



# WEBINAR SERIES #22

# Small Business Initiative Plaza Improvement Contracts

Laura Thompson and Marlene Vick February 22, 2021



# BUILDING FOR SUCCESS



# WEBINAR SERIES

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## HOUSEKEEPING

All attendees will be muted

Please submit questions via the “chat box” function

- Please provide name and company along with question

Today’s presentation will be recorded and posted online at later date

Please fill out survey following the presentation

# WEBINAR SERIES

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## COMMITMENT TO DIVERSITY

**Tollway's Diversity Department is a driving force for increasing economic opportunities in the diverse communities we serve**

- Tollway programs and initiatives provide small, diverse and veteran businesses and individuals with opportunities to grow and succeed

### **Tollway Diversity's renewed focus**

- Increased training and education opportunities
- PSB review process
- Outreach to broader small/DBE/veteran companies
- Recruiting new firms
- Innovative ideas to create new contracting and employment opportunities

# WEBINAR SERIES

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TODAY'S TOPIC:

Small Business Initiative Plaza Improvement  
Contracts







ILLINOIS TOLLWAY

# PLAZA IMPROVEMENTS

FEBRUARY 22, 2021

# SMALL BUSINESS INITIATIVE (SBI)

## Puts small businesses in a position to succeed and grow by:

-  Identifying select construction contracts, generally with values of approximately \$5 million or less, specifically for small businesses to perform as prime and subcontractors
-  Establishing small business diversity goals for select construction contracts on a project-by-project basis
-  Requiring a minimum 15% self-performance goal for all prime contractors
-  Meet specifications that may include prequalification with either the Illinois Department of Transportation or Illinois Capital Development Board, determined on a project-by-project basis

# SMALL BUSINESS INITIATIVE (SBI) PARTICIPATION ELIGIBILITY

In order to compete for work on Small Business Initiative (SBI) contracts, prime and subcontractors must be registered with the Illinois Tollway as a small business.

Criteria for registering as a small business with the Tollway includes:



Registering with the Chief Procurement Office as a small business, which defines a construction small business as having \$14 million or less annual gross revenue



Complete the Tollway SBI application process which affirms registration with the Chief Procurement Office (CPO)

# NECESSARY REGISTRATIONS AND PROCESSES

<i>STEP-BY-STEP REQUIREMENTS</i>	<b>NEW FIRMS</b> <i>(NOT REGISTERED WITH THE STATE OR TOLLWAY)</i>	<b>FIRMS REGISTERED WITH ONLY THE STATE</b>	<b>FIRMS REGISTERED WITH BOTH THE STATE AND THE TOLLWAY</b>
<b>1. <u>Register</u> as a Small Business with the State of Illinois</b> <i>Estimated Processing Time: 14 Business Days</i>	✓		
<b>2. <u>Register</u> as a Small Business with the Illinois Tollway</b> <i>Estimated Processing Time: 5 Business Days</i>	✓	✓	
<b>3. View Opportunities on the Tollway's <u>Construction Bid Letting Schedule</u></b>	✓	✓	✓
<b>4. Visit <u>Online Plan Room</u> to Pull Contract Plans and Specifications</b>	✓	✓	✓



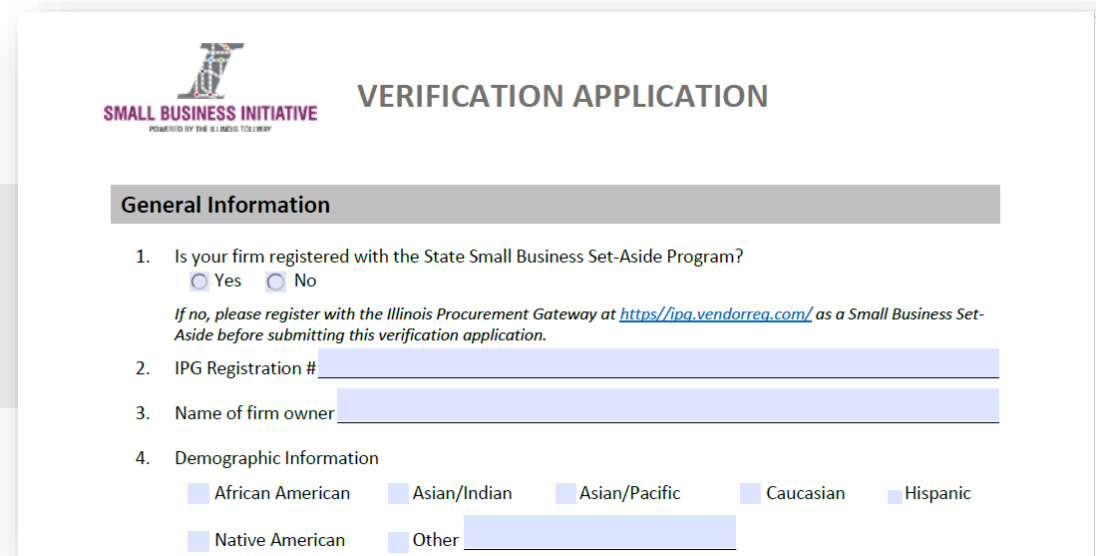
# SMALL BUSINESS INITIATIVE (SBI) HOW TO PARTICIPATE

