



Bureau of Local Roads and Streets Manual 2005 Edition

12-3(4) LETTING AND CONTRACT AWARD - MFT and State Funds

July 2005

12-3.03 Lettings

12-3.03(a) General

It is important to note that if proposals are issued to contractors with the intent of soliciting bids, eligibility for bidding is generally assumed unless communicated otherwise. If the contractor is a responsible bidder meeting the acceptance criteria of the local agency and IDOT, the award will be made to the contractor with the lowest bid once the bids are opened. It is therefore important to ensure that each contractor is a responsible bidder prior to opening bids, and if practical, prior to issuing proposals.

1. The bidder must comply with all applicable laws concerning the bidder's entitlement to conduct business in Illinois.
2. The bidder must comply with all applicable provisions of the Prevailing Wage Act.
3. The bidder must comply with Subchapter VI ("Equal Employment Opportunities") of Chapter 21 of Title 42 of the United States Code (42 U.S.C. 2000e and following) and with Federal Executive Order No. 11246 as amended by Executive Order No. 11375.
4. The bidder must have a valid Federal Employer Identification Number or, if an individual, a valid Social Security Number.
5. The bidder must have a valid certificate of insurance showing the following coverage: general liability, professional liability, product liability, workers' compensation, completed operations, hazardous occupation, and automobile.
6. The bidder and all bidders' subcontractors must participate in applicable apprenticeship and training programs approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training. The bidder must certify as such when submitting a bid.
7. The bidder is not disqualified from bidding on MFT- and State-funded work by the department.

If a bidder does not comply with these requirements or fails to submit proper certification, the bidder is considered not responsible and the non-responsible bidder's proposal shall not be opened.