



The Aurora Housing Authority™

The Aurora Housing Authority™

1449 Jericho Circle

Aurora, IL 60506

**Request for Proposal (RFP)**

**Asbestos Abatement, Demolition and Recycling Services**

**ISSUE DATE: August 12, 2025**

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**RFP must be submitted to the Aurora Housing Authority no later than**

**2:00 pm, on Thursday, September 4, 2025 at**

**1449 Jericho Cr Aurora, IL 60506**



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## INTRODUCTION

### The Agency

The Aurora Housing Authority (AHA) is a non-profit organization founded in the 1940s and charged with the mission of providing safe, decent, and affordable housing for the people of the City of Aurora. The AHA is a private municipal corporation governed by a seven-member Board of Commissioners. The Board members, appointed by the Mayor, set the overall policy in matters concerning the operation of the AHA. The Executive Director, appointed by the Board of Commissioners, is responsible for coordinating and carrying out the policies established by the Board of Commissioners. The AHA currently operates 502 public housing units; 1499 Project Based/VASH/Housing Choice Voucher units.

### REQUEST FOR PROPOSAL

The Aurora Housing Authority, (“here to known as AHA or Authority”) is requesting Bids from qualified and experienced firms with demonstrated competence and experience to provide the Asbestos Abatement, Demolition and Recycle Services for the twenty-four (24) buildings at Eastwood AHA property, 1644 Grove St, Aurora, IL 60505. This demolition includes, but is not limited to providing asbestos abatement, complete demolition services, disposal of demolition waste, recycling demolition materials as possible, site clearance and provision of fill materials as required for site stabilization.

It is the intent of this RFP to place the total responsibility for all aspects of the required work outlined herein on the selected Respondent(s).

The Invitation for Bids can be obtained at the administrative office at the Aurora Housing Authority located at 1449 Jericho Cr, Aurora, IL 60506.

This Invitation for Bids contains submission requirements, scope of services, period of services, terms and conditions and other pertinent information for submitting a proper and responsive bid. Prospective Bidders desiring any explanation of interpretation of the solicitation must request it in writing, by the deadline identified in this RFP (see p. 5 RFP INFORMATION AT A GLANCE). The request must be addressed to Mr. Ralph Jordan via email to [rjordan@auroraha.org](mailto:rjordan@auroraha.org). Any information given to a prospective Bidder about this solicitation will be furnished to all other prospective Bidders as a writing amendment.

Interested firms must submit one original, four (4) copies, and an electronic version of their Bid package, with the items listed in the schedule of submittals. All responses to the RFP must be enclosed in a sealed envelope and labeled as follows:



Aurora Housing Authority  
Attn: Mr. Ralph Jordan  
1449 Jericho Cr Aurora, IL 60506  
Due Date and Time: September 4, 2025, 2:00 PM

Bids received at 1449 Jericho Cr. office after 2:00 PM on Thursday, September 4, 2025 will not be considered. Aurora Housing Authority is not responsible for delays in the delivery of mail by the U.S. Postal Services, or private couriers. It is the sole responsibility of the Offeror to ensure that its Bid reaches the issuing office by the designated date and hour. The official time used in the receipt of Bids will be written or stamped by the Authority.

All requests for interpretation of specifications shall be emailed to [rjordan@auroraha.org](mailto:rjordan@auroraha.org) by 2:00 pm. Central Standard Time, August 22, 2025, a minimum of seven (7) days prior to the due date of the bids. Any changes to this bid document will be issued as addenda and will be on file in Procurement until bids are opened. All such addenda will become part of the contract and all offerors will be bound by such addenda, whether or not received by the Offeror.

This form must be signed as well as subsequent addenda. And all pages returned in a sealed envelope. All signatures must be original and not photocopies.

The undersigned certifies that he/she has read, understands, and agrees to all terms, conditions, and requirements of this bid. And is authorized to contract on behalf of the firm named below.

Company Name: \_\_\_\_\_

Federal Tax ID: \_\_\_\_\_

Company Website: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



## RFP INFORMATION AT A GLANCE

AHA CONTACT PERSON	Contracting Officer: Ralph Jordan rjordan@auroraha.org
HOW TO FULLY RESPOND TO THIS IFB	Submit one original, four copies, and an electronic version of their Bid package, with the items listed in the schedule of submittals, to Aurora Housing Authority's central office 1449 Jericho Cr., Aurora, IL 60506
DATE ISSUED	August 12, 2025
PRE-BID MEETING	August 19, 2025, at 10:00 AM 1644 Grove St Aurora, IL 60505
Q&A DEADLINE	August 22, 2025 by 2:00 p.m.
BONDING REQUIREMENTS	Bid Bond: 5% of the Bid Price (upon Bid evaluation/acceptance) Payment & Performance Bond: 100% of the contract price (upon contract execution)
BID SUMITTAL RETURN & DEADLINE	September 4, 2025 by 2:00 PM Aurora Housing Authority Attn: Mr. Ralph Jordan 1449 Jericho Cr. Aurora, IL 60506
ANTICIPATED AWARD DATE	TBD

