				



ILLINOIS DEPARTMENT OF TRANSPORTATION  
 SCHEDULE OF PRICES  
 CONTRACT  
 NUMBER - 78096

State Job # - C-99-011-09  
 PPS NBR - 9-94860-0201  
 County Name - WILLIAMSON--  
 Code - 199 - -  
 District - 9 - -  
 Section Number - (X1-6)LS-2

Project Number

Route  
 FAI 57

Item Number	Pay Item Description	Unit of Measure	Quantity	x	Unit Price	=	Total Price
K0040309	SELLA SIBRIC 1/4B	EACH	414.000				
K0040310	LIRIOPE SPIC LT 1Q	EACH	801.000				
K1003680	MULCH	SQ YD	285.000				
XX003995	INTER LOCK CONC PAVER	SQ FT	1,060.000				
XX006328	RPZ BACKFLW PREVENT 2	EACH	1.000				
XX006329	RPZ ENCLOSURE 2	EACH	1.000				
X0321309	CONCRETE PAD	SQ YD	1.000				
X0324525	PLANTING MIX F & P 36	SQ YD	285.000				
X0325102	INSPECTION PIPE 4	EACH	1.000				
X0325105	IRRIGATION SYSTEM	SQ YD	285.000				
X0325109	POROUS GRANULAR MATL	CU YD	64.000				
X0325604	WEED CONT PRE-EM HBCD	GALLON	1.000				
Z0027800	GEOTECH FABRIC	SQ YD	466.000				
20200100	EARTH EXCAVATION	CU YD	373.000				
31101600	SUB GRAN MAT B 8	SQ YD	150.000				



**CONTRACT NUMBER**

**78096**

**THIS IS THE TOTAL BID**

**\$ \_\_\_\_\_**

**NOTES:**

- 1. Each PAY ITEM should have a UNIT PRICE and a TOTAL PRICE.**
- 2. The UNIT PRICE shall govern if no TOTAL PRICE is shown or if there is a discrepancy between the product of the UNIT PRICE multiplied by the QUANTITY.**
- 3. If a UNIT PRICE is omitted, the TOTAL PRICE will be divided by the QUANTITY in order to establish a UNIT PRICE.**
- 4. A bid may be declared UNACCEPTABLE if neither a unit price nor a total price is shown.**

## RETURN WITH BID

### STATE REQUIRED ETHICAL STANDARDS GOVERNING CONTRACT PROCUREMENT: ASSURANCES, CERTIFICATIONS AND DISCLOSURES

#### I. GENERAL

A. Article 50 of the Illinois Procurement Code establishes the duty of all State chief procurement officers, State purchasing officers, and their designees to maximize the value of the expenditure of public moneys in procuring goods, services, and contracts for the State of Illinois and to act in a manner that maintains the integrity and public trust of State government. In discharging this duty, they are charged by law to use all available information, reasonable efforts, and reasonable actions to protect, safeguard, and maintain the procurement process of the State of Illinois.

B. In order to comply with the provisions of Article 50 and to carry out the duty established therein, all bidders are to adhere to ethical standards established for the procurement process, and to make such assurances, disclosures and certifications required by law. By execution of the Proposal Signature Sheet, the bidder indicates that each of the mandated assurances has been read and understood, that each certification is made and understood, and that each disclosure requirement has been understood and completed.

C. In addition to all other remedies provided by law, failure to comply with any assurance, failure to make any disclosure or the making of a false certification shall be grounds for termination of the contract and the suspension or debarment of the bidder.

#### II. ASSURANCES

A. The assurances hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder. The Department may terminate the contract if it is later determined that the bidder rendered a false or erroneous assurance, and the surety providing the performance bond shall be responsible for the completion of the contract.

##### B. Felons

1. The Illinois Procurement Code provides:

Section 50-10. Felons. Unless otherwise provided, no person or business convicted of a felony shall do business with the State of Illinois or any state agency from the date of conviction until 5 years after the date of completion of the sentence for that felony, unless no person held responsible by a prosecutorial office for the facts upon which the conviction was based continues to have any involvement with the business.

2. The bidder assures the Department that the award and execution of the contract would not cause a violation of Section 50-10.

##### C. Conflicts of Interest

1. The Illinois Procurement Code provides in pertinent part:

Section 50-13. Conflicts of Interest.

(a) Prohibition. It is unlawful for any person holding an elective office in this State, holding a seat in the General Assembly, or appointed to or employed in any of the offices or agencies of state government and who receives compensation for such employment in excess of 60% of the salary of the Governor of the State of Illinois, or who is an officer or employee of the Capital Development Board or the Illinois Toll Highway Authority, or who is the spouse or minor child of any such person to have or acquire any contract, or any direct pecuniary interest in any contract therein, whether for stationery, printing, paper, or any services, materials, or supplies, that will be wholly or partially satisfied by the payment of funds appropriated by the General Assembly of the State of Illinois or in any contract of the Capital Development Board or the Illinois Toll Highway authority.

(b) Interests. It is unlawful for any firm, partnership, association or corporation, in which any person listed in subsection (a) is entitled to receive (i) more than 7 1/2% of the total distributable income or (ii) an amount in excess of the salary of the Governor, to have or acquire any such contract or direct pecuniary interest therein.

(c) Combined interests. It is unlawful for any firm, partnership, association, or corporation, in which any person listed in subsection (a) together with his or her spouse or minor children is entitled to receive (i) more than 15%, in the aggregate, of the total distributable income or (ii) an amount in excess of 2 times the salary of the Governor, to have or acquire any such contract or direct pecuniary interest therein.

(d) Securities. Nothing in this Section invalidates the provisions of any bond or other security previously offered or to be offered for sale or sold by or for the State of Illinois.

(e) Prior interests. This Section does not affect the validity of any contract made between the State and an officer or employee of the State or member of the General Assembly, his or her spouse, minor child or any combination of those persons if that contract was in existence before his or her election or employment as an officer, member, or employee. The contract is voidable, however, if it cannot be completed within 365 days after the officer, member, or employee takes office or is employed.

The current salary of the Governor is \$177,412.00. Sixty percent of the salary is \$106,447.20.

## RETURN WITH BID

2. The bidder assures the Department that the award and execution of the contract would not cause a violation of Section 50-13, or that an effective exemption has been issued by the Board of Ethics to any individual subject to the Section 50-13 prohibitions pursuant to the provisions of Section 50-20 of the Code and Executive Order Number 3 (1998). Information concerning the exemption process is available from the Department upon request.

### **D. Negotiations**

1. The Illinois Procurement Code provides in pertinent part:

Section 50-15. Negotiations.

(a) It is unlawful for any person employed in or on a continual contractual relationship with any of the offices or agencies of State government to participate in contract negotiations on behalf of that office or agency with any firm, partnership, association, or corporation with whom that person has a contract for future employment or is negotiating concerning possible future employment.

2. The bidder assures the Department that the award and execution of the contract would not cause a violation of Section 50-15, and that the bidder has no knowledge of any facts relevant to the kinds of acts prohibited therein.

### **E. Inducements**

1. The Illinois Procurement Code provides:

Section 50-25. Inducement. Any person who offers or pays any money or other valuable thing to any person to induce him or her not to bid for a State contract or as recompense for not having bid on a State contract is guilty of a Class 4 felony. Any person who accepts any money or other valuable thing for not bidding for a State contract or who withholds a bid in consideration of the promise for the payment of money or other valuable thing is guilty of a Class 4 felony.

2. The bidder assures the Department that the award and execution of the contract would not cause a violation of Section 50-25, and that the bidder has no knowledge of any facts relevant to the kinds of acts prohibited therein.

### **F. Revolving Door Prohibition**

1. The Illinois Procurement Code provides:

Section 50-30. Revolving door prohibition. Chief procurement officers, associate procurement officers, State purchasing officers, their designees whose principal duties are directly related to State procurement, and executive officers confirmed by the Senate are expressly prohibited for a period of 2 years after terminating an affected position from engaging in any procurement activity relating to the State agency most recently employing them in an affected position for a period of at least 6 months. The prohibition includes, but is not limited to: lobbying the procurement process; specifying; bidding; proposing bid, proposal, or contract documents; on their own behalf or on behalf of any firm, partnership, association, or corporation. This Section applies only to persons who terminate an affected position on or after January 15, 1999.

2. The bidder assures the Department that the award and execution of the contract would not cause a violation of Section 50-30, and that the bidder has no knowledge of any facts relevant to the kinds of acts prohibited therein.

### **G. Reporting Anticompetitive Practices**

1. The Illinois Procurement Code provides:

Section 50-40. Reporting anticompetitive practices. When, for any reason, any vendor, bidder, contractor, chief procurement officer, State purchasing officer, designee, elected official, or State employee suspects collusion or other anticompetitive practice among any bidders, offerors, contractors, proposers, or employees of the State, a notice of the relevant facts shall be transmitted to the Attorney General and the chief procurement officer.

2. The bidder assures the Department that it has not failed to report any relevant facts concerning the practices addressed in Section 50-40 which may involve the contract for which the bid is submitted.

### **H. Confidentiality**

1. The Illinois Procurement Code provides:

Section 50-45. Confidentiality. Any chief procurement officer, State purchasing officer, designee, or executive officer who willfully uses or allows the use of specifications, competitive bid documents, proprietary competitive information, proposals, contracts, or selection information to compromise the fairness or integrity of the procurement, bidding, or contract process shall be subject to immediate dismissal, regardless of the Personnel code, any contract, or any collective bargaining agreement, and may in addition be subject to criminal prosecution.

2. The bidder assures the Department that it has no knowledge of any fact relevant to the practices addressed in Section 50-45 which may involve the contract for which the bid is submitted.

## RETURN WITH BID

### **I. Insider Information**

1. The Illinois Procurement Act provides:

Section 50-50. Insider information. It is unlawful for any current or former elected or appointed State official or State employee to knowingly use confidential information available only by virtue of that office or employment for actual or anticipated gain for themselves or another person.

2. The bidder assures the Department that it has no knowledge of any facts relevant to the practices addressed in Section 50-50 which may involve the contract for which the bid is submitted.

### **III. CERTIFICATIONS**

**A.** The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder. The Department may terminate the contract if it is later determined that the bidder rendered a false or erroneous certification, and the surety providing the performance bond shall be responsible for completion of the contract.

### **B. Bribery**

1. The Illinois Procurement Code provides:

Section 50-5. Bribery.

(a) Prohibition. No person or business shall be awarded a contract or subcontract under this Code who:

(1) has been convicted under the laws of Illinois or any other state of bribery or attempting to bribe an officer or employee of the State of Illinois or any other state in that officer's or employee's official capacity; or

(2) has made an admission of guilt of that conduct that is a matter of record but has not been prosecuted for that conduct.

(b) Businesses. No business shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of the business if the employee or agent is no longer employed by the business and:

(1) the business has been finally adjudicated not guilty; or

(2) the business demonstrates to the governmental entity with which it seeks to contract, and that entity finds that the commission of the offense was not authorized, requested, commanded, or performed by a director, officer, or high managerial agent on behalf of the business as provided in paragraph (2) of subsection (a) of Section 5-4 of the Criminal Code of 1961.

(c) Conduct on behalf of business. For purposes of this Section, when an official, agent, or employee of a business committed the bribery or attempted bribery on behalf of the business and in accordance with the direction or authorization of a responsible official of the business, the business shall be chargeable with the conduct.

(d) Certification. Every bid submitted to and contract executed by the State shall contain a certification by the contractor that the contractor is not barred from being awarded a contract or subcontract under this Section. A contractor who makes a false statement, material to the certification, commits a Class 3 felony.

2. The bidder certifies that it is not barred from being awarded a contract under Section 50.5.

### **C. Educational Loan**

1. Section 3 of the Educational Loan Default Act provides:

§ 3. No State agency shall contract with an individual for goods or services if that individual is in default, as defined in Section 2 of this Act, on an educational loan. Any contract used by any State agency shall include a statement certifying that the individual is not in default on an educational loan as provided in this Section.

2. The bidder, if an individual as opposed to a corporation, partnership or other form of business organization, certifies that the bidder is not in default on an educational loan as provided in Section 3 of the Act.

### **D. Bid-Rigging/Bid Rotating**

1. Section 33E-11 of the Criminal Code of 1961 provides:

§ 33E-11. (a) Every bid submitted to and public contract executed pursuant to such bid by the State or a unit of local government shall contain a certification by the prime contractor that the prime contractor is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of this Article. The State and units of local government shall provide the appropriate forms for such certification.

## RETURN WITH BID

(b) A contractor who makes a false statement, material to the certification, commits a Class 3 felony.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer or a high managerial agent in behalf of the corporation.

2. The bidder certifies that it is not barred from contracting with the Department by reason of a violation of either Section 33E-3 or Section 33E-4.

### **E. International Anti-Boycott**

1. Section 5 of the International Anti-Boycott Certification Act provides:

§ 5. State contracts. Every contract entered into by the State of Illinois for the manufacture, furnishing, or purchasing of supplies, material, or equipment or for the furnishing of work, labor, or services, in an amount exceeding the threshold for small purchases according to the purchasing laws of this State or \$10,000.00, whichever is less, shall contain certification, as a material condition of the contract, by which the contractor agrees that neither the contractor nor any substantially-owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act.

2. The bidder makes the certification set forth in Section 5 of the Act.

### **F. Drug Free Workplace**

1. The Illinois "Drug Free Workplace Act" applies to this contract and it is necessary to comply with the provisions of the "Act" if the contractor is a corporation, partnership, or other entity (including a sole proprietorship) which has 25 or more employees.

2. The bidder certifies that if awarded a contract in excess of \$5,000 it will provide a drug free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the contractor's workplace; specifying the actions that will be taken against employees for violations of such prohibition; and notifying the employee that, as a condition of employment on such contract, the employee shall abide by the terms of the statement, and notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about the dangers of drug abuse in the workplace; the contractor's policy of maintaining a drug free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations.

(c) Providing a copy of the statement required by subparagraph (1) to each employee engaged in the performance of the contract and to post the statement in a prominent place in the workplace.

(d) Notifying the Department within ten (10) days after receiving notice from an employee or otherwise receiving actual notice of the conviction of an employee for a violation of any criminal drug statute occurring in the workplace.

(e) Imposing or requiring, within 30 days after receiving notice from an employee of a conviction or actual notice of such a conviction, an appropriate personnel action, up to and including termination, or the satisfactory participation in a drug abuse assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the actions and efforts stated in this certification.

## RETURN WITH BID

### **G. Debt Delinquency**

1. The Illinois Procurement Code provides:

Section 50-11 and 50-12. Debt Delinquency.

The contractor or bidder certifies that it, or any affiliate, is not barred from being awarded a contract under 30 ILCS 500. Section 50-11 prohibits a person from entering into a contract with a State agency if it knows or should know that it, or any affiliate, is delinquent in the payment of any debt to the State as defined by the Debt Collection Board. Section 50-12 prohibits a person from entering into a contract with a State agency if it, or any affiliate, has failed to collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of the Illinois Use Tax Act. The contractor further acknowledges that the contracting State agency may declare the contract void if this certification is false or if the contractor, or any affiliate, is determined to be delinquent in the payment of any debt to the State during the term of the contract.

### **H. Sarbanes-Oxley Act of 2002**

1. The Illinois Procurement Code provides:

Section 50-60(c).

The contractor certifies in accordance with 30 ILCS 500/50-10.5 that no officer, director, partner or other managerial agent of the contracting business has been convicted of a felony under the Sarbanes-Oxley Act of 2002 or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953 for a period of five years prior to the date of the bid or contract. The contractor acknowledges that the contracting agency shall declare the contract void if this certification is false.

### **I. Addenda**

The contractor or bidder certifies that all relevant addenda have been incorporated in to this contract. Failure to do so may cause the bid to be declared unacceptable.

### **J. Section 42 of the Environmental Protection Act**

The contractor certifies in accordance with 30 ILCS 500/50-12 that the bidder or contractor is not barred from being awarded a contract under this Section which prohibits the bidding on or entering into contracts with the State of Illinois or a State agency by a person or business found by a court or the Pollution Control Board to have committed a willful or knowing violation of Section 42 of the Environmental Protection Act for a period of five years from the date of the order. The contractor acknowledges that the contracting agency may declare the contract void if this certification is false.

### **K. Apprenticeship and Training Certification (Does not apply to federal aid projects)**

In accordance with the provisions of Section 30-22 (6) of the Illinois Procurement Code, the bidder certifies that it is a participant, either as an individual or as part of a group program, in the approved apprenticeship and training programs applicable to each type of work or craft that the bidder will perform with its own forces. The bidder further certifies for work that will be performed by subcontract that each of its subcontractors submitted for approval either (a) is, at the time of such bid, participating in an approved, applicable apprenticeship and training program; or (b) will, prior to commencement of performance of work pursuant to this contract, begin participation in an approved apprenticeship and training program applicable to the work of the subcontract. The Department, at any time before or after award, may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors. Applicable apprenticeship and training programs are those that have been approved and registered with the United States Department of Labor. The bidder shall list in the space below, the official name of the program sponsor holding the Certificate of Registration for all of the types of work or crafts in which the bidder is a participant and that will be performed with the bidder's forces. Types of work or craft work that will be subcontracted shall be included and listed as subcontract work. The list shall also indicate any type of work or craft job category that does not have an applicable apprenticeship or training program. **The bidder is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project as reported on the Construction Employee Workforce Projection (Form BC-1256) and returned with the bid is accounted for and listed.**

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The requirements of this certification and disclosure are a material part of the contract, and the contractor shall require this certification provision to be included in all approved subcontracts. In order to fulfill this requirement, it shall not be necessary that an applicable program sponsor be currently taking or that it will take applications for apprenticeship, training or employment during the performance of the work of this contract.

### **L. Executive Order Number 1 (2007) Regarding Lobbying on Government Procurements**

The bidder hereby warrants and certifies that they have complied and will comply with the requirements set forth in this Order. The requirements of this warrant and certification are a material part of the contract, and the contractor shall require this warrant and certification provision to be included in all approved subcontracts.



## RETURN WITH BID

### **M. Disclosure of Business Operations in Iran**

Section 50-36 of the Illinois Procurement Code, 30ILCS 500/50-36 provides that each bid, offer, or proposal submitted for a State contract shall include a disclosure of whether or not the Company acting as the bidder, offeror, or proposing entity, or any of its corporate parents or subsidiaries, within the 24 months before submission of the bid, offer, or proposal had business operations that involved contracts with or provision of supplies or services to the Government of Iran, companies in which the Government of Iran has any direct or indirect equity share, consortiums or projects commissioned by the Government of Iran, or companies involved in consortiums or projects commissioned by the Government of Iran and either of the following conditions apply:

- (1) More than 10% of the Company's revenues produced in or assets located in Iran involve oil-related activities or mineral-extraction activities; less than 75% of the Company's revenues produced in or assets located in Iran involve contracts with or provision of oil-related or mineral-extraction products or services to the Government of Iran or a project or consortium created exclusively by that government; and the Company has failed to take substantial action.
- (2) The Company has, on or after August 5, 1996, made an investment of \$20 million or more, or any combination of investments of at least \$10 million each that in the aggregate equals or exceeds \$20 million in any 12-month period, which directly or significantly contributes to the enhancement of Iran's ability to develop petroleum resources of Iran.

The terms "Business operations", "Company", "Mineral-extraction activities", "Oil-related activities", "Petroleum resources", and "Substantial action" are all defined in the Code.

Failure to make the disclosure required by the Code shall cause the bid, offer or proposal to be considered not responsive. The disclosure will be considered when evaluating the bid, offer, or proposal or awarding the contract. The name of each Company disclosed as doing business or having done business in Iran will be provided to the State Comptroller.

Check the appropriate statement:

Company has no business operations in Iran to disclose.

Company has business operations in Iran as disclosed the attached document.

### **N. Political Contributions and Registration with the State Board of Elections**

Sections 20-160 and 50-37 of the Illinois Procurement Code regulate political contributions from business entities and any affiliated entities or affiliated persons bidding on or contracting with the state. Generally under Section 50-37, any business entity, and any affiliated entity or affiliated person of the business entity, whose current year contracts with all state agencies exceed an awarded value of \$50,000, are prohibited from making any contributions to any political committees established to promote the candidacy of the officeholder responsible for the awarding of the contracts or any other declared candidate for that office for the duration of the term of office of the incumbent officeholder or a period 2 years after the termination of the contract, whichever is longer. Any business entity and affiliated entities or affiliated persons whose state contracts in the current year do not exceed an awarded value of \$50,000, but whose aggregate pending bids and proposals on state contracts exceed \$50,000, either alone or in combination with contracts not exceeding \$50,000, are prohibited from making any political contributions to any political committee established to promote the candidacy of the officeholder responsible for awarding the pending contract during the period beginning on the date the invitation for bids or request for proposals is issued and ending on the day after the date of award or selection if the entity was not awarded or selected. Section 20-160 requires certification of registration of affected business entities in accordance with procedures found in Section 9-35 of The Election Code.

By submission of a bid, the contractor business entity acknowledges and agrees that it has read and understands Sections 20-160 and 50-37 of the Illinois Procurement Code, and that it makes the following certification:

**The undersigned business entity certifies that it has registered as a business with the State Board of Elections and acknowledges a continuing duty to update the registration in accordance with the above referenced statutes. A copy of the certificate of registration shall be submitted with the bid. The bidder is cautioned that the Department will not award a contract without submission of the certificate of registration.**

These requirements and compliance with the above referenced statutory sections are a material part of the contract, and any breach thereof shall be cause to void the contract under Section 50-60 of the Illinois Procurement Code. This provision does not apply to Federal-aid contracts.

