



## BID SPECIFICATIONS

PROJECT:

215 Parkway Tree Replacements

MANDATORY PRE-BID MEETING:

October 26, 2016, 10:00 A.M.

BID OPENING:

November 2, 2016, 10 A.M.

LOCATION:

VILLAGE HALL, 25 E. STATE ST., NORTH AURORA, IL 60542

CONTACT:

MIKE GLOCK, SUPT OF PUBLIC WORKS, 630-897-8228

LEGAL NOTICE  
INVITATION TO BID  
PURCHASE AND PLANTING OF PARKWAY TREES

Sealed bids for the purchase and planting of 215 parkway trees will be received at the Village of North Aurora, Attn: Mike Glock, Superintendent of Public Works, 25 East State Street, North Aurora, Illinois, 60542, until 10:00 a.m. the 2<sup>nd</sup> day of November, 2016. Bids will be publicly opened and read aloud at the above stated time and place. The bid packet will be available for download at the Village's website <http://www.northaurora.org> or can be picked up at 25 E. State St., North Aurora, IL 60542 beginning Monday, October 10, 2016.

**There will be a Mandatory Pre-Bid meeting on October 26<sup>th</sup> at 10:00 am at the North Aurora Village Hall. All bidders will need to be in attendance in order to bid on this project.**

❖ The Village will plant as many of the 215 trees as possible to stay within budget.

Each bid must be accompanied by a Bid Guarantee in the form of a Bid Bond from a company with an A-1 best rating, or a cashiers check in the amount equal to not less than five percent (5%) of the bid and made payable to the client address Village of North Aurora, Michael Glock, Public Works Superintendent, 25 East State Street, North Aurora, Illinois, 60542. No bid shall be withdrawn for a period of thirty (30) days after the bid opening date without the consent of the Village. Checks or drafts of unsuccessful bidders will be returned as soon as possible as practicable after opening and checking the bids.

The Village reserves the right to reject any or all bids and to waive any informality in bidding.

Village of North Aurora  
Michael Glock, Supt. of Public Works  
25 East State Street  
North Aurora, IL 60542



## Village of North Aurora Bidding Specifications for Planting Parkway Trees

### I. Scope of work – Planting of Parkway Trees

To provide all supervision, material, labor, equipment, service operations, and expertise require to deliver, locate, plant and guarantee for one year, street (park way) trees in the Village of North Aurora specified. Contractor has the responsibility to:

- a) Furnish, transport and plant trees – Not less than 2” and not more 2 ½” at 6” above ground level and balled bur lapped
- b) Reserve workspace along streets
- c) Excavate in the place soil, plant and backfill with suitable topsoil that shall be free of stones larger then 1 ½”. Muddy topsoil shall not be used for planting.
- d) Furnish and place mulch
- e) Remove excess material and cleanup site
- f) Warranty trees for one year and make appropriate replacement planting
- g) Keep work site safe at all time
- h) **There will be Mandatory Pre-Bid Meeting on October 26, at the Village of North Aurora Village Hall at 10:00 am. All bidders will need to be in attendance in order to bid on this project.**

❖ The Village will plant as many of the 215 trees as possible to stay within budget.

### II. Supporting Documents

- a) A map showing planting locations

### III. Site Visit

- a) Each Contractor bidding on this project shall visit the site of the work and personally observe the conditions under which the work will be performed

### IV. Material Specifications

- a) Nursery Stock – All trees healthy, vigorous and well – grown showing evidence of proper root and top pruning, single trunk, high-branched specimens suitable for use along streets
- b) Root balls and burlap – All trees balled and burlapped with ball shape and size conforming to ANSI Z60.1-2004 standards. Root balls adequately protected at all times from sun, heat, freezing and drying.
  - a. Backfill with a suitable topsoil that shall be free of stones 1 ½ “in any dimension, refuse, roots, and weeds. Muddy topsoil shall not be used for planting”.
  - b. Mulch – Shredded bark mulch