## INVITATION FOR BIDS

### 1. GENERAL INFORMATION:

- **Statement of Purpose:** The Aurora Housing Authority is seeking bids from qualified, licensed Contractors with demonstrated competence and experience to provide all labor for the Asbestos Abatement, Demolition and Recycle Services for Eastwood twenty-four (24) buildings (detailed Scope of Work and Technical Specifications **Attachment A**)
- Prospective Bidders acknowledge by receiving the RFP documents and/or by submitting a bid to AHA is not a right by which to be awarded a contract but merely is an offer by the prospective Bidder to perform the requirement of the RFP documents in the event AHA decides to consider awarding a contract to that Bidder.
- **Bidder's Responsibilities-** Contact with AHA: It is the responsibility of the Bidder to address all communications and correspondences pertaining to the RFP process to AHA contact person listed herein only. The AHA will not conduct any ex parte conversations which may give one perspective Bidder an advantage over other prospective Bidder.
- Type of Contract resulting from this RFP: Firm Fixed-Price Service Contract.

### 2. AHA'S RESERVATION OF RIGHTS:

- AHA reserves the right to reject any or all bids, to waive any informalities in the RFP process, or terminate the RFP process at any time, if deemed by the AHA to be in its best interest.
- AHA reserves the right not to award a contract pursuant to this RFP.
- AHA reserves the right to retain all bids submitted and not permit withdrawal for a period of 90 days subsequent to the deadline for receiving bids without written consent from the AHA.
- AHA reserves the right to reject and not consider any bid that does not meet the requirements of this RFP, including but not necessarily limited to incomplete bids and/or bids that offer alternate or non-requested services.
- AHA reserves the right to, at any time during the RFP or contract process, prohibit any further participation by a Bidder or reject any bid submitted that not conform to any of the requirements detailed herein. Each prospective Bidder further agrees that he/she will inform AHA in writing within five (5) days of the discovery of any item that is issued thereafter by the AHA that he/she feels need to be addressed. Failure to abide by this timeframe shall relieve AHA, but not prospective Bidders.
- The Aurora Housing Authority may reject any or all proposals on any basis and without disclosure of a reason. The failure to make such a disclosure shall not result in accrual of

any right, claim or cause of action by any unsuccessful participant against the Aurora Housing Authority.

- The AHA assumes no liability for the payment of cost and expenses incurred by any bidder in responding to this request for proposals. All proposals become the sole property of the Aurora Housing Authority. This request for proposal is not a contract and alone shall not be interpreted as such but rather serves as an instrument through which proposals are solicited.
- While it is the expectation of the Aurora Housing Authority to award this contract as a whole to a single successful contractor. The Aurora Housing Authority reserves the right at its sole discretion to award service engagement contracts to separate independent vendors as it deems appropriate based on qualifications, proposal, pricing, and other relevant criteria, or to elect not to award to any bidder.
- The AHA reserves the right to revise the scope and deliverables of one or more project segments (segment tasks or activities) at its sole discretion prior to awarding any contract for that particular segment. In such a case these revisions shall be negotiated between the Aurora Housing Authority and the contractor to reconcile any changes in pricing and performance. Changes after awarding a contract shall be governed by the terms of that agreement.
- A site plan will be provided by contractor request. Final terms and conditions will be negotiated between the Aurora Housing Authority and the selected finalist prior to the time of award.

### **3. GENERAL CONDITIONS:**

- The contractor(s) shall provide labor and materials for twenty-four buildings demolition by the enclosed specifications/statements of work (see attachment A)
- **Regulatory:** Contractor(s) shall comply with all applicable federal, state, and local laws, rules, regulations, ordinances, and codes and obtain any licenses or permits required to provide the services under this RFP.
- **Misclassification of Employees as Independent Contractors:** Per the United States Department of Labor Requirements, when using Federal Funds, it is necessary to assure all employees are classified correctly and paid correctly. It shall be the burden of the contractor to provide any documentation requested by AHA.
- **Licensing:** Contractor(s) shall be licensed as required by the State/City/Jurisdiction in which the service is to be performed and the license shall be current and in good standing
- **Bid Prices:** Bidders are advised that Fees shall be all inclusive and fully burdened to accomplish the work specified in this RFP and any resulting contract.
- Contractor(s) will be required to prepare and submit monthly reports on Section 3. Contractor(s) shall utilize Section 3 residents and businesses as defined to perform the requirements under this bid to the greatest extent feasible and shall document such efforts monthly (when applicable).

- Contractor(s) shall provide, at Contractor's own expense, all equipment, labor, and tools to perform all the services required under this RFP and any resulting contract.
- Contractor(s) shall perform criminal history checks and drug screening test on all employees performing work under this RFP and any resulting contract and if requested provide summaries of the results to the AHA.
- **Liquidated Damages:** For each day that performance under a contract resulting from this RFP is delayed beyond the time specified for completion, the successful Bidder(s) shall be liable for liquidated damages in the amount of \$100.00 per day. However, the time frame for performance may be adjusted at AHA's discretion in writing and received by the successful Bidder(s) prior to the default under any resulting contract.
- If any employee of the Contractor(s) is deemed unacceptable by the AHA, Contractor(s) shall immediately replace such personnel with a substitute acceptable to AHA.

