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AN ORDINANCE AMENDING TITLE 1, CHAPTER 10 (VILLAGE FINANCES) OF THE ORLAND PARK VILLAGE CODE TO UPDATE THE VILLAGE CONTRACTING AND BIDDING PROCEDURES

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WHEREAS, the Village President and Board of Trustees of the Village of Orland Park (the “Village”) have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and officers and to protect the public health, safety and welfare of its citizens; and

WHEREAS, the Village deems it necessary and appropriate to update its Code provisions relating to procedures for seeking competitive bids for Village work and public improvements; and

WHEREAS, it is determined that the Village Code amendments set forth below are in the best interests of the Village and its residents.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Orland Park, Cook and Will Counties, Illinois, as follows:

SECTION 1:

The above recitals are incorporated herein by reference as though fully set forth herein.

SECTION 2:

Title 1, Chapter 10 (Village Finances), Section 1-10-3, paragraphs 2 and 3 are hereby amended in their entirety to provide as follows:

“1-10-3: CONTRACTS FOR PUBLIC WORKS PROJECTS; ADVERTISEMENT AND BID PROCEDURES:

2. When advertisement for bids is to be made, the Village Manager shall cause a call for such bids to be advertised at least once not less than ten (10) days before the date for opening such bids, such advertisement to be posted on the Village’s website, transmitted or communicated (electronically or otherwise) to appropriate trade organizations and bid management service providers or transmitted electronically to those known to the Village Clerk as potential bidders.

The advertisement for bids need give only a general description of the work to be done or the materials to be furnished, but detailed drawings, plans, profiles and specifications as prescribed by the Village Manager or his/her designee for such improvement shall be made and placed on file in the office of the Village Clerk prior to such advertisement and shall at all times be open to public inspection.

Such notice shall also contain such conditions and restrictions as to bids, prerequisites as to bidders, obtaining of plans and specifications, security, deposits, withdrawal or rejection of bids, proposals, contracts and performance bonds as the Village Manager, or his/her designee, may direct.

In all advertisements, the right to reject any and all bids shall be expressly reserved.

The public notice shall be in substantially the following form:

LEGAL NOTICE
STATE OF ILLINOIS
COUNTY OF COOK
VILLAGE OF ORLAND PARK
ADVERTISEMENT FOR BIDS

The Village of Orland Park, Illinois, will receive sealed bids or proposals for the (insert work or public improvement) until _____ p.m. on the _____ day of _____, 20____, at the office of the Village Clerk, Orland Park, Illinois. All proposals received will be publicly opened and read aloud in the _____ at the Village Hall at _____ (a.m./p.m.) on _____, 20____.

The work or public improvement on which bids or proposals are requested will require the following (insert a general description of the work to be done or the materials to be furnished).

The contract items including plans and specifications are on file and available for inspection at the office of the Village Clerk. (Herein set forth any additional conditions or restrictions ordered by the Village Manager or his/her designee).

No bid shall be withdrawn after the opening of proposals without the consent of the Village for a period of _____ days after the scheduled time of opening and reading bids. (Herein set forth any requirement for guarantee of the bid that may be required).

The Village reserves the right to reject any and all bids or proposals and to waive any informalities, technicalities and irregularities in bidding.

The successful bidder will be required to furnish a satisfactory performance bond in the sum of \$_____.

Dated at Orland Park, Illinois, this _____ day of _____, 20____.

3. All bids shall be sealed and addressed to the Village Clerk and shall conform to the conditions and restrictions set forth as to the work or other public improvement by the Village Manager or his/her designee. Bids may be opened and examined by the President and Board of Trustees in open meeting at the time and place fixed in the public notice, if so designated, or may be opened and examined by such personnel of the Village at such time and place as may be designated by the Village Manager and so stated in the advertisement for bids. Awarding of the contract or

rejection of said bids may be postponed to a later date. In the discretion of the President and Board of Trustees, any and all bids may thereafter be rejected.

Village officials shall comply with the provisions of Section 5/33 e-12 of the Criminal Code (720 ILCS) making it a felony to interfere with public contracting or to engage in bid rigging.

SECTION 3:

All ordinances or parts of ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.

SECTION 4:

This Ordinance shall be in full force and effect from and after its adoption and publication in pamphlet form as provided by law.