

REQUEST FOR PROPOSALS  
BID #26-01  
DEMOLITION PROJECTS

1. 541 Michigan, Westville
2. 218 W Main, Westville
3. 330 W Main, Westville
4. 108 E North Street, Ridge Farm
5. 505 N State, Ridge Farm

## SITE PICTURES AND DRAWINGS



541 Michigan, Westville



218 W Main, Westville



330 W Main, Westville



108 E North Street, Ridge Farm



505 N State, Ridge Farm

# NOTICE TO BIDDERS

BID #26-01

## 1. SUMMARY OF THIS REQUEST FOR PROPOSALS

The Central Illinois Land Bank Authority (“**CILBA**”) seeks Construction Services from interested and qualified firm(s), namely:

Demolition of all structures; removal of all building materials and debris; and backfill of soils and restoration of soils to ensure appropriate site drainage and not impede future site development of the structures on the following properties (“**Target Structures**”):

1. 541 Michigan, Westville
2. 218 W Main, Westville
3. 330 W Main, Westville
4. 108 E North Street, Ridge Farm
5. 505 N State, Ridge Farm

Services shall be performed at a standard that meets or exceeds those of the governing municipal jurisdictions (county, state, federal). Interested bidders shall be able to demonstrate the successful completion of at least three (3) similar projects in the last 12 months to be considered qualified to perform this work.

## 2. REQUEST FOR PROPOSALS; OVERVIEW

Notice is hereby given that CILBA is accepting sealed bids for the demolition of the target structures. Bids will be received at:

Westville municipal building  
201 N State St  
Westville, IL 61883

Submission deadline is April 17<sup>th</sup>, 2026, at 1:00 PM (local time) at which time they will be publicly opened and read (“**Submission Deadline**”).

Specifications may be obtained by email to [mdavis@cilba.org](mailto:mdavis@cilba.org) during regular business hours.

Bids must have the name and address of the bidder and Bid Number 26-01 on the outside of the sealed envelope. No bids will be accepted after the Submission Deadline. Bidders shall comply with the Illinois Prevailing Wage Act and all other Federal, State, and local laws when completing the Scope of Work. CILBA expressly reserves the right to accept or reject any or all bids. CILBA also reserves the right to rebid. To be considered, bids must be made in accordance with the instructions set forth in this Request for Proposals.

Interested bidders shall be able to demonstrate successful completion of at least three (3) similar projects in the last 12 months to be considered qualified to perform this work.

## 5. DESCRIPTION OF WORK.

CILBA is requesting proposals for pricing and timing of project that includes demolition of all structures; removal of all building materials and debris; and backfill of soils and restoration of soils to ensure appropriate site drainage and not impede future site development of the following Target Structures and all additional work set forth in **Attachment A (“Scope of Work”)**.

1. 541 Michigan, Westville
2. 218 W Main, Westville
3. 330 W Main, Westville
4. 108 E North Street, Ridge Farm
5. 505 N State, Ridge Farm

Services shall be performed at a standard that meets or exceeds those set forth by the relevant municipal or County codes and permitting requirements.

All properties have received asbestos inspections, sampling, and laboratory analysis. **Due to the fact that 108 E North Street, Ridge Farm and 330 W Main Street, Westville were unsafe to assess, the following protocol for demolition applies: A) Entire structure must be considered having ACM content. B) File a Notice with the Illinois Environmental Protection Agency. C) I.D.P.H. Licensed Supervisor shall be a competent person as required by O.S.H.A. in 29CFR 1926.1101. D) Required permits, site location and arrangements for transport and disposal of assumed asbestos containing material. E) A minimum of 1 1/2” water hose must be on job site for wetting material during demo and during loading of trucks. This is called adequate wetted material. F) Each truck used in the transport and disposal of assumed ACM (Asbestos Containing Material) (Debris) must be tarped before it leaves the site. G) Generator tags shall be applied to the debris and shall have proper signatures. H) Must have a waste 21 shipment record and be profiled. I) White goods must be decontaminated and disposal of property. All waste generated by the demolition will need to be disposed of as asbestos waste at a licensed landfill. The owner and or demolition contractor will need to ensure that all parties involved with the demolition are trained and licensed in handling and disposal of asbestos containing waste. The owner shall take all necessary precautions to protect all persons.**

## 6. ADDITIONAL DOCUMENTS

Bidders may obtain all bid documents from CILBA by contacting the Executive Director at [mdavis@cilba.org](mailto:mdavis@cilba.org).

## 7. QUESTIONS

Bidders may submit questions about the bid documents in writing to CILBA no less than 5 days before the Submission Deadline. Questions received will be compiled and all replies issued to the

bidders of record as addenda, which becomes part of the Request for Proposals. Oral instructions do not form a part of the Request for Proposals. Bidders may check with CILBA within 72 hours prior to the Submission Deadline to confirm any addenda affecting bidding. Please contact or visit the following website: [www.cilba.org](http://www.cilba.org).