## ✓ Complete Tollway application process

Complete [Tollway application](#) that confirms SBSP registration status with [Illinois Procurement Gateway](#)

## ✓ Register for Tollway alerts

Visit the Diversity homepage at [illinoistollway.com](http://illinoistollway.com)



The screenshot shows a web form titled "VERIFICATION APPLICATION" for the "SMALL BUSINESS INITIATIVE" (powered by the Illinois Tollway). The form is under the "General Information" section and contains the following items:

- 1. Is your firm registered with the State Small Business Set-Aside Program?  
 Yes  No  
*If no, please register with the Illinois Procurement Gateway at <https://ipa.vendorreq.com/> as a Small Business Set-Aside before submitting this verification application.*
- 2. IPG Registration #
- 3. Name of firm owner
- 4. Demographic Information  
 African American  Asian/Indian  Asian/Pacific  Caucasian  Hispanic  
 Native American  Other

# PLAZA IMPROVEMENTS

The Illinois Tollway is seeking **registered small businesses** to complete plaza improvements. The work will consist of nine contracts of similar size and scope throughout the system.

Work includes pavement marking removal and installation, sign removal and installation, electrical work, pavement rehabilitation, maintenance of traffic and miscellaneous work.

## INFORMATION ON CONTRACTS

<b>Expected Contract Ranges</b>	\$400,000 – \$2,000,000
<b>Expected Advertisements</b>	February 2021 – March 2021
<b>Anticipated Notice to Proceed</b>	May 2021 – July 2021
<b>Estimated Work Period</b>	May 2021 – November 2021
<b>Insurance Liability Coverage</b>	Tollway-supported (ROCIP)
<b>IDOT Prequalification</b>	Waived



Advertisement dates and bid opening dates are included in the Tollway's Construction Bid Letting Schedule.

[VIEW THE BID LETTING SCHEDULE](#)

# VIEW THE BID LETTING SCHEDULE

A LINK TO THE TOLLWAY'S CONSTRUCTION BID LETTING SCHEDULE CAN BE FOUND IN THE **DOING BUSINESS SECTION** AT [ILLINOISTOLLWAY.COM](https://www.illinoistollway.com)

The screenshot shows the Illinois Tollway website interface. At the top, there is a navigation bar with the Illinois Tollway logo, a search icon, and links for 'I-PASS' and 'PAY-BY-PLATE'. Below the navigation bar, a breadcrumb trail reads 'Doing Business > Construction and Engineering > Bids and Bulletins (PSBs)'. The main heading is 'Bids And Bulletins (PSBs)'. Below this, there is a section titled 'Before You Begin The Bidding Process' with a paragraph of text and a link. A sub-section titled 'BID SCHEDULES' contains a paragraph and a bulleted list. The list includes 'Current Construction Bids' and 'Bid Letting Schedule for Future Projects', which is highlighted with a red box. On the left side, there is a navigation menu with 'Bids and Bulletins (PSBs)' highlighted with a red box. On the right side, there is an information icon and a list of links including 'Awards and Change Orders', 'e-Builder Information', 'Online Plan Room', 'Professional Service Bulletin', and 'View Bid Openings'.

Doing Business > Construction and Engineering > Bids and Bulletins (PSBs)

## Bids And Bulletins (PSBs)

### Before You Begin The Bidding Process

The Toll Highway Act requires that the Tollway advertise procurements above the small purchase threshold in the State of Illinois Procurement Bulletin, which can be found [here](#).

Bid Opening dates are subject to change. Interested firms should check the Tollway's Construction Contract Bid Letting Schedule for updates. The Bid Letting Schedule is updated every Friday.

#### BID SCHEDULES

Construction contract bid openings are streamed online. Final results are available below under "Construction Bid Results."

