



**CITY OF EFFINGHAM
EFFINGHAM, ILLINOIS**

**SPECIFICATIONS
FOR
CONCRETE GUTTER REPLACEMENT PROGRAM
2025**

PREPARED BY

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CITY ENGINEER
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EFFINGHAM, ILLINOIS**

April 2025

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NOTICE TO CONTRACTORS

Sealed proposals for the **City of Effingham, 2025 Concrete Gutter Replacement Program** will be received by the City of Effingham, Illinois, 201 E. Jefferson, Effingham, IL 62401 in the office of the City Engineer until 10:05 A.M. April 8, 2025, and will then be publicly opened and read.

The proposed work is officially known as **"2025 Concrete Gutter Replacement Program"** for the City of Effingham, Effingham, Illinois. The project shall consist of the removal and replacement of the gutter and other miscellaneous work.

The Contract Documents, consisting of the Notice to Contractors, Special Provisions, Contract, Proposal, Notice of Award, Notice to Proceed, Change Order, Specifications, Addenda may be examined at the following locations:

Plans, specifications, and documents are on file in the office of the City Engineer of the City of Effingham, 201 E. Jefferson Avenue, Effingham, IL 62401.

Each proposal shall contain the name of every person or firm interested in the same and shall be accompanied by a bid bond, bank cashier's check, bank draft or certified check for not less than five (5) percent of the amount of the bid. A surety bond for the full amount of the award is required. Failure on the part of the contractor to deliver the materials within the time specified or to do the work as specified herein will be considered just cause to forfeit the surety as provided in Article 108.10 of the State of Illinois Standard Specifications for Road and Bridge Construction, adopted January 1, 2022.

The City of Effingham reserves the right to reject any or all bids, waive or not waive any informality in the bids, and to accept any bid which it deems most favorable to the City.

Proposals must be submitted to the City Engineering Office, City of Effingham on a form furnished by the Municipality, which may be obtained at the office of the City Engineer, City of Effingham and shall be enclosed in a separate and sealed envelope endorsed **"2025 Concrete Gutter Replacement Program"**.

It is agreed that this bid may not be withdrawn for a period of 45 days from opening thereof or it will be subject to forfeit the 5% Bid Bond provided with the bid.

It is anticipated that a Notice of Award of a contract will be issued within 30-to-45 days of the date bids are received and that a Notice to Proceed will be issued within 10 days of the date of the Notice of Award if contractor provides proper insurance and bonding in a timely manner.

Contractor shall not pay less than the prevailing wage to all laborers, workmen, and mechanics performing work under this contract, and shall comply with the requirements of the Illinois Wages of Employees on Public Works Act (820ILCS 130/1-12).

Work on this project is subject to the Illinois Substance Abuse Prevention on Public Works Project Act as enacted by P.A. 95-0635.

BY ORDER OF THE CITY COUNCIL
CITY OF EFFINGHAM, ILLINOIS

Steve W Miller, P.E., *City Administrator*

Date: _____

SPECIAL PROVISIONS

The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction of the State of Illinois" (IDOT Spec. Book), adopted January 1, 2022, and the Supplemental Specifications and Recurring Special Provisions, which govern the Concrete Gutter Program, City of Effingham, Illinois, and in case of conflict with any contract documents, Article 105.05 shall apply.

SCOPE OF WORK

The work included in this section consists of removal of concrete gutters, replacing concrete gutters, and any cleanup work needed from contractors' operations in accordance with the standard specifications and these special provisions.

The quantities shown in the proposal are the approximate quantities required to complete the work. The City Representative and any residents whose access to their property will be limited shall be given 48 hours notification before any construction is to begin at all locations. All locations will be marked with paint and approved by the City Representative in the field before construction is to begin. All work done outside the marked locations will be at the expense of the contractor unless prior approval has been given by the City Representative. The City reserves the right to add or delete work for budgetary reasons or due to conflicts with other work.

INSPECTION OF LOCATIONS

It will be the Contractor's responsibility to visit and inspect all site locations before placing a bid. The Contractor should fully acquaint himself with existing conditions relating to construction and labor and should fully inform himself as to the facilities involved, the difficulties and restrictions attending the performance of the contract. The contractor should thoroughly examine and familiarize himself with the drawings, special provisions, specifications, and all other contract documents. The contractor by execution of the contract, shall in no way be relieved of any obligation under it due to his failure to receive or examine any form or legal instrument or to visit the site and acquaint himself with the conditions there existing and the owner will be justified in rejecting any claim based on facts regarding which he should have been on notice as a result thereof. If the Contractor has any questions and/or concerns, they must be addressed in writing to the City Engineer before placing a bid.