**TO BE RETURNED WITH BID**

**IV. DISCLOSURES**

**A.** The disclosures hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder. The Department may terminate the contract if it is later determined that the bidder rendered a false or erroneous disclosure, and the surety providing the performance bond shall be responsible for completion of the contract.

**B. Financial Interests and Conflicts of Interest**

1. Section 50-35 of the Illinois Procurement Code provides that all bids of more than \$10,000 shall be accompanied by disclosure of the financial interests of the bidder. This disclosed information for the successful bidder, will be maintained as public information subject to release by request pursuant to the Freedom of Information Act.

The financial interests to be disclosed shall include ownership or distributive income share that is in excess of 5%, or an amount greater than 60% of the annual salary of the Governor, of the bidding entity or its parent entity, whichever is less, unless the contractor or bidder is a publicly traded entity subject to Federal 10K reporting, in which case it may submit its 10K disclosure in place of the prescribed disclosure. If a bidder is a privately held entity that is exempt from Federal 10K reporting, but has more than 400 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. The disclosure shall include the names, addresses, and dollar or proportionate share of ownership of each person making the disclosure, their instrument of ownership or beneficial relationship, and notice of any potential conflict of interest resulting from the current ownership or beneficial interest of each person making the disclosure having any of the relationships identified in Section 50-35 and on the disclosure form.

In addition, all disclosures shall indicate any other current or pending contracts, proposals, leases, or other ongoing procurement relationships the bidding entity has with any other unit of state government and shall clearly identify the unit and the contract, proposal, lease, or other relationship.

2. Disclosure Forms. Disclosure Form A is attached for use concerning the individuals meeting the above ownership or distributive share requirements. Subject individuals should be covered each by one form. In addition, a second form (Disclosure Form B) provides for the disclosure of current or pending procurement relationships with other (non-IDOT) state agencies. **The forms must be included with each bid or incorporated by reference.**

**C. Disclosure Form Instructions**

**Form A: For bidders that have previously submitted the information requested in Form A**

The Department has retained the Form A disclosures submitted by all bidders responding to these requirements for the April 24, 1998 or any subsequent letting conducted by the Department. The bidder has the option of submitting the information again or the bidder may check the following certification statement indicating that the information previously submitted by the bidder is, as of the date of submission, current and accurate. Before checking this certification, the bidder should carefully review its prior submissions to ensure the Certification is correct. If the Bidder checks the Certification, the Bidder should proceed to Form B instructions.

**CERTIFICATION STATEMENT**

<b>I have determined that the Form A disclosure information previously submitted is current and accurate, and all forms are hereby incorporated by reference in this bid. Any necessary additional forms or amendments to previously submitted forms are attached to this bid.</b>		
_____ (Bidding Company)		
<input type="checkbox"/>	_____ Signature of Authorized Representative	_____ Date

**Form A: For bidders who have NOT previously submitted the information requested in Form A**

If the bidder is a publicly traded entity subject to Federal 10K reporting, the 10K Report may be submitted to meet the requirements of Form A. If a bidder is a privately held entity that is exempt from Federal 10K reporting, but has more than 400 shareholders, it may submit the information that Federal 10K companies are required to report, and list the names of any person or entity holding any ownership share that is in excess of 5%. If a bidder is not subject to Federal 10K reporting, the bidder must determine if any individuals are required by law to complete a financial disclosure form. To do this, the bidder should answer each of the following questions. A "YES" answer indicates Form A must be completed. If the answer to each of the following questions is "NO", then the NOT APPLICABLE STATEMENT on the second page of Form A must be signed and dated by a person that is authorized to execute contracts for the bidding company. Note: These questions are for assistance only and are not required to be completed.

1. Does anyone in your organization have a direct or beneficial ownership share of greater than 5% of the bidding entity or parent entity? YES \_\_\_ NO \_\_\_
2. Does anyone in your organization have a direct or beneficial ownership share of less than 5%, but which has a value greater than \$106,447.20? YES \_\_\_ NO \_\_\_
3. Does anyone in your organization receive more than \$106,447.20 of the bidding entity's or parent entity's distributive income? (Note: Distributive income is, for these purposes, any type of distribution of profits. An annual salary is not distributive income.) YES \_\_\_ NO \_\_\_
4. Does anyone in your organization receive greater than 5% of the bidding entity's or parent entity's total distributive income, but which is less than \$106,447.20? YES \_\_\_ NO \_\_\_

(Note: Only one set of forms needs to be completed per person per bid even if a specific individual would require a yes answer to more than one question.)

A "YES" answer to any of these questions requires the completion of Form A. The bidder must determine each individual in the bidding entity or the bidding entity's parent company that would cause the questions to be answered "Yes". Each form must be signed and dated by a person that is authorized to execute contracts for your organization. **Photocopied or stamped signatures are not acceptable.** The person signing can be, but does not have to be, the person for which the form is being completed. The bidder is responsible for the accuracy of any information provided.

If the answer to each of the above questions is "NO", then the NOT APPLICABLE STATEMENT on page 2 of Form A must be signed and dated by a person that is authorized to execute contracts for your company.

**Form B: Identifying Other Contracts & Procurement Related Information** Disclosure Form B must be completed for each bid submitted by the bidding entity. Note: *Checking the NOT APPLICABLE STATEMENT on Form A does not allow the bidder to ignore Form B. Form B must be completed, checked, and dated or the bidder may be considered nonresponsive and the bid will not be accepted.*

The Bidder shall identify, by checking Yes or No on Form B, whether it has any pending contracts (including leases), bids, proposals, or other ongoing procurement relationship with any other (non-IDOT) State of Illinois agency. If "No" is checked, the bidder only needs to complete the check box on the bottom of Form B. If "Yes" is checked, the bidder must do one of the following:

Option I: If the bidder did not submit an Affidavit of Availability to obtain authorization to bid, the bidder must list all non-IDOT State of Illinois agency pending contracts, leases, bids, proposals, and other ongoing procurement relationships. These items may be listed on Form B or on an attached sheet(s). Do not include IDOT contracts. Contracts with cities, counties, villages, etc. are not considered State of Illinois agency contracts and are not to be included. Contracts with other State of Illinois agencies such as the Department of Natural Resources or the Capital Development Board must be included. Bidders who submit Affidavits of Availability are suggested to use Option II.

Option II: If the bidder is required and has submitted an Affidavit of Availability in order to obtain authorization to bid, the bidder may write or type "See Affidavit of Availability" which indicates that the Affidavit of Availability is incorporated by reference and includes all non-IDOT State of Illinois agency pending contracts, leases, bids, proposals, and other ongoing procurement relationships. For any contracts that are not covered by the Affidavit of Availability, the bidder must identify them on Form B or on an attached sheet(s). These might be such things as leases.

**D. Bidders Submitting More Than One Bid**

Bidders submitting multiple bids may submit one set of forms consisting of all required Form A disclosures and one Form B for use with all bids. Please indicate in the space provided below the bid item that contains the original disclosure forms and the bid items which incorporate the forms by reference.

- The bid submitted for letting item \_\_\_\_\_ contains the Form A disclosures or Certification Statement and the Form B disclosures. The following letting items incorporate the said forms by reference:

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**ILLINOIS DEPARTMENT  
OF TRANSPORTATION**

**Form A  
Financial Information &  
Potential Conflicts of Interest  
Disclosure**

Contractor Name		
Legal Address		
City, State, Zip		
Telephone Number	Email Address	Fax Number (if available)

Disclosure of the information contained in this Form is required by the Section 50-35 of the Illinois Procurement Code (30 ILCS 500). Vendors desiring to enter into a contract with the State of Illinois must disclose the financial information and potential conflict of interest information as specified in this Disclosure Form. This information shall become part of the publicly available contract file. This Form A must be completed for bids in excess of \$10,000, and for all open-ended contracts. **A publicly traded company may submit a 10K disclosure (or equivalent if applicable) in satisfaction of the requirements set forth in Form A. See Disclosure Form Instructions.**

**DISCLOSURE OF FINANCIAL INFORMATION**

**1. Disclosure of Financial Information.** The individual named below has an interest in the BIDDER (or its parent) in terms of ownership or distributive income share in excess of 5%, or an interest which has a value of more than \$106,447.20 (60% of the Governor's salary as of 7/1/07). **(Make copies of this form as necessary and attach a separate Disclosure Form A for each individual meeting these requirements)**

**FOR INDIVIDUAL (type or print information)**

**NAME:** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**Type of ownership/distributable income share:**

stock \_\_\_\_\_ sole proprietorship \_\_\_\_\_ Partnership \_\_\_\_\_ other: (explain on separate sheet): \_\_\_\_\_

% or \$ value of ownership/distributable income share: \_\_\_\_\_

**2. Disclosure of Potential Conflicts of Interest.** Check "Yes" or "No" to indicate which, if any, of the following potential conflict of interest relationships apply. If the answer to any question is "Yes", please attach additional pages and describe.

(a) State employment, currently or in the previous 3 years, including contractual employment of services. Yes \_\_\_ No \_\_\_

If your answer is yes, please answer each of the following questions.

1. Are you currently an officer or employee of either the Capitol Development Board or the Illinois Toll Highway Authority? Yes \_\_\_ No \_\_\_
2. Are you currently appointed to or employed by any agency of the State of Illinois? If you are currently appointed to or employed by any agency of the State of Illinois, and your annual salary exceeds \$106,447.20, (60% of the Governor's salary as of 7/1/07) provide the name the State agency for which you are employed and your annual salary. \_\_\_\_\_

**RETURN WITH BID/OFFER**

3. If you are currently appointed to or employed by any agency of the State of Illinois, and your annual salary exceeds \$106,447.20, (60% of the Governor's salary as of 7/1/07) are you entitled to receive (i) more than 7 1/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes \_\_\_ No \_\_\_
4. If you are currently appointed to or employed by any agency of the State of Illinois, and your annual salary exceeds \$106,447.20, (60% of the Governor's salary as of 7/1/07) are you and your spouse or minor children entitled to receive (i) more than 15 % in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 2 times the salary of the Governor? Yes \_\_\_ No \_\_\_

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(b) State employment of spouse, father, mother, son, or daughter, including contractual employment services in the previous 2 years.

Yes \_\_\_ No \_\_\_

If your answer is yes, please answer each of the following questions.

1. Is your spouse or any minor children currently an officer or employee of the Capitol Development Board or the Illinois Toll Highway Authority? Yes \_\_\_ No \_\_\_
2. Is your spouse or any minor children currently appointed to or employed by any agency of the State of Illinois? If your spouse or minor children is/are currently appointed to or employed by any agency of the State of Illinois, and his/her annual salary exceeds \$106,447.20, (60 % of the Governor's salary as of 7/1/07) provide the name of your spouse and/or minor children, the name of the State agency for which he/she is employed and his/her annual salary. \_\_\_\_\_
3. If your spouse or any minor children is/are currently appointed to or employed by any agency of the State of Illinois, and his/her annual salary exceeds \$106,447.20, (60% of the salary of the Governor as of 7/1/07) are you entitled to receive (i) more then 71/2% of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of the salary of the Governor? Yes \_\_\_ No \_\_\_
4. If your spouse or any minor children are currently appointed to or employed by any agency of the State of Illinois, and his/her annual salary exceeds \$106,447.20, (60% of the Governor's salary as of 7/1/07) are you and your spouse or minor children entitled to receive (i) more than 15 % in the aggregate of the total distributable income of your firm, partnership, association or corporation, or (ii) an amount in excess of 2 times the salary of the Governor? Yes \_\_\_ No \_\_\_

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(c) Elective status; the holding of elective office of the State of Illinois, the government of the United States, any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois currently or in the previous 3 years. Yes \_\_\_ No \_\_\_

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(d) Relationship to anyone holding elective office currently or in the previous 2 years; spouse, father, mother, son, or daughter. Yes \_\_\_ No \_\_\_

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(e) Appointive office; the holding of any appointive government office of the State of Illinois, the United States of America, or any unit of local government authorized by the Constitution of the State of Illinois or the statutes of the State of Illinois, which office entitles the holder to compensation in excess of the expenses incurred in the discharge of that office currently or in the previous 3 years. Yes \_\_\_ No \_\_\_

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(f) Relationship to anyone holding appointive office currently or in the previous 2 years; spouse, father, mother, son, or daughter. Yes \_\_\_ No \_\_\_

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(g) Employment, currently or in the previous 3 years, as or by any registered lobbyist of the State government. Yes \_\_\_ No \_\_\_

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**RETURN WITH BID/OFFER**

(h) Relationship to anyone who is or was a registered lobbyist in the previous 2 years; spouse, father, mother, son, or daughter. Yes \_\_\_ No \_\_\_

(i) Compensated employment, currently or in the previous 3 years, by any registered election or reelection committee registered with the Secretary of State or any county clerk of the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections. Yes \_\_\_ No \_\_\_

(j) Relationship to anyone; spouse, father, mother, son, or daughter; who was a compensated employee in the last 2 years by any registered election or re-election committee registered with the Secretary of State or any county clerk of the State of Illinois, or any political action committee registered with either the Secretary of State or the Federal Board of Elections. Yes \_\_\_ No \_\_\_

**APPLICABLE STATEMENT**

**This Disclosure Form A is submitted on behalf of the INDIVIDUAL named on previous page.**

Completed by:  \_\_\_\_\_  
Signature of Individual or Authorized Representative Date

**NOT APPLICABLE STATEMENT**

**I have determined that no individuals associated with this organization meet the criteria that would require the completion of this Form A.**

**This Disclosure Form A is submitted on behalf of the CONTRACTOR listed on the previous page.**

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

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**ILLINOIS DEPARTMENT  
OF TRANSPORTATION**

**Form B  
Other Contracts &  
Procurement Related Information  
Disclosure**

Contractor Name		
Legal Address		
City, State, Zip		
Telephone Number	Email Address	Fax Number (if available)

Disclosure of the information contained in this Form is required by the Section 50-35 of the Illinois Procurement Act (30 ILCS 500). This information shall become part of the publicly available contract file. This Form B must be completed for bids in excess of \$10,000, and for all open-ended contracts.

**DISCLOSURE OF OTHER CONTRACTS AND PROCUREMENT RELATED INFORMATION**

**1. Identifying Other Contracts & Procurement Related Information.** The BIDDER shall identify whether it has any pending contracts (including leases), bids, proposals, or other ongoing procurement relationship with any other State of Illinois agency: Yes \_\_\_ No \_\_\_

If **“No” is checked**, the bidder only needs to complete the signature box on the bottom of this page.

**2. If “Yes” is checked.** Identify each such relationship by showing State of Illinois agency name and other descriptive information such as bid or project number (attach additional pages as necessary). SEE DISCLOSURE FORM INSTRUCTIONS:

**THE FOLLOWING STATEMENT MUST BE CHECKED**

<input type="checkbox"/>	_____	_____
	Signature of Authorized Representative	Date

## **RETURN WITH BID**

### **SPECIAL NOTICE TO CONTRACTORS**

The following requirements of the Illinois Department of Human Rights' Rules and Regulations are applicable to bidders on all construction contracts advertised by the Illinois Department of Transportation:

#### **CONSTRUCTION EMPLOYEE UTILIZATION PROJECTION**

- (a) All bidders on construction contracts shall complete and submit, along with and as part of their bids, a Bidder's Employee Utilization Form (Form BC-1256) setting forth a projection and breakdown of the total workforce intended to be hired and/or allocated to such contract work by the bidder including a projection of minority and female employee utilization in all job classifications on the contract project.
- (b) The Department of Transportation shall review the Employee Utilization Form, and workforce projections contained therein, of the contract awardee to determine if such projections reflect an underutilization of minority persons and/or women in any job classification in accordance with the Equal Employment Opportunity Clause and Section 7.2 of the Illinois Department of Human Rights' Rules and Regulations for Public Contracts adopted as amended on September 17, 1980. If it is determined that the contract awardee's projections reflect an underutilization of minority persons and/or women in any job classification, it shall be advised in writing of the manner in which it is underutilizing and such awardee shall be considered to be in breach of the contract unless, prior to commencement of work on the contract project, it submits revised satisfactory projections or an acceptable written affirmative action plan to correct such underutilization including a specific timetable geared to the completion stages of the contract.
- (c) The Department of Transportation shall provide to the Department of Human Rights a copy of the contract awardee's Employee Utilization Form, a copy of any required written affirmative action plan, and any written correspondence related thereto. The Department of Human Rights may review and revise any action taken by the Department of Transportation with respect to these requirements.



**RETURN WITH BID**



**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**

**PART I. IDENTIFICATION**

Dept. Human Rights # \_\_\_\_\_ Duration of Project: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

**PART II. WORKFORCE PROJECTION**

A. The undersigned bidder has analyzed minority group and female populations, unemployment rates and availability of workers for the location in which this contract work is to be performed, and for the locations from which the bidder recruits employees, and hereby submits the following workforce projection including a projection for minority and female employee utilization in all job categories in the workforce to be allocated to this contract:

TABLE A

TOTAL Workforce Projection for Contract													
JOB CATEGORIES	TOTAL EMPLOYEES		MINORITY EMPLOYEES						TRAINEES				
			BLACK		HISPANIC		*OTHER MINOR.		APPRENTICES		ON THE JOB TRAINEES		
	M	F	M	F	M	F	M	F	M	F	M	F	
OFFICIALS (MANAGERS)													
SUPERVISORS													
FOREMEN													
CLERICAL													
EQUIPMENT OPERATORS													
MECHANICS													
TRUCK DRIVERS													
IRONWORKERS													
CARPENTERS													
CEMENT MASONS													
ELECTRICIANS													
PIPEFITTERS, PLUMBERS													
PAINTERS													
LABORERS, SEMI-SKILLED													
LABORERS, UNSKILLED													
TOTAL													

TABLE B

CURRENT EMPLOYEES TO BE ASSIGNED TO CONTRACT			
TOTAL EMPLOYEES		MINORITY EMPLOYEES	
		M	F
M	F	M	F

TABLE C

TOTAL Training Projection for Contract								
EMPLOYEES IN TRAINING	TOTAL EMPLOYEES		BLACK		HISPANIC		*OTHER MINOR.	
	M	F	M	F	M	F	M	F
APPRENTICES								
ON THE JOB TRAINEES								

\* Other minorities are defined as Asians (A) or Native Americans (N).  
Please specify race of each employee shown in Other Minorities column.

FOR DEPARTMENT USE ONLY

**Note: See instructions on page 2**

**RETURN WITH BID**

**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**

**PART II. WORKFORCE PROJECTION - continued**

- B. Included in "Total Employees" under Table A is the total number of **new hires** that would be employed in the event the undersigned bidder is awarded this contract.

The undersigned bidder projects that: (number) \_\_\_\_\_ new hires would be recruited from the area in which the contract project is located; and/or (number) \_\_\_\_\_ new hires would be recruited from the area in which the bidder's principal office or base of operation is located.

- C. Included in "Total Employees" under Table A is a projection of numbers of persons to be employed directly by the undersigned bidder as well as a projection of numbers of persons to be employed by subcontractors.

The undersigned bidder estimates that (number) \_\_\_\_\_ persons will be directly employed by the prime contractor and that (number) \_\_\_\_\_ persons will be employed by subcontractors.

**PART III. AFFIRMATIVE ACTION PLAN**

- A. The undersigned bidder understands and agrees that in the event the foregoing minority and female employee utilization projection included under **PART II** is determined to be an underutilization of minority persons or women in any job category, and in the event that the undersigned bidder is awarded this contract, he/she will, prior to commencement of work, develop and submit a written Affirmative Action Plan including a specific timetable (geared to the completion stages of the contract) whereby deficiencies in minority and/or female employee utilization are corrected. Such Affirmative Action Plan will be subject to approval by the contracting agency and the **Department of Human Rights**.
- B. The undersigned bidder understands and agrees that the minority and female employee utilization projection submitted herein, and the goals and timetable included under an Affirmative Action Plan if required, are deemed to be part of the contract specifications.

Company \_\_\_\_\_ Telephone Number \_\_\_\_\_

Address \_\_\_\_\_

**NOTICE REGARDING SIGNATURE**

The Bidder's signature on the Proposal Signature Sheet will constitute the signing of this form. The following signature block needs to be completed if revisions are required.

Signature:  \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

Instructions: All tables must include subcontractor personnel in addition to prime contractor personnel.

Table A - Include both the number of employees that would be hired to perform the contract work and the total number currently employed (Table B) that will be allocated to contract work, and include all apprentices and on-the-job trainees. The "Total Employees" column should include all employees including all minorities, apprentices and on-the-job trainees to be employed on the contract work.

Table B - Include all employees currently employed that will be allocated to the contract work including any apprentices and on-the-job trainees currently employed.

Table C - Indicate the racial breakdown of the total apprentices and on-the-job trainees shown in Table A.

**RETURN WITH BID**

**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**

PROPOSAL SIGNATURE SHEET

The undersigned bidder hereby makes and submits this bid on the subject Proposal, thereby assuring the Department that all requirements of the Invitation for Bids and rules of the Department have been met, that there is no misunderstanding of the requirements of paragraph 3 of this Proposal, and that the contract will be executed in accordance with the rules of the Department if an award is made on this bid.