- [Current Construction Bids](#)
- [Bid Letting Schedule for Future Projects](#)

#### IMPORTANT BIDDING INFORMATION

Navigation menu items: < Back, DOING BUSINESS, Doing Business Overview, Construction and Engineering (selected), Construction and Engineering Overview, **Bids and Bulletins (PSBs)**, Contract Administration, Forms, Manuals, Processes and Guidelines, Reference Material.

Right sidebar: Information icon, Awards and Change Orders, e-Builder Information, Online Plan Room, Professional Service Bulletin, View Bid Openings.

# WHAT WORK IS NEEDED



## Sign Installation and Removal

*Removal and replacement of various signs including signs on overhead sign trusses over mainline traffic*



## Pavement and Infrastructure Improvements

*Improve existing infrastructure including pavement, conduits, piping, wiring, traffic signals, accessories and supports*



## Electrical Work

*Complete all work and provide material for electrical equipment on canopy and islands including conduit, cable and lane controller installation, and electrical testing*



## Pavement Marking Installation and Removal

*Waterblast removal of existing pavement marking and installation of multi-polymer pavement marking of varying widths*



## Maintenance of Traffic During Construction

*Provide all traffic control devices including signs, vertical panels, portable message signs, barricades, and other materials and devices necessary to perform the work*



