
**SECTION 1
REQUEST FOR BIDS
INSTRUCTIONS AND SPECIFICATIONS FOR:**

**Water Utility Customer Portal
Bid Number: 25-120
Issuance Date: May 28, 2025**

The Village of Oak Park will receive Bids from qualified contractors to provide a Water Utility Customer Portal for the Village of Oak Park pursuant to this Request for Bids. Bids will be accepted at the Public Works Center, 201 South Blvd., Oak Park, IL 60302, Monday through Friday, 8:30 a.m. to 4:00 p.m. local time until 2:00 p.m. on Wednesday, June 18, 2025. Bids will be reviewed and the results of the review will be presented to the Village Board of Trustees for the Village of Oak Park.

Specifications and bid forms may be obtained at <https://www.oak-park.us/Building-Business/Request-for-Proposals> or at the Public Works Center at the address listed above or by calling 708-358-5700.

The Oak Park Public Works Center is open to the public. To hand deliver proposals, bidders may leave the proposals in the Public Works mailbox or drop off upstairs at Public Works during business hours, Monday through Friday 8:30-4:00. There will not be a formal 'bid opening' for the contract. Electronic signatures will be accepted on all documents. Bids can be submitted electronically via email to mbills@oak-park.us.

The Village Board of Trustees reserves the right to accept or reject any and all bids or to waive technicalities, or to accept any item of any bid. Information is available from the Water & Sewer Superintendent, Michael Bills at 708-358-5700 or mbills@oak-park.us.

Do not detach any portion of this document. Upon formal award to the successful Bidder, a written agreement will be executed for the Project in substantially the form attached.

Submission of Bids

The Bid shall be submitted on the Bid form included herewith. The Bid shall be submitted in a sealed envelope marked "BID: 25-120 Water Utility Customer Portal", shall bear the return address of the bidder, and shall be addressed as follows:

TO: Michael Bills
Water & Sewer Superintendent
Department of Public Works
201 South Blvd. Oak Park, IL 60302

SECTION II
BID INSTRUCTIONS, TERMS AND CONDITIONS

Preparation and Submission of Bid:

All Bids must be delivered to the Public Works Center by the specified time indicated on the cover page. Bids arriving after the specified time will not be accepted. Mailed bids that are received by the Village after the specified hour will not be accepted regardless of the post- marked time on the envelope. Bids must be signed by an officer of the company who is authorized to enter into agreements on behalf of the company. Bids shall be sealed in an envelope and marked as stated on the cover page.

Contract Term

The initial contract term shall be from the date of execution to December 31, 2026. The Village of Oak Park has the right to renew the contract on an annual basis for two (2) optional one-year terms (January 1 to December 31).

Contract Renewal

The Village will have the right to renew the contract for two (2) additional one (1) year terms with all terms and conditions, other than price, remaining the same. The Village will allow the Bidder to increase or decrease the contract price for each annual renewal.

Upon written request from the Bidder, on or before October 20 of each year of the Agreement, the cost of the services provided under the Agreement may be adjusted as follows:

The contractor shall submit a request for adjustment to the Village based upon the average of the published monthly Index (as defined below) for the period October through September for the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Chicago Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago-Naperville-Elgin, IL-IN-WI (all items, 1982-84 = 100).

Notwithstanding anything contained in this Request for Proposals to the contrary, an annual adjustment shall not be greater than five percent (5.0%) of the previous year's cost for services provided under this Agreement in any year.

Any applicable adjustment shall take effect on January 1st.

Recertification

If the Village renews the contract for an additional one-year term, the Bidder will provide the Village with a renewed certification in the form in Section V indicating that it continues to be eligible to contract with units of local government. If a contractor or subcontractor is not able to certify that it continues to meet all requirements, it shall provide a detailed explanation of the circumstances leading to the change in certification status.

Award of Agreement

The Agreement will be awarded in whole or in part to the responsible Bidder or Bidders whose bids, conforming to the request for bids, will be most advantageous to the Village; price and other factors considered.

Costs of Preparation

The Village will not be responsible for any expenses incurred in preparing and submitting a Bid or entering into the applicable Agreement.

Taxes not Applicable

The Village of Oak Park as an Illinois municipality pays neither Illinois Sales Tax nor Federal Excise Tax (State Tax Exemption Identification Number E9998-1823). Contractors should exclude these taxes from their prices.