(IF AN INDIVIDUAL)

Firm Name \_\_\_\_\_

Signature of Owner \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

(IF A CO-PARTNERSHIP)

Firm Name \_\_\_\_\_

By \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

Name and Address of All Members of the Firm:

\_\_\_\_\_

\_\_\_\_\_

(IF A CORPORATION)

Corporate Name \_\_\_\_\_

By \_\_\_\_\_

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

Typed or printed name and title of Authorized Representative \_\_\_\_\_

Attest \_\_\_\_\_

Signature \_\_\_\_\_

(IF A JOINT VENTURE, USE THIS SECTION FOR THE MANAGING PARTY AND THE SECOND PARTY SHOULD SIGN BELOW)

Business Address \_\_\_\_\_

\_\_\_\_\_

(IF A JOINT VENTURE)

Corporate Name \_\_\_\_\_

By \_\_\_\_\_

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

Typed or printed name and title of Authorized Representative \_\_\_\_\_

Attest \_\_\_\_\_

Signature \_\_\_\_\_

Business Address \_\_\_\_\_

\_\_\_\_\_

If more than two parties are in the joint venture, please attach an additional signature sheet.



Return with Bid

Division of Highways
Proposal Bid Bond
(Effective November 1, 1992)

Item No. \_\_\_\_\_

Letting Date \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, That We \_\_\_\_\_

as PRINCIPAL, and \_\_\_\_\_

\_\_\_\_\_ as SURETY, are held jointly, severally and firmly bound unto the STATE OF ILLINOIS in the penal sum of 5 percent of the total bid price, or for the amount specified in Article 102.09 of the "Standard Specifications for Road and Bridge Construction" in effect on the date of invitation for bids, whichever is the lesser sum, well and truly to be paid unto said STATE OF ILLINOIS, for the payment of which we bind ourselves, our heirs, executors, administrators, successors and assigns.

THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH, that whereas, the PRINCIPAL has submitted a bid proposal to the STATE OF ILLINOIS, acting through the Department of Transportation, for the improvement designated by the Transportation Bulletin Item Number and Letting Date indicated above.

NOW, THEREFORE, if the Department shall accept the bid proposal of the PRINCIPAL; and if the PRINCIPAL shall, within the time and as specified in the bidding and contract documents, submit a DBE Utilization Plan that is accepted and approved by the Department; and if, after award by the Department, the PRINCIPAL shall enter into a contract in accordance with the terms of the bidding and contract documents including evidence of the required insurance coverages and providing such bond as specified with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material furnished in the prosecution thereof; or if, in the event of the failure of the PRINCIPAL to make the required DBE submission or to enter into such contract and to give the specified bond, the PRINCIPAL pays to the Department the difference not to exceed the penalty hereof between the amount specified in the bid proposal and such larger amount for which the Department may contract with another party to perform the work covered by said bid proposal, then this obligation shall be null and void, otherwise, it shall remain in full force and effect.

IN THE EVENT the Department determines the PRINCIPAL has failed to comply with any requirement as set forth in the preceding paragraph, then Surety shall pay the penal sum to the Department within fifteen (15) days of written demand therefor. If Surety does not make full payment within such period of time, the Department may bring an action to collect the amount owed. Surety is liable to the Department for all its expenses, including attorney's fees, incurred in any litigation in which it prevails either in whole or in part.

In TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by

their respective officers this \_\_\_\_\_ day of \_\_\_\_\_ A.D., \_\_\_\_\_ .

PRINCIPAL

SURETY

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Company Name)

By \_\_\_\_\_  
(Signature & Title)

By: \_\_\_\_\_  
(Signature of Attorney-in-Fact)

Notary Certification for Principal and Surety

STATE OF ILLINOIS,  
County of \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said County, do hereby certify that

\_\_\_\_\_ and \_\_\_\_\_  
(Insert names of individuals signing on behalf of PRINCIPAL & SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_ A.D. \_\_\_\_\_

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public

In lieu of completing the above section of the Proposal Bid Form, the Principal may file an Electronic Bid Bond. By signing the proposal and marking the check box next to the Signature and Title line below, the Principal is ensuring the identified electronic bid bond has been executed and the Principal and Surety are firmly bound unto the State of Illinois under the conditions of the bid bond as shown above.

\_\_\_\_\_  
Electronic Bid Bond ID#

\_\_\_\_\_  
Company / Bidder Name



\_\_\_\_\_  
Signature and Title

# PROPOSAL ENVELOPE



## PROPOSALS

for construction work advertised for bids by the  
Illinois Department of Transportation

Item No.	Item No.	Item No.

Submitted By:

Name:
Address:
Phone No.

Bidders should use an IDOT proposal envelope or affix this form to the front of a 10" x 13" envelope for the submittal of bids. If proposals are mailed, they should be enclosed in a second or outer envelope addressed to:

Engineer of Design and Environment - Room 326  
Illinois Department of Transportation  
2300 South Dirksen Parkway  
Springfield, Illinois 62764

### **NOTICE**

**Individual bids, including Bid Bond and/or supplemental information if required, should be securely stapled.**

# CONTRACTOR OFFICE COPY OF CONTRACT SPECIFICATIONS

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## NOTICE

None of the following material needs to be returned with the bid package unless the special provisions require documentation and/or other information to be submitted.

**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**



**Illinois Department of Transportation**



## NOTICE TO BIDDERS

- 1. TIME AND PLACE OF OPENING BIDS.** Sealed proposals for the improvement described herein will be received by the Department of Transportation at the Harry R. Hanley Building, 2300 South Dirksen Parkway, in Springfield, Illinois until 10:00 o'clock a.m., July 31, 2009. All bids will be gathered, sorted, publicly opened and read in the auditorium at the Department of Transportation's Harry R. Hanley Building shortly after the 10:00 a.m. cut off time.
- 2. DESCRIPTION OF WORK.** The proposed improvement is identified and advertised for bids in the Invitation for Bids as:

**Contract No. 78096  
WILLIAMSON County  
Section (X1-6)LS-2  
Route FAI 57  
District 9 Construction Funds**

**This contract will consist of landscaping in Marion, at the intersections of FAI Route 57 and Old Illinois Route 13 and at FAI Route 57 and Morgan Street.**

- 3. INSTRUCTIONS TO BIDDERS.** (a) This Notice, the invitation for bids, proposal and letter of award shall, together with all other documents in accordance with Article 101.09 of the Standard Specifications for Road and Bridge Construction, become part of the contract. Bidders are cautioned to read and examine carefully all documents, to make all required inspections, and to inquire or seek explanation of the same prior to submission of a bid.  
  
(b) State law, and, if the work is to be paid wholly or in part with Federal-aid funds, Federal law requires the bidder to make various certifications as a part of the proposal and contract. By execution and submission of the proposal, the bidder makes the certification contained therein. A false or fraudulent certification shall, in addition to all other remedies provided by law, be a breach of contract and may result in termination of the contract.
- 4. AWARD CRITERIA AND REJECTION OF BIDS.** This contract will be awarded to the lowest responsive and responsible bidder considering conformity with the terms and conditions established by the Department in the rules, Invitation for Bids and contract documents. The issuance of plans and proposal forms for bidding based upon a prequalification rating shall not be the sole determinant of responsibility. The Department reserves the right to determine responsibility at the time of award, to reject any or all proposals, to readvertise the proposed improvement, and to waive technicalities.

By Order of the  
Illinois Department of Transportation

Gary Hannig,  
Acting Secretary

INDEX  
 FOR  
 SUPPLEMENTAL SPECIFICATIONS  
 AND RECURRING SPECIAL PROVISIONS

Adopted January 1, 2009

This index contains a listing of SUPPLEMENTAL SPECIFICATIONS and frequently used RECURRING SPECIAL PROVISIONS.

ERRATA Standard Specifications for Road and Bridge Construction (Adopted 1-1-07) (Revised 1-1-09)

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The following RECURRING SPECIAL PROVISIONS indicated by an "X" are applicable to this contract and are included by reference:

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## STATE OF ILLINOIS

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### SPECIAL PROVISIONS

The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction," adopted January 1, 2007, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways," and the "Manual of Test Procedures for Materials" in effect on the date of invitation for bids, and the Supplemental Specifications and Recurring Special Provisions indicated on the Check Sheet included herein which apply to and govern the construction of FAI 57 (I-57), Section (X1-6)LS-2, Williamson County, Contract No. 78096 and in case of conflict with any part or parts of said Specifications, the said Special Provisions shall take precedence and shall govern.

#### LOCATION OF PROJECT

This project consist of two locations. The first location is located at the intersection of I-57 and Old IL 13. The second location is located at the intersection of I-57 and Morgan Street.

#### DESCRIPTION OF PROJECT

The proposed improvement will include median landscaping at Old IL 13 and landscaping at the Morgan Street overpass.

#### UTILITIES

No utilities will be encountered within the limits of this project. Utility information may be obtained by calling the "Joint Utility Location Information for Excavation" phone number, 800-892-0123. This project is located in the West Marion Township.

The Contractor is advised that this project includes areas of highway illumination and/or signalized intersections. These areas have underground cable or conduit throughout which is to remain in service. Before driving any posts or beginning any excavation operations, the Contractor shall locate, uncover by hand and relocate any wiring which conflicts with the proposed work. Any cable or conduit which is damaged as a result of the Contractor's operations shall be replaced by him at his expense. Replacement material and methods shall meet or exceed the original specifications for the wiring. Splicing will not be permitted.

#### TRAFFIC CONTROL PLAN

Effective 1985

Revised 2/17/99

Traffic control shall be in accordance with the applicable sections of the Standard Specifications for Road and Bridge Construction, the guidelines contained in the National Manual on Uniform

Traffic Control Devices for Streets and Highways, the Supplemental Specifications, these Special Provisions, and any special details and highway standards contained herein and in the plans.

Special attention is called to Articles 107.09 and 107.14 of the Standard Specifications for Road and Bridge Construction and the following traffic control related (1) Highway Standards; (2) Supplemental Specifications and Recurring Special Provisions; (3) other Special Provisions; and (4) Plan Details which are included in this contract:

1. Standards:  
701101, 701601, 701901
2. Supplemental Specifications and Recurring Special Provisions:  
Work Zone Traffic Control and Protection
3. Special Provisions:  
Personal Protective Equipment
4. Plan Details:  
None

Traffic control standards shall be applied as directed by the Engineer. Suggested applications for each standard are as follow:

701101 This standard should be used when any vehicles, equipment, workers or their activities will encroach in the area 15' to 24' from the edge of pavement. This standard should be used during landscaping operations at Location #2.

701601 This standard should be used where at anytime, day or night, any vehicle, equipment, workers or their activities encroach on the pavement during shoulder operations or where construction requires lane closures in urban areas. This standard should be used during landscaping operations at Location #1.

During the entire construction period, the road shall be kept open to traffic as follows:

- (b) The highway shall be kept open to at least one lane of traffic at all times, and to two lanes of traffic to the greatest extent possible.
- (c) Access to all public roads and private entrances shall be maintained during all stages of the work.

If at any time the signs are in place but not applicable, they shall be turned from the view of motorists or covered as directed by the Engineer.

The cost of furnishing, erecting, maintaining, and removing the required signs shall be incidental to the contract.

## **TWO WEEK NOTIFICATION PRIOR TO STARTING WORK**

Effective December 2005

Revise the first sentence of Article 107.09 Public Convenience and Safety to the following "The Contractor shall notify the Engineer at least 14 days in advance of starting any construction work.

This additional notification is required so that the public can be notified of the pending construction.

## **GEOTECHNICAL FABRIC**

Description: This work shall consist of placing geotechnical fabric for french drain in landscaped areas, as shown on the Plans or as directed by the Engineer.

General Requirements: The fabric shall be delivered to the jobsite in such a manner to facilitate handling and incorporation into the work without damage. In no case shall the fabric be stored and exposed to direct sunlight that might significantly diminish its strength or toughness. Torn or punctured fabric shall not be used.

After the trench has been approved by the Engineer, the fabric shall be loosely rolled out so the center of the fabric is at the centerline of the excavated trench, and it will not tear when the aggregate is placed. When more than one section of fabric is used, the fabric shall overlap a minimum of two (2) feet. Enough fabric shall remain uncovered after the trench is filled to provide for fabric to overlap a minimum of two (2) feet at the top.

During backfilling with Porous Granular Material, a minimum 6-inch cushion of the aggregate shall be carefully placed over the lined trench before end dumping larger aggregates out of trucks or other equipment. Following the backfilling operation, the fabric shall be lapped over the top and covered with soil.

Materials for the geotechnical fabric shall meet the requirements of Article 1080.05 of the Standard Specifications.

Method of Measurement: GEOTECHNICAL FABRIC will be measured for payment in place and the area computed in square yards. The additional fabric required for overlaps of individual sheets and overlaps at the top of the french drain will not be measured for payment.

Basis of Payment: GEOTECHNICAL FABRIC will be paid for at the contract unit price per square yard, which price shall include all labor, material and equipment for furnishing, transporting, and installing the material in place.

## **MULCH**

Mulch installation described shall be performed at all planter locations and as directed by the Engineer.

Description: This item shall consist of furnishing, transporting and placing shredded hardwood bark mulch in planter areas as described herein and per direction of the Engineer.

General Requirements: The Contractor shall supply and install shredded hardwood bark mulch, as required to mulch around trees, shrubs, and herbaceous plants in landscaped areas.

The Contractor shall remove all litter and plant debris before mulching. The Contractor shall repair grade by raking planting soil as needed, before mulching. Care shall be taken not to bury leaves, stems, or vines under mulch material.

All finished mulch areas shall be left smooth and level to maintain a uniform surface and appearance. All work areas shall be cleaned of debris and mulch, prior to leaving the site.

Hardwood bark mulch shall be clean, finely shredded mixed-hardwood bark, not to exceed two (2) inches in its largest dimension, free of foreign matter, sticks, stones, and clods. All hardwood mulch shall be processed through hammermill. Hardwood bark not processed through a hammermill shall not be accepted.

A sample and request for material inspection form must be supplied to the Engineer for approval prior to performing any work.

Place mulch layer around plants as follows:

Perennials, including: bulbs, ground cover, vines, grasses:

Four (4) inches deep – keep mulch away from crowns of plants.

Shrubs, including shrubs and roses:

Four (4) inches deep mulch – keep mulch away from stems, crown, or neck of shrub.

Trees, shade and ornamental:

Four (4) inches deep – keep mulch away from the trunk of the tree.

Method of Measurement: MULCH shall be measured for payment in place and the computed area in square yards. The depth of the mulch shall be as specified herein. This item will not be paid by load tickets.

Basis of Payment: MULCH will be paid for at the contract unit price per square yard which price shall include all labor, material, and equipment necessary to complete the item stated above.

## **INTERLOCKING CONCRETE PAVERS**

Description: Work associated with this item shall include excavation, the furnishing and installation of interlocking concrete pavers, steel edge restraint and sand bedding as indicated on the Plans, and as directed by the Engineer.

Interlocking concrete pavers shall be Paverlock Oxford Series Pavers manufactured by Reading Rock, Inc. or an approved equivalent. The color of the interlocking concrete pavers shall Terra Cotta Red unless otherwise approved in writing by the Engineer. The Contractor shall install the interlocking concrete pavers in the Muster Q pattern as shown on the Plans unless otherwise approved in writing by the Engineer.

The steel edge restraint shall be Rigid Pave Edge manufactured by Pave Tech, Inc. or an approved equivalent.

The sand bedding shall be clean coarse concrete sand with a gradation of FA 20 as specified in Paragraph 1003.01 (c) of the Standard Specifications.

The Contractor shall install the interlocking concrete pavers and steel edge restraint in accordance with the manufacturer's recommendations.

Method of Measurement: INTERLOCKING CONCRETE PAVERS will be measured for payment in place and the computed area in square feet.

Basis of Payment: INTERLOCKING CONCRETE PAVERS will be paid for at the contract unit price per square feet, which price shall include furnishing and installing interlocking concrete pavers, steel edge restraint and sand bedding required to complete the work as specified.

### **RPZ BACKFLOW PREVENTER 2"**

Description: This item shall consist of excavation, furnishing and installing an ASSE Standard backflow preventers, installation Type K copper water pipe, and sand backfill as indicated on the Plans, and as directed by the Engineer.

General Requirements: Backflow preventers shall be of the size indicated for maximum flow rate and maximum pressure loss required. City of Marion approved with AGD Series air gap.

1. Working Pressure: 150 psi minimum except where otherwise indicated.
2. 2 Inches and Smaller: Bronze body with threaded ends.
3. 2-1/2 Inches and Larger: Bronze, cast-iron, steel, or stainless-steel body with flanged ends. Provide AWWA C550, interior protective epoxy coating for backflow preventers with cast-iron or steel body.

Interior Components must be Corrosion-resistant materials.

Other incidental items:

1. Strainer supplied within RPZ and compatible with size and capacity of unit, on the inlet.
2. Winterizing pipe caps.
3. RPZ Enclosure fastened to concrete base and concrete filled steel bollards.

Reduced-Pressure-Principle Backflow Preventer: ASSE 1013, with (OS&Y) gate valves on inlet and outlet, and strainer on inlet. Include test cocks and pressure-differential relief valve with ASME A112.1.2 air-gap fitting located between 2 positive-seating check valves for continuous pressure application.

1. Pressure Loss: 15 psig maximum, through middle third of flow range.
2. Gate valves supplied with and compatible for size and testing of unit on inlet and outlet. Valves 2 inches (50 mm) and smaller may be ball valves if these are unit manufacturer's standard valve for this application.

3. Test Kit: Unit manufacturer supplied, complete calibrated backflow preventer testing equipment kit with carrying case.

Anti-siphon, Pressure-Type Vacuum Breakers: ASSE 1020, with valves, spring-loaded check valve, and spring-loaded floating disc. Include test cocks and atmospheric vent for continuous pressure application.

1. Pressure Loss: 6 psig maximum, through middle third of flow range.
2. Gate valves supplied with and compatible for size and testing of unit on inlet and outlet. Valves 2 inches and smaller may be ball valves if these are unit manufacturer's standard valve for this application.
3. Test Kit: Unit manufacturer supplied, complete calibrated backflow preventer testing equipment kit with carrying case.

Pressure Gauge:

ASME B40.1, 4-1/2-inch (115 mm) diameter dial, with dial range of 2 times system operating pressure and bottom outlet.

Concrete Base: Concrete: Portland cement mix, 3000 psi.

1. Cement: ASTM C 150, Type I.
2. Fine Aggregate: ASTM C 33, sand.
3. Coarse Aggregate: ASTM C 33, crushed gravel.
4. Water: Potable.

Reinforcement: Steel conforming to the following:

1. Fabric: ASTM A 185, welded wire fabric, plain.
2. Reinforcement Bars: ASTM A 615, Grade 60, deformed.

Backflow Preventers: RPZ's shall be FEBCO Model No. 825YA or an approved equivalent complete with shutoff valves, wye strainers shall be FEBCO Model 650 or an approved equivalent. RPZ's shall be furnished with flanged unions to facilitate field removal for freeze protection or maintenance. All work shall be in accordance with City of Marion Standards.

Valves for above ground installation shall be

- A. Grinnell Supply Sales Co., Grinnell Corp.
- B. Milwaukee Valve Co., Inc.
- C. Nibco, Inc.
- D. Hammond Valve Div., Prairie Manufacturing Corp.
- E. Or an approved equivalent

This item includes excavation, furnishing and installing the Type K, 2 inch copper pipe, and trench backfill from the backflow preventer (RPZ) to a point five (5) feet upstream and five feet (5) downstream. From that point the water supply system will either be paid as IRRIGATION SYSTEM or WATER SERVICE LINE 2".

The copper piping may be converted to PVC pipe five (5) feet downstream of the backflow preventer.



Excavation shall be in accordance with applicable portions of Section 202 of Standard Specifications. Excavation shall be limited to the area shown on the Plans and details, or as directed by the Engineer. All shoring required shall be considered incidental to this item.

Pavement removal and replacement shall be paid for using applicable line items. Restoration of non-paved areas shall be paid using applicable line items.

Trench Backfill placed and compacted in accordance with Section 208 of the Standard Specification and shall be included in the cost of this item. Trench backfill shall be FA 2 gradation.

Basis of Payment: RPZ BACKFLOW PREVENTER 2" shall be paid for at the contract unit price per each, which price shall include excavation, disposal of excavated material, RPZ backflow preventer, pipe caps, installation of Type K copper piping, and sand backfill required to complete the work as specified.

## **RPZ ENCLOSURE 2"**

Description: This item shall consist of furnishing and installing an enclosure for RPZ backflow preventers.

General Requirements: The RPZ enclosure shall be a "Strong Box" Model SBBC-30AL manufactured by V.I.T. Products, Inc. or an approved equivalent. The RPZ enclosure shall be black in color unless otherwise approved in writing by the Engineer.

The RPZ enclosure shall be mounted onto and secured to a concrete pad in accordance with the manufacturer's recommendations and as directed by the Engineer. The cost of all hardware required to mount and secure the enclosure to the concrete pad shall be included in the contract unit price for RPZ ENCLOSURE 2". The concrete pad shall be paid for as CONCRETE PAD.

The Contractor shall provide locks and keys for the RPZ enclosure. All locks provided shall have a common key. A minimum of three (3) keys shall be provided. The Contractor shall coordinate the hardware requirements for the keying of the locks with the City of Marion. The cost for the locks and keys shall be included in the contract unit price for RPZ ENCLOSURE 2".

Basis of Payment: RPZ ENCLOSURE 2" shall be paid for at the contract unit price per each, which price shall include furnishing and installing the RPZ enclosure, locks, keys, and mounting hardware required to complete the work as specified.