PAYMENT AND PERFORMANCE BOND

Section 102 of the Standard Specifications for Road and Bridge Construction shall be revised as follows:

The Contractor shall deliver a payment and performance bond to the City Clerk in the total amount of the contract at the time the contract is executed by the City.

Such bond shall be conditioned for the completion of the contract, for the payment of material used in such work and for all labor performed in such work, whether by subcontractor or otherwise.

Each such bond is deemed to contain the following provisions whether such provisions are inserted in such bond or not:

"The principal and sureties on this bond agree that all the undertakings, covenants, terms, conditions and agreements of the contract or contracts entered into between the principal and the City will be performed and fulfilled and to pay all persons, firms and corporations having contracts with the principal or with subcontractors, all just claims due them under the provisions of such contracts for labor performed or materials furnished in the performance of the contract on account of which this bond is given, when such claims are not satisfied out of the contract price of the contract on account of which this bond is given, after final settlement between the City and the principal has been made."

The bond required by this Section may be acquired from an Illinois company, agent, or broker of the contractor's choice, except that the bond supplier shall be rated A (Excellent) or A+ (Superior), Financial Size Category Class XII or larger, in the most recent issue of Best's Key Rating Guide published by A.M. Best Company of Oldwick, New Jersey 08858.

FOR ALL CONTRACTS UNDER \$100,000, a bank letter of credit from a local (Effingham County) bank setting forth all of the conditions herein before stated and signed and attested to by two officers of said bank and the Contractor shall be considered to be acceptable under this section.

LIQUIDATED DAMAGES

It is understood and agreed that time is of the essence in the performance of the Contract and that failure on the part of the Contractor to complete the contract work in the time herein set forth will result in certain loss and damages to the Owner. Failure on the contractor's part to complete such work shall be considered just cause for forfeit of his/her surety bond.

If the Contractor fails to complete any portion of the work by the deadlines established in the previous paragraph or the remainder of the work by October 30, 2025, they shall pay the Owner as prescribed in Article 108.09.

PREVAILING WAGE

Prevailing rate of wages ascertained by the Illinois Department of Labor (IDOL) or as determined by the court on review shall be paid to all laborers, workers, and mechanics performing work under this contract pursuant to Public Act 100-1177. The prevailing rate of wages are revised by IDOL and are available on the Department's official website. Any revised rate shall apply to this contract, and the contractor shall be responsible to pay the revised rate. The contractor shall be responsible for determining the appropriate rates for this project and for anticipating the prevailing wage rate that will apply at the time the work is performed. The contractor shall be responsible for submitting all certified payrolls for the awarded project and for any subcontractor work to the IDOL website pursuant to Public Act 100-1177. Paper or electronic copies shall be provided to the City upon request for up to 3 years after the project is complete.

SUBSTANCE ABUSE AND PREVENTION PROGRAM

In addition to all other labor requirements set forth in this proposal and in the IDOT Spec. Book, adopted by the Department, during the performance of this contract, the Contractor for itself, its assignees, and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

Before the Contractor and any Subcontractor commences work, the Contractor and any Subcontractor shall have in place a written Substance Abuse Prevention Program for the prevention of substance abuse among its employees which meets or exceeds the requirements in P.A. 95-0635 or shall have a collective bargaining agreement in effect dealing with the subject matter of P.A. 95-0635. The Contractor and any Subcontractor shall file with a public body: a copy of the substance abuse prevention program along with a cover letter certifying that their program meets the requirements of the Act, or a letter certifying that the Contractor or a Subcontractor has a collective bargaining agreement in effect dealing with the subject matter of this Act.

INSURANCE

Contractor is required to furnish the City with Certificates of Insurance in the following amounts and the City of Effingham will be listed as an Additional Insured on a primary non-contributory basis.

Worker's Compensation	Statutory Limits
Employer's Liability	\$ 1,000,000

General Liability	\$ 2,000,000
Auto Liability	\$ 1,000,000
Excess Liability	\$ 2,000,000

Certificates of Insurance shall contain a provision or endorsement that the coverage afforded will not be canceled, materially changed or renewal refused until at least 30 days prior written notice has been given to Owner and Contractor.