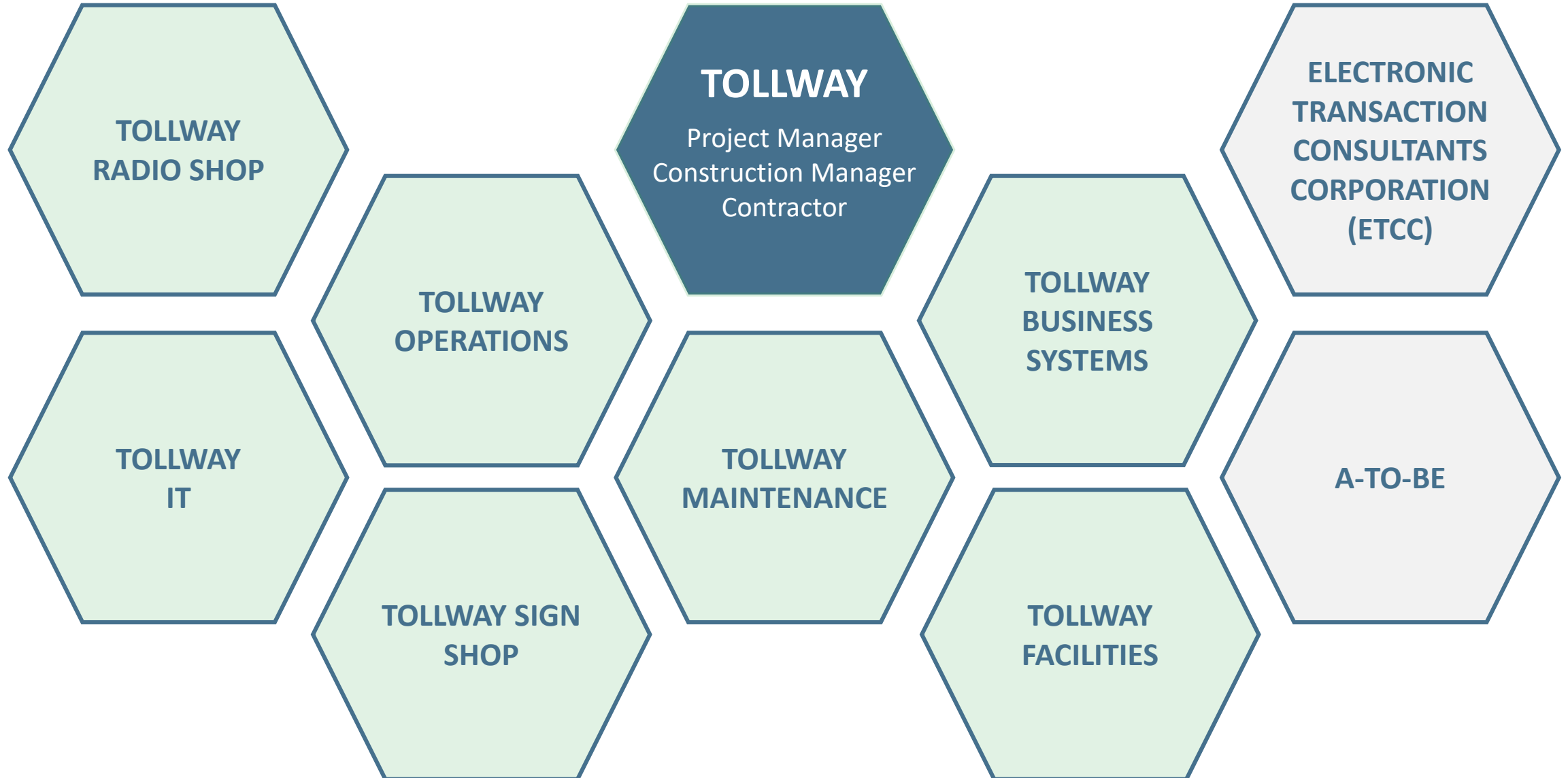
# COORDINATION



## TOLLWAY

Project Manager  
Construction Manager  
Contractor

# COORDINATION



# VIEW THE ONLINE PLAN ROOM

A LINK TO THE ONLINE PLAN ROOM CAN BE FOUND IN THE **DOING BUSINESS** SECTION AT [ILLINOISTOLLWAY.COM](http://ILLINOISTOLLWAY.COM)

The screenshot shows the Illinois Tollway website interface. At the top, there is a navigation bar with the Illinois Tollway logo, a close button (X), and options for 'I-PASS' and 'PAY-BY-PLATE' with a dropdown arrow, and a search icon. Below the navigation bar, the breadcrumb trail reads 'Doing Business > Doing Business Overview'. The main heading is 'Doing Business With The Illinois Tollway'. The content area includes a paragraph about transparency and efficiency, followed by a link to 'Learn About Submitting a Bid' and a red-bordered link to 'Visit the Online Plan Room'. On the left, a sidebar menu lists various sections, with 'Doing Business' highlighted by a red box. On the right, there is a promotional banner for the 'ILLINOIS TOLLWAY Construction Forum: Central Tri-State Tollway (95<sup>th</sup> Street to Balmoral Avenue)' held on February 27, 2020, with a red-bordered link to 'VIEW THE FEBRUARY 27 CENTRAL TRI-STATE TOLLWAY (I-294) PROJECT 2020 CONSTRUCTION FORUM PRESENTATION'.

# CONTRACTOR CHECKLIST: PAGES CL-1-3

## REQUIRED DOCUMENTS

- ✓ Forms A or Form B (Financial Disclosures Forms)
- ✓ Equal Employment Opportunity EEO 1256
- ✓ Optional: Bid Credit Incentive Program Certificates
- ✓ P-1 Addendum, P-2 Bid Guaranty Completed, P-3 Completed with Signatures, P-4
- ✓ Bid Bond or Bid Guaranty
- ✓ Preferences, Contracts and Affidavit
- ✓ Authority to Transact Business in Illinois – Secretary of State Certificate of Good Standing
- ✓ Illinois Department of Human Rights (IDHR)
- ✓ Current Contractual Obligations
- ✓ Tollway Standard Terms and Conditions
- ✓ Responsible Bidder Affidavit (PA-1) Signed, Notary Seal
- ✓ State Board of Election (BOE)
- ✓ Tollway to Transact Business in Illinois – Secretary of State Certificate of Good Standing
- ✓ Illinois Department of Human Rights
- ✓ State Board of Elections
- ✓ Proof of Registration with Tollway SBI

## IF APPLICABLE

- ✓ Disadvantaged Business Enterprise 2026 – Utilization Plan
- ✓ Disadvantaged Business Enterprise 2025 – Participation Statement Plan
- ✓ Veteran-Owned Small Business 2026 – Utilization Plan
- ✓ Veteran-Owned Small Business 2025 – Participation Statement Plan



# ASSEMBLING A TEAM

- ✓ [View](#) small businesses registered with the State of Illinois
  - Search by trade (NIGP Code) for registered businesses
  - The codes include but are not limited to:
    - 91200 – Construction Services, General
    - 96880 – Traffic Sign Installation and/or Removal Services
    - 96884 – Traffic Control Services
    - 91276 – Striping
    - 96837 – Electrical Contracting
- ✓ [Review list of Tollway SBI registered vendors](#)
- ✓ Review current plan holders for interested pursuit on the Tollway's [Online Plan Room](#)
- ✓ Register and participate in one of the Tollway's [virtual networking events](#)