## **CONCRETE PAD**

Description: This item shall consist of construction a Portland cement concrete pad for mounting the RPZ backflow preventer and the RPZ enclosure.

General Requirements: The concrete pad shall be constructed in accordance with applicable portions of Section 424 of the Standard Specifications.

The concrete pad shall be constructed to the dimension shown on the Plans with a minimum thickness of five (5) inches.

Method of Measurement: CONCRETE PAD will be measured for payment in place and the computed area in square yards.

Basis of Payment: CONCRETE PAD will be paid for at the contract unit price per square yard, which price shall include all labor, material, and equipment required to complete the work as specified.

**PLANTING MIX FURNISH AND PLACE 36”**

Work under this item shall be performed in accordance with Section 200 of the Standard Specifications except as modified herein.

Description: This work shall consist of furnishing, transporting, testing, preparing, and placing planting soil including finish grading to the depth specified in areas as shown on the Plans or as directed by the Engineer.

General Requirements: In general the planting soil shall be two (2) parts pulverized top soil and one (1) part coarse sand. The sand, in the amount required to produce an acceptable planting soil, shall be added and mixed during the pulverization process only. The sand shall be of an FA 2 gradation.

Soil Stockpiling: The Contractor shall obtain the total quantity of planting soil required for this project and stockpile this material at an acceptable offsite location a minimum of 30 days in advance of placement. The stockpile must be covered to avoid excessive moisture content and erosion. The Contractor shall have the material tested following the guidelines presented below under Soil Testing and, if approved, this stockpile shall be the sole source for planting soil to be delivered to site. The test results along with a Request for Inspection form should be sent to the Engineer prior to delivering the material to site. This transmittal must also identify the location of the stockpile. If there are any changes in source the Contractor shall notify the Engineer immediately. There will be no additional time allowed for the completion of this project in order to substitute, test, and approve a new source of planting soil.

Delivery, Storage and Handling: Protect soil from absorbing excess water and from erosion at all times. Do not store materials unprotected from large rainfall events. Do not allow excess water to enter site prior.

Soil Testing: No planting soil shall be delivered to the site until the Engineer has reviewed test results and has accepted the planting soil. The Contractor shall employ a soil testing agency acceptable to the Engineer, which uses test methods approved by the Association of Agricultural Chemists. Test frequency shall be as follows:

<u>Quantity of Soil Placed (c.y.)</u>	<u>Number of Tests</u>
1 - 200	1
200 – 1000	3
1000 <	$((\text{Quantity} - 1000) / 500) + 3$ rounded up to whole number

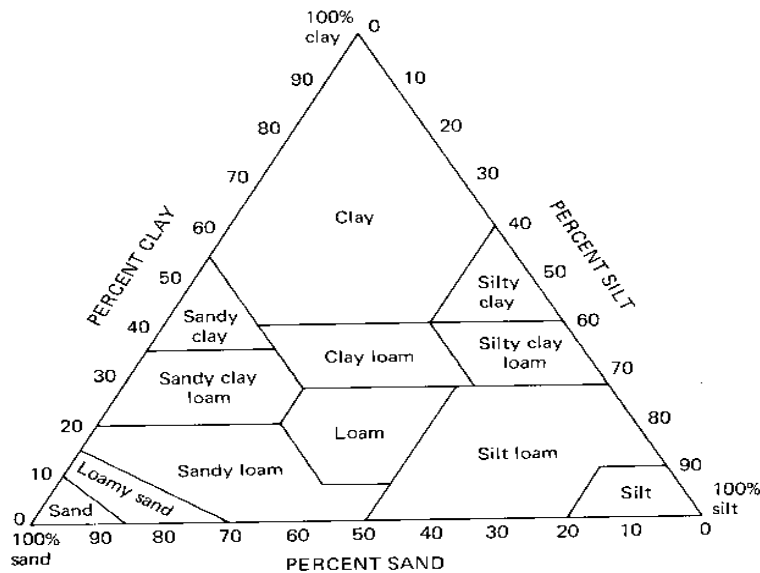
When more than one test is performed, the average of the test results will be used to determine acceptance.

The planting soil test report must obtain the following information:

	HIGH	LOW
Chemical Analysis:		
a.    pH	7.0	6.5

Mechanical Analysis		
a.    % clay	25%	0%
b.    % silt	77%	45%
c.    % sand	33%	25%

3. Additionally the following variables are required.
- d. cation exchange capacity (CEC)
- e. soluble salts
- f. organic matter
- g. phosphorous
- h. available potassium
- i. nutrients
- j. residual chemicals
- k. Recommendations to mitigate any issues from the results in items 3a through 3g.



The mechanical analysis should show that the % sand, % silt, and the % clay must yield a silt loam soil. See the attached Textural Classes diagram above. To determine the class plot a line parallel to the % clay axis starting the line at the value of the % silt. Plot another line parallel to the % sand axis starting the line at the value of the % clay. The intersection of these lines should be in the silt loam region, for the soil to be approved.

Preparation and Placement:

1. Perform or coordinate final adjustments of any utility structure.
2. Clean planters of all trash and debris before placement of soil mix. Remove and legally dispose of debris off site in accordance with Article 202.03. Repair to the satisfaction of the Engineer any portion of the geotechnical fabric or drainage layers prior to installation of planting soil mix.
3. Place, spread and rough grade specified planting soil to depths specified in all areas to be planted. Place planting soil mix in two level (2) lifts. The first lift shall contain 2/3 of the planter soil depth. After placing each lift, moisten the surface at a rate sufficient to hydraulically settle the soil, as determined by the Engineer. Allow water to thoroughly percolate through the soil before placing the next lift. Allow for settling, and place additional planting soil as necessary. Allow for placement and mixing of compost, as determined by the Engineer, but place enough soil mix to meet finish grades within  $\pm 0.10$  foot of design grades.
4. Rake smooth and finish grade all planted areas. The removal of excess material or the addition of planting soil may be required prior to landscaping. This shall be considered incidental to planting soil. Grading will be to a tolerance  $\pm .10$  foot of design grades. Any grade disturbed by irrigation installation shall be restored to finish grade and raked smooth.
5. All debris, litter, tire tracks, dirt, and unintended materials shall be removed, swept or washed off of all landscape, hard median surfaces, and pavement on a daily basis.

Planter Soil Acceptance:

The Engineer retains the right to visually inspect planting soil mix on site before placement. The Engineer may ask that material suspected of not meeting specification be removed from the site, until the material can be mechanically tested.

The final determination of the planter soil quality shall be based upon soil tests taken by the Engineer. The samples shall be taken at the time of planting soil installation. The samples will be tested by the IDOT soils lab. The test frequency shall be the same as listed above. When more than one test is required, the percentages of sand, silt and clay will be averaged. This averaged value will be used to determine the soil quality.

If the averaged test result for sand or silt content is outside the range specified by less than five (5%) percent, an adjusted unit price will be used in computing payment for the planting soil. The adjusted unit price will be a percentage of the contract unit price as given in the following schedule:

<u>Average Sand or Silt Deficiency</u>	<u>Percent of Contract Payment</u>
0 to 2	80
2.1 to 4	66
4.1 to 5	50

Clay content in excess of this specification by two (2%) percent or less: If the averaged result for clay is outside the range specified by less than two (2%) percent an adjusted unit price will be used in computing payment for the planting soil. The adjusted unit price will be sixty-six (66%) percent of the contract unit price.

The Contractor shall remove all planting soil and install material meeting this specification. The Contractor shall be responsible for all costs incurred to remove deficient material and install acceptable planting soil. The Contractor shall be responsible for any damage to plant material, irrigation system, waterproof membrane, or any other damage caused by this work. The Contractor shall be responsible for all additional traffic control. No addition time will be provided in the contract to perform remedial work.

Method of Measurement: PLANTING MIX FURNISH AND PLACE 36" shall be measured for payment in place to the depth specified in square yards. Areas not meeting the depth specified shall not be measured for payment.

Basis of Payment: This work will be paid for at the contract unit price per square yard for PLANTING MIX FURNISH AND PLACE 36". Payment shall include all testing, furnishing, stockpiling, transporting of materials, all labor and equipment necessary, disposal and incidentals required to complete the work as specified herein and to the satisfaction of the Engineer.

#### **INSPECTION PIPE 4 INCH**

Description: This work shall consist of the installation of four (4) inch diameter inspection pipe at an approximate 100' spacing along the planter medians as indicated on the Plans or as directed by the Engineer.

General Requirements: The inspection pipe shall extend from 3 inches above the mulch surface to the bottom of the French Drain, as shown on the Plans.

The inspection pipe shall be Polyvinyl Chloride (PVC) pipe. The bottom 3 inches of the inspection pipe shall be notched as indicated on plan details.

The top of the inspection pipe is to be capped by use of a threaded cap. The cap must be easily removed by use of a hand wrench.

Geotechnical fabric shall be secured around the inspection pipe by use of a stainless steel adjustable pipe clamp. The geotechnical fabric secured to the inspection pipe shall over lap the french drain system a minimum of two (2) feet. This work shall be included in the contract unit price for INSPECTION PIPE, 4 INCH.

A 3/4 inch x 3/4 inch or 3/4 inch diameter wooden rod, the same length as the inspection pipe shall be placed inside the pipe.

Basis of Payment: INSPECTION PIPE, 4 INCH shall be paid for at the contract unit price per each. This price shall include all labor, material and equipment required to complete this item.

## **IRRIGATION SYSTEM**

### Description:

- A. This work includes design and installation of the irrigation system as indicated on the drawings and as specified herein.
- B. Contractor shall prepare design drawings and shop drawings for approval by the Engineer and the City of Marion prior to commencement of any work on this item.
- C. This work shall include all labor, material, equipment, permits, and services to construct the irrigation system as designed in approved shop drawings, in accordance with sections 561, 562, 563, and 565 of the Standard Specifications and the Plan Details, except as herein modified.
- D. This work shall include monitoring and adjusting the completed system to assure healthy plant development.

### Water Services:

- A. Work described in the items WATER TAP, WATER VALVE, WATER METER IN VAULT, RPZ BACKFLOW PREVENTER, and WATER SERVICE LINE will collectively be described as Water Service Components within this specification.
- B. Water Service Components must be installed prior to the installation of the irrigation system, unless otherwise approved by the Engineer.
- C. The Water Service Components to be provided in this contract are shown on the Plans. The number of water services and sizes shown on the Plans have been designed to provide an adequate amount of water supply to service the areas to be irrigated. If it is determined the Irrigation System requires a greater water supply to conform to the requirements of this specification the Contractor must notify the Engineer immediately. Contractor is to verify existing water pressure at the main and notify the Engineer in writing.
- D. The locations of Water Service Components are shown on the Plans schematically. The location the Water Service Components will be determined by the Engineer in the field. The irrigation system must be designed to accommodate the location of the Water Service Components as installed.

### Mainline Water Service Line:

- A. The polyvinyl chloride (PVC) irrigation mainline piping shall connect to the copper water piping from a point of five (5) feet downstream of the RPZ assembly to the master irrigation control valve.

- B. The mainline water service line shall be installed in a trench at a minimum depth of thirty (30) inches below the finished elevation. The line shall be continuously snaked in alternate horizontal curves, in accordance with the pipe manufacturer's recommendations, to compensate for thermal contraction and expansion.
- C. A warning tape shall be run continuously, at six (6) inches below grade, directly above the mainline water service line and for its full length. Acceptable warning tape shall be Presco Products Detectable Underground Utility Marking Tape # D2105-Blue or an equivalent.
- D. The mainline water service line shall be Class 200, Polyvinyl Chloride (PVC) with a minimum pressure rating of 200 PSI. Standard Dimension Ratio (SDR) 21, pressure-rated pipe, Type 1, Grade 1, as identified in ASTM D-1784. Pipe shall conform to the requirements of Commercial Standard CFS-256 and ASTM D-2241. The mainline water service line shall meet or exceed the minimum requirements set forth by the American Society of Testing Materials (ASTM) and the National Sanitation Foundation (NSF). Materials used in manufacture of the service line piping shall contain the specified amounts of pigment, stabilizers, and other additives approved by the NSF for conveyance of potable water.
- E. Pipe fittings, such as elbows and tees, shall be schedule 80 PVC meeting or exceeding the requirements of ASTM D-2466 for socket-type PVC fittings. Material shall be Type 1, Grade 1 white PVC (cell classification 12454B) and conform to ASTM D-1784. A PVC cap shall be temporarily installed on the downstream end of the Water Service Line to permit hydrostatic testing prior to connection to the Irrigation System.
- F. After all PVC pipe joints, including the temporary end cap, are completely cured, and after shallow backfilling (leaving all joints exposed to view), the mainline water service line shall be subjected to hydrostatic pressure testing using only water. Compressed air or gases shall not be used for testing. The line shall remain under low-pressure while it is visually inspected in its entirety. After repair of any leaks, the line shall be more heavily backfilled but still leaving the joints exposed pipe shall then be subjected to full City of Marion water pressure for not less than twelve hours. Removal of the temporary end cap, after completion of all testing, shall be included in this item.
- G. Installation and testing of the mainline water service line shall be performed in a manner meeting the approval of the Engineer.

Electrical Services:

- A. The items contained in this contract used to supply electrical power for the irrigation system will be collectively described as the Electrical Service within this specification.
- B. Electrical Services are not required for solar powered irrigation system controllers. The types of controllers to be used are shown on the Plans.
- C. All electrical components from the irrigation system controller required to operate the irrigation system in accordance with this specification is considered incidental to this item and must be shown on the shop drawings.

- D. Contractor shall label all wire and circuit breakers to indicate they belong to the irrigation system, as directed by the Engineer.

Codes and Standards:

- A. Codes: All plumbing work shall be installed within applicable provisions of the City of Marion building codes.
- B. All devices and their installation must be in accordance with the City of Marion Plumbing Code.
- C. Standards: Items listed to conform to ASTM, ANSI, or manufactures recommendations, for installation.

Design:

The design will be completed, reviewed, and signed by a Licensed Professional Engineer or a Licensed Plumber. The design will follow these guidelines:

- A. Max velocity = 5 feet per second.
- B. Spray head distribution system shall be designed, unless the existing water main pressure is not sufficient. If main pressure is not sufficient a drip line system could be designed if approved by the Engineer.
- C. Spray Heads Minimum Height:  
Non-Turf Areas: 12 inches expandable to 18 inches  
Turf Areas: minimum 4 inches or sufficient height to account for grade differentials
- D. PSI variance:  
All spray heads should operate at  $\pm 3$  psi of every spray head within a zone.  
All zones should operate at  $\pm 3$  psi of every zone within a system.
- E. Isolation Valves:  
Median Planters Isolate each median planter  
Parkway Planters Isolate every 300 feet  
Turf, Parks, & Malls Per Engineer's Approval
- F. Head Spacing:  
Median and Parkway Planters: 10 feet max spacing  
Turf, Parks, Malls, and Plazas: 50% of the diameter of throw minimum.  
Square or triangular spacing must be used. The heads should have a matched precipitation rate.
- G. Angle of Trajectory: Should be calculated so that the spray will be above the mature plant height.



H. Precipitation:

Non-turf: Minimum 1 ½ Inch per week  
Turf: Minimum 1 Inch per week

I. Watering Run Times:

Spray Head: Three (3) waterings per week, eight (8) hour per watering maximum duration.  
Drip: Three (3) run times per week, twenty-four (24) hour per watering maximum duration.

J. Wiring size: calculations must be made to account for voltage drops and any splicing must be reflected on the shop drawings.

K. Quick Couple Valves Spacing:

Median Planters: 200 feet or 1 per median  
Parkway Planters: 200 feet or 3 per block  
Parks, Malls and Plazas: 100 feet radius between valves, minimum 1.

Submittals:

- A. Shop drawings shall be prepared by a Licensed Professional Engineer or a Licensed Plumber with proven experience in the design of irrigation systems of the magnitude of this project.
- B. Shop drawings shall include pipe detailing, controller layout, fabrication and installation of irrigation systems. Indicate plans, elevations and dimensions, including all accessories.
- C. Submittals shall include hydraulic calculations for circuit pressure losses and existing water pressure at the main.
- D. Submittals shall include wiring sizes and electrical calculations.
- E. Submittals shall include a complete package of catalog cut sheets for all equipment used in this irrigation system.

Manufacturers and Minimum Requirements:

Manufacturers: All products list herein are acceptable. However, the contractor can specify other products. These will be subject to review for approval prior to installation. Judgment of whether a product is equal to the approved will be based on the product information sheet, and the Engineer's past experiences with products.

1. PVC or Polyethylene Piping & Fittings:

All sprinkler piping mainlines and lateral pipe shall be SDR-21, Class 200, and Polyvinyl Chloride (PVC) with a minimum pressure rating of 200 PSI. Pipe shall be permanently and continuously marked with the manufacturer's name, trademark, size, type, and

National Sanitation Foundation (NSF) seal of approval. Pipe shall conform to the requirements of Commercial Standard CFS-256 and ASTM D-2241. PVC pipe shall be as manufactured by Crestline or approved equivalent.

All PVC fittings shall be solvent weld, Schedule #40 and shall conform to ASTM D-2466. Fittings shall be manufactured from PVC Type I materials and shall meet National Sanitation Foundation (NSF) standards. PVC fittings shall be as manufactured by Spears Manufacturing Company or approved equivalent. PVC fittings shall be joined with an approved PVC primer and cement.

Polyethylene piping 1 inch thru 1 ½ inches can be used for lateral piping, (down stream of the control valve). The pipe shall be polyethylene NT80 irrigation pipe SIDR-15 PE2406 NSF-PW ASTM D 2239 PPFA manufactured by Crestline or approved equivalent. The pipe must be permanently continuously labeled accordingly. The insert fittings are to be constructed of PVC and shall conform to ASTM D 2609 and National Sanitation Foundation Standard #14 plastic fittings for potable water. Insert fittings shall be clamped to pipe with two (2) stainless steel crimp type clamps on each pipe end.

Plastic insert fittings for polyethylene plastic pipe are manufactured by Spears Manufacturing Company or approved equivalent. Clamps shall be manufactured by Oetiker or approved equivalent.

## 2. Installation Main & Lateral Piping:

All sprinkler main lines shall be installed by open trench method using either a chain type trencher or hand excavated. Trenches shall be excavated so as to provide sufficient depth and width to permit proper handling and installation of pipe and fittings. Excavate the trench deep enough to provide a minimum of 18 inches of cover over the pipe. Ensure that the bottom of the trench is clean and smooth with all rock, loose soil and organic matter removed. Trench bottom must provide a smooth and continuous bearing surface to support the pipe.

When the cutting of pipe is required the pipes shall be cut clean and square with all burrs removed prior to solvent welding. Pipe must be free of all dust, dirt, moisture, grease, oil, or any other foreign material.

Pipe shall be joined by solvent welding method using a quality primer and cement applied according to the manufacturer's recommendation. Excess solvent shall be wiped cleaned from the pipe and fittings.

Sprinkler lateral piping may be installed by either open trench method or with an approved "vibratory plow". Where the open trench method is employed, the above specifications shall apply. In both the "open trench" method and the "vibratory plow" method, the minimum depth of cover for the lateral lines shall be 18 inches.

Where the "vibratory plow" method is used, the "mole" or "bullet" of the plow which precedes the pipe and is used to form the opening for the pipe shall not be less than 1 inch larger diameter than the outside diameter of the pipe. Starting and finishing holes shall be of sufficient size to allow for proper connection of the required fittings.

For polyethylene pipe, the insert fittings are to be clamped with stainless steel clamps. All fittings are to be double clamped securely over the barbs on fittings. Detectable Warning Tape shall be installed over all pipes. The tape will be placed so that it is 6 inches above the top of the pipe. Polyethylene film warning tape manufactured for marking and identifying underground utilities, 4 inches wide and 5 mils thick minimum continuously inscribed with "Irrigation" detectable by metal detector when tape is buried up to 30 inches deep.

3a. Irrigation Controllers

The irrigation controllers shall accommodate all zones plus 3 extra zones, providing for complete automatic operation of the system. Run time for the controller shall be 0-2 Hours per station and shall provide for schedules of up to 30 days with interval scheduling available as an alternate method. The controllers shall have a seasonal adjust features capable of increasing or decreasing station timing from 0% to 200%. The controllers shall have a non-volatile memory capable of holding program information during power outages.

The controllers shall have a 365-day calendar, which automatically adjusts for leap year.

The controllers shall be programmable for up to 24 start times per day per program and shall be capable of operating 24 Volt DC electric remote control valves.

The controller cabinets shall be constructed of cold forged stainless steel, and have a key-lockable door for vandal resistance.

The controllers shall be UL listed.

3b. Solar Operated Controller:

An IBOC 12PLUS Series controller and Solar Converter SP-2, manufactured by Irritrol Systems, or an approved equivalent shall be furnished and installed to regulate the irrigation system. The controller must be capable of watering a minimum of 12 stations.

4. Install Irrigation Controller

The irrigation controller is to be installed in a cabinet. The cabinet shall be brown in mulched areas and green in turfed areas or as directed by the Engineer. The cabinet shall be able to be locked with a single lock. The Contractor shall provide the required lock and key. Hardware for lock and key shall be coordinated with the City of Marion. The cabinet shall have the dimensions and installed per the details in the Plans.

Weatherproof break-away in-line fuses shall be installed in the electrical service cable prior to the connection to the controller. The fuses shall be in the controller cabinet.