Certificates of Insurance remain in effect at least until final payment and at all times thereafter when Contractor may be correcting, removing, or replacing defective work; and

Contractor shall furnish Owner and each other additional insured to whom a certificate of insurance has been issued, evidence satisfactory to Owner and any such additional insured of continuation of such insurance at final payment.

CONTRACTOR RESPONSIBLE FOR LOCATING AND MAINTAINING UTILITIES

Before beginning work, it shall be the Contractor's sole responsibility to coordinate with the utility owners and to determine the actual location of all such facilities. The Contractor shall also obtain from the respective utility owners detailed information relative to the location of their facilities and the working schedules of the utility owners for removing or adjusting them.

The Contractor shall maintain in operating condition all utilities encountered in the work. The Contractor shall be entirely responsible for all damages to water pipes; electrical conduits; existing drains or sewers; gas pipes; and poles carrying electrical current, telephone, or television lines during the prosecution of the work and shall be liable for damages to public or private property resulting therefrom, which amount may be deducted from any monies due the Contractor for work done. Any damage to existing utilities because of the Contractor's construction operations shall be repaired to the satisfaction of the utility owner at the Contractor's expense, whether or not said utilities are shown in the plans.

REMOVE AND REPLACE CONCRETE GUTTER

REMOVAL

Concrete Gutter Removal shall be in accordance with Section 440 of the IDOT Spec. Book. The Contractor shall saw cut full depth through the concrete gutters at locations shown in the plans. A full depth saw cut through the existing pavement parallel to the curb. Any unsuitable subgrade shall be removed and filled with compacted CA-6 at the contractor's expense.

Any gutter removed outside the locations marked by the City Representative will be replaced at the Contractor's expense. All removals in question must be brought to the City Representative's attention before such removal is made.

PLACEMENT

The Contractor shall construct the concrete Curb and Gutter as shown in the plans and in accordance with the applicable portions of Article 606 of the IDOT Spec. Book. The reinforcement and joints shall be in accordance with the current IDOT Standard 606001.

The Contractor shall construct the Gutter to the same width and style as that which was removed. The depth shall be minimum 8 inches throughout the gutter. The flow line shall be established to allow positive drainage. The face and back of the curb shall match the existing pavement and/or the existing

driveways. The void between the existing pavement and the new gutter shall be back filled with concrete. A joint shall be cut or tooled so that the gutter is not monolithic with the patch.

Contraction joints shall be cut or tooled to match existing joints, if applicable, or at 15-foot centers maximum. Two 24" #6 bars shall be placed longitudinal to the roadway at each gutter construction joint. #6 tie bars shall be drilled and placed into adjacent concrete pavement on 30" centers. Expansion joints shall be placed where the adjacent pavement has expansion joints or as indicated on the plans.

The Contractor shall notch the curb where existing drainage pipes are lower than the top of curb.

MEASUREMENT AND PAYMENT

This work shall be included in the contract unit price per FOOT for REMOVE AND REPLACE CONCRETE GUTTER, and no additional compensation will be allowed.

FRAMES AND LIDS TO BE ADJUSTED

This work shall consist of adjusting the existing frame and grates at the locations indicated on the plans. The elevation of the frame and grates is desired to be lowered if practical. The contractor will not be required to cut down the existing structure but shall remove material that exists for adjustment and reset the frame and grate.

This work described above to install the provided frame and grates shall be included in the FRAME AND LIDS TO BE ADJUSTED pay item and no other compensation allowed.

DRIVEWAY PAVEMENT REMOVAL

Driveway pavement removal shall be performed according to Article 440 of the IDOT Spec. Book and at the designated locations specified in the plans. Before removal of driveway pavement, a full depth saw cut shall be made against any existing sidewalk, curb or pavement that does not get replaced or any other structure that may be in direct contact with the concrete. Excavation required to achieve the correct subgrade elevation shall be included in the Driveway Pavement Removal. This work shall be paid for at the contract unit price per SQ YD for DRIVEWAY PAVEMENT REMOVAL.