**V. Work Procedures**

1. Tree location – All planting sites will be identified and marked by the Village by the Superintendent of Public Works or his designee before planting begins.
2. It will be the responsibility of the Contractor to contact Julie (811) or 800-892-0123 before any planting.
3. Contractor is responsible to ensure all holes are safe until planted and cover with mulch.
4. Precautions during digging – When underground utilities are in countered, Contactor will immediately call
  - a) The controlling Agency or company
  - b) Village of North Aurora
  - c) Contactor will at his expense, restores to original condition all structures, facilities and other property damaged by his company
  - d) Surplus excavation – Removal and disposed by the Contactor at his own expense
  - e) Planting – fall planting will be allowed only between September and November or until soil becomes frozen.
  - f) Backfilling – Planting hole shall be backfilled with approved topsoil, and free of stones larger than 1 1/2”.
  - g) Mulching – place shredded bark mulch loosely around trees within 24 hours after planting to uniform depth of no more than (3) to four and to a diameter of (3) feet where possible.
  - h) Staking – Stakes shall not be used unless specified by the Superintendent of Public Works or his designee.
  - i) Supervision – The Contractor is required to contact the Village of North Aurora 24hrs before each day’s work begins and provide the locations of work.

**VI. Warranty** – Contractor guarantees that all trees remain alive and healthy until the end of the one (1) year guarantee period. Contractor replaces, as specified at his expense, any dead trees and any trees that in the opinion of the Superintendent of Public Works or his designee that has become unhealthy or unsightly.

**VII. Time for Completion** – Completion of planting will be done before December 1<sup>st</sup> or ground becomes frozen. Extension it time must be approved by the Superintendent of Public Works or his designee.

**VIII. Bid Bond:**

If the bidder’s proposal for the project is equal to or greater than \$10,000, a bid bond or certified check in the amount of five percent (5%) of the bidder’s proposal will be required. No bid bond will be required if the proposal for the project is less than \$10,000.

**IX. Performance Bond:**

No additional bonds shall be required if the proposal for the project is less than \$25,000. If the bidder's proposal for the project is equal to or greater than \$25,000 then the following bonds shall be delivered to the Village and shall become binding upon the parties upon the execution of the contract and the acceptance of the bid.

- a) Performance bond satisfactory to the Village, executed by Surety Company authorized to do business in the state or otherwise secured in a matter satisfactory to the Village, in an amount equal to 100% of the price specified.

**X. Insurance Requirements:**

The Contractor will be required to meet our standard insurance requirements. Unless otherwise specified the Contractor shall, before commencing work hereunder, procure and thereafter maintain policies of insurance satisfactory to the Village of North Aurora with the Village of North Aurora an additionally named insured in the following minimum amounts with specific coverage which includes underground, explosion, and collapse.

Property Damage	\$1,000,000 (each accident)
Bodily Injury	\$ 500,000 (each person)
	\$1,000,000 (each accident)

Workmen's Compensation Insurance: All Liability imposed  
Workmen's  
Compensations stature

Employer's Liability Insurance	\$100,000
Contractual Liability Insurance	\$500,000
Completed Operations Insurance	\$500,000

Owned, Hired and non-Ownership  
Vehicle Bodily Injury and Property  
Damaged to the Following Limits

Bodily injury, including accidental Death	\$ 500,000 (ea./person)
	\$1,000,000 (ea./accident)
Property damage	\$1,000,000 (ea./accident)

**XI. Contract:**

The contract shall be deemed as having awarded when formal notice shall have been duly served upon the intended awardee by an officer of the Village of North Aurora duly authorized to give such notice.

**XII. Planting List: Table I**

**SPECIES OF TREES TO BE PLANTED**

<b>Parkway Trees (breakdown)</b>	<b>Common Name</b>	<b>Botanical Name</b>
	American Linden	Tilia Americana
	American Hop Hornbeam (Ironwood)	Ostrya Virginiana
	Autumn Blaze Maple	Acer Rebrum
	Black Maple	Acer Nigrum
	Bur Oak	Quercus macrocarpa
	Bloodgood-London Plane tree	Americana x Acerifolia
	Chinkapin Oak	Quercus
	Hackberry	Celtis Occidentalis
	Hybrid Elm	Ulmus Species
	London Plane Tree	Platanus Acerifolia
	Norway Maple	Acer Plantanoides
	Red Oak	Quercus Rubra
	Redmond Linden	Tilia Americana
	Skyline Locust	Gleditsia Triacanthos
	State Street Maple	Acer Miyadei
	Sugar Maple	Acer Saccharum
	Triumph Elm	Ulmus "Morton Glossy"
	Zelkova	Zelkvoa Serrata
	Sunburst honey Locust	Gleditsia Triacanthos