## 8. BASIS OF BIDS

Bids shall include all costs to complete the entire Scope of Work set forth in this Request for Proposals. If there are multiple properties, bids shall be listed for each separate property and shall be based on all costs for that property. CILBA may choose to award contracts on each individual property. If there are multiple properties, Bidder does not have to submit bids for all properties and can mark "N/A" on Proposal Form if no Bid is included.

## 9. FORM OF PROPOSAL

Bidders shall submit an exact copy of the "Proposal Form" included in **Attachment B** of this RFP, prepared on the bidder's letterhead. By signing the Proposal Form, the bidder is creating a contractual offer, which includes all terms set forth in this Request for Proposals. The bidder will also fill out the accompanying excel spreadsheet that lists demolition costs per property.

The Proposal Form shall be signed and typed below the name of the person authorized to contractually bind the bidder. Where bidder is a corporation, the Proposal Form and related documents must be signed with the legal name of the corporation followed by the state of incorporation and the legal signature of an officer or person authorized to bind the corporation to a contract.

## 10. SUBMITTAL

Submit the following information in a sealed envelope to the address below prior to the Submission Deadline:

- i. Proposal Form
- ii. Samples of at least three (3) similar projects in the last 12 months
- iii. Sworn Statement, signed and notarized (Attachment)

Failure to submit all required information or documents before the Submission Deadline may result in rejection of the bid. Envelope shall be clearly identified with the project name, the name and address of the bidder and the Bid Number 26-01 on the face of the sealed envelope. **Bids must be received at the Westville Municipal Building, 201 N State St, Westville, IL, 61883, no later than 1:00 PM on April 17th, 2026.** Bids will be publicly opened, and no other bids will be accepted.

## 11. WITHDRAWAL

Bids may be withdrawn at any time before the bid opening but may not be resubmitted. CILBA may, at its sole discretion, provide an exception if a bid was turned in prior to issuance of Addenda or other conditions merit consideration. Bids may not be modified after submittal. Bids may not be withdrawn or modified after bid opening unless CILBA has not awarded the Contract within

ninety (90) days of the Submission Deadline.

## 12. ACCEPTANCE/REJECTION

CILBA reserves the right to accept or reject any or all bids, waive any technicalities or informalities in the bidding, postpone the bid opening and to reject bids and/or award the Contract as determined to be in CILBA's best interests.

## 13. SUBSTITUTIONS

Bids shall be based upon the information and conditions set forth in this Request for Proposals. Substitute bids may be made only under the following condition: At the time bids are received, Bidders may submit on a separate sheet enclosed with the bid form, a list of proposed substitutions which they are willing to guarantee, stating the additions to or deductions from the bid price in case they are allowed. Technical data and complete descriptions shall be submitted.

## 14. AWARD

After reviewing all bids, CILBA will award the Contract to the lowest responsible bidder, as determined by CILBA. If there are multiple properties, CILBA may award a Contract for each individual property.

### **Generation Conditions**

## 15. COMPLIANCE WITH LAWS

The selected bidder ("**Contractor**") shall perform in compliance with all applicable federal, State and local laws, ordinances, statutes, rules and regulations. The Contractor shall be responsible for obtaining any and all necessary permits for a successful, legal demolition.

## 16. CONFLICTS OF INTEREST

Bidders shall provide information regarding any real or potential conflict of interest, including but not limited to business or personal relationships with CILBA's Executive Director or CILBA Board Member or any parent, spouse, child, partner, or employer of the CILBA's Executive Director or Board Members. Failure to reveal any potential conflict of interest at the time of Proposal may represent a breach of contract, subject to appropriate penalties.

## 17. SILENCE OF SPECIFICATIONS

The apparent silence of the specifications as to any detail or apparent omission from it as to a detailed description concerning any point shall be interpreted as meaning that only the best commercial material or practice shall prevail and that only items of the best materials or workmanship are to be used.

## 18. SUPERINTENDENCE

At the inception of the work, the Contractor shall notify CILBA at [mdavis@cilba.org](mailto:mdavis@cilba.org) of the name of its job site agent. The Contractor shall notify CILBA of any change of the job site agent, immediately upon such change. The job site agent shall understand the plans and specifications and have experience managing demolition projects. The job site agent shall have full authority to execute orders or directions of CILBA without delay, and to promptly supply such materials, equipment, tools, labor, and incidentals as may be required.

## 19. TIME

A. **Completion Date.** The Contractor shall complete work on or before the time indicated in the Scope of Work. The contract completion date or period may be extended only by written change order.

### B. Time Extensions

- i. Request for Time Extensions. All requests for extension of time to complete work shall be submitted by the Contractor in writing to CILBA at [mdavis@cilba.org](mailto:mdavis@cilba.org). The request shall specify the cause for the delay and the number of additional days sought to complete performance. The request must be submitted within forty-eight (48) hours of the occurrence of the cause of the delay or shall be deemed waived.

In the event of delay due to causes beyond the reasonable control of the Contractor, a reasonable extension of time by the amount of time the Contractor is actually delayed thereby will be given by the way of a properly executed written Change Order. The extension of time granted shall be the exclusive relief provided, and no additional compensation of claim for damages will be paid or due.