P.C.C. DRIVEWAY PAVEMENT

P.C.C. Driveway Pavement shall be constructed at the locations specified in the plans. Driveway pavement shall be constructed according to the IDOT Spec. Book and shall meet all ADA requirements. Any pavement found not in compliance with the Standard Specifications will be removed and replaced at the contractor's expense. Placement of aggregate to achieve the correct subgrade elevation shall be included in the P.C.C. Driveway Pavement. All miscellaneous work and items to complete P.C.C. Driveway Pavement according to the IDOT standards shall be paid for at the contract unit price per SQ YD for P.C.C. DRIVEWAY PAVEMENT, of the thickness specified and no additional compensation shall be made.

MONITORING CONCRETE

It will be the contractor's responsibility to provide a smooth and finished concrete product. Any cold weather blanketing required per Article 1020.13 (c)(d) will be incidental to the contract. It is the contractor's responsibility to monitor and protect freshly poured concrete Gutters from any form of damage. Any graffiti, writing or weather-related events that cause damage to the concrete while it is still wet, or curing will be removed and replaced at the contractor's expense and no additional compensation will be allowed.

CLEANUP

The contractor shall place suitable topsoil, till, and grade, all areas disturbed during replacement of gutter areas. All disturbed areas shall be seeded according to Section 250 and mulched according to Section 251 of the IDOT Spec. Book. Seeding shall consist of class 1 and mulching shall be method 1 as specified by the standards. The rate of application shall be 100 lbs. / acre and shall be applied within 14 days of the construction of the curb and gutter. The area shall be level, tilled, and graded to the approval of the City Representative before seeding is started.

Where landscaping, blocks, or borders are encountered, the contractor shall give the property owner 48 hours to remove the items desired. At the request of the property owner, the contractor shall neatly remove and stockpile material for the property owner to salvage. The disturbed areas shall be filled with topsoil and treated as described within this section.

Any additions or deletions of work that require cleanup shall be adjusted proportionately as a percentage of the entire contract. This Item of work shall be paid for at the contract unit price per Lump Sum for Cleanup, and shall consist of Labor, Equipment, and Material to complete as stated above.

MATERIAL TESTING

Material shall meet the requirements of IDOT Class SI PCC according to Section 1020 of the spec book. The Contractor shall make a minimum of 2 test cylinders or beams representing the material they are placing each day they pour curb and gutter. No additives shall be added to the mix after the test is made. Test cylinders or beams must be tested by a certified lab 14 days after the pouring was conducted at the contractor's expense. Test results shall be forwarded to the city representative.

SALVAGE MATERIALS

Existing materials on the project that are to be removed, which are of salvageable value, shall remain the property of the City of Effingham. These items shall be carefully removed by the Contractor and stored within the project limits as determined by the Engineer. The cost of removing these items shall be included in the project and no additional compensation will be allowed. All existing material not of salvageable value shall be disposed of offsite by the Contractor at the Contractor's expense. All existing concrete that is removed shall be salvaged.

Salvage Material shall be hauled to the City of Effingham Maintenance Yard at the contractor's expense and shall remain the property of the City of Effingham. Clean concrete with no steel is anticipated to be salvaged. The City of Effingham shall have the sole authority to make the determination as to which existing materials are salvageable. Such a determination shall be binding on all parties involved.

TRAFFIC CONTROL COMPLETE

Streets and alleys may be closed during construction but shall be opened to traffic when the contractor leaves the site at the end of the day. When work is being performed in front of residential or commercial, entrances, it shall be the Contractors responsibility to make arrangements with the affected party in keeping access to the premises. When working on an entrance, barricades shall be placed to prevent vehicular access for a minimum of 5 days for curing of concrete. Notification and arrangements with the affected party or property owner shall be made a minimum of 48 hours in advance. When the contractor is working from or on the street, they shall place proper traffic control, flaggers, etc., in accordance with traffic control standards from the Illinois Department of Transportation and the applicable guidelines contained in the Illinois manual on Uniform Traffic Control Devices for Street and Highways. All work associated with the acquiring, furnishing, erecting, maintaining, and removal of traffic control items shall be paid for at the contract unit price per LUMP SUM of TRAFFIC CONTROL COMPLETE, and no additional compensation will be allowed.

2025 Concrete Gutter Replacement Program2025 Concrete Gutter Replacement Program
City of Effingham, Illinois

CONTRACT

THIS AGREEMENT made as of the ____ day of _____ in the year 2025, by and between:

City of Effingham, (hereinafter called the OWNER) and _____ (hereinafter called the CONTRACTOR).