The low voltage irrigation control wiring is to be installed in 2 inch steel heavy wall electrical conduit for protection. The conduit shall run from the controller, down and out 12 inches into the soil area. Conduit fittings are to be used to make 90 degree turn backs on the conduit at points of exit from the walls. (In no case shall the low voltage irrigation control wiring be installed in Class 160 or 200 PVC sprinkler pipe and Schedule 40 PVC 90-degree elbows).

The locations of all zones and recommended run times shall also be labeled on the controller along with the name, address, and phone number of the irrigation Installer.

The irrigation controller shall be installed in a secured enclosure (cabinet). The enclosure shall be UL NEMA 4X Hinge Clip with provisions for a padlock and safety chain for door stops. The approximate dimensions are 20"x20"x8" with 4 legs. It shall be constructed of all stainless steel type 316 code gauge all seam weld grinded smooth. All conduits shall enter from the bottom. The enclosure shall be equipped with proper ventilation. The enclosure shall be primed and painted (brown in mulch area and green in turf area or black if determined by the Engineer). The controller and equipment shall be mounted on a back plate. It shall include a disconnect, and protected fuses. All equipment housed in the enclosure shall be labeled as UL assembly. The enclosure shall be securely fastened square and level to the concrete pad using all stainless steel fasteners.

5a. Automatic Control Valves (Electric Operated)

Automatic Control Valve shall be female pipe inlet and female pipe outlet connection. The diaphragm shall be of rubber construction to retain flexibility and provide maximum sealing throughout its area.

The valve shall have a manual flow control, with a hand-operated, rising-type flow control stem with control wheel/handle. All parts shall be serviceable without removing valve from the line.

18 inch solenoid lead wires shall be attached to a 24 V DC solenoid with waterproof molded coil. The valves shall be normally closed.

The automatic control valve shall be model PEB series as manufactured by Rainbird or approved equivalent.

5b. Solenoid & Control Module for Control Valves

If electric power is not readily available the irrigation system shall be operated with latching solenoids, control modules and field transmitters. The latching solenoid shall be supplied with an installed filtered adapter allowing installation of the solenoid to the appropriate solenoid valve.

The DC latching solenoid shall be as manufactured by Rain Bird Sprinkler Mfg. Corp. or an approved equivalent.

6a. Installation Automatic Control Valves (Electric Operated):

The automatic control valves are to be installed at the locations indicated on the shop drawings. All PVC shall conform to the Section 1. PVC Piping and Fittings. Schedule 80 toe-nipples are to be used on the up stream and down stream sides of the valve. Wire splicing for valves to follow Section 12 of this specification, CONTROL WIRING. Valves shall be assembled so that they fit comfortably and properly in the valve boxes allowing sufficient room for service. Every effort should be made to install the valves, and valve boxes, in a location where they will not interfere with foot traffic or the maintenance of the landscape.

6b. Installation Solenoid and Control Module for Control Valves

The control module shall be mounted inside the valve box with stainless steel fasteners. It shall be mounted for ease of accessibility and connection to irrigation controller.

7. Heads; Rotary, Spray, Swing Joints:

- a. Median and Parkway Planters: The Sprinkler Heads shall be fixed spray type designed for in-ground installation. The body of the sprinkler shall be constructed of non-corrosive heavy-duty cyclac. The sprinkler heads shall have a riser screen filter to prevent entry of foreign materials to the nozzle. All parts shall be removable through the top of the sprinkler case. The sprinkler heads shall have a stainless steel retraction spring to ensure positive pop-down and shall have a Conilip seal and cap to provide proper sealing.

The sprinkler heads shall be of pop-up design with an overall body height of 16 inches, and have a pop-up stroke of 12 inches.

The Spray Heads shall be Model 1812 for landscaped areas as manufactured by the Rainbird or approved equivalent, and for turf areas Model 1804 or approved equivalent is permitted, provided that available pressure does not allow for the use of rotary heads.

- b. Turf Areas (when approved by the Engineer): Full and Part Circle Rotary Sprinkler Heads shall be gear drive rotary sprinkler heads with a built in check valve to eliminate low head drainage. Radius reduction shall be adjustable by up to 25% by means of radius adjustment screw accessible from the top of the cap. Water distribution shall be via two (2) nozzles mounted in a stainless nozzle turret. The dual nozzles shall elevate 2-3/8 inches when in operation.

Retraction shall be achieved by a heavy-duty stainless steel retraction spring. The sprinkler head shall have a riser seal and a wiper which permits limited flushing on the up and down stroke. Rotation shall be accomplished by a planetary gear assembly. The sprinkler head housing shall be of high impact molded plastic with a 1 inch NPT connection.

The rotary heads shall be I-25 ADS series with stainless steel sleeve, manufacturing by Hunter or approved equivalent.

- c. All heads will be installed with swing joints. Sprinkler head swing joints are to be factory assembled PVC swing joints constructed of 315-psi pressure rated materials. Swing joints shall be three-elbow construction with pre-lubricated buttress threaded connections and double O-Ring seals.

Sprinkler head swing joints shall be manufactured by Spears Manufacturing Company, Sylmar, California or approved equivalent.

8. Installation Heads; Rotary, Spray, Swing Joints:

Sprinkler heads shall be installed flush and level with existing grades. Where sprinkler heads are installed along curbs or sidewalks, heads are to be placed 4 inches from the

curb or sidewalk to allow for mechanized trimming. Where sprinkler heads are installed in plant beds, the sprinkler heads must be installed 2 inches from the edge of planter wall. Soil around sprinkler head shall be tightly compacted.

All lines are to be flushed clean of debris prior to the installation of sprinkler head. Sprinkler heads and spray arcs are to be adjusted so that spray does not encroach into roadways or wet buildings and other structures.

9. Quick Couple Valves:

Quick Couple Valves shall be 1 inch with one-piece body construction from heavy cast bronze.

Quick Couple Valves shall be model QCV100N manufactured by Storm irrigation Products or approved equivalent.

Two quick Coupler Keys shall be provided. The keys shall be one (1) inch single lug coupler made from heavy cast bronze.

Quick Couple Keys shall be model C-100 with hose swivel model HS100 manufactured by Storm irrigation Products or approved equivalent.

10. Installation of Quick Couple Valves:

Quick coupler valves are to be installed plumb in a 10 inch round valve box (see Valve Box for product) The quick coupler valves are to be secured with a 36 inch x 5/8 inch epoxy coated steel rebar driven into stable ground. The quick coupler valve and rebar are to be secured together with three separate heavy duty stainless hose clamps. All quick coupler valves shall be mounted on a prefabricated triple swing joint assembly.

The swing joint assembly shall be model 5806-01-012 manufactured by Spears Manufacturing Company or approved equivalent.

11. Control Wiring:

The irrigation control wire shall be a minimum of 14 gauge, single conductor, low energy circuit cable. A single 12-gauge single conductor white control wire shall be utilized as the common wire and connected in series to each valve. Zone wire shall be red, yellow, or orange in color. Irrigation Control Wire shall be a 14 gauge minimum PVC jacketed, single conductor, 600 volt rated, low energy direct burial circuit cable. The irrigation control wire shall be UL listed.

Irrigation control wiring shall be manufactured by Paige Electric Company, Union New Jersey or approved equivalent.

12. Installation of Control Wiring:

Every other solenoid valve should have a spare control wire running from the irrigation controller. The spare wires should be marked at both termination points. The irrigation control wires are to be bundled and taped together at five-foot intervals. An expansion loop shall be provided every 100 feet, at every 90-degree angle, and at each valve location. Where irrigation control wiring is installed by itself, the minimum depth of cover

shall be 24 inches. Under no circumstance shall the control wires be pulled through the ground. If a vibratory plow is utilized to install control wire, the plow must be used with a wire or cable-laying blade, which allows for cable installation without pulling the wire through the ground.

Splicing is not permissible unless approved on the shop drawings. If splicing has been approved all splices shall be waterproof. Should splices be required other than at valve locations, those splices must be installed in a valve box and noted on the As Built Plans. Under no circumstances shall splices be buried.

Splice Kits shall be Scotch DBY Direct Bury Splice Kit as manufactured by Electric Products Division/3M, St. Paul, MN or approved equivalent.

13. Valve Boxes:

Valve Access Boxes shall be constructed of a combination of polyolefin and fibrous inorganic components (Superflexon Plastic) which is chemically inert and normally unaffected by moisture, corrosion and the effects of temperature change. Valve Boxes shall have a tensile strength of 3,400 psi.

For the automatic control valves, the Valve Box Base shall be #170101 and Valve Box Lid shall be #17314 as manufactured by Ametek Plymouth Products Division, Sheboygan, Wisconsin or approved equivalent.

For the quick couple valves, the Valve Box shall be Model #181014 as manufactured by Ametek Plymouth Products Division, Sheboygan, Wisconsin or approved equivalent.

The lids and boxes will be green for turfed areas and brown for mulched areas.

14. Installation of Valve Boxes:

Each automatic control valve shall be installed in a valve box. A minimum of two valve boxes shall be stacked. The valve boxes shall be installed so that the valve is centered in the box allowing sufficient room for servicing of the valves. Clearance between the highest part of the valve and the bottom of the valve box lid shall be 2 inch minimum. The lid must not be too deep for convenient service. The valve box must not rest on the pipe. Clearance between the top of the piping and the bottom of the valve box shall be a minimum of 1 inch. Each valve box is to be installed flush and plumb to grade.

As a part of the valve box installation 3 to 4 inches of ½ to 1 inch stone, free of fines should be placed so that the top of the stone is 2" below the valve.

15. Drip Lines:

The drip system shall include all necessary components for a drip system. Such as, filter for solenoid, drip tubing, check valves, air vacuum relief valve, lateral piping, line flush valve and fittings.

The drip tubing is to have a root barrier which makes it resistant to root intrusion.

The drip tubing is to be Netafim Techline pipe with a dripper flow rate of 0.9 GPH part # TLDL 9-1210 or approved equivalent, with 12 inch on center spacing for the drippers.

16. Drip Lines Installation:

The drip tubing will be installed in rows 12 to 16 inches apart. The rows closest to the walls of the landscaped planter shall be 2 to 4 inches from the edge of the walls. The drip tubing shall be laid on the finished grade of the soil mixture. The drip tubing must be secured a minimum of every 3 feet with Techline Staples (TLS6) or approved equivalent. The drip tubing must be installed parallel to the longest wall of the landscaped planter. If the drip tubing needs to go around a plant or obstacle, the tubing must return to its original line as soon as possible. The installation must be complete prior to mulch installation.

When possible the system shall use a center feed layout. The drip tubing shall feed from a PVC or Polyethylene supply header in a grid layout. The exhaust header and the supply header shall form a continuous loop with PVC or Polyethylene piping. The maximum distance between each supply header and exhaust header is 70 feet. The furthest distance in each direction of the solenoid valve shall contain a Netafim Line Flushing Valve, model TLFV-1 or approved equivalent. The flush valve will be below grade in a valve box with a sump. A filter shall be installed down stream of the solenoid valve with the appropriate filter mesh in accordance with Techline design manual. An air vacuum relief valve is to be installed at the highest points of each zone. The air vacuum relief valve is to be installed in a valve box. A single micro-spray head is required for each zone. The spray head is required to indicate that a zone is on and working. It should not be used as a main watering source for an area.

In situations where the slope is greater than or equal to 4% install the drip tubing perpendicular to the slope. Check valves must be installed to prevent water from draining to the lower elevations.

Hydrostatic Testing:

- A. The test shall consist of pressurizing the mainline piping system to a minimum of 150 psi for a period of four (4) hours.
- B. During the test, the piping system shall maintain 150 psi with an allowable pressure drop of not more than 5 psi, if any deficiencies in the piping system are found, the piping or fittings shall be repaired or replaced at no additional cost to the contract.

Pressure & Flow Testing:

- A. A test will be taken of the static pressure on the upstream and downstream sides of the RPZ valve.
- B. A pressure reading shall be taken at each zone while each zone is running.
- C. The flow rate shall be recorded from the water meter at each running zone for a 5-minute period.



D. This information shall be recorded on the As-Built drawings.

As Built Drawings:

Upon completion of the installation the Contractor shall prepare and submit an "As-Built" drawing of the completed project. The drawings will show the accurate locations of all valves, quick couplers, mainline, wire splices, backflow devices, and controllers. The drawing shall also show the approximate location of sprinkler heads and lateral lines. Each controller shall be labeled on the plan alphabetically starting with A and the zones controlled by that controller shall be labeled A-1, A-2, A-3...etc.

The drawings must also show the locations of Water Service Components and Electrical Service Components.

Demonstration:

Demonstrate to City of Marion's maintenance personnel operation of equipment, sprinklers, specialties, and accessories. Review operating and maintenance information. Provide 7 days notice to all parties in advance of each demonstration.

Method of Measurement: IRRIGATION SYSTEM shall be measured for payment and computed area in square yards of planted area.

Basis of Payment: IRRIGATION SYSTEM will be paid for at the contract unit price per square yard of planted area. Which price shall be payment in full for all labor, material, equipment, and services necessary for providing the landscape irrigation systems in a serviceable, fully operational manner, including, but not limited to, excavation, backfilling, sprinkler heads, solenoid control valves, isolation valves, valve boxes, automatic controls, system testing, owner personnel training, piping, equipment identification, plumbing permits, inspection fees, valve tags, charts, supports, sleeves, fittings, valves, and accessories.

## **POROUS GRANULAR MATERIAL**

Work under this item shall be in accordance with the requirements of Section 207 of the Standard Specifications except as herein modified.

Description: This work shall consist of furnishing, transporting and placing porous granular material.

General Requirements: Materials placed as french drains in planter medians shall be of CA 1 or CA 3 gradation as described in Section 1004 of the Standard Specifications. Geotechnical fabric and inspection pipes shall be paid for separately.

Material placed as backfill, or other applications shall be meet the requirements of Section 1003 and 1004 of the Standard Specifications, except that wet bottom boiler slag as defined in Article 1004.01 will not be allowed. The gradations for different applications shall be determined by the Engineer. The use of limestone, crushed concrete, or any other lime bearing material will not be permitted within two (2) feet of any planted area.

The aggregate shall be placed in six (6) inch layers, loose measurement, and compacted in a manner approved by the Engineer, except that if the desired results are being obtained, the compacted thickness of any layer may be increased to a maximum thickness of eight (8) inches.

Method of Measurement: POROUS GRANULAR MATERIAL will be measured for payment in cubic yards compacted in place and the volume computed by the method of average end areas.

Basis of Payment: POROUS GRANULAR MATERIAL will be paid for at the contract unit price per cubic yard, which price shall include all labor, material and equipment for furnishing, transporting, placing and compacting the material in place.

## **PLANTING PERENNIAL PLANTS**

Delete Article 254.04 (a) Planting Time and substitute the following:

Bulbs shall be planted between October 15 and November 15.

Delete Article 254.04 (b) Planting Time and substitute the following:

Ornamental Herbaceous Plants and Prairie Type Plants shall be planted between August 15 and September 30th.

Delete Article 254.06 Layout of Planting and substitute the following:

When plants are specified to be planted in prepared soil planting beds, the planting bed shall be approved by the Engineer prior to planting. The Contractor shall be responsible for all plant layout. The layout must be performed by qualified personnel. The planting locations must be laid out as shown in the landscape plan. This will require the use of an engineer's scale to determine some dimensions. Bed limits must be painted. The Engineer will contact the City of Marion to approve the layout prior to installation. Allow a minimum of seven (7) days prior to installation for approval.

Add the following to Article 254.07 Planting Procedures:

When planting perennials in bed areas shown on the plans or as directed by the Engineer, the following work shall be performed prior to planting:

- Spade a planting bed edge at approximately a 45 degree angle and to a depth of approximately three (3) inches around the perimeter of the perennial bed. Remove any debris created in the space edging process and dispose of as specified in Article 202.03.
- Do not plant when soil is muddy.
- No plant material shall be installed before below-ground irrigation system components have been installed and are operational.

- Perennial plants shall be planted by a hand method approved by the Engineer. Open holes sized to accommodate roots, place plants a proper elevation and backfill with planting soil, working carefully to avoid damage to roots and to leave no voids. Build up a small water basis of soil around each plant.
- Immediately after planting, thoroughly water plant beds. Do not wash soil onto crowns of plants.

Delete the first sentence of Article 254.08 Mulching and substitute the following:

Within 24 hours, the entire perennial plant bed shall be mulched with four (4) inches of fine grade Shredded Hardwood Bark Mulch. Hardwood bark mulch shall be clean, finely shredded mixed-hardwood bark not to exceed two (2) inches in its largest dimension, free of foreign matter, sticks, stones, and clods. All hardwood mulch shall be processed through a hammer mill. Hardwood bark not processed through a hammer mill shall not be accepted. A sample and request for material inspection form must be supplied to the Engineer for approval prior to performing any work. Care shall be taken to place the mulch so as not to smother the plants or bury leaves, stems or vines under mulch material.

Add the following to Article 254.08 Mulching:

Pre-emergent herbicide shall be used in the perennial beds after the placement of mulch. See specification for Weed Control, Pre-emergent Herbicide.

Delete Article 254.09 (b) Period of Establishment and substitute the following:

Perennial plants must undergo a 30-day period of establishment. Additional watering shall be performed not less than twice a week for four weeks following installation. If the irrigation system is not able to provide enough water to establish the plants, the Contractor will provide supplemental watering at no additional charge. Water shall be applied at a rate of 2 gallons per square foot. Should excess moisture prevail, the Engineer may delete any or all of the additional watering cycles. In severe weather, the Engineer may require additional watering.

A spray nozzle that does not damage small plants must be used when watering perennial plants. Water shall be applied at the base of the plant to keep as much water as possible off plant leaves. Watering of plants in beds shall be applied in such a manner that all plant holes are uniformly saturated without allowing water to flow beyond the periphery of the bed. The plants to be watered and the method of application will be approved by the Engineer. The Contractor will not be relieved in any way from the responsibility for unsatisfactory plants due to the amount of watering.

Add the following Article 254.09 Period of Establishment:

During the period of establishment, weeds and grass growth shall be removed from within the mulched perennial beds. This weeding shall be performed a minimum of once per week or within 48 hours following notification by the Engineer during the 30 day period of establishment. The Contractor will not be relieved in any way from the responsibility for unsatisfactory plants due to the extent of weeding.

The weeding may be performed in any manner approved by the Engineer provided the weed and grass growth, including their roots and stems, are removed from the area specified. Mulch disturbed by the weeding operation shall be replaced to its original condition. All debris that results from this operation must be removed from the right-of-way and disposed of at the end of each day in accordance with Article 202.03.

Add the following to Article 254.10 Method of Measurement:

- a) Disposal of sod and debris (rock, stones, concrete, bottles, plastic bags, etc.) removed from the perennial planting bed as specified in Article 202.03.

Add the following to Article 254.11 Basis of Payment:

- a) Pre-emergent Herbicide will be paid for at the contract unit per gallon for WEED CONTROL, PRE-EMERGENT HERBICIDE.
- b) Shredded Mulch will be paid for at contract unit price per square yard for MULCH.
- c) The unit price shall include the cost of all materials, equipment, labor, plant care, removal, disposal and incidentals required to complete the work as specified herein and to the satisfaction of the Engineer.

## **PLANTING WOODY PLANTS**

This work shall consist of planting woody plants as specified in Section 253 of the Standard Specifications with the following revisions:

Add the following to Article 253.03 (a) (2):

No plant material shall be installed before below-ground irrigation system components have been installed and operational.

Delete the third and fourth sentences of Article 253.05 Transportation and substitute the following:

Should the roots be dried out, large branches be broken, balls of earth be broken or loosened, or areas of bark be torn, the Engineer may reject the injured shrub. When a shrub has so been rejected, the Contractor shall at once remove it from the area of the work and replace it.

Add the following to Article 253.05 Transportation:

Cover plants during transport. Plant material transported without cover shall be automatically rejected.

Delete the third sentence of Article 253.07 and substitute the following:

The Contractor shall be responsible for all plant layout. The layout must be performed by qualified personnel. The planting locations must be laid out as shown in the landscape plan. This will require the use of an engineer's scale to determine some dimensions. The bed limits must be painted. The Engineer will contact the City of Marion to approve the layout prior to installation. Allow a minimum of seven (7) days prior to installation for approval.

Delete Article 253.08 Excavation of Plant Holes and substitute the following:

Protect structures, utilities, sidewalks, knee walls, fences, pavements, utility boxes, other facilities, lawns and existing plants from damage caused by planting operations.

Holes for shrubs shall be dug within the marked outline of the planting bed. The spacing of plants will be designated on the plans. Spacing shall be measured from center-to-center, and alternate rows shall be staggered.

Excavate with sides vertical, bottom flat but with high center for drainage. Deglaze sides and loosen bottom. The diameter of the hold shall be 1 foot wider than the root spread. The depth of the hole shall be such that the top of the root ball is 2 to 3 inches above finished grade (allow for settling). Remove all excavated subsoil from the site and dispose as specified in Article 202.03. The excavated material shall not be stockpiled on turf or in ditches.

Delete the third and fourth paragraphs of Article 253.10 Planting Procedures and Article 253.10 (a) and substitute the following:

Shrubs shall be thoroughly watered with a method approved by the Engineer. Approved watering equipment shall be at the site of the work and in operational condition PRIOR TO STARTING the planting operation and DURING all planting operations OR PLANTING WILL NOT BE ALLOWED.

Set plants in the excavated hole with top of ball 2 to 3 inches above finished grade. Add soil as required under ball to achieve plumb. Untie all cords binding burlap to trunk. Remove all burlap and wire baskets from top 1/3 of the root ball. Where rocks, gravel, heavy clay or other debris are encountered, clean top soil shall be used. Do not backfill excavation with subsoil.