## Unacceptable Trees: Table II

Botanical Name	Common Name	Problems
Abies ssp.	Fir	Visibility
Acer negundo	Box elder	Weak wooded
Acer saccharinum	Silver maple	Weak wooded
Ailanthus ssp.	Tree of heaven	Weak wooded/invasive
Amelanchier	All serviceberries	weak wooded
Betula (other)*	Birch	Bores/short lived
Diospyros ssp.	Persimmon	Litter
Elaeagnus		
Angustifolia	Russian olive	Weak wooded/short lived
Fraxinus	<b>All ash trees</b>	<b>Emerald ash bore</b>
Juglans ssp.	Walnut	Litter
Juniperus ssp	Juniper	Visibility
Maclura pomifera	Osage orange	Litter/thorns
Malus (other)*	Apple	Disease/litter
Morus ssp.	Mulberry	Litter/short lived
Picea ssp.	Spruce	Visibility
Pinus ssp.	Pine	Visibility
Populus ssp.	Poplar	Weak wooded/short lived
Prunus (other)*	Cherry/plum	Disease/litter
Pyrus (other)*	Pear	Litter/weak wooded
Quercus (other)*	Pin oak	Chlorosis
Rhus ssp.	Sumac	Short lived/invasive
Salix ssp.	Willow	Weak wooded/invasive roots
Thuja ssp.	Arborvitae	Visibility

### Notes:

1. When (other)\* is indicated after botanical name means “any species other than the approved species”.
2. At the discretion of the Superintendent Public Works to allow species not listed as acceptable to be planted in the parkway.

**PLANTING OF 215 PARKWAY TREES**

**Bid will be awarded to lowest responsible total base bid amount, pending compliance with instruction to bidder's document.**

**I. BIDDING COMPANY CONTACT INFORMATION**

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

CONTACT ADDRESS: \_\_\_\_\_

CONTACT PHONE #: \_\_\_\_\_

CONTACT EMAIL: \_\_\_\_\_

**II. PARKWAY TREE PLANTING BID**

I HAVE READ THE SCOPE PROVIDED IN THIS BID DOCUMENT ALONG WITH ALL ASSOCIATED APPENDICES AND AGREE TO PERFORM ALL OF THE WORK IDENTIFIED TO SUCCESSFULLY COMPLETE THE PLANTING OF 215 PARKWAY TREES FOR THE NOT TO EXCEED AMOUNT OF:

TREE PLANTING LUMP SUM BID:

\$ \_\_\_\_\_

I \_\_\_\_\_ (PRINT NAME) VERIFY THAT I AM AUTHORIZED TO PROVIDE THE ABOVE PRICING ON BEHALF OF \_\_\_\_\_ (COMPANY NAME)

AND WILL HOLD THE ABOVE PRICING FOR A PERIOD OF 90 DAYS FROM THE DATE OF THE BID OPENING.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**CONTRACTOR'S CERTIFICATION**

In compliance with P.A. 85-1295-Illinois Revised Statute, Chapter 31, Section 33E-11, and applicable local ordinances.

Print name of Contractor  
Corporation

Individual  
Partnership

As part of his/her bid on the above sole-referenced Contract, hereby certifies that the Contractor is not barred from bidding on the above referenced contract as a result of a violation of either Section 33E-3 Bid-rigging or 33E-4 Bid-stating of Article 33E of the Illinois Criminal Code of 1961, as amended.

Date: \_\_\_\_\_

Contractor By: \_\_\_\_\_

Title: \_\_\_\_\_

(State of Illinois) SS County of \_\_\_\_\_

I, the undersigned, a notary public in and for the State and County aforesaid, hereby certify that \_\_\_\_\_ appeared before me this day in person and, being first duly sworn an oath, acknowledged that he/she executed the foregoing certification as his/her free act and deed.