Withdrawal of Bids:

Any Contractor may withdraw its Bid at any time prior to the time specified in the advertisement as the closing time for the receipt of Bids, by signing a request therefore. No Contractor may withdraw or cancel its Bid for a period of sixty (60) calendar days after the advertised closing time for the receipt of Bids. The successful Contractor may not withdraw or cancel its Bid after having been notified that the Bid was accepted by the Village Board of Trustees.

Investigation of Contractors

The Village will make such investigations as are necessary to determine the ability of the Contractor to fulfill Bid requirements. If requested, the Contractor should be prepared to present evidence to the Village of Oak Park of ability and possession of necessary facilities and financial resources to comply with the terms of the attached specifications and Bids. In addition, the Contractor shall furnish the Village with any information the Village may request, and shall be prepared to show completed work of a similar nature to that included in its Bid. The Village reserves the right to visit and inspect the premises and operation of any Contractor.

Rejection of Contractor

The Village will reject any Bid from any person, firm or corporation that appears to be in default or arrears on any debt, agreement or the payment of any taxes. The Village will reject any Bid from a Contractor that failed to satisfactorily complete work for the Village under any previous agreement.

Conditions

Contractors are advised to become familiar with all conditions, instructions and specifications governing the work. Contractors shall be presumed to have investigated the work site, conditions and scope of the work before submitting a Bid.

Compliance with Applicable Laws

The Bidder will strictly comply with all ordinances of the Village of Oak Park and Village Code and laws of the State of Illinois.

Governing Law

All agreements entered into by the Village of Oak Park are governed by the laws of the State of Illinois without regard to conflicts of law. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

Subletting of Agreement

No agreement awarded by the Village of Oak Park shall be assigned or any part sub-agreement without the written consent of the Village of Oak Park or as noted in the Contractor's Bid. In no case shall such consent relieve the Contractor from its obligations or change the terms of the Agreement.

Interpretation of Agreement Documents:

Any Contractor with a question about this Bid may request an interpretation thereof from the Village. If the Village changes the Bid, either by clarifying it or by changing the specifications, the Village will issue a written addendum, and will mail a copy of the addendum to all prospective Contractors. The Village will not assume responsibility for receipt of such addendum. In all cases, it will be the Contractor's responsibility to obtain all addenda issued. Contractors will provide written

acknowledgment of receipt of each addendum issued with the Bid submission.

Minority Business and Women Business Enterprise Requirements

The Village of Oak Park, in an effort to reaffirm its policy of non-discrimination, encourages the efforts of Contractors and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

Licenses

The Contractor shall be responsible for becoming a licensed Contractor in the Village.

Agreement

The selected bidder shall enter into an Agreement with the Village in a form substantially similar to the Agreement attached hereto. The Agreement shall be executed by the Contractor and returned within ten (10) calendar days after the Agreement has been mailed to the Contractor. The Contractor shall execute three copies of the Agreement. One fully executed copy will be returned to the Contractor. See Section XII for a sample copy of the agreement.

Fees and Cost

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys' fees and costs.

Dispute Resolution

The Village of Oak Park does not agree to mandatory arbitration of any dispute.

Village of Oak Park Logo or Likeness Use

The official logo of the Village of Oak Park is not to be used in any form. Use of the Village logo is strictly prohibited by law and such use could subject the proposer to disqualification or termination of contract.

Regarding FOIA Requirements

By submitting a bid or otherwise responding in any way to this request for bids, the bidder acknowledges the following:

1. This public body is subject to the Freedom of Information Act, 5 ILCS 140/1, et seq. ("FOIA"), and any and all information submitted by the bidder to this public body is subject to disclosure to third parties in accordance with FOIA.
2. If the bidder intends for the public body to withhold the bidder's trade secrets, commercial information, or financial information from disclosure to a third party in response to a FOIA request, the bidder must include with its bid submittal a written notification specifically identifying such information, along with a statement that disclosure of such information will cause competitive harm to the bidder, as provided by FOIA Section 7(1)(g), 5 ILCS 140/7(1)(g). Any content not so marked by the bidder at the time of bid submittal will be presumed to be open to public inspection. The bidder may be required to substantiate the basis for its claims at a later time.
3. Notwithstanding timely notice received from a bidder in accordance with Section 7(1)(g), the public body reserves the right, in its sole discretion and subject only to applicable law, to withhold or release the subject information in response to a FOIA request.