# ADDITIONAL RESOURCES FOR SMALL BUSINESSES

## TECHNICAL ASSISTANCE PROVIDERS

### Ways to assist contractors include:

- ✓ Project estimating
- ✓ Bid submittal
- ✓ Small business registration

### FIVE TECHNICAL ASSISTANCE PROVIDERS

- Construction Business Development Center (CBDC) – *Paul Murtagh* – [pmurtagh@prairiestate.edu](mailto:pmurtagh@prairiestate.edu)
- Chicago Minority Supplier Development Council (CMSDC) – *Neda Sharp* – [nsharp@chicagomsgdc.org](mailto:nsharp@chicagomsgdc.org)
- Griggs Mitchell Alma Construction Group (GMA) – *Suzanne Stantley* – [sstantley@griggsandmitchell.com](mailto:sstantley@griggsandmitchell.com)
- Community Insurance Center/Inner City Underwriting – *Matt Cooper* – [mcooper@communityinscenter.net](mailto:mcooper@communityinscenter.net)
- Illinois Hispanic Chamber of Commerce – *Dana Harder* – [dana@indepchi.com](mailto:dana@indepchi.com)



ILLINOIS TOLLWAY

THANK YOU

# WEBINAR SERIES

Ultimate resource for doing business with Tollway

Doing Business

Construction and Engineering

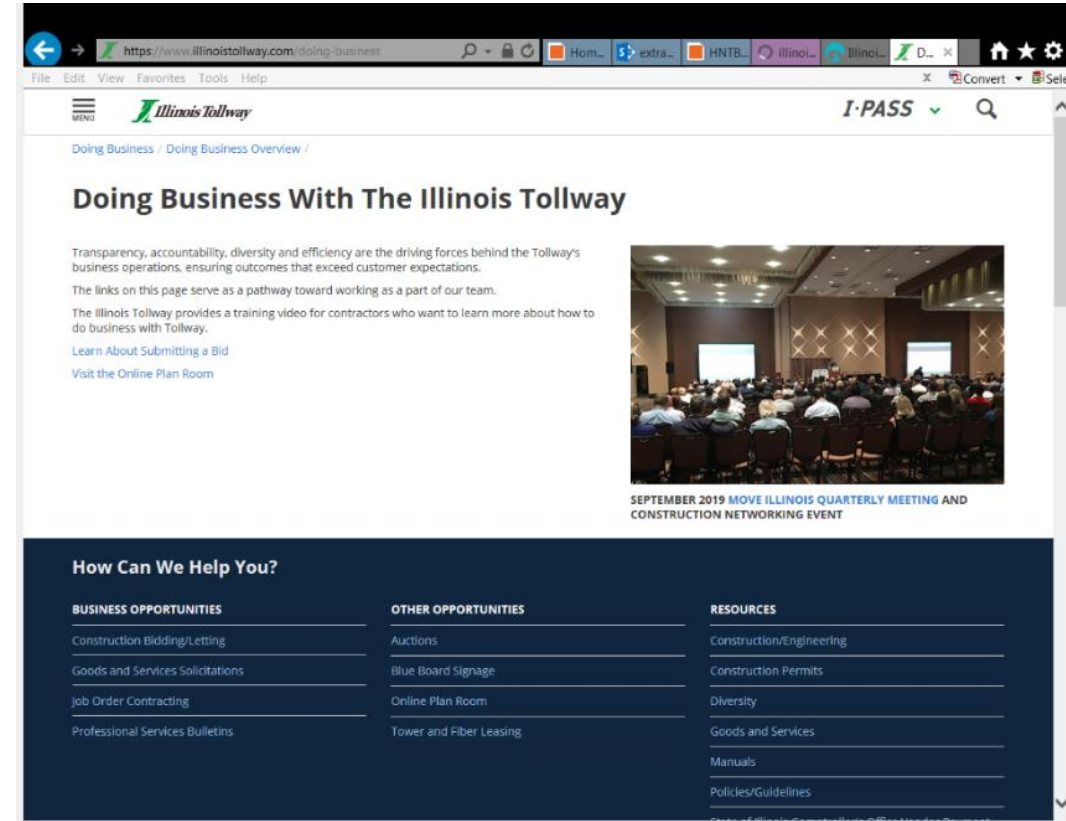
- Contractor and consultant resources

Goods and Services

- Current goods and services bidding information

Diversity Programs

- Outreach and networking events



IllinoisTollway.com

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THANK YOU!



Illinois Tollway  
**DIVERSITY**  
*Driving Economic Opportunities*

**BUILDING FOR SUCCESS**