Place backfill in 6 inch-thick layers. Work each layer by hand to compact backfill and eliminate voids. Maintain plumb during backfilling. When backfill is approximately 2/3 complete, saturate backfill with water and repeat until no more water can be absorbed. Place and compact remainder of backfill and thoroughly water again.

Add the following to Article 253.10 Planting Procedures:

Where directed by the Engineer, add a mycorrhizae inoculant at the time of planting according to the manufacture's specifications. When required the mycorrhizae inoculant will be provided by IDOT.

Delete Article 253.11 and substitute the following:

Within 48 hours after planting, mulch shall be placed around all plants in the entire mulched bed or saucer area specified to a depth of four (4) inches. No weed barrier fabric will be required for tree and shrub planting. Pre-emergent Herbicide will be used instead of weed barrier fabric. The Pre-emergent Herbicide shall be applied after mulching. See specification for Weed Control, Pre-Emergence Herbicide.

Hardwood bark mulch shall be clean, finely shredded mixed-hardwood bark not to exceed two (2) inches in its largest dimension, free of foreign matter, sticks, stones, and clods. All hardwood mulch shall be processed through a hammer mill. Hardwood bark not processed through a hammer mill shall not be accepted. A sample and request for material inspection form must be supplied to the Engineer for approval prior to performing any work.

Care shall be taken not to bury leaves, stems, or vines under mulch material. Mulch shall not be in contact with the base of the trunk. All finished mulch areas shall be left smooth and level to maintain uniform surface and appearance. After the mulch placement, any debris or piles of material shall be immediately removed from the right of way, including raking excess mulch out of turf areas.

Add the following to Article 254.17 Basis of Payment:

- a) Pre-emergent Herbicide will be paid for at the contract unit per gallon for WEED CONTROL, PRE-EMERGENT HERBICIDE.
- b) Shredded Mulch will be paid for at contract unit price per square yard for MULCH.
- c) The unit price shall include the cost of all materials, equipment, labor, plant care, removal, disposal and incidentals required to complete the work as specified herein and to the satisfaction of the Engineer.

### **WEED CONTROL, PRE-EMERGENT HERBICIDE**

Description: This work shall consist of spraying a pre-emergent herbicide in areas as shown on the plans or as directed by the Engineer. This item will be used in all shrub beds and perennial beds.

Materials: The pre-emergent herbicide (Pendulum® AquaCap™ or equivalent) shall have the following formulation:

A. Active Ingredient	
*Pendimethalin, N-(1-ethylpropyl)-3,4-dimethyl-2,6-dinitrobenzenamine	38.7%
B. Inert Ingredients:	<u>61.3%</u>
TOTAL	100.0%

The Contractor shall submit a certificate to the Engineer for approval, including the following, at least seventy-two (72) hours prior to starting work:

1. The chemical names of the compound and the percentage by volume of the ingredients which must match the above specified formulation.
2. A statement that the material is in a solution which will form a satisfactory emulsion for use when diluted with water for normal spraying conditions.
3. A statement that the Pendulum® AquaCap™ or equal, when mixed with water, will be completely soluble and dispersible and remain in suspension with continuous agitation.
4. A statement describing the products proposed for use when the manufacturer of Pendulum® AquaCap™ or equal requires that surfactants, drift control agents, or other additives be used with the product. These tank mix additives shall be used as specified by the manufacturer. Required additives will not be paid for separately.

**All material shall be brought to the spray area in the original, unopened containers supplied by the manufacturer.**

Schedule: Spraying will not be allowed when temperatures exceed 90°F or under 60°F, when wind velocities exceed ten (10) miles per hour, when foliage is wet or rain is imminent, when visibility is poor or during legal holiday periods.

Application Rate: Apply the herbicide at the rate of 1 gallons/acre (9.4 L/ha).

One (1) gallon of Pendulum® AquaCap™ or equal formulation shall be diluted with one hundred (100) gallons of water and applied as a mixture. Water for dilution of the mixture will not be paid for separately.

Method: The pre-emergent herbicide shall be used in accordance with the manufacturer's direction on the package. The herbicide is to be applied within three days after completing PLANT CARE and the perennial, shrub and/or vine bed will not be disturbed thereafter.

Uniformly apply with properly calibrated ground equipment in sufficient water per acre to uniformly treat the area with a spray pressure of 25 to 50 psi. Maintain continuous agitation during spraying with good mechanical or bypass agitation. Avoid overlaps that will increase rates above those recommended.

Method of Measurement: Pre-emergent herbicide will be measured in place in Gallons (Liters) of Pre-emergent Herbicide applied.

Basis of Payment: This work will be paid for at the contract unit price per gallons (liters) of WEED CONTROL, PRE-EMERGENT HERBICIDE. Water for dilution of the mixture and additives required for application will not be paid for as separate items, but the costs shall be considered as included in the contract unit price for WEED CONTROL, PRE-EMERGENT HERBICIDE, and no additional compensation will be allowed.

## **COMPLETION DATE**

This project is a Completion Date contract as specified in Article 108.05(a). All work shall be completed by November 30, 2009. Should the Contractor fail to complete all work on or before November 30, 2009 or within such extended time allowed by the Department, then liquidated damages, according to Article 108.09 will apply for each additional calendar day.

## **APPROVAL OF PROPOSED BORROW AREAS, USE AREAS, AND/OR WASTE AREAS INSIDE ILLINOIS STATE BORDERS (BDE)**

Effective: November 1, 2008

Revise the title of Article 107.22 of the Standard Specifications to read:

**“107.22 Approval of Proposed Borrow Areas, Use Areas, and/or Waste Areas Inside Illinois State Borders.”**

Add the following sentence to the end of the first paragraph of Article 107.22 of the Standard Specifications:

“Proposed borrow areas, use areas, and/or waste areas outside of Illinois shall comply with Article 107.01.”

## **CONSTRUCTION AIR QUALITY - DIESEL VEHICLE EMISSIONS CONTROL (BDE)**

Effective: April 1, 2009

Revised: July 1, 2009

Diesel Vehicle Emissions Control. The reduction of construction air emissions shall be accomplished by using cleaner burning diesel fuel. The term “equipment” refers to any and all diesel fuel powered devices rated at 50 hp and above, to be used on the project site in excess of seven calendar days over the course of the construction period on the project site (including any “rental” equipment).

All equipment on the jobsite, with engine ratings of 50 hp and above, shall be required to: use Ultra Low Sulfur Diesel fuel (ULSD) exclusively (15 ppm sulfur content or less).

Diesel powered equipment in non-compliance will not be allowed to be used on the project site, and is also subject to a notice of non-compliance as outlined below.

The Contractor shall submit copies of monthly summary reports and include certified copies of the ULSD diesel fuel delivery slips for diesel fuel delivered to the jobsite for the reporting time period, noting the quantity of diesel fuel used.

If any diesel powered equipment is found to be in non-compliance with any portion of this specification, the Engineer will issue the Contractor a notice of non-compliance and identify an appropriate period of time, as outlined below under environmental deficiency deduction, in which to bring the equipment into compliance or remove it from the project site.



Any costs associated with bringing any diesel powered equipment into compliance with these diesel vehicle emissions controls shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed. The Contractor's compliance with this notice and any associated regulations shall also not be grounds for a claim.

Environmental Deficiency Deduction. When the Engineer is notified, or determines that an environmental control deficiency exists, he/she will notify the Contractor in writing, and direct the Contractor to correct the deficiency within a specified time period. The specified time-period, which begins upon Contractor notification, will be from 1/2 hour to 24 hours long, based on the urgency of the situation and the nature of the deficiency. The Engineer shall be the sole judge regarding the time period.

The deficiency will be based on lack of repair, maintenance and diesel vehicle emissions control.

If the Contractor fails to correct the deficiency within the specified time frame, a daily monetary deduction will be imposed for each calendar day or fraction thereof the deficiency continues to exist. The calendar day(s) will begin when the time period for correction is exceeded and end with the Engineer's written acceptance of the correction. The daily monetary deduction will be \$1,000.00 for each deficiency identified.

If a Contractor or subcontractor accumulates three environmental deficiency deductions in a contract period, the Contractor will be shutdown until the deficiency is corrected. Such a shutdown will not be grounds for any extension of contract time, waiver of penalties, or be grounds for any claim.

## **CONSTRUCTION AIR QUALITY - IDLING RESTRICTIONS (BDE)**

Effective: April 1, 2009

Idling Restrictions. The Contractor shall establish truck-staging areas for all diesel powered vehicles that are waiting to load or unload material at the jobsite. Staging areas shall be located where the diesel emissions from the equipment will have a minimum impact on adjacent sensitive receptors. The Department will review the selection of staging areas, whether within or outside the existing highway right-of-way, to avoid locations near sensitive areas or populations to the extent possible. Sensitive receptors include, but are not limited to, hospitals, schools, residences, motels, hotels, daycare facilities, elderly housing and convalescent facilities. Diesel powered engines shall also be located as far away as possible from fresh air intakes, air conditioners, and windows. The Engineer will approve staging areas before implementation.

Diesel powered vehicle operators may not cause or allow the motor vehicle, when it is not in motion, to idle for more than a total of 10 minutes within any 60 minute period, except under any of the following circumstances:

- 1) The motor vehicle has a gross vehicle weight rating of less than 8000 lb (3630 kg).
- 2) The motor vehicle idles while forced to remain motionless because of on-highway traffic, an official traffic control device or signal, or at the direction of a law enforcement official.

- 3) The motor vehicle idles when operating defrosters, heaters, air conditioners, or other equipment solely to prevent a safety or health emergency.
- 4) A police, fire, ambulance, public safety, other emergency or law enforcement motor vehicle, or any motor vehicle used in an emergency capacity, idles while in an emergency or training mode and not for the convenience of the vehicle operator.
- 5) The primary propulsion engine idles for maintenance, servicing, repairing, or diagnostic purposes if idling is necessary for such activity.
- 6) A motor vehicle idles as part of a government inspection to verify that all equipment is in good working order, provided idling is required as part of the inspection.
- 7) When idling of the motor vehicle is required to operate auxiliary equipment to accomplish the intended use of the vehicle (such as loading, unloading, mixing, or processing cargo; controlling cargo temperature; construction operations, lumbering operations; oil or gas well servicing; or farming operations), provided that this exemption does not apply when the vehicle is idling solely for cabin comfort or to operate non-essential equipment such as air conditioning, heating, microwave ovens, or televisions.
- 8) When the motor vehicle idles due to mechanical difficulties over which the operator has no control.
- 9) The outdoor temperature is less than 32 °F (0 °C) or greater than 80 °F (26 °C).

When the outdoor temperature is greater than or equal to 32 °F (0 °C) or less than or equal to 80 °F (26 °C), a person who operates a motor vehicle operating on diesel fuel shall not cause or allow the motor vehicle to idle for a period greater than 30 minutes in any 60 minute period while waiting to weigh, load, or unload cargo or freight, unless the vehicle is in a line of vehicles that regularly and periodically moves forward.

The above requirements do not prohibit the operation of an auxiliary power unit or generator set as an alternative to idling the main engine of a motor vehicle operating on diesel fuel.

Environmental Deficiency Deduction. When the Engineer is notified, or determines that an environmental control deficiency exists based on non-compliance with the idling restrictions, he/she will notify the Contractor, and direct the Contractor to correct the deficiency.

If the Contractor fails to correct the deficiency a monetary deduction will be imposed. The monetary deduction will be \$1,000.00 for each deficiency identified.

#### **DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION (BDE)**

Effective: September 1, 2000

Revised: November 1, 2008

FEDERAL OBLIGATION. The Department of Transportation, as a recipient of federal financial assistance, is required to take all necessary and reasonable steps to ensure nondiscrimination in the award and administration of contracts. Consequently, the federal regulatory provisions of 49 CFR part 26 apply to this contract concerning the utilization of disadvantaged business enterprises. For the purposes of this Special Provision, a disadvantaged business enterprise (DBE) means a business certified by the Department in accordance with the requirements of 49 CFR part 26 and listed in the Illinois Unified Certification Program (IL UCP) DBE Directory or most recent addendum.

STATE OBLIGATION. This Special Provision will also be used by the Department to satisfy the requirements of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575. When this Special Provision is used to satisfy state law requirements on 100 percent state-funded contracts, the federal government has no involvement in such contracts (not a federal-aid contract) and no responsibility to oversee the implementation of this Special Provision by the Department on those contracts. DBE participation on 100 percent state-funded contracts will not be credited toward fulfilling the Department's annual overall DBE goal required by the US Department of Transportation to comply with the federal DBE program requirements.

CONTRACTOR ASSURANCE. The Contractor makes the following assurance and agrees to include the assurance in each subcontract that the Contractor signs with a subcontractor:

The Contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of contracts funded in whole or in part with federal or state funds. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate.

OVERALL GOAL SET FOR THE DEPARTMENT. As a requirement of compliance with 49 CFR part 26, the Department has set an overall goal for DBE participation in its federally assisted contracts. That goal applies to all federal-aid funds the Department will expend in its federally assisted contracts for the subject reporting fiscal year. The Department is required to make a good faith effort to achieve the overall goal. The dollar amount paid to all approved DBE companies performing work called for in this contract is eligible to be credited toward fulfillment of the Department's overall goal.

CONTRACT GOAL TO BE ACHIEVED BY THE CONTRACTOR. This contract includes a specific DBE utilization goal established by the Department. The goal has been included because the Department has determined that the work of this contract has subcontracting opportunities that may be suitable for performance by DBE companies. This determination is based on an assessment of the type of work, the location of the work, and the availability of DBE companies to do a part of the work. The assessment indicates that, in the absence of unlawful discrimination, and in an arena of fair and open competition, DBE companies can be expected to perform **0.0%** of the work. This percentage is set as the DBE participation goal for this contract. Consequently, in addition to the other award criteria established for this contract, the Department will award this contract to a bidder who makes a good faith effort to meet this goal of DBE participation in the performance of the work. A bidder makes a good faith effort for award consideration if either of the following is done in accordance with the procedures set forth in this Special Provision:

- (a) The bidder documents that firmly committed DBE participation has been obtained to meet the goal; or
- (b) The bidder documents that a good faith effort has been made to meet the goal, even though the effort did not succeed in obtaining enough DBE participation to meet the goal.

DBE LOCATOR REFERENCES. Bidders may consult the IL UCP DBE Directory as a reference source for DBE-certified companies. In addition, the Department maintains a letting and item specific DBE locator information system whereby DBE companies can register their interest in providing quotes on particular bid items advertised for letting. Information concerning DBE companies willing to quote work for particular contracts may be obtained by contacting the Department's Bureau of Small Business Enterprises at telephone number (217)785-4611, or by visiting the Department's web site at [www.dot.il.gov](http://www.dot.il.gov).

BIDDING PROCEDURES. Compliance with the bidding procedures of this Special Provision is required prior to the award of the contract and the failure of the as-read low bidder to comply will render the bid not responsive.

- (a) In order to assure the timely award of the contract, the as-read low bidder shall submit a Disadvantaged Business Utilization Plan on Department form SBE 2026 within seven working days after the date of letting. To meet the seven day requirement, the bidder may send the Plan by certified mail or delivery service within the seven working day period. If a question arises concerning the mailing date of a Plan, the mailing date will be established by the U.S. Postal Service postmark on the original certified mail receipt from the U.S. Postal Service or the receipt issued by a delivery service. It is the responsibility of the bidder to ensure that the postmark or receipt date is affixed within the seven working days if the bidder intends to rely upon mailing or delivery to satisfy the submission day requirement. The Plan is to be submitted to the Department of Transportation, Bureau of Small Business Enterprises, Contract Compliance Section, 2300 South Dirksen Parkway, Room 319, Springfield, Illinois 62764 (Telefax: (217)785-1524). It is the responsibility of the bidder to obtain confirmation of telefax delivery. The Department will not accept a Utilization Plan if it does not meet the seven day submittal requirement and the bid will be declared not responsive. In the event the bid is declared not responsive due to a failure to submit a Plan or failure to comply with the bidding procedures set forth herein, the Department may elect to cause the forfeiture of the penal sum of the bidder's proposal guaranty, and may deny authorization to bid the project if re-advertised for bids. The Department reserves the right to invite any other bidder to submit a Utilization Plan at any time for award consideration or to extend the time for award.
- (b) The Utilization Plan shall indicate that the bidder either has obtained sufficient DBE participation commitments to meet the contract goal or has not obtained enough DBE participation commitments in spite of a good faith effort to meet the goal. The Utilization Plan shall further provide the name, telephone number, and telefax number of a responsible official of the bidder designated for purposes of notification of plan approval or disapproval under the procedures of this Special Provision.
- (c) The Utilization Plan shall include a DBE Participation Commitment Statement, Department form SBE 2025, for each DBE proposed for the performance of work to achieve the contract goal. The signatures on these forms must be original signatures. All elements of information indicated on the said form shall be provided, including but not limited to the following:
  - (1) The name and address of each DBE to be used;

- (2) A description, including pay item numbers, of the commercially useful work to be done by each DBE;
  - (3) The price to be paid to each DBE for the identified work specifically stating the quantity, unit price, and total subcontract price for the work to be completed by the DBE. If partial pay items are to be performed by the DBE, indicate the portion of each item, a unit price where appropriate and the subcontract price amount;
  - (4) A commitment statement signed by the bidder and each DBE evidencing availability and intent to perform commercially useful work on the project; and
  - (5) If the bidder is a joint venture comprised of DBE companies and non-DBE companies, the plan must also include a clear identification of the portion of the work to be performed by the DBE partner(s).
- (d) The contract will not be awarded until the Utilization Plan submitted by the bidder is approved. The Utilization Plan will be approved by the Department if the Plan commits sufficient commercially useful DBE work performance to meet the contract goal. The Utilization Plan will not be approved by the Department if the Plan does not commit sufficient DBE performance to meet the contract goal unless the bidder documents that it made a good faith effort to meet the goal. The good faith procedures of Section VIII of this special provision apply. If the Utilization Plan is not approved because it is deficient in a technical matter, unless waived by the Department, the bidder will be notified and will be allowed no less than a five working day period in order to cure the deficiency.

CALCULATING DBE PARTICIPATION. The Utilization Plan values represent work anticipated to be performed and paid for upon satisfactory completion. The Department is only able to count toward the achievement of the overall goal and the contract goal the value of payments made for the work actually performed by DBE companies. In addition, a DBE must perform a commercially useful function on the contract to be counted. A commercially useful function is generally performed when the DBE is responsible for the work and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. The Department and Contractor are governed by the provisions of 49 CFR part 26.55(c) on questions of commercially useful functions as it affects the work. Specific counting guidelines are provided in 49 CFR part 26.55, the provisions of which govern over the summary contained herein.

- (a) DBE as the Contractor: 100 percent goal credit for that portion of the work performed by the DBE's own forces, including the cost of materials and supplies. Work that a DBE subcontracts to a non-DBE does not count toward the DBE goals.
- (b) DBE as a joint venture Contractor: 100 percent goal credit for that portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work performed by the DBE's own forces.
- (c) DBE as a subcontractor: 100 percent goal credit for the work of the subcontract performed by the DBE's own forces, including the cost of materials and supplies, excluding the purchase of materials and supplies or the lease of equipment by the DBE subcontractor from the prime Contractor or its affiliates. Work that a DBE subcontractor in turn subcontracts to a non-DBE does not count toward the DBE goal.

- (d) DBE as a trucker: 100 percent goal credit for trucking participation provided the DBE is responsible for the management and supervision of the entire trucking operation for which it is responsible. At least one truck owned, operated, licensed, and insured by the DBE must be used on the contract. Credit will be given for the full value of all such DBE trucks operated using DBE employed drivers. Goal credit will be limited to the value of the reasonable fee or commission received by the DBE if trucks are leased from a non-DBE company.
- (e) DBE as a material supplier:
  - (1) 60 percent goal credit for the cost of the materials or supplies purchased from a DBE regular dealer.
  - (2) 100 percent goal credit for the cost of materials or supplies obtained from a DBE manufacturer.
  - (3) 100 percent credit for the value of reasonable fees and commissions for the procurement of materials and supplies if not a regular dealer or manufacturer.

GOOD FAITH EFFORT PROCEDURES. If the bidder cannot obtain sufficient DBE commitments to meet the contract goal, the bidder must document in the Utilization Plan the good faith efforts made in the attempt to meet the goal. This means that the bidder must show that all necessary and reasonable steps were taken to achieve the contract goal. Necessary and reasonable steps are those which could reasonably be expected to obtain sufficient DBE participation. The Department will consider the quality, quantity, and intensity of the kinds of efforts that the bidder has made. Mere *pro forma* efforts are not good faith efforts; rather, the bidder is expected to have taken those efforts that would be reasonably expected of a bidder actively and aggressively trying to obtain DBE participation sufficient to meet the contract goal.

- (a) The following is a list of types of action that the Department will consider as part of the evaluation of the bidder's good faith efforts to obtain participation. These listed factors are not intended to be a mandatory checklist and are not intended to be exhaustive. Other factors or efforts brought to the attention of the Department may be relevant in appropriate cases, and will be considered by the Department.
  - (1) Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBE companies that have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBE companies to respond to the solicitation. The bidder must determine with certainty if the DBE companies are interested by taking appropriate steps to follow up initial solicitations.
  - (2) Selecting portions of the work to be performed by DBE companies in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the prime Contractor might otherwise prefer to perform these work items with its own forces.