#### 4. **CONDITIONS TO BIDS:**

- **Pre-Qualification of Bidder(s):** Prospected bidders will not be required to pre-qualify in order to submit a bid. However, all Bidders will be required to submit adequate information showing the Bidder is qualified to perform the required work (i.e., Registration Form [Attachment L]). Failure by the prospective Bidder to provide the requested information may, at AHA's discretion, eliminate that Bidder from consideration, provided that all Bidders are required to submit the same information.
- **IFB Forms, Documents, Specifications, and Drawings (if provided):** Prior to submitting a bid in response to this RFP, it shall be each prospective Bidder's responsibility to examine carefully and, as may be required, properly completed all documents issued pursuant to this RFP.
- Unless otherwise instructed, specifications and drawings (if provided) do not show all of the exact details of the work. They are intended to illustrate the character and extent of the performance desired under the proposed contract and may be supplemented or revised from time to time.
- **Exceptions to Specifications:** A prospective Bidder may take exception to any of the bid documents or any part of the information contained therein, by submitting, in writing to AHA, at least seven (7) days prior to the bid submission deadline, a complete and specific explanation as to what he/she is taking exception. Proposed alternate documents or information must be included. AHA reserves the right to agree with prospective Bidder and issue a revision to the applicable requirements or may reject the prospective Bidder's request.
- When taking exception, prospective Bidders must propose services that meet the requirements of the RFP documents. Exceptions to the specifications and/or approved "equal" requests may be discussed at the schedule pre-bid conference. All verbal instructions issued by AHA officers not already listed within the RFP documents shall



only become official when issued as addenda or as a written answer issued in response to a written question.

## 5. **BID FORMAT:**

- THE BID (TAB 1 TO 11) SHALL BE SUBMITTED IN ONE (1) ENVELOPE.  
Interested firms must submit one (1) original, four (4) copies, and an electronic version of their Bid package.
- **Require Forms:** All required forms furnished by AHA as a part of this RFP shall, as instructed, be completed and submitted by the Bidder. Such forms may be completed in a legible hand-written fashion or using a typewriter.
- **Tabbed Bid Submittals:** In submitting a response, prospective Bidders acknowledge that the AHA shall not compensate the Bidder(s) for any submission or contract negotiation cost. Including without limitation cost of preparation, appearances for interviews, and/or travel expenses. It is essential that the Bidder(s) selected have necessary knowledge, skills, and experience to implement all aspects of the work. All work is to be performed with the highest degree of professional standards. In compliance with all applicable laws, regulations, procedures, criteria, and requirements; to include all applicable Federal, State, and local laws and regulations. **All bids submitted in response to this RFP shall be formatted in accordance with the sequence noted bellow (Tab 1 to Tab 11).** Do not omit any tabs. If the information requested does not apply, please put “Not Applicable” under the accompanying tab in the submittal. Failure to follow this format or omission of information responsive to these requirements may, in the AHA’s sole and absolute discretion, result in disqualification of the Bidder(s) from the RFP process.
- **TAB 1 FORM OF BID:** This Form is attached (**Attachment B**) to this RFP document. This one-page should be fully completed where indicated and submitted under this tab as part of the bid submittal.
- **TAB 2 BID FEE SHEET:** This Form is attached (Attachment C) to this RFP document. This Form shall be fully completed, including acknowledgement of addendum/HUD Forms, and submitted under this tab as a part of the bid submittal.
- **TAB 3 BID BOND:** For construction contracts exceeding \$25,000.00 Bidders shall be required to submit a bid guarantee equivalent to 5% of the bid price. AHA’s Bid Bond Form (Attachment D) shall be fully completed, executed where provided thereon and submitted under this tab as a part of the bid submittal.
- **TAB 4 BIDDER CERTAFICATION FORM:** This Form is attached (Attachment E) to this RFP document and must be fully completed, executed where provided thereon and submitted under this tab as a part of the bid submittal.
- **TAB 5 SECTION 3 DOCUMENTATION:** All Bidders are required to review and fully execute the Section 3 Clause (Attachment F).

- **TAB 6 SMALL BUSINESS (SWMBE) UTILIZATION PLAN:** This Form is attached (Attachment H) to this RFP document and must be fully completed, executed where provided thereon, if applicable, and submitted under this tab as a part of the bid submittal. Contractors must make a good faith effort to subcontract with said companies. Opportunities to subcontract with said companies should be listed here. If compliance cannot be obtained, the Bidder(s) are required to provide written documentation with the bid as to why he/she could not obtain such participation.
- **TAB 7 LIST OF PAST PERFORMANCE/EXPERIENCE/CLIENT INFORMATION:** This Form is attached (Attachment I) to this RFP document and must be fully completed, executed where provided thereon, if applicable, and submitted under this tab as a part of the bid submittal. The bidder must submit under this tab a concise description of past performance, experience, and client information in performing similar contract work substantially similar to that required by this solicitation. The Bidder(s) shall submit three (3) former or current clients, preferably other than the AHA, for whom the Bidder(s) has performed similar or like services to those being proposed herein.
- **TAB 8 LIST OF SUB-CONTRACTORS/JOIN VENTURE INFORMATION:** The Bidder(s) shall identify, on the Form attached (Attachment J) to this RFP document, whether or not he/she intends to use any sub-contractors for this job, if awarded, and/or if the bid is a joint venture with another firm. A Contractor Profile Form (Attachment K) shall be provided. For each sub-contractor/joint venture Contractor Profile Forms shall be completed and submitted under this tab as part of the bid submittal.
- **TAB 9 COPY OF BUSINESS LICENSE:** The Bidder(s) shall submit a copy of their current business license. Any additional licenses can also be provided under this tab.
- **TAB 10 COPY OF INSURANCE CERTIFICATE:** The Bidder(s) shall submit a copy of their insurance certificate. If a Bidder(s) receives an award, and unless otherwise waived in the RFP documents, Contractor(s) will be required to provide an original Certificate of Insurance confirming the minimum requirements of AHA within ten (10) days of contract signature. The Insurance Certificate shall name AHA as an additional insured.
- **TAB 11 COPY OF WORKMAN'S COMPENSATION CERTIFICATE:** The Bidder shall submit a copy of their Workman's Compensation Certificate.