III GENERAL SPECIFICATIONS

Background Information

The Village of Oak Park operates a water distribution system for approximately 12,550 accounts with an automated meter infrastructure. The Village currently bills residential customer's accounts on a quarterly basis and commercial properties monthly. The Village currently uses BS&A Water Billing Software for utility billing and quarterly/monthly reads for billing data.

As a utility, the Village uses the Neptune 360 system to view consumption data for its customers down to an hourly increment. The Village uses multiple identifiers for customers and meter types, which the Vendor will have to recommend to the Village the fields best suited for use and security of the application.

- Account number – Each account has a unique number.
- Account Address – Service address

Scope of Work

The Village of Oak Park is seeking a Vendor to provide a customer-facing web-based application, a utility-facing web-based analytics dashboard, and automatic and manual notifications and alerts that integrate with the Village's advanced metering infrastructure (AMI), Neptune 360. The Vendor must be able to receive and display the Village's consumption data, which is reported as an hourly usage rate.

In order to ensure adherence to the agreed-upon schedule and budget, the Vendor will provide staff training to orient staff to the software program components, provide project status report updates, organize and attend meetings as required (in person or virtual, as appropriate), and designate an individual to serve as a Project Manager to support the Villager during initial set-up and ongoing maintenance. The Vendor will be responsible for any integration necessary between the Vendor, the Village, Neptune 360, and/or BS&A, the Village's financial software product.

Preferred Software Specifications:

Customer-facing Web-based Application:

The vendor will configure and host a customer portal that is available online and through a mobile interface for all accounts.

Registration and Basic Information

- Secure registration and login for each utility account, regardless of meter type, the granularity of meter data or frequency of meter data collection (allowing for use with manual, AMR, and AMI data).
- Ability to configure announcements on the Home Page based on common requests to the Utility.
- Dynamic customer profile that customers can update 24 hours per day/7 days per week to personalize their portal and recommendations.
- Automatic password reminder or reset notification system that is administered solely by the Vendor.
- Ability for customers to communicate electronically from customer's account with utility regarding account questions and service issues

Notifications and Alerts

- Easily customizable communication preferences- customers should be able to determine how they receive outgoing communications including by text/SMS, email, or automated call.
- Ability for customers to set individualized leak parameters for leak alerts.
- Ability to automatically detect leak events using AMI or non-AMI data, automatically notify the customer of suspected leaks, engage the customer to investigate and resolve the leak with step-by-step instructions and resources, and provide resolution details to Utility through the Dashboard.
- Ability to view dynamic, account-specific information on why a bill might be high (irrigation leaks, days in billing cycle, etc.) and what can be done to reduce future consumption.

Personalized Data and Insights

- Personalized consumption displays in gallons per day, seasonal consumption trends, year-over-year usage, and ability to compare use to utility goals.
- Ability for customers to view:
 - At minimum, 12 months of hourly usage
 - At minimum, 12 months of daily usage
 - At minimum, 12 months of monthly usage
- Ability to view current and prior period consumption totals.

Multiple Users and Accounts

- Users or managers of multiple properties or commercial properties with multiple meters, can view a roll-up of all property consumption data in a unified view.
- Ability to give access (create a secondary account login) for other users such as a spouse, roommate, tenant, or property manager.
- Ability to export consumption data into a standard data display format (i.e. CSV file).

Utility-facing Web-based Dashboard:

The Vendor will configure and host a utility analytics dashboard with data from all meter classes and types within the utility: residential, multi-family, commercial, and irrigation accounts.

Data and Access

- The ability to store and display at least three years of AMI data (as of August 2022) for immediate real-time access in both the reporting engine and the customer interface.
- Ability to export consumption data into a standard data display format (i.e. CSV file).
- Unlimited licenses for Utility staff members and the ability for a Utility administrator to provision or revoke access with viewer, editor, and administrator roles.
- Consumption analytics across all meter types, regardless of meter type, the granularity of meter data, or frequency of meter data collection (allowing for concurrent analysis of manual, AMR, and AMI data).
- Profile of each account with the ability to search for a profile by partial or complete account number, meter number, customer name, address, or email address.
 - Ability for Village to send notifications (i.e. late notices, service interruptions, usage data) to customers via text/SMS, email, or automated call through their profile page.
 - Ability to load the customer's view of their portal in impersonation mode.