- ii. Causes Beyond the Reasonable Control of the Contractor. The following are grounds for extensions of time due to causes beyond the reasonable control of the Contractor:
  1. Delay in CILBA making the site available or in furnishing items to be furnished by CILBA that are necessary for Contractor to commence or continue work;
  2. War, national conflicts, terrorist acts or priorities arising therefrom including restriction of the ability to procure critical materials;
  3. Epidemics that affect the Contractors', sub-contractors' or material suppliers' ability to obtain construction labor or labor to produce materials;
  4. Strikes or other labor disruptions extending in duration more than five calendar days;
  5. Cataclysmic events;
  6. Fires on the job site, adjacent to the work site, or involving the Contractors', sub-contractors' or material suppliers' property that materially affects the progress of the work.

7. Material delivery delays when the Contractor has exercised due diligence in securing critical materials.

iii. Liquidated Damages

1. If the Contractor fails to perform as set forth in 2.6(a), Liquidated damages shall be charged at the rate of \$1,000.00 per calendar day for each day that the work is incomplete. CILBA will deduct these liquidated damages from any monies due or to become due to the Contractor from CILBA.
2. By entering this agreement, the Contractor specifically acknowledges that it is impractical to calculate and prove actual delay costs for failure to complete the contract on time. The amount stated above accounts approximately for administration, engineering, inspection, and supervision costs of delay during periods of delayed performance, as well as damages to the public for inability to use the public improvement.

## 20. METHOD OF PAYMENT

Payment will be made by CILBA after Contractor's complete performance of the Contract in accordance with all provisions thereof and upon subsequent receipt by CILBA of a properly executed invoice together with waivers of liens from all suppliers and subcontractors. Such invoice shall be accompanied by waivers of liens or the equivalent from supplier of work or materials stating that such work or materials have been paid for by the Contractor. Such invoice shall be paid by CILBA within sixty (60) days of its receipt, except for those sums allowed to be withheld pursuant to the Contract.

## 21. RIGHT TO WITHHOLD

In addition to the payments to be retained by CILBA under the other provisions of this contract, CILBA may withhold a sufficient amount of any payment otherwise due to the Contractor to cover the following:

- A. Claims arising in and from the performance of the work on the project under this Contract.
- B. Defective work not remedied.
- C. Failure of the Contractor to make proper payments to its subcontractors and suppliers.

CILBA shall disburse and shall have the right to act as agent for the Contractor in disbursing such funds as have been withheld pursuant to this paragraph to the party or parties who are entitled to payment therefrom (including CILBA). CILBA will render to the Contractor a proper accounting of all such funds disbursed on behalf of the Contractor.

## 22. CHANGE ORDERS AND EXTRA WORK

CILBA's Executive Director may, at any time or from time to time, order additions, deletions or revisions in the work; these will be authorized by Change Orders. Upon receipt of a Change Order, the Contractor shall proceed with the work involved. All such work shall be executed under the applicable conditions of the Contract. If any Change Order causes an increase or decrease in the Contract Price or an extension or shortening of the Contract time, the increase or decrease must be agreed to by both parties in writing.

## 23. MATERIALS & WORKMANSHIP

- A. Materials & Workmanship Excluded. The demolition and clearance work shall be completed in all respects and all material used in the work and all work thereon shall be done in strict accordance with the specifications set forth herein. All work shall be done in a first-class and workmanlike manner to the satisfaction of CILBA and in accordance with the best practice, standards and standard specifications recognized in the field unless specifically provided for otherwise in the specifications or approved by CILBA in writing.
- B. Final Inspection. When the work of demolition and site clearance is substantially completed, the Contractor shall notify CILBA's Executive Director that the work will be ready for final inspection on a definite date.
- C. Inspections, Correction and Rejection CILBA shall have the right to reject materials and workmanship which are defective or require correction. Rejected workmanship shall be satisfactorily corrected by Contractor and rejected materials shall be removed from the premises both without charge to CILBA. If the Contractor does not correct such defective work and remove rejected materials within a reasonable time, fixed by written notice, CILBA may remove them and charge the expenses to the Contractor.
- D. Inspection after Completion. Should it be considered necessary or advisable by CILBA at any time before acceptance of the work to make an examination of work already completed by disassembling, removing or tearing out same, the Contractor shall on request promptly furnish all necessary facilities, labor and materials for that purpose and the costs thereof shall be charged to the Contractor if the work was covered prior to inspection by CILBA.
- E. No Waiver by Inspection or Payment. Neither the inspection of or payment for any work performed pursuant to any provision in the Contract shall relieve the Contractor of the responsibility for negligence or faulty materials or workmanship to the extent and within the period provided by law or this Contract, whichever is longer, and upon written notice, the Contractor shall remove any defects due therefrom and correct the same.