Dated: \_\_\_\_\_

Notary Public: \_\_\_\_\_

**LIST OF SUBCONTRACTORS AND SUPPLIERS**

The sub-contractors and suppliers listed below will be involved in this contract work in the assignments listed. We understand that any deviation from this list must be requested and approved in writing ten (10) days before the start of the work that is involved.

**Failure to complete this list may result in rejection of bid**

Legal name, current telephone number and address of all subcontractors must be included.

**Sub-Contractors**

**Work Assignment**


**Suppliers**

**Material**


**CONTRACTOR BID AGREEMENT**

TO:           The Village of North Aurora  
              25 E. State Street  
              North Aurora, IL 60542

The undersigned bidder, in compliance with your advertisement for bids for work as specified, and related documents prepared by or at the direction of the Village of North Aurora, Owner, and having examined the locations and being familiar with all conditions surrounding the Work, including availability of labor and material, does hereby proposed to furnish materials, labor, equipment and services and pay for same and shall perform all work required for the completion of the Project, in accordance with the contract documents and at the price stated.

Bidder certifies this bid to be for the project described in the Instruction to Bidders document and to be in accordance with plans, specifications and contract documents, including the invitation for bids.

In no event shall any delays or extensions of time be construed as cause or justification for payment of extra compensation to the contractor. Any claims for an increase of the contract time shall be made in writing to the Village within seven (7) days of the cause.

Signed: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

(State of Illinois) SS County of \_\_\_\_\_

I, the undersigned, a notary public in and for the State and County aforesaid, hereby certify that \_\_\_\_\_ appeared before me this day in person and, being first duly sworn an oath, acknowledged that he/she executed the foregoing certification as his/her free act and deed.

Dated: \_\_\_\_\_

Notary Public: \_\_\_\_\_

## 2016 PARKWAY TREE REPLACEMENTS

ADDRESS		TOTAL	COMMENTS	TYPE
<b><u>EAST SIDE</u></b>				
<b><u>BANBURY RIDGE</u></b>				
765	Doral	1		
214-216	Ridge Rd.	1		
260	Ridge Rd.	1		
<b><u>HARFIELD ESTATES</u></b>				
811	Meadow Ln.	2		
852	Wingfoot	1		
860	Wingfoot	1		
826	Columbia Cr.	1		
831	Columbia Cr.	1		
<b><u>FVCC ESTATES</u></b>				
1304	Clark St.	1	Side yard	
501	Oak Crest Dr.	1		
260	Ridge Rd.	1		
702	Pinehurst	1		
908	Pinehurst	1		
909	Pinehurst	2		
1007	Pinehurst	2	Side yard	
<b><u>PINECREEK</u></b>				
	Pinecreek	1	North of Butterfield Rd. westside of St.	
403	Pinecreek	1		
404	Pinecreek	1	Side yard	
	Pinecreek	1	N. of Butterfield/West side	
509	Bede Cr.	1		
716	Lindsey	1		
<b><u>CHESTERFIELD</u></b>				
715	Thompson	1		
731	Thompson	1		
747	Thompson	1		
755	Thompson	1		
756	Thompson	1		
429	Chesterfield	1		
469	Chesterfield	1		
590	Chesterfield	1		
597	Chesterfield	1		
688	Chesterfield	1	Place tree in the same spot on the lot line between the driveways.	
729	Chesterfield	1		
745	Chesterfield	1		
761	Chesterfield	1		
529	Hamilton Ln.	1		
609	Hamilton Ln.	1		
641	Hamilton Ln.	1		
649	Hamilton Ln.	1		
697	Hamilton Ln.	2	Side yard	