**6. BID OPENING:**

- It is understood by all Bidders/prospective Bidders that the Bids are NOT publicly opened and the results will be a matter of public record.
- **AWARD OF BID(S):** The successful Bidder(s) shall be determined by the top-rated responsive and responsible Bidder. AHA reserves the right to award multiple contractors if it is determined to be in the interest of AHA. Awards may be made without discussion if AHA deems no purpose would be served. AHA reserves the right to reject any or all bids.

● **EVALUATION FACTORS:**

- Experience 20 Points
- Past experience in performing similar projects 20Points
- Capacity 20 Points
- Price Bid 40 Points
- TOTAL POINTS 100 Points**
- MBE/WBE/Section 3/Affirmative Action Plan Status/Compliance 5 Points

**7. INSURANCE:**

- If a Bidder(s) receives an award and unless otherwise waived in the Contract, the Contractor will be required to provide an original Certificate of Insurance conforming the following minimum requirements to AHA within ten (10) days of contract signature:

General Liability: \$1,000,000 per occurrence; \$2,000,000 aggregate

Automobile Liability: \$1,000,000 Combined Single Limit

Professional Liability: \$2,000,000

Worker's Compensation: Per State of Illinois Statute

- **The Aurora Housing Authority must be named as an additional insured for the stated project.**

**8. AWARD CRITERIA:**

- After all proposals are reviewed, evaluated, and ranked, the Aurora Housing Authority will use the contract negotiation process to obtain the most highly qualified Bidder(s) at a fair and reasonable price. The proposed agreement will include the final detailed scope of work to be provided and all required responsibilities of the qualified, licensed contractor.
- After Each Bid must be accompanied by a Bid Bond payable to the Owner for five percent (5%) of the total amount of the Bid. As soon as the Bid prices have been compared, the Owner will return the Bonds of all except the three lowest responsible Bidders. When the Agreement is executed, the bonds of the two remaining unsuccessful Bidders will be returned. The Bid Bond of the successful Bidder will be retained until the

payment Bond and performance Bond have been executed and approved, after which it will be returned.

- After proposals are received, they will be evaluated and marked according to applicable criteria. Interviews may be scheduled to meet and discuss proposed plans for the remodeling of five units.
- Payment and Performance Bond: The payment and Performance Bond shall be one hundred percent (100%) of the contract price and extended through a one-year guarantee period. Performance Bond must be submitted at the time of contract award.
- Each firm submitting a bid is affirming his/her commitment to comply with the laws of the State of Illinois Fair Employment Practices and with all rules and regulations of the U.S. Department of Housing and Urban Development for Equal Opportunity and Non-Discrimination Practices.
- The contract will be awarded to the lowest responsive, responsible bidder not on HUD's list of ineligible contractors or the AHA Suspended and Debarred List.

- **WAGE RATE REQUIREMENTS:**

- In the employment and use of labor, the General Contractor and his Subcontractors shall conform to the Illinois Statutory requirements regarding labor and wages.
- Prevailing Rate of Wages: All contractors for the work herein are subject to the provisions of the Illinois Prevailing Wages Act (820 ILCS 130/et seq.) providing for the payment of prevailing rate wages to all Laborers, Workmen, and Mechanics engaged on the work, which such provisions shall be applicable to all Subcontractors and material men as well as the General Contractor. The Owner may at any time inquire with the Contractor as to rates of wages being paid, and such information shall be promptly provided to the owner.
- Future increases to wage rates and materials cost over the course of the contract time will not be burnt by the Owner.
- The Aurora Housing Authority reserves the right to accept or reject any or all proposals or to waive any informality in bids when it is in the best interest of the Aurora Housing Authority. No proposal shall be withdrawn for a period of sixty (60) calendar days subsequent to the opening of proposals without the consent of the Aurora Housing Authority.

