



## Bid Specifications

Project:

Parkway Tree Replacement Project

Bid opening:

August 15, 2018, 9:00 A.M.

Location:

Village Hall 25 E. State St., North Aurora, IL 60542

Contact:

John Laskowski, Director of Public Works 630.906.7373



## **Advertisement for Bids**

The Village of North Aurora will receive sealed bids for the furnishing and planting of parkway trees. The bids will be received at the North Aurora Village Hall, 25 East State Street, North Aurora, Illinois 60542 until 9:00 a.m. local time on Wednesday August 15, 2018. At this time and date, the bids will be publicly opened and read aloud. All bids must be addressed as follows:

### **SEALED BID**

Contractor Name

Re: Bid for Parkway Tree Replacement Project

Village of North Aurora  
Attn: John Laskowski  
Director of Public Works  
25 East State Street  
North Aurora, IL 60542

The bid packet can be downloaded, free of charge, at the Village's website <http://northaurora.org/government/rfp-rfq-bidding.aspx> or can be picked up at 25 East State Street, North Aurora, IL 60542 beginning Friday July 27, 2018 .

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 cashier's check in the amount of five percent (5%) of the total bid and made payable to the Village of North Aurora, 25 East State Street, North Aurora, Illinois, 60542. The Village of North Aurora reserves the right to reject any or all bids and to waive irregularities and informalities in the bids received.

Please contact John Laskowski, Public Works Director at 630-897-8228 ext. 230 if you have any questions.



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

### **Description of Work**

This project will include the installation of at least 150 parkway trees with the possibility of adding 25 additional trees within the Village of North Aurora. The contractor will be responsible to provide the necessary supervision, labor, materials and equipment to furnish, excavate, plant, provide mulch and topsoil, and the initial watering of the tree. The contractor is responsible for site clean-up. All excess excavated material and debris associated with this operation shall be collected and removed from the site. The contractor will be responsible for traffic control during installation operations including barricades, flaggers, or other traffic control devices necessary to create and maintain a safe work zone and consistent automobile traffic. The contractor shall provide a door hanger furnished by the Village with instructions to the resident on how to properly care for the tree.

### **Transport and Inspection**

Trees shall be protected during transport. The Village will provide a staging area on the east side and west side of the river. No trees or construction materials shall be stored on the street or in the right of way overnight. Upon arrival staff will inspect the trees health. Trees that are judged to be damaged or unhealthy shall be returned by the contractor and a replacement provided.

### **Locations**

All planting sites will be identified and marked by the Village by the Director of Public Works, Streets Superintendent, or his designee before planting begins. The Village of North Aurora will provide a list of addresses for contractor use. The Contractor is required to contact the Village of North Aurora 24hrs before each day's work begins and provide the locations of work.

It will be the responsibility of the Contractor to contact Julie (811) or 800-892-0123 with the locations of the proposed excavations for the trees. When underground utilities are encountered, immediately call the controlling agency and the Village or North Aurora. Contractor or subcontractor will at his expense, restore to original condition all structures, facilities and other property damaged.

### **Materials Specifications**

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.

Root balls and burlap. All balled and burlapped plants shall be field grown, and the root ball packaged in a burlap and twine. All trees balled and burlapped with ball shape and size conforming to ANSI Z60.1-2014 standards. Root balls shall be adequately protected at all times from sun, heat, freezing and drying.

Backfill shall be accomplished 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.

Shredded bark mulch shall be used to enrich and insulate the soil.

## **Planting**

Trees are to be installed in accordance with recommendations of the International Society of Arboriculture and ANSI Z60.1-2014 standards. The detail attached provides an illustration of the specifications.

The trees specified for planting shall be minimum of 2" in diameter measured 6" above the burlap sack. Kentucky Coffee Trees are to be 3" in diameter measured 6" above the root ball. The holes dug shall be of sufficient depth to place the root ball. The holes dug shall be under constant supervision of the contractor until the time the tree is planted. Open excavations shall be barricaded if they are left open without supervision.

When backfilling trees, the approved soil shall be free from stones greater than 1-1/2" in diameter. Soil that is found on location of acceptable quality should be used in the backfilling of the tree.

A soil berm at the edge of the root ball shall be constructed with the excess soil excavated from the hole. Excess soil that has been excavated and not used in the planting of the tree must be removed and disposed of at the contractor's expense.