ADDRESS		TOTAL	COMMENTS	TYPE
673	Stewart	1		
681	Stewart	2		
688	Stewart	2		
721	Stewart	1		
729	Stewart	1		
<b>OTHER</b>				
410	Spruce	2		
400 Block	Spruce	8		
210	W. Arrowhead	1		
	W. Arrowhead	1		
321	Long Ave.	1		
<b>TOTAL EAST SIDE</b>		<b>62</b>		
<b>WEST SIDE</b>				
<b>LAKE RUN ESTATES</b>				
399	Lake Run	1		
3048	Elleby Ct.	1		
<b>ORCHARD ESTATES</b>				
894	Wilkinson	1		
901	Wilkinson	1		
902	Wilkinson	1		
926	Wilkinson	1		
933	Wilkinson	1		
934	Wilkinson	3	(1) Side yard	
942	Wilkinson	1	Side yard	
998	Wilkinson	4		
916	White Oak Dr.	1		
	White Oak & W. Mooseheart	1		
38W159	W. Mooseheart	1		
1524	W. Mooseheart	1		
1541	W. Mooseheart	1		
1564	W. Mooseheart	1		
1446	Patterson	1		
1509	Patterson	1		
1533	Patterson	3	(1) side yard	
1541	Patterson	3	(2) Front yard (1) sideyard	
1549	Patterson	2		
1581	Patterson	1		
1573	Patterson	2		
<b>OAK HILL</b>				
1443	Oakland Cr.	1		
White Oak & Stevens Ct.		1		
	White Oak	9	Along school property (westside of street)	
<b>ORCHARD CROSSING</b>				
	Fechner Cr.	4		
1455	Fechner Cr.	1		
349	Messenger Cr.	1	Side yard	

ADDRESS		TOTAL	COMMENTS	TYPE
396	Messenger Cr.	3	Side yard	
1495	Whitney Ct.	1		
1391	Hartsburg	1		
1440	Hartsburg	1		
1501	Hartsburg	1		
1510	Hartsburg	1		
1518	Hartsburg	1		
1534	Hartsburg	1		
1541	Hartsburg	1		
1549	Hartsburg	2		
1525	Hawksley	1		
1549	Hawksley	1		
1557	Hawksley	1		
<b>MIRADOR</b>				
2007	Rockwood	2	Side yard	
2096	Westover	1		
<b>WILLOW LAKES</b>				
200	Acorn	1		
321	Acorn	1		
508	Dogwood Ct.	1		
800	Magnolia Dr.	1	Side yard by street light	
<b>THE HIGHLANDS</b>				
512	Birchwood	1		
624	Birchwood	1		
311	Pin Oak	1		
612	Pinewood	1		
218	Maplewood	1		
<b>WATERFORD OAKS T.H.</b>				
202	Abbington	1		
219	Abbington	1		
235	Abbington	1		
267	Abbington	2		
1600	Abbington	4	(1) side yard	
1632	Abbington	1		
1665	Abbington	1		
	Forest Ridge Rd.	3	Between Waterford and Abington	
200	Kathryn	2		
201	Kathryn	1		
217	Kathryn	1		
265	Kathryn	1		
215	Alexandra	1		
1435	Oakland Cr.	2		
	Waterford	1	Across from 1601 Waterford	
1540	Waterford	1		
1574	Waterford	2		
1649	Waterford	2		
<b>REMINGTON LANDING</b>				
2956	Carlisle	1		
2980	Carlisle	3	(1) frontyard (2) side yard	
701	Western Dr.	2		

ADDRESS		TOTAL	COMMENTS	TYPE
<b>TANNER TRAILS</b>				
2888	McDuffee	1		
664	Bennett	1		
928	Bennett	2		
945	Bennett	1		
953	Bennett	1		
2030	Sandall	2		
2071	Sandall	1	Side yard	
2087	Sandall	3		
2913	Sterkel	2	Side yard	
<b>AUTUMN RIDGE</b>				
1509	Patterson	1		
<b>MOOSELAKE ESTATES</b>				
325	Pheasant Hill	1		
474	Mallard Point	1		
466	Mallard Point	1		
530	Mallard Point	1		
587	Mallard Point	1		
	Mallard Point	1	Across from 454 Mallard Point along lake	
<b>TIMBER OAKS</b>				
308	Valley Rd.	1	Side yard	
346	Timber Oaks	2		
<b>OTHER</b>				
9	Candlewick Ct.	1		
7	Candlewick Ct.	1		
1	S. Cypress Ln.	3		
3	S. Cypress Ln.	1	Side yard	
1	N. Cypress Ln.	1		
609	Harmony	1		
6	S. Sycamore	1		
501	W. State	2		
506	W. State	1		
507	W. State	2	Side yard	
602	W. State	1	Side yard	
612	W. State	1		
<b>TOTAL WEST SIDE</b>		<b>153</b>		
<b>OVERALL TOTAL</b>		<b>215</b>		