



# DuPage Water Commission

600 E. Butterfield Road, Elmhurst, IL 60126-4642  
(630)834-0100 Fax: (630)834-0120

## **REQUEST FOR PROPOSALS** **SOILS AND MATERIALS TESTING SERVICES** **(Contract MT-12/22)**

OWNER: DuPage Water Commission  
600 East Butterfield Road  
Elmhurst, Illinois 60126-4642

Owner will receive sealed proposals for the Work generally described as follows:

Technical on and off-site soils and materials testing and inspectional services during various projects including: building substructures, pipeline repairs and improvements, and other site improvements that the Owner may require, at the DuPage Pumping Station and various areas along the distribution main, in DuPage, Cook, Kane, Kendall and Will Counties, Illinois.

TO BE SUBMITTED TO DuPage Water Commission, 600 East Butterfield Road, Elmhurst, Illinois 60126-4642, attention Paul D. May, General Manager, BEFORE 1:00 P.M., June 29, 2022.

A hard copy of the Bidding and Contract Documents may be procured by a prospective Bidder at the office of Owner. Persons requesting documents to be sent by mail shall include an additional \$25.00 per set to cover postage and handling. An electronic copy of the Bidding and Contract Documents may be procured by a prospective Bidder via email. Contact Jessica Haney or Chris Bostick at (630) 834-0100 to obtain a copy of the hard or electronic documents. The Contract Documents may also be examined at the office of the Commission. Questions may be directed to Jessica Haney or Chris Bostick at (630) 834-0100 weekdays between 7:00am and 3:00pm.

### **INSTRUCTIONS TO BIDDERS**

#### **Preparation of Proposals**

All proposals for the Work shall be made only on the blank Contract/Proposal form attached to this Request for Proposals and shall be complete with a price for each and every item named in the Schedule of Prices section of the Contract/Proposal form. All proposals must be signed by an authorized official. Proposals that contain omissions, erasures, alterations, or additions not called for, conditional or alternate bids unless called for, or that contain irregularities of any kind may be rejected.

#### **Clarifications**

Owner reserves the right to make clarifications, corrections, or changes in this Request for Proposals at any time prior to the time proposals are opened. All bidders or prospective bidders will be informed of said clarifications, corrections, or changes.

Delivery of Proposals

Each proposal shall be submitted in a sealed envelope plainly marked with the title of the contract and bidder's full legal name and shall be addressed and delivered to the place and before the time set forth above. Proposals may be delivered by mail or in person. Proposals received after the time specified above will be returned unopened.

Opening of Proposals

Proposals will be publicly opened and read at the time and place specified above. Bidders, their authorized agents, and interested parties are invited to be present.

Withdrawal of Proposals

No proposal shall be withdrawn for a period of 45 days after the opening of any proposal.

Rejection of Proposals

Proposals that are not submitted on the Contract/Proposal form or that are not prepared in accordance with these Instructions to Bidders may be rejected. If not rejected, Owner may demand correction of any deficiency and accept the deficiently prepared proposal upon compliance with these Instructions to Bidders.

Acceptance of Proposals

Proposals submitted are offers only and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the bidders. Owner reserves the right to accept the proposal that is, in its judgment, the best and most favorable to the interests of Owner and to the public; to reject the low price proposal; to accept any item of any proposal; to reject any and all proposals; and to waive irregularities and informalities in any proposal submitted or in the request for proposal process; provided, however, the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defect or informality. Bidders should not rely upon, or anticipate, such waivers in submitting their proposal.

Upon acceptance of the successful Bidder's proposal by Owner, the successful Bidder's proposal, together with Owner's notification of acceptance in the form attached to this Request for Proposals, shall become the contract for the Work.

DATED this 25<sup>th</sup> day of May, 2022.

DUPAGE WATER COMMISSION

By: /s/ Paul D. May  
General Manager