For Aurora Housing Authority

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Ralph Jordan  
Executive Director

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Date



Attachment A

Scope of work/Technical Specifications

## SCOPE OF WORK/TECHNICAL SPECIFICATIONS

Aurora Housing Authority is seeking bids from qualified and licensed contractors with demonstrated competence and experience to provide Asbestos Abatement, Demolition and Recycle Services for twenty-four (24) buildings at Eastwood AHA property:

### **Preliminary Scope of work:**

The preliminary scope of work for the total demolition of the residential buildings and infrastructure project includes, but is not limited to the following: providing the necessary permits, labor, tools, material, equipment, mobilization and demobilization of equipment, complete excavation and removal of all underground utility piping, storm sewers, water, gas, cable and telephone lines including back fill, compaction and grading, back to Grove St. All subcontractors, material handling, storage, planning, coordination, supervision, transportation, Civil Engineering/Environmental services (as required), engineered survey of existing structures, disposal fees for demolition waste, recycling disposal procedures, earthwork, cleanup, incidentals, and all other items necessary to provide site security. Asbestos abatement of any units and buildings identified as containing asbestos containing materials (ACM's). The AHA seeks to totally demolish the twenty-four (24) buildings (8 fourplex, 10 duplex, and 6 single unit buildings) removal of all foundations, footings, piers, private sidewalks, and debris of any kind. Contractors shall include the demolition and removal of all roadways, parking lots, asphalt and concrete areas, stoops, sidewalks, including excavation of sub-base materials to a depth of 6 inches (not including city sidewalks and curb/gutter), fences, landscaping, removal of all light standards, post base and foundation. No debris shall be left or buried on the site. Demolition methods must include a means of controlling dust generated on the site. Should these means include the use of water, the rental of a water truck be the responsibility of the Contractor. Remove all other installed site improvements, underground storage tanks or containers on the site down to bedrock, site clearance and cleanup, backfilling (clean stone and/or clean dirt as required) as required to return the grade to existing condition prior to demolition. The best practice for site stabilization will be implemented. The finished site conditions must be acceptable to the AHA.

- Contractor(s) shall conduct all work during normal working hours unless deemed by AHA to be disruptive to the normal operations of the organization, or an emergency. Normal business hours are from 7:00 am to 5:00 pm Monday through Friday.
- Contractor(s) should only utilize licensed, trained, and experienced employees to perform the work required on AHA properties.
- Upon completion of work, Contractor(s) shall clean up the area where the work was performed and Contractor(s) shall remove any debris generated by the repairs from



AHA premises. At no time will Contractor(s) discard debris into any AHA Refuse Containers.

- Contractor(s) shall clearly mark all work areas that might reasonably be expected to endanger the health and safety of residents, guest, or any other person. Contractor will provide such signs, markers and barricades as required to identify all work areas and minimize inherent dangers.
- Contractor(s) or authorized subcontractors shall guarantee all installations to meet and pass assigned City Inspections. Should a plumbing or electrical work made by contractor or authorized subcontractor not pass inspection, Contractor(s) should make all repairs necessary to ensure the work passes City Inspection at no additional cost to AHA.
- Fencing. Six-foot high chain link is required around the perimeter of the demolition site until substantial completion is achieved. There is an elementary school close to the demolition area.
- The contractor will determine whether any State or local permits or notifications are necessary to perform this work and will be responsible for any associated fees. Proper disposal of materials is required, including the hauling and disposal at a licensed landfill. The contractor is responsible for obtaining landfill approval and for paying tipping fees, if any, as well as any Clean Construction Debris Disposal (CCDD) testing, if applicable.
- Erosion Control shall be provided in accordance with local, County and State requirements.
- Contractor(s) should provide all permits for work under this RFP and any resulting Contracts. Including those necessary while the streets are obstructed either by operations or by the storage of equipment or materials.
- Infrastructure protection, protect municipal sidewalks and streets (Beckwith St and Grove St) by means acceptable to AHA. Contractors will be liable for any damage to public property.
- The contractor is required to notify JULIE to accomplish the marking of any underground utilities prior to demolition commencement. Contractors should remove all utilities at each building. Work is not to commence prior to the removal of gas connections. City water shall be disconnected from the B-box. City sanitary shall be cut and capped on the resident side of the sidewalk (COA approval). Electric will be disconnected at the utility pole by the city.
- The contractor shall, before sealing sewer line, have the COA make inspections before any backfill is started. The purpose of this requirement is to check to see if the sewer line is open to the trunk line. On-site inspections shall be made as the COA deems necessary.
- The contractor shall mobilize all necessary material and labor for the job. Equipment can be left at the job site at the contractor's sole risk. The AHA will not be

