



ILLINOIS TOLLWAY

CONTRACTING

WITH GOVERNMENT

A Roadmap for Business Opportunities

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Goals for Today's Session



Provide understanding of the **procurement process**



Inform vendors of **bid opportunities**



Highlight **certification programs** to help vendors participate



Share **Illinois Tollway assistance** opportunities for all vendors in the procurement process

About the Illinois Tollway

- » 294-mile system throughout 12 counties in Northern Illinois
- » Five roadways
- » Nearly 1.6 million daily drivers
- » User-fee system



Overview of Illinois Tollway's Organization

Administration

Business Systems

Diversity and Strategic Development

Engineering

Executive Office and Directors

Facilities and Fleet

Finance

Information Technology

Internal Audit

Legal

Office of the Inspector General

Operations

Planning

Procurement

Security and Safety

Stakeholder Engagement



How to Successfully Participate in Business Opportunities at the Illinois Tollway

Contract Types



Construction



**Goods and
Services**



**Professional
Engineering
Services**

Goods and Services Overview

380+ contracts valued at \$1 billion

Contract duration: One-time purchase or up to 10 years

Median contract size: Approximately \$100,000

“Goods” include



- » Rock salt
- » Roadway materials
- » Vehicles and mowing equipment
- » Office supplies
- » Software licenses
- » Work uniforms, outerwear, polo shirts
- » Promotional items
- » Document storage

“Services” include



- » IT consulting services
- » Vehicle repair services
- » Merchant/credit card services
- » Internal auditing services
- » Document shredding
- » Copier repair services

Types of Procurements



Small Purchase – Request for Quote

REGISTERED SMALL BUSINESSES ONLY

Procurements less than small purchase threshold (currently \$100,000)