## 24. PROPERTY CONDITIONS

CILBA assumes no responsibility for the condition of existing structures and other property on the subject area nor for their continuance in the condition existing at the time of issuance of the Request for Proposals or thereafter. No adjustment of Contract Price or allowance for any change in conditions or unknown conditions shall be made.

## 25. INDEMNIFICATION AND HOLD HARMLESS

To the fullest extent allowed by law, Contractor shall indemnify and hold CILBA harmless against any and all damages to property or injuries to or death of any person or persons, including property and employees or agents of CILBA, and shall defend, indemnify and hold CILBA harmless from any and all claims, demands, suits, actions or proceedings of any kind or nature, including Workers Compensation claims, and including the cost of defending such actions including costs and attorneys fees, of or by anyone in any way resulting from or arising out of the operations of the Contractor or the Contractor's employees or subcontractors and acts or omissions of employees or agents of Contractor or subcontractors, unless caused solely by CILBA, its officers or employees. CILBA shall have the right to estimate the amount of such claims, demands, suits, actions or proceedings for damage or injuries and pay the same, and any amounts so paid shall be deducted from the money due the Contractor under this Contract, and the whole or so much of the money due or to become due the Contractor under, as may be considered necessary by CILBA, shall be retained by CILBA until such claims, demands, suits, actions, or proceedings shall have been settled or otherwise disposed of, and satisfactory evidence to that effect furnished to CILBA.

Insurance coverage specified in these General Conditions shall in no way lessen or limit the liability of Contractor under the terms of the contract. Contractor shall procure and maintain at the Contractor's own cost and expense, any additional kinds and amounts of insurance that, in the Contractor's own judgment, may be necessary for the Contractor's proper protection in the prosecution of the work.

## 26. TERMINATION FOR BREACH

In the event that any of the provisions of this Contract are violated by the Contractor or by any of its subcontractors, CILBA may serve written notice upon the Contractor and the surety, if applicable, of the intention to terminate such Contract, such notice to contain the reasons for such termination intention, and unless within five (5) calendar days after the serving of such notice upon the Contractor such violations shall cease and satisfactory arrangements for correction be made, the Contract shall upon expiration of five (5) calendar days cease and terminate.

## 27. INSURANCE REQUIRED

Contractor shall provide CILBA with a certificate of insurance showing that the Contractor has policies in effect for the entire duration of the Contract with coverage limits of not less than \$500,000 Bodily Injury and \$500,000 Property Damage or \$1,000,000 Comprehensive General Liability as well as Automobile and Worker's Compensation coverage. The policies shall name the **Central Illinois Land Bank Authority** as "Additional Insured" for this Contract.

## 28. SUBCONTRACTORS

- A. No Contractual Relationship. Nothing contained in the contract documents shall create any contractual relationship between any subcontractor and CILBA.
- B. Notice. The Contractor shall notify CILBA in writing of the names of the subcontractors proposed for the principal parts of the Work and shall not employ any subcontractor that CILBA objects to as incompetent or unfit, or that is determined to be legally ineligible to perform work under the Contract.
- C. Responsibility of Contractor. The Contractor agrees to be fully responsible to CILBA for the acts or omissions of each of its subcontractors and of anyone employed directly or indirectly by the Contractor or its subcontractors and this contract obligation shall be in addition to the liability imposed by law upon the Contractor. The Contractor agrees to bind every subcontractor (and every subcontractor of a subcontractor) and every subcontractor agrees to be bound by the terms of this Request for Proposals and the subsequent Contract as far as applicable to its work, unless specifically noted to the contrary in a subcontract approved in writing as adequate by CILBA.

## 29. SOLID WASTE AND HAZARDOUS MATERIALS

Should the Contractor or any of its contractors or subcontractors discover any suspected hazardous materials as defined by State or federal law on the work site, Contractor shall immediately cease work, except as necessary to protect the public's health and safety, and immediately notify the CILBA of its suspicions. The Contractor shall be responsible for proper disposal of all solid waste removed from the work site. The Contractor shall provide CILBA with appropriate documentation of its proper disposal prior to payment for any portion of the work resulting in the disposal of solid waste.

## 30. SANITARY FACILITIES

The Contractor shall furnish, install and maintain sufficient sanitary facilities for the workers, as the need arises.

## 31. VACATING OF BUILDINGS

If the Contractor finds that any structures are not vacated, the Contractor shall immediately notify CILBA's Executive Director and shall not begin demolition or site clearance operations on such properties until so ordered in writing by CILBA, and the Contractor's responsibility for such buildings will not begin until such order from CILBA has been sent to the Contractor. In case such occupancy is of a prolonged nature which actually interferes or is likely to interfere with the Contractor's operations so as to materially increase the Contractor's costs or require additional time, both parties shall agree to a Change Order or agree to otherwise terminate the Contract.

