

[LCDOT Advertisement, Bidding, Award and Contract Execution](#)

The following information is also included in the Contract Specifications for each project.

Project Information: Contractors/Suppliers may access the project materials through the Lake County Purchasing Portal – the web page defaults to the Lake County Purchasing tab. Select the Lake County DOT PROJECTS (greyed out right tab) to view LCDOT projects. The purchasing Portal is located at:

<https://www.lakecountypurchasingportal.com/>

Authorization to Bid: All Contractors/Suppliers shall submit a “Request for Authorization to Bid” to LCDOT and receive an approval prior to submitting their bid proposal. The request will be submitted through the web page. After registering for the project, the Contractor/Supplier will see the following screen (example Materials Test Project shown)

Bid Details

Contract No. 21-00000-00-TE - Materials Test Project

Info	Events	Download List
SectionNumber:	21-00000-00-TE	
Title:	Materials Test Project	
Description:	This is a test project only. This project is not open for bidding.	
DOTContact:	Richard D. McMorris, PE	
DOTPhone:	8473777457	
DOTFax:	8479845855	
DOTEmail:	rmcmorris@lakecountyll.gov	
Location:	Lake County Division of Transportation : 600 W Winchester Road Libertyville, Illinois 60048 United States	
Advertised Date:	8/17/2020	
LetDate/Time:	08/21/2020 10:00 AM, CST	
Documents		
Contract Specifications		
Request Authorization		

To access the contract documents, select the individual document (Contract Specifications, CBID etc..) blue text link. To request Authorization to bid select the green Request Authorization button under the contract documents. Once selected the following screen will appear.

Request For Authorization To Bid Form

Companies that wish to bid on Lake County Division of Transportation (LCDOT) projects, as the prime contractor, must submit a Request for Authorization to Bid to LCDOT. LCDOT will send an Authorization to Bid letter to the company within 1 working day.

We wish to bid on the following project.

Materials Test Project

[Attach a Document \(IDOT Prequalification\)](#)

Company Name: LCDOT

Contact Name:

Address:

Email:

Phone:

Fax:

The information is prepopulated from your registration. For construction projects requiring IDOT Prequalification, select the blue link just above your information to attach the latest copy of your prequalification form.

To submit select the green Submit button. This will generate an e-mail to LCDOT requesting the authorization. Upon approval/disapproval by LCDOT an e-mail will be sent to the Contractor/Supplier with the decision. The approval/disapproval will generally be sent within 24 hours. Please check your "spam" folder prior to contacting LCDOT.

Prequalification of Bidders:

- IDOT Prequalification is required – The provisions of LRS6 and/or LRS7 requiring Bidder Prequalification are applicable to this proposal – attach your IDOT prequalification form to Request for Authorization to Bid submittal.
- IDOT Prequalification is not required - The provisions of LRS6 and/or LRS7 requiring Bidder Prequalification are not applicable to this proposal. Bidders do not need to be prequalified with IDOT or attach a prequalification form.

If the first box is checked (Prequalification required) Contractor's requesting Authorization to Bid shall attach a valid (unexpired) "Certificate of Eligibility" issued by IDOT detailing the Contractor's prequalification for the classes of work included on the project. LCDOT will evaluate the Contractor's prequalified classes of work against the project work items prior to issuing the approval/disapproval e-mail.

Bid Proposals: Proposals submitted without securing an "Authorization to Bid" will be considered non-responsive, and the bid will not be opened or considered. The unopened proposal will be returned to the Contractor.

IDOT Prequalification 5 – HMA Paving:

CONTRACTORS and SUBCONTRACTORS holding a 5 – HMA Paving IDOT prequalification shall be limited to paving on contracts with 1200 total tons or less. The 1200 ton limit does not include HMA sidewalk, driveways, medians, paved shoulder behind curb, and/or patching.

LCDOT **does not** accept electronic bid proposals. **Do not use the Submittals** option at the bottom of the project Info page. This section is not active for LCDOT projects.

Submittals (each file will have a max. upload limit of 20 MB):

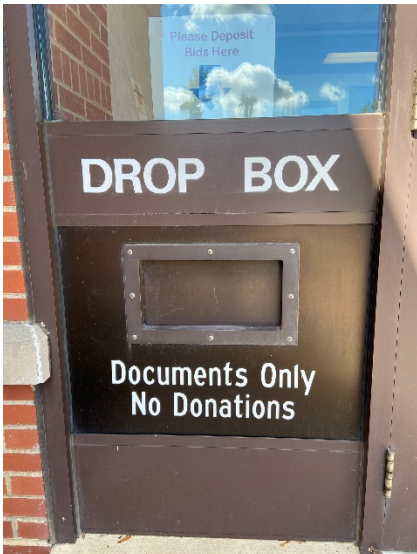
5 of 5 file uploads remaining

<input type="text"/>	Browse...
<input type="text"/>	Browse...
<input type="text"/>	Browse...
<input type="text"/>	Browse...
<input type="text"/>	Browse...