- (3) Providing interested DBE companies with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.
  - (4) a. Negotiating in good faith with interested DBE companies. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBE companies that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBE companies to perform the work.
    - b. A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBE companies is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also, the ability or desire of a bidder to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Bidders are not, however, required to accept higher quotes from DBE companies if the price difference is excessive or unreasonable.
  - (5) Not rejecting DBE companies as being unqualified without sound reasons based on a thorough investigation of their capabilities. The bidder's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the bidder's efforts to meet the project goal.
  - (6) Making efforts to assist interested DBE companies in obtaining bonding, lines of credit, or insurance as required by the recipient or Contractor.
  - (7) Making efforts to assist interested DBE companies in obtaining necessary equipment, supplies, materials, or related assistance or services.
  - (8) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBE companies.
- (b) If the Department determines that the bidder has made a good faith effort to secure the work commitment of DBE companies to meet the contract goal, the Department will award the contract provided that it is otherwise eligible for award. If the Department determines that a good faith effort has not been made, the Department will notify the bidder of that preliminary determination by contacting the responsible company official designated in the Utilization Plan. The preliminary determination shall include a

statement of reasons why good faith efforts have not been found, and may include additional good faith efforts that the bidder could take. The notification will designate a five working day period during which the bidder shall take additional efforts. The bidder is not limited by a statement of additional efforts, but may take other action beyond any stated additional efforts in order to obtain additional DBE commitments. The bidder shall submit an amended Utilization Plan if additional DBE commitments to meet the contract goal are secured. If additional DBE commitments sufficient to meet the contract goal are not secured, the bidder shall report the final good faith efforts made in the time allotted. All additional efforts taken by the bidder will be considered as part of the bidder's good faith efforts. If the bidder is not able to meet the goal after taking additional efforts, the Department will make a pre-final determination of the good faith efforts of the bidder and will notify the designated responsible company official of the reasons for an adverse determination.

- (c) The bidder may request administrative reconsideration of a pre-final determination adverse to the bidder within the five working days after the notification date of the determination by delivering the request to the Department of Transportation, Bureau of Small Business Enterprises, Contract Compliance Section, 2300 South Dirksen Parkway, Room 319, Springfield, Illinois 62764 (Telefax: (217)785-1524). Deposit of the request in the United States mail on or before the fifth business day shall not be deemed delivery. The pre-final determination shall become final if a request is not made and delivered. A request may provide additional written documentation and/or argument concerning the issue of whether an adequate good faith effort was made to meet the contract goal. In addition, the request shall be considered a consent by the bidder to extend the time for award. The request will be forwarded to the Department's Reconsideration Officer. The Reconsideration Officer will extend an opportunity to the bidder to meet in person in order to consider all issues of whether the bidder made a good faith effort to meet the goal. After the review by the Reconsideration Officer, the bidder will be sent a written decision within ten working days after receipt of the request for reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. A final decision by the Reconsideration Officer that a good faith effort was made shall approve the Utilization Plan submitted by the bidder and shall clear the contract for award. A final decision that a good faith effort was not made shall render the bid not responsive.

**CONTRACT COMPLIANCE.** Compliance with this Special Provision is an essential part of the contract. The Department is prohibited by federal regulations from crediting the participation of a DBE included in the Utilization Plan toward either the contract goal or the Department's overall goal until the amount to be applied toward the goals has been paid to the DBE. The following administrative procedures and remedies govern the compliance by the Contractor with the contractual obligations established by the Utilization Plan. After approval of the Plan and award of the contract, the Utilization Plan and individual DBE Participation Statements become part of the contract. If the Contractor did not succeed in obtaining enough DBE participation to achieve the advertised contract goal, and the Utilization Plan was approved and contract awarded based upon a determination of good faith, the total dollar value of DBE work calculated in the approved Utilization Plan as a percentage of the awarded contract value shall become the amended contract goal.



- (a) No amendment to the Utilization Plan may be made without prior written approval from the Department's Bureau of Small Business Enterprises. All requests for amendment to the Utilization Plan shall be submitted to the Department of Transportation, Bureau of Small Business Enterprises, Contract Compliance Section, 2300 South Dirksen Parkway, Room 319, Springfield, Illinois 62764. Telephone number (217) 785-4611. Telefax number (217) 785-1524.
- (b) All work indicated for performance by an approved DBE shall be performed, managed, and supervised by the DBE executing the Participation Statement. The Contractor shall not terminate for convenience a DBE listed in the Utilization Plan and then perform the work of the terminated DBE with its own forces, those of an affiliate or those of another subcontractor, whether DBE or not, without first obtaining the written consent of the Bureau of Small Business Enterprises to amend the Utilization Plan. If a DBE listed in the Utilization Plan is terminated for reasons other than convenience, or fails to complete its work on the contract for any reason, the Contractor shall make good faith efforts to find another DBE to substitute for the terminated DBE. The good faith efforts shall be directed at finding another DBE to perform at least the same amount of work under the contract as the DBE that was terminated, but only to the extent needed to meet the contract goal or the amended contract goal. The Contractor shall notify the Bureau of Small Business Enterprises of any termination for reasons other than convenience, and shall obtain approval for inclusion of the substitute DBE in the Utilization Plan. If good faith efforts following a termination of a DBE for cause are not successful, the Contractor shall contact the Bureau of Small Business Enterprises and provide a full accounting of the efforts undertaken to obtain substitute DBE participation. The Bureau of Small Business Enterprises will evaluate the good faith efforts in light of all circumstances surrounding the performance status of the contract, and determine whether the contract goal should be amended.
- (c) The Contractor shall maintain a record of payments for work performed to the DBE participants. The records shall be made available to the Department for inspection upon request. After the performance of the final item of work or delivery of material by a DBE and final payment therefore to the DBE by the Contractor, but not later than thirty calendar days after payment has been made by the Department to the Contractor for such work or material, the Contractor shall submit a DBE Payment Agreement on Department form SBE 2115 to the Regional Engineer. If full and final payment has not been made to the DBE, the DBE Payment Agreement shall indicate whether a disagreement as to the payment required exists between the Contractor and the DBE or if the Contractor believes that the work has not been satisfactorily completed. If the Contractor does not have the full amount of work indicated in the Utilization Plan performed by the DBE companies indicated in the Plan, the Department will deduct from contract payments to the Contractor the amount of the goal not achieved as liquidated and ascertained damages.
- (d) The Department reserves the right to withhold payment to the Contractor to enforce the provisions of this Special Provision. Final payment shall not be made on the contract until such time as the Contractor submits sufficient documentation demonstrating achievement of the goal in accordance with this Special Provision or after liquidated damages have been determined and collected.

- (e) Notwithstanding any other provision of the contract, including but not limited to Article 109.09 of the Standard Specifications, the Contractor may request administrative reconsideration of a decision to deduct the amount of the goal not achieved as liquidated damages. A request to reconsider shall be delivered to the Contract Compliance Section and shall be handled and considered in the same manner as set forth in paragraph (c) of "Good Faith Effort Procedures" of this Special Provision, except a final decision that a good faith effort was not made during contract performance to achieve the goal agreed to in the Utilization Plan shall be the final administrative decision of the Department.

#### **ENGINEER'S FIELD OFFICE TYPE A (BDE)**

Effective: April 1, 2007

Revised: August 1, 2008

Revise Article 670.02 of the Standard Specifications to read:

**"670.02 Engineer's Field Office Type A.** Type A field offices shall have a minimum ceiling height of 7 ft (2 m) and a minimum floor space 450 sq ft (42 sq m). The office shall be provided with sufficient heat, natural and artificial light, and air conditioning.

The office shall have an electronic security system that will respond to any breach of exterior doors and windows. Doors and windows shall be equipped with locks. Doors shall also be equipped with dead bolt locks or other secondary locking device.

Windows shall be equipped with exterior screens to allow adequate ventilation. All windows shall be equipped with interior shades, curtains, or blinds. Adequate all-weather parking space shall be available to accommodate a minimum of ten vehicles.

Suitable on-site sanitary facilities meeting Federal, State, and local health department requirements shall be provided, maintained clean and in good working condition, and shall be stocked with lavatory and sanitary supplies at all times.

Sanitary facilities shall include hot and cold potable running water, lavatory and toilet as an integral part of the office where available. Solid waste disposal consisting of two waste baskets and an outside trash container of sufficient size to accommodate a weekly provided pick-up service.

In addition, the following furniture and equipment shall be furnished.

- (a) Four desks with minimum working surface 42 x 30 in. (1.1 m x 750 mm) each and five non-folding chairs with upholstered seats and backs.
- (b) One desk with minimum working surface 48 x 72 in. (1.2 x 1.8 m) with height adjustment of 23 to 30 in. (585 to 750 mm).
- (c) One four-post drafting table with minimum top size of 37 1/2 x 48 in. (950 mm x 1.2 m). The top shall be basswood or equivalent and capable of being tilted through an angle of 50 degrees. An adjustable height drafting stool with upholstered seat and back shall also be provided.

- (d) Two free standing four drawer legal size file cabinet with lock and an underwriters' laboratories insulated file device 350 degrees one hour rating.
- (e) One 6 ft (1.8 m) folding table with six folding chairs.
- (f) One equipment cabinet of minimum inside dimension of 44 in. (1100 mm) high x 24 in. (600 mm) wide x 30 in. (750 mm) deep with lock. The walls shall be of steel with a 3/32 in. (2 mm) minimum thickness with concealed hinges and enclosed lock constructed in such a manner as to prevent entry by force. The cabinet assembly shall be permanently attached to a structural element of the field office in a manner to prevent theft of the entire cabinet.
- (g) One refrigerator with a minimum size of 16 cu ft (0.45 cu m) with a freezer unit.
- (h) One electric desk type tape printing calculator.
- (i) A minimum of two communication paths. The configuration shall include:
  - (1) Internet Connection. An internet service connection using telephone DSL, cable broadband, or CDMA wireless technology. Additionally, an 802.11g/N wireless router shall be provided, which will allow connection by the Engineer and up to four Department staff.
  - (2) Telephone Lines. Three separate telephone lines.
- (j) One plain paper copy machine capable of reproducing prints up to 11 x 17 in. (280 x 432 mm) with an automatic feed tray capable of storing 30 sheets of paper. Letter size and 11 x 17 in. (280 x 432 mm) paper shall be provided.
- (k) One plain paper fax machine with paper.
- (l) Two telephones, with touch tone, where available, and a digital telephone answering machine, for exclusive use by the Engineer.
- (m) One electric water cooler dispenser.
- (n) One first-aid cabinet fully equipped.
- (o) One microwave oven, 1 cu ft (0.03 cu m) minimum capacity.
- (p) One fire-proof safe, 0.5 cu ft (0.01 cu m) minimum capacity.
- (q) One electric paper shredder.
- (r) One post mounted rain gauge, located on the project site for each 5 miles (8 km) of project length."

Revise the first sentence of the first paragraph of Article 670.07 of the Standard Specifications to read:

“The building or buildings fully equipped as specified will be paid for on a monthly basis until the building or buildings are released by the Engineer.”

Revise the last sentence of the first paragraph of Article 670.07 of the Standard Specifications to read:

“This price shall include all utility costs and shall reflect the salvage value of the building or buildings, equipment, and furniture which become the property of the Contractor after release by the Engineer, except that the Department will pay that portion of the monthly long distance telephone bills that, when combined, exceed \$150.”

### **EQUIPMENT RENTAL RATES (BDE)**

Effective: August 2, 2007

Revised: January 2, 2008

Replace the second and third paragraphs of Article 105.07(b)(4)a. of the Standard Specifications with the following:

“Equipment idled which cannot be used on other work, and which is authorized to standby on the project site by the Engineer, will be paid for according to Article 109.04(b)(4).”

Replace Article 109.04(b)(4) of the Standard Specifications with the following:

“(4) Equipment. Equipment used for extra work shall be authorized by the Engineer. The equipment shall be specifically described, be of suitable size and capacity for the work to be performed, and be in good operating condition. For such equipment, the Contractor will be paid as follows.

- a. Contractor Owned Equipment. Contractor owned equipment will be paid for by the hour using the applicable FHWA hourly rate from the “Equipment Watch Rental Rate Blue Book” (Blue Book) in effect when the force account work begins. The FHWA hourly rate is calculated as follows.

$$\text{FHWA hourly rate} = (\text{monthly rate}/176) \times (\text{model year adj.}) \times (\text{Illinois adj.}) + \text{EOC}$$

Where: EOC = Estimated Operating Costs per hour (from the Blue Book)

The time allowed will be the actual time the equipment is operating on the extra work. For the time required to move the equipment to and from the site of the extra work and any authorized idle (standby) time, payment will be made at the following hourly rate:  $0.5 \times (\text{FHWA hourly rate} - \text{EOC})$ .

All time allowed shall fall within the working hours authorized for the extra work.

The rates above include the cost of fuel, oil, lubrication, supplies, small tools, necessary attachments, repairs, overhaul and maintenance of any kind, depreciation, storage, overhead, profits, insurance, and all incidentals. The rates do not include labor.

The Contractor shall submit to the Engineer sufficient information for each piece of equipment and its attachments to enable the Engineer to determine the proper equipment category. If a rate is not established in the Blue Book for a particular piece of equipment, the Engineer will establish a rate for that piece of equipment that is consistent with its cost and use in the industry.

- b. Rented Equipment. Whenever it is necessary for the Contractor to rent equipment to perform extra work, the rental and transportation costs of the equipment plus five percent for overhead will be paid. In no case shall the rental rates exceed those of established distributors or equipment rental agencies.

All prices shall be agreed to in writing before the equipment is used.”

**FLAGGER AT SIDE ROADS AND ENTRANCES (BDE)**

Effective: April 1, 2009

Revise the second paragraph of Article 701.13(a) of the Standard Specifications to read:

“The Engineer will determine when a side road or entrance shall be closed to traffic. A flagger will be required at each side road or entrance remaining open to traffic within the operation where two-way traffic is maintained on one lane of pavement. The flagger shall be positioned as shown on the plans or as directed by the Engineer.”

Revise the first and second paragraph of Article 701.20(i) of the Standard Specifications to read:

“Signs, barricades, or other traffic control devices required by the Engineer over and above those specified will be paid for according to Article 109.04. All flaggers required at side roads and entrances remaining open to traffic including those that are shown on the Highway Standards and/or additional barricades required by the Engineer to close side roads and entrances will be paid for according to Article 109.04.”

**LIQUIDATED DAMAGES (BDE)**

Effective: April 1, 2009

Revise the table in Article 108.09 of the Standard Specifications to read:

“Schedule of Deductions for Each Day of Overrun in Contract Time			
Original Contract Amount		Daily Charges	
From More Than	To and Including	Calendar Day	Work Day
\$ 0	\$ 100,000	\$ 375	\$ 500
100,000	500,000	625	875
500,000	1,000,000	1,025	1,425
1,000,000	3,000,000	1,125	1,550
3,000,000	5,000,000	1,425	1,950
5,000,000	10,000,000	1,700	2,350
10,000,000	And over	3,325	4,650”

**NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM / EROSION AND SEDIMENT CONTROL DEFICIENCY DEDUCTION (BDE)**

Effective: April 1, 2007

Revised: November 1, 2008

Revise Article 105.03(a) of the Standard Specifications to read:

“(a) National Pollutant Discharge Elimination System (NPDES) / Erosion and Sediment Control Deficiency Deduction. When the Engineer is notified or determines an erosion and/or sediment control deficiency(s) exists, or the Contractor’s activities represents a violation of the Department’s NPDES permits, the Engineer will notify and direct the Contractor to correct the deficiency within a specified time. The specified time, which begins upon notification to the Contractor, will be from 1/2 hour to 1 week based on the urgency of the situation and the nature of the work effort required. The Engineer will be the sole judge.

A deficiency may be any lack of repair, maintenance, or implementation of erosion and/or sediment control devices included in the contract, or any failure to comply with the conditions of the Department’s NPDES permits. A deficiency may also be applied to situations where corrective action is not an option such as the failure to participate in a jobsite inspection of the project, failure to install required measures prior to initiating earth moving operations, disregard of concrete washout requirements, or other disregard of the NPDES permit.

If the Contractor fails to correct a deficiency within the specified time, a daily monetary deduction will be imposed for each calendar day or fraction thereof the deficiency exists. The calendar day(s) will begin with notification to the Contractor and end with the Engineer’s acceptance of the correction. The daily monetary deduction will be either \$1000.00 or 0.05 percent of the awarded contract value, whichever is greater. For those deficiencies where corrective action was not an option, the monetary deduction will be immediate and will be valued at one calendar day.”

**PAYMENTS TO SUBCONTRACTORS (BDE)**

Effective: June 1, 2000

Revised: January 1, 2006

Federal regulations found at 49 CFR §26.29 mandate the Department to establish a contract clause to require Contractors to pay subcontractors for satisfactory performance of their subcontracts and to set the time for such payments.

State law also addresses the timing of payments to be made to subcontractors and material suppliers. Section 7 of the Prompt Payment Act, 30 ILCS 540/7, requires that when a Contractor receives any payment from the Department, the Contractor shall make corresponding, proportional payments to each subcontractor and material supplier performing work or supplying material within 15 calendar days after receipt of the Department payment. Section 7 of the Act further provides that interest in the amount of two percent per month, in addition to the payment due, shall be paid to any subcontractor or material supplier by the Contractor if the payment required by the Act is withheld or delayed without reasonable cause.

The Act also provides that the time for payment required and the calculation of any interest due applies to transactions between subcontractors and lower-tier subcontractors and material suppliers throughout the contracting chain.

This Special Provision establishes the required federal contract clause, and adopts the 15 calendar day requirement of the State Prompt Payment Act for purposes of compliance with the federal regulation regarding payments to subcontractors. This contract is subject to the following payment obligations.

When progress payments are made to the Contractor according to Article 109.07 of the Standard Specifications, the Contractor shall make a corresponding payment to each subcontractor and material supplier in proportion to the work satisfactorily completed by each subcontractor and for the material supplied to perform any work of the contract. The proportionate amount of partial payment due to each subcontractor and material supplier throughout the contracting chain shall be determined by the quantities measured or otherwise determined as eligible for payment by the Department and included in the progress payment to the Contractor. Subcontractors and material suppliers shall be paid by the Contractor within 15 calendar days after the receipt of payment from the Department. The Contractor shall not hold retainage from the subcontractors. These obligations shall also apply to any payments made by subcontractors and material suppliers to their subcontractors and material suppliers; and to all payments made to lower tier subcontractors and material suppliers throughout the contracting chain. Any payment or portion of a payment subject to this provision may only be withheld from the subcontractor or material supplier to whom it is due for reasonable cause.

This Special Provision does not create any rights in favor of any subcontractor or material supplier against the State or authorize any cause of action against the State on account of any payment, nonpayment, delayed payment, or interest claimed by application of the State Prompt Payment Act. The Department will not approve any delay or postponement of the 15 day requirement except for reasonable cause shown after notice and hearing pursuant to Section 7(b) of the State Prompt Payment Act. State law creates other and additional remedies available to any subcontractor or material supplier, regardless of tier, who has not been paid for work properly performed or material furnished. These remedies are a lien against public funds set forth in Section 23(c) of the Mechanics Lien Act, 770 ILCS 60/23(c), and a recovery on the Contractor's payment bond according to the Public Construction Bond Act, 30 ILCS 550.

#### **PAYROLLS AND PAYROLL RECORDS (BDE)**

Effective: March 1, 2009

Revised: July 1, 2009

FEDERAL AID CONTRACTS. Revise the following section of Check Sheet #1 of the Recurring Special Provisions to read:

#### **"STATEMENTS AND PAYROLLS**

The payroll records shall include each worker's name, address, telephone number, social security number, classification, rate of pay, number of hours worked each day, starting and ending times of work each day, total hours worked each week, itemized deductions made, and actual wages paid.

The Contractor and each subcontractor shall submit payroll records to the Engineer each week from the start to the completion of their respective work, except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall include an identification number for each employee (e.g., the last four digits of the employee's social security number.). In addition, starting and ending times of work each day may be omitted from the payroll records submitted to the Engineer. The submittals shall be on the Department's form SBE 48, or an approved facsimile. When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate box ("No Work", "Suspended", or "Complete") checked on the form."

STATE CONTRACTS. Revise Section IV of Check Sheet #5 of the Recurring Special Provisions to read:

#### "IV.COMPLIANCE WITH THE PREVAILING WAGE ACT

1. Prevailing Wages. All wages paid by the Contractor and each subcontractor shall be in compliance with The Prevailing Wage Act (820 ILCS 130), as amended, except where a prevailing wage violates a federal law, order, or ruling, the rate conforming to the federal law, order, or ruling shall govern. The Contractor shall be responsible to notify each subcontractor of the wage rates set forth in this contract and any revisions thereto. If the Department of Labor revises the wage rates, the Contractor will not be allowed additional compensation on account of said revisions.
2. Payroll Records. The Contractor and each subcontractor shall make and keep, for a period of three years from the date of completion of this contract, records of the wages paid to his/her workers. The payroll records shall include each worker's name, address, telephone number, social security number, classification, rate of pay, number of hours worked each day, starting and ending times of work each day, total hours worked each week, itemized deductions made, and actual wages paid. Upon two business days' notice, these records shall be available, at all reasonable hours at a location within the State, for inspection by the Department or the Department of Labor.
3. Submission of Payroll Records. The Contractor and each subcontractor shall submit payroll records to the Engineer each week from the start to the completion of their respective work, except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall include an identification number for each employee (e.g., the last four digits of the employee's social security number). In addition, starting and ending times of work each day may be omitted from the payroll records submitted to the Engineer. The submittals shall be on the Department's form SBE 48, or an approved facsimile. When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate box ("No Work", "Suspended", or "Complete") checked on the form.