## 32. ACCIDENT PREVENTION; CONTRACTOR

The Contractor shall exercise all reasonable precaution at all times for the protection of all persons and property and shall be responsible for all damages to persons or property, either on or off the work site, which occur as a result of Contractor's fault or negligence in connection with the performance of the work. Final payment or inspection shall not be deemed a waiver of Contractor's responsibility. The safety provisions of applicable laws and building and construction codes shall be observed. Machinery, equipment and all hazards shall be guarded in accordance with the safety provisions of the "Manual of Accident Prevention in Construction" published by the Associated General Contractors of America, Inc., to the extent that such provisions are not in conflict with applicable local laws.

### 33. DISPUTES

All disputes of claims between the Contractor and CILBA shall come to the attention of CILBA's Executive Director for resolution, including all matters relating to the execution and satisfactory completion of the Work.

### 34. ATTORNEYS FEES

The Contractor shall be responsible for all costs incurred by CILBA to enforce any provision of this contract and/or to remedy any Contractor default or breach of contract, including all court costs and reasonable attorneys fees.

### 35. EMERGENCY SITUATIONS

In an emergency affecting the safety of life or property, on or adjoining the site, the Contractor shall act to prevent such threatened loss or injury.

### 36. AVOIDANCE OF DAMAGE TO PROPERTY OF OTHERS

The Contractor shall avoid damaging sidewalks, streets, curbs, pavements, utilities, structures or any other property. The Contractor shall repair, at the Contractor's own expense and in a manner satisfactory to CILBA and the local jurisdiction any damage thereto caused by the Contractor's operations. The Contractor shall be responsible for locating all utilities on the property and arranging for their disconnection in accordance with all laws and ordinances and utility regulations incurred. Any costs shall be paid by the Contractor.

### 37. PREVAILING WAGES ACT

- A. Illinois Prevailing Wage Act. The Contractor and each of its subcontractors shall comply with the Prevailing Wage Act, 820 ILCS 130/1 et seq., in the matter of prevailing wages. Contractors shall familiarize themselves with all of the provisions of the Act, and in addition, should make an investigation of the existing labor conditions, and any negotiated labor agreements which may exist or are contemplated at this time. The Contractor should also familiarize themselves with the local jurisdiction's adopted prevailing wage rates, if applicable.

- B. Federal Davis-Bacon Act. To the extent it is applicable, the contractor shall comply with the Federal Davis-Bacon Act rather than the Illinois Prevailing Wage Act referred to above.

#### 38. ASSIGNMENT OF CONTRACT

The Contractor shall not assign this Contract or any part hereof without the written consent of the CILBA's Executive Director. No assignment of this Contract shall be valid unless it shall contain a provision that the funds to be paid to the assignee under the assignment are subject to a prior lien for services rendered or materials supplied for the performance of the work called for in said Contract in favor of all persons, firms, or corporations rendering such services or supplying such materials.

#### 39. PUBLIC ADVERTISING

The Contractor is specifically denied the right of using in any form or medium CILBA's name for public advertising unless express permission is granted by CILBA's Executive Director.

#### 40. RECORD AND AUDITS

The Contractor shall maintain accounts and records, including personnel, property and financial records, adequate to identify and account for all costs pertaining to the Contract and such other records as may be deemed necessary by CILBA to assure proper accounting for all project funds. These records will be made available to CILBA for audit purposes or any authorized representative and will be retained for three (3) years after the expiration of this Contract unless permission to destroy them is granted by CILBA.

#### 41. USE OF PREMISES

The Contractor shall confine its equipment, storage of materials, and demolition and site clearance operations to the limits prescribed by local ordinance or relevant permits, or as may be directed by CILBA and shall not unreasonably encumber the premises with its salvaged materials.

#### 42. BID-RIGGING, BID-ROTATING PROHIBITED

The Contractor certifies, in accordance with Section 33E-11 of the Illinois Criminal Code, that the Contractor is not barred from bidding on any contract with CILBA as the result of a violation of 720 ILCS 5/33E-3, Bid-Rigging, or 720 ILCS 5/33E-4, Bid Rotating, as amended.

#### 43. PREFERENCE TO VETERANS ACT

The Contractor shall comply with the Veterans Preference Act, 330 ILCS 55/1, as amended, in the employment and appointment to fill positions in the construction, addition to, or alteration of any public works.

#### 44. EMPLOYMENT OF ILLINOIS WORKERS OF PUBLIC WORKS ACT

If at the time this contract is executed, or if during the term of this contract, there is a period of excessive unemployment in Illinois, defined in the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01, as “any month immediately following 2 consecutive months of unemployment in the State of Illinois that has exceeded 5%”, the Contractor agrees to employ Illinois laborers. An “Illinois laborer” is defined as “any person who has resided in Illinois for at least 30 days and intends to become or remain an Illinois resident.” 30 ILCS 570/1(i).

#### 45. TRAFFIC CONTROL

The Contractor shall be responsible for providing adequate safeguards to ensure traffic control and safety at the job site and to meet or exceed minimum standards required by local, State and federal requirements for traffic control. Contractor shall use professional judgement to assess the traffic safety and control measures required by this job and shall describe measures the Contractor will take to ensure traffic safety and control for this job.