Invitation for Bid

ANY BUSINESS SIZE, UNLESS SPECIFICALLY SET ASIDE FOR SMALL BUSINESSES

Awarded to lowest responsible and responsive bidder

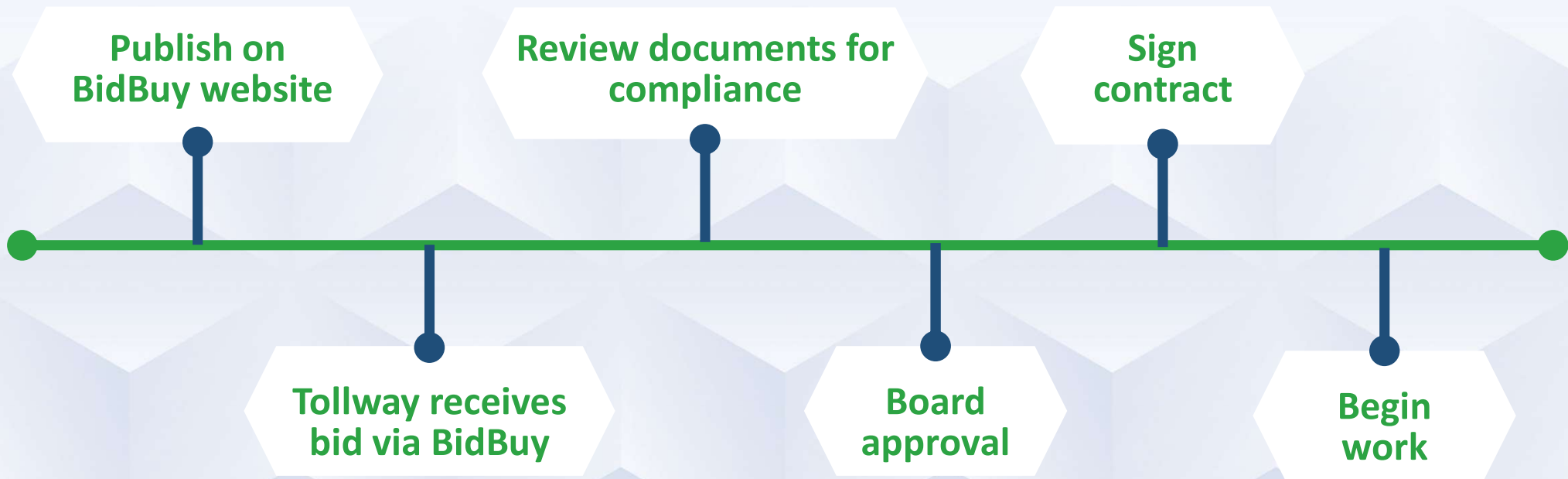


Request for Proposal

ANY BUSINESS SIZE, UNLESS SPECIFICALLY SET ASIDE FOR SMALL BUSINESSES

Awarded to vendor that provides the overall best value and includes technical criteria in addition to price

How Long is the Process?





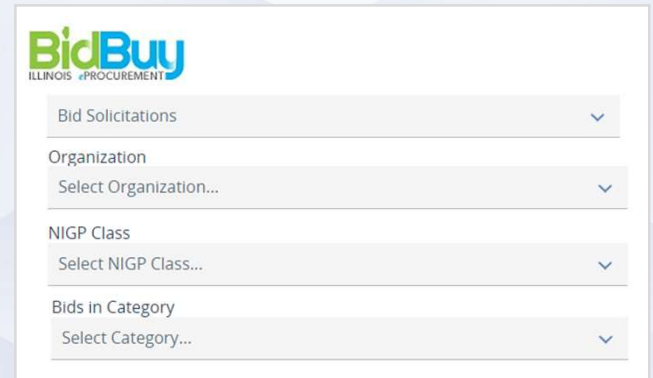
Informing Vendors of Bid Opportunities

What is BidBuy?

BidBuy – www.bidbuy.illinois.gov

BidBuy is the State of Illinois' e-Procurement System, used by agencies under the Chief Procurement Officer of General Services

- » The Illinois Tollway is required to use BidBuy for all procurements
- » Procurement opportunities and awards are listed for more than 70 state agencies for the public to view *(no login required)*
- » Bidders must register in BidBuy to submit bids/offers to the Illinois Tollway



The screenshot shows the BidBuy logo at the top left, with the text "ILLINOIS e-PROCUREMENT" below it. Below the logo is a search filter menu with four dropdown menus:

- Bid Solicitations (dropdown arrow)
- Organization (dropdown arrow, with "Select Organization..." below it)
- NIGP Class (dropdown arrow, with "Select NIGP Class..." below it)
- Bids in Category (dropdown arrow, with "Select Category..." below it)

The Illinois Tollway **only accepts electronic bids through BidBuy.**
Paper bids and bids via fax or email **are not accepted.**

How to Register and Submit Bids

Visit www.bidbuy.Illinois.gov

Registration

1. Select correct National Institute of Governmental Purchasing (NIGP) codes for proper solicitation notification
2. Maintain current contact information
3. Register more than one individual

The screenshot shows the 'Register - Kirk Enterprises - Kirksmith@gmail.com' page on the BidBuy Illinois Procurement website. The 'Commodity/Service Codes' tab is selected. The search section includes a 'NIGP Class' dropdown menu, a 'NIGP Class Item' dropdown menu, a 'NIGP Keyword' text input field, and a 'Search using' dropdown menu set to 'ALL of the criteria'. A green circular icon with a dollar sign is next to the search button. A note at the bottom of the search section reads: 'Use the NIGP Commodity Code Search Engine if you are familiar with the NIGP Code. If not use the NIGP Code Search below.'

1. Click on **Commodity/Service Codes** tab.
2. To add codes, select from **NIGP Class** and **NIGP Class Item** drop-downs or enter **Keyword**.
3. Click **Search**.