Save Submittals

Please click on the save submittals button. Once you have saved your submittal, you may close the browser.

**LCDOT DOES NOT ACCEPT ELECTRONIC BIDS
DO NOT USE THE SUBMITTALS OPTION**



Bid proposals may be submitted via mail (US Postal Service) and/or delivery service e.g. FedEx, UPS etc. Due to COVID there is limited access to the LCDOT offices. Most of the DOT office personnel are working remotely and the front desk is not staffed. Contractors **shall not** send their bids in with a request for signature upon delivery as no one may be available to sign for the bid thereby delaying delivery.

Bid proposals may also be hand delivered to LCDOT at 600 W. Winchester Road, Libertyville, IL 60048, and placed in the Drop Box located in the window panel to the left of the main entrance doors located on the east side of the building.

It is the Contractor's responsibility to get the Bid/Proposal to LCDOT prior to the submission date and time. LCDOT is not responsible for any delays in delivery due to office staffing and/or requests for delivery receipts.

Lake County – Vendor Disclosure Statement:

All Contractors & Suppliers wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall submit this form with their bid proposal.

Lake County – Vendor Certification Form:

All Contractors & Suppliers wishing to contract with Lake County for goods and services shall submit this form with their bid proposal.

CBID Spreadsheet:

In order to limit bid proposal math errors, all bids for this project **shall** be submitted using the CBID spreadsheet. The Contractor shall include in their bid proposal a hardcopy CBID printout. Proposals submitted without a hardcopy CBID printout will be rejected as nonresponsive and returned to the Contractor unread. Proposals submitted with a handwritten schedule of items will be rejected as nonresponsive and returned to the Contractor unread. A maximum of five pay items may have legible pen and ink entries/revisions to the unit and extended prices on the CBID printout to accommodate last minute supplier and subcontractor quotes. A legible pen and ink entry/revision to the project total bid will also be allowed.

To decrease LCDOT bid processing time, for projects with 25 or more pay items the Contractor shall include in their sealed bid envelope an electronic copy (CD or flash (thumb) drive) with a copy of the completed CBID. The hardcopy CBID printout will serve as the bid submission, while the electronic copy is only provided to aid in tabulating the bids. If there is a difference between the hardcopy CBID printout and the electronic copy provided, the hardcopy CBID printout shall take precedence and be used to complete the bid tabulation.

If the Contractor is bidding on more than one project for which an electronic copy of the CBID is required, the Contractor may include all the CBIDs on a single CD or flash drive. The CD or flash drive shall be clearly labeled with the Contractor's name and the project CBIDs included. The single CD or flash drive shall be submitted in the sealed bid envelope of one of the projects the Contractor is bidding on.

TAX EXEMPTION (LCDOT)

Effective: May 13, 2021

Tax Exemption:

- a. Lake County is exempt from the Illinois State and municipal or county Retailers Occupation Tax, Service Occupation Tax, Use Tax, Service Use Tax, as described in Illinois Revised Statute Chapter 120. Bid prices shall not include the cost of such taxes.
- b. Federal excise tax does not apply to materials or services purchased by Lake County. Should the federal excise tax be applicable to this transaction, Lake County will furnish a federal exemption certificate. The bid prices quoted herein by the Contractor/Supplier shall include all other direct or indirect federal, state, and local taxes which apply.
- c. Pursuant to 86 Ill. Adm. Code 130.2076, tangible personal property that is purchased by the Contractor for incorporation into Lake County's real property pursuant to Contractor's performance of this contract shall be deemed purchased by the Contractor for Lake County and transferred by the Contractor to Lake County upon completion of this contract.
- d. Contractor(s) shall forward this information to their suppliers in order that the sale of such materials and equipment be properly recorded as a tax-exempt sale. Such information shall be accompanied by a copy of the contract or Purchase Order.
- e. It shall be the Contractor's sole responsibility to obtain any necessary approvals from the Illinois Department of Revenue (IDOR) to obtain any exemption from the Retailers' Occupation Tax.

CONTRACT AWARD and EXECUTION (LCDOT)

Contract Award and Execution: Award and execution of contract shall be in accordance with Section 102 of the "Standard Specifications" and the following:

Insurance certificates shall be received within five (5) days after the contract has been mailed to the bidder. Contract performance and payment bond shall be received within ten (10) days after the contract has been mailed to the bidder. The contract shall be executed by the successful bidder and returned within fifteen (15) days after the contract has been mailed to the bidder.

ARTICLE 107.03 EMPLOYMENT PREFERENCE (LCDOT)

Effective: July 1, 2020

Illinois Workers on Public Workers Act: The Contractor and Subcontractors shall conform to the "Illinois Workers on Public Works Act, 30 ILCS 570/ et seq, including Public Act 096-0929 signed into law on June 16, 2010." The level of unemployment in the State of Illinois continues to exceed the 5% trigger for two consecutive calendar months requiring compliance with the statute on public works projects. The requirement is further defined in IDOT check sheet # LRS13, Special Provision for Selection of Labor.