#### 46. DELINQUENT TAXES

Pursuant to 65 ILCS 5/11-42.1-1, CILBA may not enter into a Contract for goods and/or services with individuals or entities that are delinquent in the payment of any tax administered by the Illinois Department of Revenue. Before awarding a Contract, CILBA must obtain, under oath from the individuals or entities that no such taxes are delinquent.

#### 47. NON-DISCRIMINATION

Contractor shall not discriminate against any employee or applicant for employment because of race, creed, color, religion, sex, ancestry, and national origin, place of birth, marital status or age.

#### 48. SEXUAL HARASSMENT

Contractor is required to have a sexual harassment policy as part of its company policies. If your policy complies with the elements contained in the sexual harassment guidelines, please submit a copy. If you need to establish a policy, the Contractor has sixty (60) days from the date you submit a bid to establish such policy.

#### 49. SCHEDULES

Contractor shall submit a clear schedule of times for initiation and completion for each segment of the project and shall notify CILBA if deviations occur. Contractor shall submit a schedule of values identifying costs for each segment of the project.

#### 50. PROTECTION/REPAIRS/REPLACEMENT

Other than the structures identified for demolition, Contractor shall not damage any building, grounds, pavement or other surfaces or utilities during the construction. All damages shall be repaired in a manner acceptable to CILBA and the municipal jurisdiction at no cost to CILBA or

the local jurisdiction. Any and all removing of structures/equipment, relocation of existing equipment or utilities, installation of devices or other temporary measures to aid in the construction shall be repaired and/or replaced by the Contractor in a manner acceptable to CILBA and the local jurisdiction at no additional cost to CILBA and the local jurisdiction.

#### 51. SITE COMPLETION

Contractor shall be responsible for returning the site to CILBA in a condition acceptable to the local jurisdiction. This includes but is not limited to; removal of all trash and construction debris, resetting any objects moved to aid in construction and repair/replacement of any and all damages.

## ATTACHMENT A

### SCOPE OF WORK

The Scope of Work for this Request for Proposals shall consist of the demolition of all structures; removal of all building materials and debris; and backfill of soils and restoration of soils to ensure appropriate site drainage and not impede future site development of the following Target Properties:

1. 541 Michigan, Westville
2. 218 W Main, Westville
3. 330 W Main, Westville
4. 108 E North Street, Ridge Farm
5. 505 N State, Ridge Farm

Work shall be **completed within 45 days** of being awarded the Contract. Services shall be performed at a standard that meets or exceeds those of CILBA and other governing jurisdictions (county, State, federal). In general, demolition and clearing work primarily will consist of disconnection of all utilities, sealing of sewer connections, demolition and disassembly of the project structures, removing concrete slabs, clearing of debris and the filling of all basements with granular fill, placement of topsoil, seeding and turf management as specified.

1. The Contractor shall provide all labor, materials, tools, utility costs, equipment and other services and incidentals necessary or convenient for the proper execution and completion of the work and the carrying out of all duties and obligations imposed on the Contractor by this Request for Proposals, with due credit for salvage to be obtained by the Contractor as part of the work except as otherwise specifically excluded by the specifications.
2. The Contractor shall avoid unnecessary interference with the use of streets and alleys by the general public. Contractor shall furnish, install and maintain and operate all means of protection of life and property (of both its employees and the general public) by the use of barricades, signal devices, lights and other equipment as required by IDOT, OSHA and the Illinois Department of Labor. Hard hats, safety glasses and high visibility clothing are required to be worn at all times.
3. The contractor will be responsible for providing and maintaining site security fencing. Condition & Maintenance shall meet or exceed the condition of the fencing upon the contractor's initial arrival for work. Site Security Fencing shall be completely secured each day at end of shift.
4. All construction, demolition and other land disturbing activities must use perimeter silt fence, soil stabilization, stabilized construction entrances and/or other means, as necessary to adequately protect the site from erosion and sediments losses. Details and specifications for erosion control methods may be found in the Illinois Urban Manual. All necessary permits and Stormwater Pollution Prevention Plans must be appropriately acquired by the Contractor.

