

Invitation for Construction Bid: Project Title

First published month date, year

Project Description

Description of project/scope of work.

This Project is located at: Project location auto populated from UpsideProject Form

Division # - Name of Work

Sealed bids will be accepted at the address below until TIME AM/PM, Month Date, Year:

The Board of Trustees of the University of Illinois

c/o Unit

Unit street address

City, State Zip Code

Attention: responsible individual, email address, phone #

The Owner shall assign the contracts for Contract Divisions number Work to the Contract Division number (Contractor) in accordance with Article 6.3 of the General Conditions. (Refer to Articles 6 and 15 of the General Conditions for requirements concerning assignments of contracts.)

Bid Document Sources

Bid documents have been prepared by Name, Address, Phone, hereinafter referred to as the Professional Services Consultant. The bid documents may be obtained from the Professional Services Consultant by depositing a check in the amount of dollar amount for each set, payable to the Professional Services Consultant OR non-cash plan deposit programs which are guaranteed by contractor associations are acceptable.

Bid Document Review Sets

The project manual, drawings and all addenda are available after a one-time electronic registration for electronic viewing at no cost at (PRINT SHOP URL).

For the convenience of bidders, complete sets of documents will be on file at (PLAN HOLDER LIST).

Prequalification

Each bidder shall prequalify with the Owner in accordance with the General Instructions to Bidders (Document 00 20 00). **If applicable**, the project-specific prequalification (Document 00 46 00) deadline is 4:00 p.m. prevailing time on day/date.

All bidders shall be prequalified with the Owner. New bidders that are not prequalified shall prequalify using the Owner's web-based Contractor Annual Prequalification System (CAPS)- <http://przm.apps.uillinois.edu/>

The project will be administered using the Owner's web-based project management system.

Minimum user requirements are as follows:

- Internet Browser
- Valid e-mail account
- Computer-Aided Drawing (CAD) viewer

Pre-Bid Meeting

A pre-bid meeting will be held in location on day/date at time a.m./p.m. prevailing time. Representatives of the Owner and the Professional Services Consultant will be present to answer questions regarding the project and bidding procedures. All prospective bidders are urged to attend.

OR

A MANDATORY pre-bid meeting will be held in **location** on **day/date** at **time a.m./p.m.** prevailing time. Representatives of the Owner and the Professional Services Consultant will be present to answer questions regarding the project and bidding procedures. All prospective bidders are REQUIRED to attend.

Bid Opening

Immediately after the closing time for receiving bids, all proposals will be publicly opened, read, and tabulated in **location, address**. Bids received after closing time will be returned unopened. The public opening and reading is for information only and is not construed as acceptance or rejection of any bid.

Documents required with bid:

1. Section 00 40 00 – Bid form, completed and signed.
2. Bid Deposit.
3. A completed copy of the following forms found at <http://www.uocpres.uillinois.edu/contractors/contracts>:
 - Certifications and Statutory Requirements form.
 - Financial Disclosures and Conflicts of Interest form.

Bid Acceptance or Rejection

The Owner reserves the right to reject any or all bids or any part thereof, to waive any informalities in the bidding, and to accept the bids deemed to be in the best interests of the Owner after all bids have been examined and evaluated. Alternates, if considered, will be accepted in any order as determined by the Owner.

Minority and Women Business Enterprise Goals

The University of Illinois has established diversity goals for participation by minority and female owned businesses as prime contractors, subcontractors, or suppliers in accordance with the Business Enterprise for Minorities, Females, and Persons with Disability Act. Please refer to Bid Form Document 00 40 00 for additional information and instruction. Illinois Department of Central Management Services Business Enterprise Program certification is the basis for determination of diversity status. Only those vendors who are certified by the Illinois Department of Central Management Services as of the final day of the bid opening Cure Period will be considered in determining whether the vendor meets the participation goal.

Minority and female business enterprise goals are for each division of work and may vary by project. Specific diversity goals for each project are identified within the Bid Documents. The diversity baseline goals established for each campus follow:

Campus/Medical Center (County)	Contractor MBE/FBE % Goal
Chicago (Cook County)	30%
Urbana-Champaign (Champaign County)	20%
Springfield (Sangamon County)	20%
Rockford Medical Center (Winnebago County)	20%
Peoria Medical Center (Peoria County)	20%

Good Faith Effort Period (only if construction cost >\$250k)

The Bidder shall submit within ten (10) calendar days after the bid opening, documentation of its good faith efforts to achieve the MBE/WBE goals if the goals are not met (see General Instructions to Bidders, Document 00 20 00).

Diversity Goal Cure Period (only if construction cost >\$250k)

If the Bidder fails to meet the diversity goal at the time of bid submittal, they are granted a cure period of ten (10) calendar days to meet the goal. The cure period shall run concurrently with the Good Faith Effort Period.

Compliance with 30 ILCS 500/15/25(a)

The Owner encourages bidders to hire qualified individuals in accordance with 30 ILCS 500/15-25(a), including but not limited to veterans (as defined by 30 ILCS 500/45-67), minorities, women, and persons with disabilities.

Statutory Requirements

The successful bidder will be required to comply with all laws, statutes, regulations, ordinances, rulings or enactments of any governmental authority that are applicable to the work or to the project. The successful bidder shall pay no less than the prevailing wages and shall utilize equal employment opportunity hiring practices in connection with this project.

PROTEST REVIEW OFFICE: Vendors may submit a written protest to the Protest Review Office following the requirements of the Higher Education Standard Procurement Rules 44 ILL. ADMIN. CODE 4.5550. For protests related to specifications, the Protest Review Office must physically receive the protest no later than 14 days after the solicitation or related addendum was posted to the Bulletin. For protests related to rejection of individual proposals or awards, the protest must be received by close of business no later than 14 days after the protesting party knows or should have known of the facts giving rise to the protest. The Protest Review Office's information is as follows:

Chief Procurement Office
Attn: Protest Review Office
Suite 513 Stratton Office Building
401 South Spring Street
Springfield, IL 62706
Phone: (217) 558-1393
Facsimile: (217) 558-2164
Illinois Relay: (800) 526-0844

If the protest is submitted via email, it must be sent to the following email address:
EEE.LegalStaff@illinois.gov

Boilerplate approved as of 07/17; any changes to boilerplate language must be pre-approved by the University Office of Capital Programs and Real Estate Services.

Highlighted areas in gray on the electronic boilerplate are for input by the Campus Construction Units.

NOTE TO CAMPUSES –

- 1) The title field has a maximum of 50 characters
- 2) The division of work bid opening field has a maximum of 30 characters
- 3) If estimated Construction Cost, including contingency is greater than or equal to \$2,000,000, posting must be at least 21 days and a mandatory pre-bid meeting is MANDATORY and must be held at least 10 days prior to bid opening.
- 4) If estimated Construction Cost, including contingency, is greater than or equal to \$250,000 Good Faith Effort Period clause and Diversity Goal Cure Period clause must be included in this advertisement. Otherwise the clauses will not be included in this advertisement.
- 5) PLA included for UIUC only