Procurement Opportunities on Illinois Tollway Website

Visit the **Doing Business section** at illinoistollway.com

Find information including

- » Frequently Asked Questions
- » Current Goods and Services solicitations
- » Goods and Services buying plan

The screenshot shows the Illinois Tollway website interface. At the top left is the Illinois Tollway logo. To its right is a search bar with the placeholder text "What are you looking to do?" and a green "Search" button. Further right is a "Log in / Sign Up" button. The main content area is titled "Goods And Services" and includes a paragraph stating that all purchases comply with the Illinois Procurement Code. It also mentions that non-construction supplies and services are procured under the rules of the Joint Committee on Administrative Rules (JCAR), while construction procurements are completed under the rules of the Illinois Department of Transportation or the Illinois Capital Development Board. Below this text are links for "Frequently Asked Questions" and "Related Links". To the right of the text is a photograph of a warehouse interior with high ceilings, industrial shelving, and stacks of yellow boxes. At the bottom of the page is a dark blue navigation bar with the heading "How Can We Help You?". This bar contains three columns of links: "SOLICITATION AND PLANNING" with links for "Current Goods and Services Solicitations" and "Good and Services Buying Plan"; "RESULTS AND REPORTING" with a link for "Bid Results"; and "AWARD AND ORDERS" with links for "Award Notifications and Related Links", "Individual Award Information", and "Orders Against CMS-Led Procurements".

Goods and Services Buying Plan

Illinois Tollway Goods and Services Contracts

 Information Tech.	 Administration
 Roadway Maint.	 Business Systems
 Facilities/Fleet	 All Other Departments



Other Legend / Notes:

"A " after the dates notes the ACTUAL DATE of the event.

(1) DetailS Link to Small Purchases by be Restricted to Small Businesses Registered in BidBuy.

RED - Changes from previous issuance.

Cost Magnitude Key:

- A \$1 - \$10,000
- B \$10,000 - \$100,000
- C \$100,000 - \$250,000
- D \$250,000 - \$500,000
- E \$500,000 - \$1M
- F \$1M - \$10M
- G >\$10M

GOODS AND SERVICES CONTRACT BUYING PLAN
(Sorted by Bid-Opening)

Information in this document is subject to change.

Small Purchases may be restricted initially to registered small businesses.

See <https://www.bidbuy.illinois.gov> for additional bidding information.

BID SOLICITATION NUMBER	PROJECT TITLE	CONTRACT NUMBER	PROCUREMENT APPROACH	DEPARTMENT	ADVERTISE DATE	BID OPENING DATE	ESTIMATED BOARD DATE	ESTIMATED START DATE	INITIAL CONTRACT TERM	NIGP CODES	BEP GOAL	VET. GOAL	COST MAGNITUDE (See key)	DETAILS LINK ⁽¹⁾
24-557THA-ENGRD-B-42919	Chains, Hooks, and Links	24-0061	Small Purchase	Roadway Maintenance	23-May-24 A	25-Jun-24 A	24-Jul-24 A	29-Aug-24 A	2 Years	45019	N/A	N/A	B	B-42919
24-557THA-ADMIN-B-43728	Employee Assistance Program Services, Peer Support Group, Trauma Workshops	24-0058R	Small Purchase	Administration	28-Jun-24 A	9-Jul-24 A	29-Aug-24 A	1-Sep-24 A	1 Year	94886	N/A	N/A	B	B-43728
24-557THA-ENCSI-B-43770	Wood Sign Posts	24-0119	Small Purchase	Roadway Maintenance	18-Jul-24 A	31-Jul-24 A	29-Aug-24 A	9-Sep-24 A	2 Years	54073	N/A	N/A	B	B-43770
24-557THA-ENGPB-B-43357	Generator Rental Services	24-0043	Invitation for Bid	Facilities	5-Jul-24 A	9-Aug-24 A	19-Sep-24 A	15-Nov-24	1 Year	93639, 94163	0%	0%	C	B-43357
25-557THA-PROCU-B-43884	Hazardous Waste Characterization and Disposal Services	23-0057RR	Small Purchase	Roadway Maintenance	11-Jul-24 A	13-Aug-24 A	19-Sep-24 A	1-Oct-24 A	2 Years	92645	N/A	N/A	B	B-43884
24-557THA-INFOT-B-43438	HP LaserJet Printers Or Equal	24-0071	Small Purchase	Information Technology	18-Oct-24 A	23-Oct-24 A	21-Nov-24	5-Dec-24	3 Years	20672, 20372, 20477	N/A	N/A	B	B-43438
24-557THA-ADMIN-B-4	Professional Painting Supplies	21-0172RRRRR	Invitation for Bid	Facilities	22-Oct-24 A	30-Oct-24 A	21-Nov-24	19-Dec-24	2 Years	63543	5%	0%	C	B-43301
	Promotional Items		Invitation for Bid	Administration	2Q 2025	2Q 2025	15-May-25	3Q 2025	3 Years	71530	TBD	TBD	C	