Each submittal shall be accompanied by a statement signed by the Contractor or subcontractor which avers that: (i) such records are true and accurate; (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required by the Act; and (iii) the Contractor or subcontractor is aware that filing a payroll record that he/she knows to be false is a Class B misdemeanor.



4. Employee Interviews. The Contractor and each subcontractor shall permit his/her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.”

**PERSONAL PROTECTIVE EQUIPMENT (BDE)**

Effective: November 1, 2008

Revise the first sentence of Article 701.12 of the Standard Specifications to read:

“All personnel on foot, excluding flaggers, within the highway right-of-way shall wear a fluorescent orange, fluorescent yellow/green, or a combination of fluorescent orange and fluorescent yellow/green vest meeting the requirements of ANSI/ISEA 107-2004 for Conspicuity Class 2 garments.”

**REFLECTIVE SHEETING ON CHANNELIZING DEVICES (BDE)**

Effective: April 1, 2007

Revised: November 1, 2008

Revise the seventh paragraph of Article 1106.02 of the Standard Specifications to read:

“At the time of manufacturing, the retroreflective prismatic sheeting used on channelizing devices shall meet or exceed the initial minimum coefficient of retroreflection as specified in the following table. Measurements shall be conducted according to ASTM E 810, without averaging. Sheeting used on cones, drums and flexible delineators shall be reboundable as tested according to ASTM D 4956. Prestriped sheeting for rigid substrates on barricades shall be white and orange. [The sheeting shall be uniform in color and devoid of streaks throughout the length of each roll. The color shall conform to the latest appropriate standard color tolerance chart issued by the U.S. Department of Transportation, Federal Highway Administration, and to the daytime and nighttime color requirements of ASTM D 4956.](#)

Initial Minimum Coefficient of Retroreflection candelas/foot candle/sq ft (candelas/lux/sq m) of material				
Observation Angle (deg.)	Entrance Angle (deg.)	White	Orange	Fluorescent Orange
0.2	-4	365	160	150
0.2	+30	175	80	70
0.5	-4	245	100	95
0.5	+30	100	50	40”

Revise the first sentence of the first paragraph of Article 1106.02(c) of the Standard Specifications to read:

“Barricades and vertical panels shall have alternating white and orange stripes sloping downward at 45 degrees toward the side on which traffic will pass.”

Revise the third sentence of the first paragraph of Article 1106.02(d) of the Standard Specifications to read:

“The bottom panels shall be 8 x 24 in. (200 x 600 mm) with alternating white and orange stripes sloping downward at 45 degrees toward the side on which traffic will pass.”

**SUBCONTRACTOR MOBILIZATION PAYMENTS (BDE)**

Effective: April 2, 2005

To account for the preparatory work and operations necessary for the movement of subcontractor personnel, equipment, supplies, and incidentals to the project site and for all other work or operations that must be performed or costs incurred when beginning work approved for subcontracting in accordance with Article 108.01 of the Standard Specifications, the Contractor shall make a mobilization payment to each subcontractor.

This mobilization payment shall be made at least 14 days prior to the subcontractor starting work. The amount paid shall be equal to 3 percent of the amount of the subcontract reported on form BC 260A submitted for the approval of the subcontractor's work.

This provision shall be incorporated directly or by reference into each subcontract approved by the Department.

## ILLINOIS DEPARTMENT OF LABOR

### PREVAILING WAGES FOR WILLIAMSON COUNTY EFFECTIVE JULY 2009

The Prevailing rates of wages are included in the Contract proposals which are subject to Check Sheet #5 of the Supplemental Specifications and Recurring Special Provisions. The rates have been ascertained and certified by the Illinois Department of Labor for the locality in which the work is to be performed and for each craft or type of work or mechanic needed to execute the work of the Contract. As required by Prevailing Wage Act (820 ILCS 130/0.01, et seq.) and Check Sheet #5 of the Contract, not less than the rates of wages ascertained by the Illinois Department of Labor and as revised during the performance of a Contract shall be paid to all laborers, workers and mechanics performing work under the Contract. Post the scale of wages in a prominent and easily accessible place at the site of work.

If the Illinois Department of Labor revises the prevailing rates of wages to be paid as listed in the specification of rates, the contractor shall post the revised rates of wages and shall pay not less than the revised rates of wages. Current wage rate information shall be obtained by visiting the Illinois Department of Labor web site at <http://www.state.il.us/agency/idol/> or by calling 312-793-2814. It is the responsibility of the contractor to review the rates applicable to the work of the contract at regular intervals in order to insure the timely payment of current rates. Provision of this information to the contractor by means of the Illinois Department of Labor web site satisfies the notification of revisions by the Department to the contractor pursuant to the Act, and the contractor agrees that no additional notice is required. The contractor shall notify each of its subcontractors of the revised rates of wages.

# Williamson County Prevailing Wage for July 2009

Trade Name	RG	TYP	C	Base	FRMAN	*M-F>8	OSA	OSH	H/W	Pensn	Vac	Trng
=====	==	===	=	=====	=====	=====	===	===	=====	=====	=====	=====
ASBESTOS ABT-GEN		ALL		22.550	23.000	1.5	1.5	2.0	5.450	7.800	0.000	0.900
ASBESTOS ABT-MEC		BLD		20.800	0.000	2.0	2.0	2.0	5.500	4.200	0.000	0.000
BOILERMAKER		BLD		31.500	34.000	1.5	1.5	2.0	6.820	11.43	1.500	0.350
BRICK MASON		BLD		26.320	27.820	1.5	1.5	2.0	7.600	6.690	0.000	0.430
CARPENTER		BLD		29.740	31.240	1.5	1.5	2.0	5.800	5.250	0.000	0.350
CARPENTER		HWY		29.690	31.190	1.5	1.5	2.0	5.800	5.250	0.000	0.350
CEMENT MASON		BLD		25.750	27.250	1.5	1.5	2.0	5.500	4.450	0.000	0.300
CEMENT MASON		HWY		25.320	26.320	1.5	1.5	2.0	5.500	4.350	0.000	0.300
CERAMIC TILE FNSHER		BLD		24.990	0.000	1.5	1.5	2.0	7.600	6.690	0.000	0.430
ELECTRICIAN		ALL		34.460	36.710	1.5	1.5	2.0	5.150	7.920	0.000	0.520
ELECTRONIC SYS TECH		BLD		28.070	29.820	1.5	1.5	2.0	5.250	3.650	0.000	0.250
FLOOR LAYER		BLD		28.430	29.180	1.5	1.5	2.0	5.800	5.250	0.000	0.350
GLAZIER		BLD		25.180	26.180	1.5	1.5	2.0	4.700	4.000	0.000	0.250
HT/FROST INSULATOR		BLD		26.110	27.110	1.5	1.5	2.0	4.800	6.860	0.000	0.190
IRON WORKER		ALL		26.000	28.000	1.5	1.5	2.0	5.760	8.340	0.000	0.500
LABORER		BLD		22.550	23.000	1.5	1.5	2.0	5.450	7.800	0.000	0.800
LABORER		HWY		22.550	23.000	1.5	1.5	2.0	5.450	7.600	0.000	0.800
LABORER		O&C		16.910	17.360	1.5	1.5	2.0	5.450	7.600	0.000	0.800
MACHINIST		BLD		40.530	42.530	1.5	1.5	2.0	7.000	7.670	0.650	0.000
MARBLE FINISHERS		BLD		24.990	0.000	1.5	1.5	2.0	7.600	6.690	0.000	0.430
MARBLE MASON		BLD		26.320	27.820	1.5	1.5	2.0	7.600	6.690	0.000	0.430
MILLWRIGHT		BLD		29.740	31.240	1.5	1.5	2.0	5.800	5.250	0.000	0.350
MILLWRIGHT		HWY		29.690	31.190	1.5	1.5	2.0	5.800	5.250	0.000	0.350
OE RIVER 1		RIV 1		29.700	30.700	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OE RIVER 2		RIV 2		26.250	27.250	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		ALL 1		29.600	30.600	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		ALL 2		27.700	30.600	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		ALL 3		24.150	30.600	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		ALL 4		21.400	27.800	1.5	1.5	2.0	5.650	6.100	0.000	1.100
OPERATING ENGINEER		O&C 1		22.200	23.200	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		O&C 2		20.780	23.200	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		O&C 3		18.120	23.200	1.5	1.5	2.0	6.300	6.600	0.000	1.250
OPERATING ENGINEER		O&C 4		16.050	21.100	1.5	1.5	2.0	5.650	6.100	0.000	1.100
PAINTER		BLD		24.510	26.010	1.5	1.5	2.0	5.730	5.600	0.000	0.350
PAINTER		HWY		28.810	30.310	1.5	1.5	2.0	5.730	5.600	0.000	0.350
PAINTER OVER 30FT		BLD		25.510	27.010	1.5	1.5	2.0	5.730	5.600	0.000	0.350
PAINTER PWR EQMT		BLD		25.510	27.010	1.5	1.5	2.0	5.730	5.600	0.000	0.350
PAINTER PWR EQMT		HWY		29.810	31.310	1.5	1.5	2.0	5.730	5.600	0.000	0.350
PILEDRIVER		BLD		29.740	31.240	1.5	1.5	2.0	5.800	5.250	0.000	0.350
PILEDRIVER		HWY		29.690	31.190	1.5	1.5	2.0	5.800	5.250	0.000	0.350
PIPEFITTER		BLD		31.000	34.100	1.5	1.5	2.0	8.000	8.000	0.000	0.900
PLASTERER		BLD		23.500	24.500	1.5	1.5	2.0	5.200	3.550	0.000	0.100
PLUMBER		BLD		31.000	34.100	1.5	1.5	2.0	8.000	8.000	0.000	0.900
ROOFER		BLD		21.900	22.900	1.5	1.5	2.0	7.250	3.800	0.000	0.000
SHEETMETAL WORKER		ALL		28.080	29.580	1.5	1.5	2.0	6.350	5.650	1.690	0.260
SPRINKLER FITTER		BLD		36.140	38.890	1.5	1.5	2.0	8.200	6.550	0.000	0.250
STONE MASON		BLD		26.320	27.820	1.5	1.5	2.0	7.600	6.690	0.000	0.430
TERRAZZO FINISHER		BLD		24.990	0.000	1.5	1.5	2.0	7.600	6.690	0.000	0.430
TERRAZZO MASON		BLD		28.500	28.800	1.5	1.5	2.0	6.400	5.700	0.000	0.430
TRUCK DRIVER		ALL 1		27.540	0.000	1.5	1.5	2.0	9.050	5.100	0.000	0.250
TRUCK DRIVER		ALL 2		27.940	0.000	1.5	1.5	2.0	9.050	5.100	0.000	0.250
TRUCK DRIVER		ALL 3		28.140	0.000	1.5	1.5	2.0	9.050	5.100	0.000	0.250
TRUCK DRIVER		ALL 4		28.390	0.000	1.5	1.5	2.0	9.050	5.100	0.000	0.250
TRUCK DRIVER		ALL 5		29.140	0.000	1.5	1.5	2.0	9.050	5.100	0.000	0.250
TRUCK DRIVER		O&C 1		21.500	0.000	1.5	1.5	2.0	2.590	5.900	0.000	0.250
TRUCK DRIVER		O&C 2		17.900	0.000	1.5	1.5	2.0	2.590	5.900	0.000	0.250
TRUCK DRIVER		O&C 3		18.400	0.000	1.5	1.5	2.0	2.590	5.900	0.000	0.250
TUCKPOINTER		BLD		26.320	27.820	1.5	1.5	2.0	7.600	6.690	0.000	0.430

Legend:

M-F>8 (Overtime is required for any hour greater than 8 worked each day, Monday through Friday.)

OSA (Overtime is required for every hour worked on Saturday)

OSH (Overtime is required for every hour worked on Sunday and Holidays)

H/W (Health & Welfare Insurance)

Pensn (Pension)

Vac (Vacation)

Trng (Training)

## Explanations

### WILLIAMSON COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial/Decoration Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, Christmas Day. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration such as the day after Thanksgiving for Veterans Day. If in doubt, please check with IDOL.

Oil and chip resealing (O&C) means the application of road oils and liquid asphalt to coat an existing road surface, followed by application of aggregate chips or gravel to coated surface, and subsequent rolling of material to seal the surface.

### EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date.

ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

### LABORER - OIL AND CHIP RESEALING ONLY

Hook and unhook chip box from aggregate truck; distribute material within chip box; perform flagging work related to oil and chip resealing; hand spray oil fluids; handle traffic control, including setting-up and maintaining barricades, drums, cones, delineators, signs and other such items, as well as laying-out and applying or removing temporary roadway markings used to control traffic in job

site related to oil and chip resealing; and perform clean-up related to oil and chip resealing.

#### CERAMIC TILE FINISHER, MARBLE FINISHER, TERRAZZO FINISHER

Assisting, helping or supporting the tile, marble and terrazzo mechanic by performing their historic and traditional work assignments required to complete the proper installation of the work covered by said crafts. The term "Ceramic" is used for naming the classification only, and is in no a limitation of the product handled. Ceramic takes into consideration most hard tiles.

#### ELECTRONIC SYSTEMS TECHNICIAN

Installation, service and maintenance of low-voltage systems which utilizes the transmission and/or transference of voice, sound, vision, or digital for commercial, education, security and entertainment purposes for the following: TV monitoring and surveillance, background/foreground music, intercom and telephone interconnect, field programming, inventory control systems, microwave transmission, multi-media, multiplex, radio page, school, intercom and sound burglar alarms and low voltage master clock systems.

Excluded from this classification are energy management systems, life safety systems, supervisory controls and data acquisition systems not intrinsic with the above listed systems, fire alarm systems, nurse call systems and raceways exceeding fifteen feet in length.

#### TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. Drivers on 2 axle trucks hauling less than 9 ton. Air compressor and welding machines and brooms, including those pulled by separate units, truck driver helpers, warehouse employees, mechanic helpers, greasers and tiremen, pickup trucks when hauling materials, tools, or workers to and from and on-the-job site, and fork lifts up to 6,000 lb. capacity.

Class 2. Two or three axle trucks hauling more than 9 ton but hauling less than 16 ton. A-frame winch trucks, hydrolift trucks, vector trucks or similar equipment when used for transportation purposes. Fork lifts over 6,000 lb. capacity, winch trucks, four axle combination units, and ticket writers.

Class 3. Two, three or four axle trucks hauling 16 ton or more. Drivers on water pulls, articulated dump trucks, mechanics and working forepersons, and dispatchers. Five axle or more combination units.

Class 4. Low Boy and Oil Distributors.

Class 5. Drivers who require special protective clothing while employed on hazardous waste work.

#### TRUCK DRIVER - O & C (Oil and Chip Resealing ONLY)

It involves driving of contractor or subcontractor owned, leased, or hired pickup, dump, service, or oil distributor trucks. Includes transporting materials and equipment (including, but not limited to oils, aggregate supplies, parts, machinery and tools) to or from the job site; distributing oil or liquid asphalt and aggregate; stock piling material; and maintaining trucks at job site related to oil and chip resealing.

Class 1. Distributors, liquid asphalt hauling and hauling of asphalt rubber-tired rollers.

Class 2. Stockpiling.

Class 3. Tandem hauling to job site.

OPERATING ENGINEERS - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION

Class 1. APSCO or Equal Spreading Machine, Backhoe, Backfiller, Boom or Winch Cat, Bituminous Mixplane Machine, Blacksmith, Bituminous Surfacing Machine, Bull-Dozer, Crane, Shovel, Dragline, Truck Crane, Pile Driver, Concrete Breaker, Concrete or Pumpcrete Pumps, Dinky or Standard Locomotives, Well or Caisson Drills, Elevating Grader, Fork Lifts, Flexplane, Gradeall, Hi-Lift Hoists, Guy-Derricks, Hysters, Mechanic Motor Patrol, Mixers-21 cu. ft. or over, Push Cats, Pulls and Scrapers, Two Well Point Pumps, Pulverizer or Tiller, PugMill, Rubber-Tired Farm Type Tractor with Bulldozer/Blade/Auger or hi-lift over 1/2 yd., Jersey Spreader, Tract-Air used with Drill or Hi-Lift, Trenching or Ditching Machines, Wood Chipper w/Tractor, Self-Propelled Roller w/Blade, Equipment Greaser, Self-Propelled Bump Grinder on Concrete pavement, Boat Operator, Skid-Loaders, Tuggers, Lazer Screed, and Self-Propelled Chip Spreader (when others run conveyors).

Class 2. Any type tractor pulling any type roller or disc, Two Air Compressors (220 cu. ft. capacity or over), Two AirTract Drills, Air-Track Drill w/Compressor, Automatic Bins or Scales w/Compressor or Generator, Pipeline Boring Machine, Bulk Cement Plant w/Separate Compressor, Power Operated Bull Float, Hydra-Lift w/Single Motor, Straw Mulcher Blower w/Spout, Self-Propelled Roller/Compactor, Back-End man on Bituminous Surfacing Machine, oiler on milling machine.

Class 3. Air Compressor w/Valve driving piling, Boom or Winch Type Truck, Two Conveyors, Self-Propelled Concrete Saw, Form Grader, Truck Crane Oiler, Self-Propelled Vibrator, Rubber Tired Farm Type Tractor w/Blade/Bulldozer/Auger/hi-lift - 1/2 yd. or less, Elevator Operator, Man Lift (scissor lift) when lifting materials.

Class 4. Air-Track Drill (one), Belt Drag Machine, Power Broom, Mechanical Plasterer Applicator, Trac-Air, Air Compressor (220 cu. ft. or over) One, Air Compressor (under 220 cu. ft) four, Automatic Bin, Bulk Cement Plant w/Built-in Compressor running off same motor or electric motor, Fireman or Switchman, Self-Propelled Form Tamper, Light Plants (4), Welding Machines (4), Pumps (4), or Combination of four (4) Pumps, Light Plants, Welding Machines, Air-Compressors (under 220 cu. ft.), Mudjacks or Wood Chipper, Mixers - less than 21 cu. ft. Mortar Mixer w/Skip or Pump, Pipeline Tract Jack. One Operating Engineer may operate and maintain any combination of the following pieces of equipment, not to exceed four (4) which shall be within a reasonable distance, such combination may include any equipment in this classification: (Compressors, Light Plants, Generators, Welding Machines, Pumps or Conveyors), One Well- Point Pump, Two Motor Driven Heaters, One Air Compressor (under 220 cu. ft.), One Engine-Driven Conveyor, One Motor Driven Heater, One Light Plant, One Pump, One Welding Machine, One Ulmac or Equal Spreader, Oilers, and one Generator 10 kw or greater.

OPERATING ENGINEER - O & C (Oil and Chip Resealing ONLY). Includes the operation of all motorized heavy equipment used in oil and chip rsealing, including but not limited to operating self-propelled chip spreaders, and all types of rollers (both hard and rubber tired); and other duties pertaining to the operation or maintenance of heavy equipment related to oil and chip resealing.

Class 1. See Class 1 above for types of equipment operated.

Class 2. See Class 2 above for types of equipment operated.  
Class 3. See Class 3 above for types of equipment operated.  
Class 4. See Class 4 above for types of equipment operated.

OPERATING ENGINEER RIVER WORK 1 - operate the following machines when working on River Work and Levee Work on the Mississippi and Ohio Rivers, Lakes and Tributaries: Crane, Shovel, Drageline, Scrapers, Dredge, Derrick, Pile-Driver, Push Boat, all power boat operators, Mechanic, Engineman on Dredge, Leverman on Dredge, All Bituminous Spreader machines, Backhoe, Backfiller, Boom, or Winch Cat, Bituminous Mixplane Machine, Blacksmith, Bituminous Surfacing Machine, Bulldozer, Truck Cranes, Hydraulic Truck Mounted Boom/Crane, Concrete Finishing Machine, or Spreader Machine, Concrete Breaker, Concrete or Pumpcrete Machines, Concrete Plant Operator, All Off Road Material Hauling Equipment, Dinky or Standard Locomotives, Well Drill, Elevating Grader, Fork-Lifts, Flexplane, Gradeall, Hi-Lift, Power Handblade Tugger type Hoist, Hoist Two Drum (or over one), Gyderrick, Hyster, Motor Patrol, Mixers - 21 Cu. Ft. or over, Push Cat, Pulls, & Scrapers, Pumps-Two Well Points, Equipment Greaser, P & H Pulverizer or Pulverizer equal to Pugmill, Pugmill, Rubber-Tired farm type tractor w/Bulldozer/Blade/Auger or Hi-Lift over ½ yard, Skimmer Scoops, Seaman Tiller, Jersey Spreader, Tract-Air used with Drill or Hi-Lift, Trenching or Ditching Machine, Wood Chipper w/Tractor, self-propelled roller w/Blade, Concrete Pumps and Small Equipment Operators.

OPERATING ENGINEER RIVER 2 - when working on River Work and Levee Work on the Mississippi and Ohio Rivers, Lakes and Tributaries shall be employed as the Oiler or Fireman on Crane, Dragline, Shovel, Dredge, Truck Crane, Pile Driver, Gradeall, Dinky or Standard Locomotive, Guy Derrick, Trenching Machine or Ditching Machine 80 H.P. and over, All Terrain (cherry-picker) with over 40 ton Lifting Capacity, Deck Oiler and Deckhands.

#### Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 618/993-7271 for wage rates or clarifications.

#### LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.