Reports and Modules

- Reports and maps showing top consumers by meter class and by period. Ability to export data into

standard data display format (i.e. CSV file).

- Reports on customer portal use and customer profile statistics, including frequency of portal use, and most popular actions taken by customers.
- Leak detection module that detects and defines types of leak events with thresholds that can be configured by the Utility, including volume, duration, and alert method (text/AMS, email, or automated call).
- Leak status report that estimated leak start date, duration of leak, volume of water lost in leak, how the customer has been notified, what actions the customer has taken to resolve the leak, and information on whether the customer has resolved the leak.

Messaging and Communications

- Ability to compose, send, and track messages to segments of customers within the Dashboard
 - Ability to create segments of customers based on drawing a shape over a map of accounts within service area.
 - Ability to create segments of customers based on popular reports.
 - Ability to support multiple communication channels, including text/SMS, email, and automated voice calling.
- Help site and customer support feature with Vendor's contact information to support application and both customer and Utility log-in issues.

The Vendor must provide the following information with their proposal:

- Software history, client growth history, and future product development information/timeline.
- Written description and visual representation (i.e. screenshot) of all specifications the Vendor offers.
- Describe leak identification process on the application, including: parameters, how customers set parameters, how long before identifiable, leak alert review, customer notification process, and logging notifications/alerts.
- Provide a description of customer support, including how customers can retrieve their username or reset their password for the application.
- Provide clients with a similar number of customers and the participation rate (water utilities preferred).
- Provide clients where Vendor integrated hourly consumption data from the BS&A Water Billing module (water utilities preferred, can be same as above if applicable).
- Provide estimated time between contract and launch.
- Describe how consumption data is stored, for what duration, and how that information would be archived and delivered to client either prior to deletion or upon termination of the contract.
- List of training and support provided by Vendor.
- Provide a description and timeline for how the interface to BS&A & Neptune 360 would be built and tested, and include a description of how the interface is secured.

IV
BID FORM (Pricing)

The undersigned bidder agrees to all terms and conditions of the preceding specifications for Customer Portal. The contractor will be contractually obligated to use the rates included in their proposal to generate the invoices for each.

Oak Park Cost Components
Any per meter rates should be calculated using 12,600 meters

Cost

Cost Structure
Indicate if flat rate or per meter rate and list rate

Set-up/One-time Costs	\$	
Year 1 Costs	\$	
Year 2 Costs	\$	
Year 3 Costs	\$	
Additional Vendor Module/Option (Describe here)		

(Type Name of Individual Signing)

being first duly sworn on oath deposes and says that the bidder on the above Bid is organized as indicated below and that all statements herein made on behalf of such bidder and that their deponent is authorized to make them, and also deposes and says that deponent has examined and carefully prepared their Bid from the Agreement Specifications and has checked the same in detail before submitting this Bid; that the statements contained herein are true and correct.

Signature of bidder authorizes the Village of Oak Park to verify references of business and credit at its option.

Signature of bidder shall also be acknowledged before a Notary Public or other person authorized bylaw to execute such acknowledgments.

Dated: _____/____/2025

Organization Name (Seal - If Corporation)

By:

Authorized Signature

Address

Telephone

Subscribed and sworn to before me this _____ day of _____, 2025.

_____ in the State of _____. My Commission
Notary Public

Expires on ____/____/_____

BID FORM CONTINUED

Complete Applicable Paragraph Below

(a) Corporation

The bidder is a corporation, which operates under the legal name of _____ and is organized and existing under the laws of the State of _____. The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

The corporation does have a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

(b) Partnership

Names, Signatures, and Addresses of all Partners

The partnership does business under the legal name of _____, which name is registered with the office of _____ in the county of _____.

(c) Sole Proprietor

The bidder is a Sole Proprietor whose full name is _____. If the bidder is operating under a trade name, said trade name is _____, which name is registered with the office of _____ in the county of _____.

Signed: _____
Sole Proprietor

In compliance with the above, the undersigned offers and agrees, if his/her Bid is accepted within ninety (90) calendar days from date of opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

V
BIDDER CERTIFICATION

_____, as part of its Bid on an agreement for Spoil & Debris Hauling, hereby certifies that said bidder selected is not barred from proposing on the aforementioned agreement as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirement.

(Authorized Agent of bidder selected)

Subscribed and sworn to before me this _____ day of _____, 2025.