Certification Programs

Helping Vendors Successfully Compete for State Procurements

Small Business Program

What is a “small business”?

- » One that is independently owned and operated, headquartered in Illinois and meets the required size status and the following sales limitations
 - No WHOLESALE business can exceed \$13 million in annual sales
 - No RETAIL business can exceed \$8 million in annual sales and receipts
 - No CONSTRUCTION business can exceed \$14 million in annual sales and receipts
 - No MANUFACTURING business can employ more than 250 persons

How does the program work?

- » Procurements less than \$100,000 – most products or services qualify **OR**
- » More than 600 product and service categories at any dollar amount
- » Any other procurement the Chief Procurement Office deems appropriate to set aside



Firms are listed in the Small Business Database on the Illinois Procurement Gateway

Annual registration along with submittal of the company's annual report is required

Visit <https://ipg.illinois.gov/> to register



Business Enterprise Program and Veteran Business Program

Business Enterprise Program

Certification that fosters opportunities for businesses owned by minorities, women and persons with disabilities

Veteran Business Program

Certification to assist businesses owned by qualified service-disabled and veteran-owned businesses to participate in competitive procurements

Requirements

- » At least 51 percent ownership by minority, woman, or person with disability
- » At least 51 percent of business controlled by one or more minority groups, women or persons with disability
- » Owner must be a citizen or lawful permanent resident of U.S.
- » Annual gross sales of less than \$150 million

Requirements

- » At least 51 percent owned by one or more qualified service-disabled veteran(s) living in Illinois
- » Applicant(s) must have valid DD214
- » Annual gross sales of less than \$150 million
- » Home office in Illinois

Inclusion is the Foundation

Illinois Tollway programs and initiatives provide opportunities for diverse businesses and individuals through

01

Greater Access

Opens doors for individuals and firms interested in doing business

02

Increased Participation

Creates economic opportunities and jobs by setting aspirational goals

03

Opportunities for Advancement

Achieve next level of success through business assistance and training



Vendor Assistance from the Illinois Tollway

Illinois Tollway Resources to Assist

Training, Development and Support

HIGHLIGHTED PROGRAM

Technical Assistance provides customized business development for transportation industry firms

- » Answer questions or direct vendors to other resources
- » Assist in certification process
- » Project management
- » Business management and operations
- » Bid checklist



TECHNICAL ASSISTANCE

POWERED BY THE ILLINOIS TOLLWAY

Equipping Businesses for Success

FOR MORE RESOURCES

Visit the **Diversity** section at illinoistollway.com



Tips for Success

- ✓ **Read solicitations** in detail and use vendor checklist document available in the solicitation
- ✓ **Bid on ALL line items** for the bid to be considered
- ✓ **Complete required disclosures forms** (either Forms A or Forms B must be submitted)
- ✓ **Ensure all registrations are valid and up-to-date** with the SOS, BOE and IDHR
- ✓ **Submit on time**
- ✓ **Get BEP/veteran certified** and stay current (must certify on an annual basis)
- ✓ **Electronic bids still require a signed offer** along with applicable forms to be uploaded
- ✓ Remember – **bid opportunities are price competitive!**



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THANK YOU