5. Any work that in any way encumbers public property shall not be commenced until the Contractor has secured a Contractor's Permit, from the local jurisdiction, to close/barricade the streets or sidewalks. Contractor shall also be responsible for all permitting, traffic control and coordination with the local jurisdiction for any and all work that impacts municipal rights of way.
6. Before starting demolition or removal operations, the Contractor shall arrange and confirm the disconnection of all utility service connections such as water, gas, telephone, and electric services to the buildings to be demolished or removed in accordance with the regulations of the utility concerned. Contractor is responsible for adequately protecting any power or other utility lines by the use of protective structures or by demolition procedures that preclude damage to these lines. All liability resulting from disruption and reconnection of any utility line is the responsibility of the Contractor.
7. Sanitary sewers and storm sewers if any, shall be disconnected and permanently sealed off at or near the property line. The Contractor shall accurately establish and stake the location and depth of these sewers. This information shall be transmitted to CILBA and the local jurisdiction for record. The Contractor shall notify the Plumbing Inspector, or designee, for inspection before a sewer is covered up. The Contractor will return the sewer and sanitary notice signed by the Inspector. The Contractor is expected to work with the local jurisdiction to locate the sewer main and building lateral location. Contractor must also work with local jurisdiction to confirm that they are sealed properly prior to demolition.
8. The buildings shall be demolished and removed with minimum disturbance to the general public. The Contractor shall apply a sufficient volume of water on each building in order to remove excessive dust, pollution, or hazard. The Building Inspector or other municipal representative shall have the right to direct the Contractor to spray the building when they feel it necessary for the public good. The Contractor must provide a two (2) inch minimum hose for each building, of such length as required to attach to the nearest hydrant shall be continuously staffed for this purpose. Contractor is responsible for coordination of acquiring sufficient water supply. It is the responsibility of the contractor to comply with the local water system's regulations.
9. After the Contractor is notified to proceed, all material and equipment resulting from the demolition, shall be the property of the Contractor and shall be removed from the premises within fifteen (15) days after the building has been demolished. No materials or equipment shall interfere with or block vehicular or pedestrian traffic.
10. The building(s) (including concrete slabs on grade or otherwise, walls, footings, columns, piers and foundation walls) shall be completely removed. Basement floor areas shall be excavated to granular material and all interior walls and footings shall be completely removed.

11. Should the building contain any hazardous materials, proper mitigation and disposition of the material should be followed as detailed in the Hazardous Materials Report found in the bid attachments.
12. All concrete, asphalt or other hard surfaces, including sidewalks, driveways and parking lots shall be removed with the exception of those within the municipal right of way.
13. All excavated areas shall be backfilled. Backfill shall be deposited at a thickness specified by the local jurisdiction in their relevant ordinances and regulations. No materials resulting from the demolition shall be used as backfill. Backfill materials shall be spread by bulldozers and loaders or approved alternate method and mechanically compacted with the use of a sheep's foot and smooth drum vibratory roller to a compaction acceptable to the local jurisdiction.
14. If any sidewalk, street, alley, right-of-way or other property is damaged during this demolition project, the Contractor shall make any necessary repairs, as required by the local jurisdiction and the cost of repairs shall be incidental to the contract and no additional compensation shall be allowed.
15. With granular fill as specified, the Contractor shall backfill the site using Pit Run or equivalent materials for the fill. Once fill has been completed, a top layer of approved topsoil is required at a depth specified by the local jurisdiction. The site shall be seeded per specifications of the local jurisdiction.
16. The Contractor shall backfill the area of the building and excavations to correspond with existing contours and have positive drainage. The Contractor shall be responsible for correcting any grading which causes ponding of water, within ninety (90) days of project completion. No water shall be directed to adjoining properties.
17. Waste materials shall be legally disposed of at a State of Illinois licensed landfill. The Contractor shall comply with all federal, State and local laws, statutes and ordinances for dumping and shall dispose of all materials in accordance with same. Contractor shall provide the local jurisdiction 24 hours' notice prior to hauling any materials. Contractor must demonstrate compliance with this provision by submitting dumping receipts from such landfill with pay requests. CILBA may refuse project payment for non-compliance.
18. Due to a dumping discount of \$64/ton given to CILBA, this scope of work requires that waste materials for demolitions will be taken to **Republic Services location at 601 E Brickyard Rd, Danville, IL 61832**. CILBA will pay this fee directly. Contractor will provide CILBA 24 hours' notice prior to hauling any materials so that CILBA can pay the landfill directly.
19. For properties requiring special waste disposal, special waste disposal will be taken to **Republic Services location at 601 E Brickyard Rd, Danville, IL 61832**. Dumping rates for special waste will be \$89.50/ton with a four-ton minimum for friable waste, and

\$71.25/ton with a four-ton minimum for non-friable waste. All asbestos waste requires manifests.

20. Contractors are to provide tear down costs per individual property. Additionally, based on estimated tonnage per property, Contractors should provide estimated dumping fees per property using a \$64/ton tipping fee rate. CILBA has provided a boilerplate spreadsheet to input this information for contractors.
21. All brush and vegetation without foreign materials shall be delivered to a site specified by the local jurisdiction. All materials must be prepared in a manner acceptable to the Site Operations. Generally, that requires no items longer than six (6) feet.
22. CILBA reserves the right to accept or reject any and all bids and to waive any technicalities.
23. Demolition of the above structure(s) shall be completed within forty-five (45) days of receiving a "Notice to Proceed" from CILBA. Any reason for delay of the demolition after "Notice to Proceed" must be reported to and approved by CILBA.
24. A Demolition Permit must be obtained from the local jurisdiction prior to initiation of the demolition project.
25. A Notice of Aware issued to the Contractor shall serve as the official "Notice to Proceed".
26. Any Contractor who initiates but has not completed a demolition project as acceptable by CILBA and the local jurisdiction within the required time frame, shall be assessed a penalty equal to \$1,000 for each working day the project remains incomplete. Extension(s) may only be granted by CILBA under appropriate circumstances at CILBA's sole discretion.
27. Contractor shall exercise all caution and provide all necessary equipment and protective action required to protect all buildings and property adjoining and/or abutting the project site. Any and all damages shall be the responsibility of the Contractor, no additional compensation shall be allowed. The Contractor shall hold harmless and indemnify CILBA and the local jurisdiction for any costs or causes of action associated with, or as a result of this demolition project.
28. Contractor shall be responsible for visiting the job sites and inspecting the areas and conditions under which the work will be performed. No additional compensation shall be allowed for conditions that could have been anticipated.
29. Contractor shall make a diligent effort to separate and sort debris as appropriate to minimize dumping fees. Concrete, Stone, brick and other materials considered clean fill shall be trucked to a site accepting such materials and as approved by the local jurisdiction. Steel and/or other salvage shall be the property of the Contractor.
- 30. Due to the fact that 108 E North Street, Ridge and 330 W Main Street, Westville were unsafe to assess, the following protocol for demolition applies: A) Entire structure**