WITNESSETH THAT the OWNER AND CONTRACTOR in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK. The CONTRACTOR will perform all Work as shown in the Contract Documents for the completion of the Project generally described as follows:

Removal of existing concrete gutters, replacing gutters, and any cleanup work needed from contractors' operations in accordance with the standard specifications and these special provisions.

Article 2. ENGINEER. The project has been designed by:

Luke A Thoele, P.E.
City Engineer
201 East Jefferson Avenue
P.O. Box 648
Effingham, Illinois 62401

who will act as the ENGINEER in connection with completion of the project in accordance with the Contract Documents.

Article 3. CONTRACT TIME. The work shall be completed in accordance with the schedule outlined in the proposal.

Article 4. PROJECT COST. The Contract Cost for this work shall be based on a unit price basis as outlined in the proposal.

Article 5. PROGRESS AND FINAL PAYMENTS. The OWNER will make progress payments on account of the Contract Price as provided as follows:

- 5.1 Progress and final payments will be on the basis of the CONTRACTOR'S applications for payment as approved by the ENGINEER.
- 5.2 Upon completion and approval of the Project, a sum of money equal to the actual quantities used during construction times the various unit costs will be paid.

Article 6. CONTRACT DOCUMENTS. The Contract Documents which comprise the Contract between the OWNER and the CONTRACTOR are attached hereto and made a part hereof and consist of the following:

- 6.1 This Agreement
- 6.2 Exhibits to the Agreement
- 6.3 Specifications consisting of: Plans, Standard Specifications, and Special Provisions
- 6.4 The Proposal

Article 7. MISCELLANEOUS.

- 7.1 Neither the OWNER nor the CONTRACTOR shall, without the prior written consent of the other, assign or sublet in whole or in part his interest under any of the Contract Documents and, specifically, the CONTRACTOR shall not assign any moneys due. or to become due without the prior written consent of the OWNER.
- 7.2 The OWNER and the CONTRACTOR each binds himself, his partner's successors, assigns and legal representatives to the other party hereto in respect of all covenants, agreements and obligations contained in the Contract Documents.
- 7.3 The Contract Documents constitute the entire agreement between the OWNER and the CONTRACTOR and may only be altered, amended or repealed by a duly executed written instrument.

Article 8. OTHER PROVISIONS. The undersigned further agrees to begin work not later than thirty (30) days after the execution and approval of the Contract and Contract Bond, unless otherwise provided, and to prosecute the work in such manner and with sufficient materials, equipment, and labor as will insure its completion within the time limit specified herein, it being understood and agreed that the completion within the time limit is an essential part of the contract. In case of failure to complete the work within the time named herein or within such extra time as may have been allowed by written extensions, the undersigned agrees that the Owner shall withhold, from such sums as may be due him under the terms of this contract, the costs set forth in the specifications, which costs shall be considered and treated not as a penalty but as damages due the Owner from the undersigned by reason of inconvenience to the public, added cost of engineering and supervision, maintenance of detours, and other items which have caused an expenditure of public funds resulting from the failure of the undersigned to complete the work within the time specified in the contract.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first above written.

OWNER

CONTRACTOR

City of Effingham

By:

Steven W Miller, City Administrator

Its _____

Attest:

Attest:

Abbey Nosbisch, City Clerk

Its _____

2025 Concrete Gutter Replacement Program

City of Effingham, Illinois

PROPOSAL

To the City Council of the City of Effingham, Illinois:

Proposal of:

Name: _____

Address: _____

for the improvement designated in paragraph 2 below by the construction of:

The specifications herein referred to are the "Standard Specifications for Road and Bridge Construction" prepared by the Department of Transportation of the State of Illinois and adopted by said Department on January 1, 2022.

The undersigned declares that he has visited all of the sites and is aware of all conditions that are associated with the **2025 CONCRETE GUTTER REPLACEMENT PROGRAM**.

The undersigned declares that he will comply with the applicable provisions of Section 100, General Requirements and Covenants of the specifications.

The undersigned agrees to complete the work by **October 31, 2025**, and the additional various deadlines for specific locations unless additional time is granted in accordance with Article 108.08 of the specifications. Failure to complete the work on time will be subject to penalties in accordance with Article 108.09 of the specifications.