- responsible for lost, stolen, damaged or vandalized equipment. The contractor may stage equipment at the site where access is semi-restricted, at the contractor's sole risk.
- Contractors shall take special precautions to avoid tracking or spilling dirt and debris onto the adjacent roadways, sidewalks and other private or public areas. The contractor shall remove, clean and/or sweep all debris material in and around the project site at the end of each workday to the satisfaction of the AHA.
  - Manhole protection, inlet protection and silt fencing may be necessary at times during some project operations.
  - Upon completion of final grading with clean, pulverized black dirt and seeding, the contractor shall install erosion control blankets around the perimeter of all disturbed areas.
  - Asbestos Abatement – Contractor shall be responsible for identification of and proper disposal of regulated materials if any.
  - The site shall have 3 inches of topsoil spread with grass seeds. Hydro seed is an acceptable alternative, but the contractor is responsible for grass growth prior to final payment.
  - The demolition plan must also include a written safety plan for the project which meets all local, State, and federal regulations. No explosives will be allowed to use on the site. This information is part of the evaluation criteria for all proposals received.
  - Each Respondent is required to clearly document their approach for the specified demolition and site clearance work in their proposal. It shall also indicate the sequence, order, and interdependence of activities in which the Work is to be accomplished. In preparing the Work schedule, the Recipient shall: Assign to each Work Schedule activity and cost and resource load, Set forth detailed description of each activity.
  - Eastwood was constructed in 1972 and consists of fifty-eight (58) apartments in twenty-four (24) buildings. The building exteriors include masonry and vinyl siding. All interior units are connected by drywall walls (no concrete block separation).
  - It's Contractor(s) responsibility to verify all measurements prior to submitting a bid.
  - A site visit will be scheduled after the non-mandatory pre-bid meeting held on August 19, 2025, at 10:00 AM. 1644 Grove St, Aurora, IL 60505. This will be the only opportunity for Contractors to visit the sites prior to bidding on the project.
  - The Eastwood Community Center at 1644 Grove St, will not be demolished, so great care must be taken to prevent any damage to the structure and surrounding area, including the utilities to the parking lot and driveway to garage on the building.
  - COA Recommended a new watermain will be required to be looped so that there is not a dead end watermain passing the community room on Northeast Drive.



Attachment B

Form of Bid



## FORM OF BID

### Submittal Checklist:

Instructions: THIS FORM IS MANDATORY AND SHALL BE FULLY COMPLETED AND SUBMITTED UNDER TAB 1 OF THE BID SUBMITTAL. Unless otherwise specifically required, the items listed below shall be completed and included in the bid submittal.

Descriptions of each requirement can be found in Section 5.0 Form of Bid. Do not omit any tabs, if the information requested does not apply, please put "Not Applicable" under the accompanying tab in the submittal. FAILURE TO SUBMIT ALL REQUIRED INFORMATION MAY RESULT IN DISQUALIFICATION OF THE BID SUBMITTAL FROM CONSIDERATION FOR AWARD. Complete this form by marking an "X", where provided, to verify that the referenced completed form or information has been included within the "hard copy" bid submittal submitted by the Bidder. Submit one (1) unbound original (the "hard copy") and one (1) electronic copy (CD) of the following documents:

X	Tab #	Documents Required in Submittal	Attachment
	1	Form of Bid	B
	2	Bid Fee Sheet (including acknowledgement of Addenda & HUD Forms)	C
	3	Bid Bond Template	D
	4	Bidder's Certification Form	E
	5	Section 3 Documentation	F/G
	6	Small Business (SWMBE) Utilization Plan	H
	7	List of Past Performance/Experience/Client Information	I
	8	List of Sub-Contractors/Joint Venture Information	J
	9	Copy of Business License	-
	10	Copy of Insurance Certificate	-
	11	Copy of Workman's Compensation Certificate	-

By signing below, the Bidder agrees that all of the before mentioned Tabs have been included in their bid submittal, and acknowledges that any of the required information, including this page, omitted from the bid submittal may result in their bid being disqualified from consideration for award.

---

Signature

---

Date



## Attachment C

### Bid Fee Sheet



## BID FEE SHEET

Materials and Labor (as detailed in Attachment A). Cost should be fully burdened.

Removal of Buildings & Land Items:	
Storm Water and Soil Erosion:	
Asbestos Abatement:	
Permits and Fees:	
<b>TOTAL BID:</b>	

Asbestos abatement the Contractor should be responsible for the identification of and proper disposal of regulated materials if any.

Company: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

- **HUD Form Acknowledgements:** The HUD Forms reference bellow shall be acknowledged with a signature and date. These Forms can be found online. It is the responsibility of the Bidder to find, read and acknowledge these Forms as they are incorporated here as part of this solicitation and any resulting contract.

**HUD 5369** \_\_\_\_\_ **Date** \_\_\_\_\_

**HUD 5370-A** \_\_\_\_\_ **Date** \_\_\_\_\_

**HUD 5370** \_\_\_\_\_ **Date** \_\_\_\_\_

- **Company Name/Contract Information**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Authorize Agent Signature:** \_\_\_\_\_

**Authorize Agent Name (Printed):** \_\_\_\_\_



**Attachment D**  
**Bid Bond Template**



BIDBOND

KNOW ALL MEN BY THESE PRESENTS, That we the undersigned,

\_\_\_\_\_ as PRINCIPAL,  
and \_\_\_\_\_ as SURETY, are held  
and firmly bound unto Aurora Housing Authority, hereinafter called the “AHA”, in the penal  
sum of \_\_\_\_\_

\_\_\_\_\_ Dollars, lawful  
money of the United States, for the payment of which sum well and truly to be made, we bind  
ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally,  
firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that whereas the Principal has submitted  
the accompanying bid, dated \_\_\_\_\_, 2025,  
for \_\_\_\_\_  
\_\_\_\_\_.