must be considered having ACM content. B) File a Notice with the Illinois Environmental Protection Agency. C) I.D.P.H. Licensed Supervisor shall be a competent person as required by O.S.H.A. in 29CFR 1926.1101. D) Required permits, site location and arrangements for transport and disposal of assumed asbestos containing material. E) A minimum of 1 1/2" water hose must be on job site for wetting material during demo and during loading of trucks. This is called adequate wetted material. F) Each truck used in the transport and disposal of assumed ACM (Asbestos Containing Material) (Debris) must be tarped before it leaves the site. G) Generator tags shall be applied to the debris and shall have proper signatures. H) Must have a waste 21 shipment record and be profiled. I) White goods must be decontaminated and disposal of property.

31. **Remove all fuel tanks from any structures and dispose of them in accordance with Illinois Environmental Protection Agency regulations.**

32. Comply with requirements of authorities and utility service companies relating to:
- a. Public safety
  - b. Use of public properties
  - c. Pollution and erosion control
  - d. Protection of adjacent properties
  - e. Abandoned utility lines

**ATTACHMENT B**

**PROPOSAL FORM**

This shall be reproduced on the letterhead of the Bidder exactly as indicated, with all blank spaces correctly filled in with ink or other permanent instrument. No erasures, scratch outs or white outs shall appear on the form submitted.

**BID PROPOSAL #26-01**

To: Central Illinois Land Bank Authority

DATE: \_\_\_\_\_

Having carefully examined the Request for Proposal for Demolition Projects located at:

1. 541 Michigan, Westville
2. 218 W Main, Westville
3. 330 W Main, Westville
4. 108 E North Street, Ridge Farm
5. 505 N State, Ridge Farm

Illinois including drawings, conditions of the Contract, as well as the site and all conditions affecting the work, we propose to furnish all of the work as shown on the drawings and/or called for in the Request for Proposal as follows:

TOTAL BID: \_\_\_\_\_

COMPLETION DATE: **45 days after contract award**

In submitting this proposal, we agree:

1. To honor these bids for ninety (90) days following bid opening.
2. To execute and deliver to the CILBA a Contract in accordance with this bid and furnish a certificate of insurance naming the Central Illinois Land Bank Authority "Additional Insured" in effect for the duration of the Contract.
3. To provide a timetable and schedule of values for all work mentioned in the bid.
4. To comply with Prevailing Wage, Equal Opportunity and all other Federal, State and Local

laws as they may apply.

5. To comply with all agencies (local, state, and federal) having jurisdiction over this work.
6. That it is CILBA's right to accept or reject any or all bids, to re-bid, to waive technicalities in the bidding, to postpone bid opening and to award the bid as determined to be in the best interest of CILBA.

DATE: \_\_\_\_\_

SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_

COMPANY: \_\_\_\_\_

STATE OF INCORPORATION: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

**ATTACHMENT C**

**SWORN STATEMENT**

**TO: Central Illinois Land Bank Authority**

With reference to RFP #26-01, the undersigned states under oath as follows: (check only one (1) box).

- The undersigned is not delinquent in the payment of any tax administered by the Illinois Department of Revenue; or,
- The undersigned is delinquent in the payment of one or more taxes administered by the Illinois Department of Revenue, but is contesting its liability for the tax or the amount of tax in accordance with the procedures established by the appropriate revenue Act; or,
- The undersigned is not considered delinquent in the payment of a tax because (i) it has entered into an agreement with the Illinois Department of Revenue for the payment of all such taxes due, and (ii) it is in compliance with the agreement.
- The undersigned has no financial or familial relationship with any CILBA staff member or CILBA Board member and is not aware of any conflict of interest that would prevent CILBA from awarding the Contract to Contractor.

Dated: \_\_\_\_\_, 2026

Bidder:

\_\_\_\_\_  
Signature

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

SUBSCRIBED AND SWORN TO

Before me this \_\_\_\_\_ day

Of \_\_\_\_\_, 2026

---

Notary Public

**EXECUTE AND RETURN WITH BID**