Accompanying this proposal is a bank draft, bank cashier's check, or certified check, complying with the requirements of the specifications, made payable to the City Treasurer of the City of Effingham.

The amount of the check or draft is _____\$_____)

If this proposal is accepted and the undersigned shall fail to execute a contract and contract bond as required, it is hereby agreed that the amount of the check or draft or bidder's bond substituted in lieu thereof, shall become the property of the City of Effingham, and shall be considered as payment of damages due to delay and other causes suffered by the City, because of the failure to execute said contract and contract bond; otherwise said check or draft, or bidder's bond substituted in lieu thereof shall be returned to the undersigned.

ATTACH BANK DRAFT, BANK CASHIER'S CHECK, OR CERTIFIED CHECK HERE

REFERENCES

The undersigned submits herewith these references for work completed by them within the last 5 years which is similar in scope to this project. The City has permission to contact the provided entities and reject bids based on past work with these references or the City. If the contractor has completed 3 or more projects for the City of Effingham in the last 3 years that experience will be considered, and references do NOT need to be provided. Otherwise, the City may reject the bids which do not include references.

	Company Name	Address	Contact Person	Phone	Email	Project Description	Date of Work
1							
2							
3							

SCHEDULE OF PRICES

The undersigned submits herewith his schedule of prices covering the work to be performed under this contract.

ITEM NO.	ITEMS	QUANTITIES		UNIT PRICE	AMOUNT
1	Remove and Replace Concrete Gutter	246	FOOT		
2	Remove and Replace Concrete Curb & Gutter B-6.24	33	FOOT		
3	P.C.C. Pavement Removal	0	SQ YD		
4	P.C.C. Pavement 8"	0	SQ YD		
5	Frame and Lids to be Adjusted	2	Each		
6	Traffic Control	1	L.S		
7	Material Testing	1	L.S		
8	Cleanup	1	L.S		
TOTAL FOR MAKING ENTIRE IMPROVEMENTS					

Need P.C.C Pavement Removal and 8" Unit Price.

The undersigned further agrees that if awarded the contract for the sections contained in the following combinations, he will perform the work in accordance with the requirements of each individual proposal for the multiple bid specified in the schedule below.

(If an Individual)

Signature of Bidder _____

Business Address _____

(If a Co-partnership)

Firm Name _____

By _____

Business Address _____

Names & Addresses of All
Members of the Firm

(If a Corporation)

Corporate Name _____

By _____

Business Address _____

Names
of
Officers

President _____

Secretary _____

Treasurer _____

Attest: _____

Secretary

NOTICE OF AWARD

TO:

PROJECT: 2025 Concrete Gutter Replacement Program2025 Concrete Gutter Replacement Program

The CITY OF EFFINGHAM has considered the proposed bid submitted by you for the above-described Project dated April 08, 2025.

You are hereby notified that your bid has been accepted for items in the lump sum amount of \$

You are required to execute the CONTRACT and furnish the Certificates of Insurance as required by the Special Provisions before the commencement of the work.

If you fail to execute said CONTRACT and to furnish said Certificates of Insurance within 15 days from the date of this Notice, said CITY OF EFFINGHAM will be entitled to consider all your rights arising out of the acceptance of your BID as abandoned. The CITY OF EFFINGHAM will be entitled to such rights as may be granted by law.

You are required to return an acknowledged copy of this Notice of Award to the CITY OF EFFINGHAM.

Dated this _____ day of _____, 2025.

CITY OF EFFINGHAM

By: _____

Steven W Miller, City Administrator

ACCEPTANCE OF NOTICE

Receipt of the above Notice of Award is hereby acknowledged.

This _____ day of _____, 2025.

By: _____

Title: _____

NOTICE TO PROCEED

TO:

PROJECT: 2025 Concrete Gutter Replacement Program 2025 Concrete Gutter Replacement Program

Dated this _____ day of _____, 2025.

You are hereby notified to commence Work by _____, 2025 in accordance with the CONTRACT dated _____, 2025, and you are to complete the WORK by **October 31, 2025** in accordance with the Specifications and Special Provisions.

CITY OF EFFINGHAM

Owner

By: _____

Steven W Miller, City Administrator

ACCEPTANCE OF NOTICE

Receipt of the above Notice to Proceed is hereby.

Acknowledged this _____ day of _____, 2025.

By: _____

Title: _____