NOW, THEREFORE, if the Principal shall not withdraw said bid within the period specified  
therein after the opening of the same, or, if no period be specified, within sixty (60) days after  
the said opening, and shall within the period specified therefore, or, if no period be specified  
within ten (10) days after the prescribed forms are presented to him for signature, enter into a  
written contract with the AHA in accordance with the bid as accepted, and give bond with good  
and sufficient surety or sureties, as may be required, for the faithful performance and proper  
fulfillment of such contract; or in the event of the withdrawal of said bid within the period  
specified, or the failure to enter into such contract and give such bond within the time specified,  
if the Principal shall pay the AHA the difference between the amount specified in said bid and  
the amount for which the AHA may procure the required work or supplies or both, if the latter  
amount be in excess of the former, then the above obligation shall be void and of no effect,  
otherwise to remain in full force and virtue.

IN WITNESS WHEREOF, the above-bounded parties have executed this instrument under their  
several seals the \_\_\_\_\_ day of \_\_\_\_\_, 2025, the name and corporate seal of each  
corporate party being hereto affixed and these presents duly signed by its undersigned  
representative, pursuant to authority of its governing body. In presence of:

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (Business  
address)

\_\_\_\_\_ (SEAL)

\_\_\_\_\_ (Business  
address)



Attachment E  
Bidder's Certification



## BIDDER'S CERTIFICATION

By signing below, Bidder certifies that the following statements are true and correct.

He/she has full authority to bind Bidder and that no member of Proposer's organization is disbarred, suspended, or otherwise prohibited from contracting with any Federal, State, or Local agency,

Items for which Bidders were provided herein will be delivered as specified in the bid,

In performing this contract, the Contractor(s) shall comply with any and all applicable Federal, State, and Local laws including but not limited to: Occupation Safety & Health, Equal Employment Opportunity, Immigration and Naturalization, The Americans with Disabilities Act, State Tax and Insurance Law, and the Fair Housing Act.,

Bidder agrees that this bid shall remain open and valid for at least a period of 90 days from the date of the Bid Opening and that this bid shall constitute an offer, which, if accepted by AHA and subject to the terms and conditions of such acceptance, shall result in a contract between AHA and the undersigned Bidder,

He/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, service to a public servant in connection with this bid,

Bidder, nor the firm, corporation, partnership, or institution represented by the Bidder, or anyone acting for such firm, corporation, partnership, or institution has violated the antitrust laws of the State of IL or the Federal Antitrust laws, nor communicated directly or indirectly the bid made to any competitor or any other person engaged in such line of business,

Bidder has not received compensation for participating in the preparation of the specifications for this RFP,

**Non-Collusive Affidavit:** The undersigned party submitting this bid hereby certifies that such bid is genuine and not collusive and that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any Bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other Bidder, to fix overhead profit or cost element of said bid price, or that of any other Bidder or to secure any advantage against AHA or any person interested in the proposed contract and that all statements in said bid are true,

He/she has full authority to bind Bidder and that no member of Proposer's organization is disbarred, suspend or otherwise prohibited from contracting with any Federal, State, or Local agency, and the individual or business entity named in this bid is eligible to receive the specified





payment and acknowledges that this contract may be terminated and payment withheld if this certification is inaccurate,

Lobbying Prohibition: The Contractor(s) agrees to comply with Section 1352 of Title 31, United States Code which prohibits the use of federally appropriated funds to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered federal actions: the awarding of any federal contract the making of any federal grant the making of any federal loan the entering into any cooperative agreement or the modification of any federal contract, grant, loan, or cooperative agreement.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Company Name: \_\_\_\_\_

Date: \_\_\_\_\_

Seal (if Corporation)



Attachment F  
Section 3 Clause



## SECTION 3 CLAUSE

This affidavit must display an original signature and notary seal.

Business Name \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_

A. The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income people, particularly people who are recipients of HUD assistance for housing.

B. The parties to this contract agree to comply with HUD's regulations in 24 CFR part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with part 135 regulations.

C. The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice describes section 3 preferences, which should set forth minimum number and job titles subject to hire, availability of apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

D. The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR part 135.

E. The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR part 135.



F. Noncompliance with HUD's regulations in 24 CFR part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

G. With respect to work performed in connection with section 3 covered Indian housing assistance, section 7(b) of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450e) also applies to the work to be performed under this contract. Section 7(b) requires that to the greatest extent feasible (i) preference and opportunities for training and employment shall be given to Indians, and (ii) preference in the award of contracts and subcontracts shall be given to Indian organizations and Indian-owned Economic Enterprises. Parties to this contract that are subject to the provisions of section 3 and section 7(b) agree to comply with section 3 to the maximum extent feasible, but not in derogation of compliance with section 7(b).

I certify that I have read the above information and understand the Section 3 requirements and numerical goals.

NOTARIZATION: (Only sign in the presence of a Notary Public)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

State of \_\_\_\_\_ County of \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_,  
before me appeared \_\_\_\_\_ acknowledging that he/she  
has read and understands the Section 3 requirements and numerical goals set forth.

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Commission Expiration Notary Seal



Attachment G  
Section 3 Business Self-Certification (Optional)



### SECTION 3 BUSINESS SELF-CERTIFICATION

Optionally, it is only to be submitted by those Businesses seeking to be Section 3 Certified.

Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Contractor's License: Class \_\_\_\_ A \_\_\_\_ B \_\_\_\_ C \_\_\_\_ N/A License Number: \_\_\_\_\_  
Business License Number: \_\_\_\_\_ Federal ID Number: \_\_\_\_\_  
Type of Business: \_\_\_\_\_

#### Types of Section 3 Business Enterprises:

Please check "Yes" or "No". If you answer "Yes" to one or more of the following questions, you may designate your company as a Section 3 Business Enterprise.

1. Is fifty-one percent (51%) of your business owned by a Section 3 resident\*; or  
Yes                      No
2. Are at least thirty percent (30%) of your full time employees persons that are currently Section 3 residents\*, or within three (3) years of the date of first employment with the business concern were Section 3 residents\*; or  
Yes                      No
3. Can you provide evidence, as required, of a commitment to subcontract in excess of twenty-five percent (25%) of the dollar award of all subcontracts to be awarded to business concerns that meet the qualifications in the above two paragraphs?  
Yes                      No

Verification- The Company hereby agrees to provide, upon request, documents verifying the information provided on this form.

**I declare and affirm, under penalty of law, that the statements made herein are true and accurate to the best of my knowledge. I understand that falsifying information and incomplete statements will disqualify certification status.**

\_\_\_\_\_  
Signature of Business Owner or Authorized Representative

\_\_\_\_\_  
Date

\*Section 3 resident is: 1) Resident of Public and Indian Housing; or 2) Resident of the AHA that meet the definition of Low and Very Low Income.



Attachment H  
Small Business (SWMBE) Utilization Plan



## SMALL BUSINESS (SWMBE) UTILIZATION PLAN

Instructions: The Bidder shall include hereunder a plan to assist AHA in its goal to establish participation by small businesses, minority-owned businesses, women-owned business enterprises, labor surplus area businesses, and Section 3 business concerns in AHA prime contracts and subcontracting opportunities. Contractors must make a good faith effort to subcontract with said companies. Opportunities to subcontract with said companies should be listed here. If compliance cannot be obtained, the Bidder is required to provide written documentation with the bid as to why he/she could not obtain such participation. Attach additional sheets if more space is needed.

### Small Business (SWMBE) Utilization Plan:

This image shows a full page of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page, providing a template for handwriting practice or general note-taking. There are no margins, text, or other markings on the page.



Attachment I  
List of Past Performance/Experience/Client Information



## LIST OF PAST PERFORMANCE/EXPERIENCE INFORMATION

**Instructions:** The Bidders shall submit three (3) former or current clients, preferably other than SMHA, for whom the Bidder has performed similar or like services to those being proposed herein

### List of Past Performance/Experience/Client Information

#### Client #1

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Brief Description of Similar Work Performed: \_\_\_\_\_

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#### Client #2

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Brief Description of Similar Work Performed: \_\_\_\_\_

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#### Client #3

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_



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This image shows a single sheet of white paper with horizontal blue ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Attachment J  
List of Sub-Contractors/Joint Venture

## LIST OF SUB-CONTRACTORS.JOINT VENTURE

### Subcontractors:

**Will this project have sub-contractors? (Check One)** \_\_\_\_\_ Yes \_\_\_\_\_ No

If “Yes”, proceed to. If “No”, proceed to

**Instructions:** Please list all sub-contractors (including contact information) that will be working on any projects resulting from this contract. Each subcontractor should provide: Contractor Profile Form. Attach additional pages if needed.

### List of Subcontractors

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone

Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Documentation Attached: \_\_\_\_\_ Yes \_\_\_\_\_ No

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Contact

Person: \_\_\_\_\_

Documentation Attached: \_\_\_\_\_ Yes \_\_\_\_\_ No

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Documentation Attached: \_\_\_\_\_ Yes \_\_\_\_\_ No

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_



Contact Person: \_\_\_\_\_

Documentation Attached: \_\_\_\_\_ Yes \_\_\_\_\_ No

### Joint Venture

Will this project be a joint venture? (Check One) \_\_\_\_\_ Yes \_\_\_\_\_ No

If “Yes”, proceed to. If “No”, no additional information is needed for this tab.

**Instructions:** Please list all companies involved in the joint venture (including contact information). Each company should provide: Vendor Registration Forms & W-9, Contractor Profile Form, and Section 3 Paperwork. Attach additional pages if needed.

List of Joint Venture Companies

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Documentation Attached: \_\_\_\_\_



Attachment M  
Wage Decision



- **WAGE DECISION**

Wage Decision: Building

Applicability: Building and Residential

Modification: July 15, 2025

General Decision Number: IL20210008 2/19/21

Counties Covered: Du Page, Grundy, Kane, Kendall, Lake, McHenry, and Will Counties

Wage Rates: See Attachment K for applicable wage decision. This is a courtesy copy and is subject to change.



BECKWITH ST

LIBERTY STREET

GROVE STREET

2 bedr 12  
3 bedr 16  
4 bedr 20  
5 bedr 6

58

# EASTWOOD HOUSING COMPLEX

24 BUILDINGS  
58 UNITS