Notary Public's Signature

- Notary Public Seal -

VI
TAX COMPLIANCE AFFIDAVIT

_____, being first duly sworn, deposes
and says:

that he/she is _____ of
(partner, officer, owner, etc.)

(bidder selected)

The individual or entity making the foregoing Bid or proposal certifies that he/she is not barred from entering into an agreement with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the Bid or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

By:
Its:

(name of bidder if the bidder is an individual) (name of partner if the bidder is a partnership)(name of officer if the bidder is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this _____ day of _____ 2025.

Notary Public's Signature

- Notary Public Seal -

VII
ORGANIZATION OF BIDDING FIRM

Please fill out the applicable section:

A. Corporation:

The Contractor is a corporation, legally named _____ and is organized and existing in good standing under the laws of the State of ____. The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

Registered Agent Name and Address: _____

The corporation has a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Contractor is a Sole Proprietor. If the Contractor does business under an Assumed Name, the Assumed Name is _____, which is registered with the Cook County Clerk. The Contractor is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

C. Partnership:

The Contractor is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature

Signature

(Attach additional sheets if necessary.) If so, check here _____.

If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

D. Affiliates: The name and address of any affiliated entity of the business, including a

description of the affiliation: _____

Signature of Owner

SECTION VIII
COMPLIANCE AFFIDAVIT

I, _____, (Print Name) being first duly sworn on oath depose and state:

1. I am the (title) _____ of the Proposing Firm and am authorized to make the statements contained in this affidavit on behalf of the firm;
2. I have examined and carefully prepared this Bid based on the request and have verified the facts contained in the Bid in detail before submitting it;
3. The Proposing Firm is organized as indicated above on the form entitled "Organization of Proposing Firm."
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option;
5. Neither the Proposing Firm nor its affiliates¹ are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to Bid rigging and Bid rotating, or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Proposing Firm nor its affiliates is barred from agreementing with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Proposing Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the Village of Oak Park to recover all amounts paid to the Proposing Firm under the agreement in civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. Also complete the attached EEO Report or Submit an EEO-1.
I certify that the Contractor is in compliance with the Drug Free Workplace Act,⁴¹ U.S.C.A., 702

Signature: _____

Name and address of Business: _____

Telephone _____ E-Mail _____

Subscribed to and sworn before me this _____ day of _____, 2025.

Notary Public

- Notary Public Seal -

¹ Affiliates means: (i) any subsidiary or parent of the agreementing business entity, (ii) any member of the same unitary business group; (iii) any person with any ownership interest or distributive share of the agreementing business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the agreementing business entity.

SECTION IX
M/W/DBE STATUS AND EEO REPORT

Failure to respond truthfully to any questions on this form, failure to complete the form or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. For assistance in completing this form, contact the Department of Public Works at 708-358-5700.

1. Contractor Name: _____

2. Check here if your firm is:

- Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
- Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
- Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)
- None of the above

[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm's current stable work force?

_____ Number of full-time employees

_____ Number of part-time employees

4. Similar information will be requested of all subcontractors working on this agreement. Forms will be furnished to the lowest responsible Contractor with the notice of agreement award, and these forms must be completed and submitted to the Village before the execution of the agreement by the Village.

Signature: _____

Date: _____

EEO REPORT

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. An incomplete form will disqualify your Bid. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report.

Contractor Name _____

Total Employees _____

Job Categories	Total Employees	Total Males	Total Females	Males					Females			Total Minorities		
				Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander			
Officials & Managers														
Professionals														
Technicians														
Sales Workers														
Office & Clerical														
Semi-Skilled														
Laborers														
Service Workers														
TOTAL														
Management Trainees														
Apprentices														

This completed and notarized report must accompany your Bid. It should be attached to your Affidavit of Compliance. Failure to include it with your Bid will be disqualify you from consideration.

_____, being first duly sworn, deposes and says that he/she is the _____
 (Name of Person Making Affidavit) (Title or Officer)
 of _____ and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this _____ day of _____, 20__.

(Signature)

(Date)

SECTION X
NO BID EXPLANATION

If your firm does not wish to propose on the attached specifications, the Village of Oak Park would be interested in any explanation or comment you may have as to what prevented your firm from submitting a Bid.

Bid Name: **Project No. 25-120; Water Utility Customer Portal**

Comments:

Signed: _____

Phone: _____