Shredded bark mulch shall be placed within 24 hours of the planting of the tree. The mulch shall be placed 4 inches thick over loosened soil and no more than 1 inch over the root ball as shown in the detail.

Stakes shall not be used unless specified by the Superintendent of Public Works or his designee.

## **Site Visit**

The contractor is encouraged to visit several site locations to understand job site conditions.

## **Additions and Deletions**

The Village of North Aurora reserves the right to add or delete trees to the contract within reason. Contract additions and deletions will be based on the unit price costs furnished in the Schedule of Prices.

## **Warranty**

Contractor guarantees that all trees remain alive and healthy until the end of the one (1) year warranty period. Contractor replaces, as specified at his expense, any dead trees and any trees that in the opinion of the Superintendent of Streets or his designee that has become unhealthy or unsightly. If the trees are judged to be dead, diseased, dying, or in poor health for any reason, the contractor must replace the tree.

## Time of Completion

The project must be completed by November 1, 2018 or when ground becomes frozen, whichever occurs first. An extension in time must be requested in writing and approved by the Public Works Director or Streets Superintendent.

## 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.

## Indemnification

The policy limits availability or unavailability of insurance coverage or the applicability of claims, defenses or limitations based upon applicable law (including but not limited to the Illinois Workers' Compensation Act or similar laws or statutes) shall in no way limit the Contractor's obligation to indemnify and hold harmless the Village from any claims for damage, liabilities or other costs arising out of or relating to the Contractor's work as outlined in this contract.

## 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. The contractor shall supply a certificate of insurance 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 (each person) \$1,000,000 (each accident)
Property damage	\$1,000,000 (each accident)

**Schedule of Prices**

The Village wants to maintain diversity among its parkway trees. To maintain diversity the Village has indicated the quantity of trees required in each group of Table 1 below. Each group is assigned a required quantity of trees. The contractor must furnish the total number of trees in each group from among the species listed within the group. A quantity of zero should be entered for a tree that will not be supplied within a group. If the contractor would like to substitute a species of tree, approval must be granted in writing by the Streets Superintendent or Director of Public Works.

**Instructions for Table 1. Schedule of Prices.**

Please complete the Schedule of Prices below by providing the Quantity Supplied, Unit Price, and Total Cost. If you choose to provide a quantity of zero include a unit price anyway in the event the Village would like to add that specific tree.

**Table 1. Schedule of Prices**

**Group 1 (40 Trees)**

Common Name	Botanical Name	Quantity Supplied (40)	Unit Price	Total Cost
Autumn Blaze Maple	Acer rubrum			
Norway Maple	Acer plantanoides			
State Street Maple	Acer miyadei			
Sycamore Maple	Acer pseudo-platanus			
Sugar Maple	Acer saccharum			
Marmo Freeman Maple	Acer freemanii 'Marmo'			
Sienna Glen Maple	Acer x freemanii 'Sienna'			

**Group 1 Total must = 40 Trees** \_\_\_\_\_ **Group 1 Total** \_\_\_\_\_

**Group 2 (25 Trees)**

Common Name	Botanical Name	Quantity Supplied (25)	Unit Price	Total Cost
Bur Oak	Quercus macrocarpa			
Chinkapin Oak	Quercus myehlenbergii			
Swamp White Oak	Quercus bicolor			
Red Oak	Quercus rubra			
Shingle Oak	Quercus imbricaria 'Fagaceae'			
Sawtooth Oak	Quercus acutissima			

**Group 2 Total must = 25 Trees** \_\_\_\_\_ **Group 2 Total** \_\_\_\_\_

**Group 3 (20 Trees)**

Common Name	Botanical Name	Quantity Supplied (20)	Unit Price	Total Cost
Skyline Locust	Gleditsia triacanthos			
Street Keeper Honey Locust	Gleditsia triacanthos 'Draves'			

**Group 3 Total** \_\_\_\_\_  
**Total** \_\_\_\_\_

**Group 4 (25 Trees)**

Common Name	Botanical Name	Quantity Supplied (25)	Unit Price	Total Cost
Redmond Linden	Tilia Americana 'Redmond'			
Silver Linden	Tilia tomentosa			
Little Leaf Linden	Tilia cordata			

**Group 4 Total** \_\_\_\_\_  
**Total** \_\_\_\_\_

**Group 5 (25 Trees)**

Common Name	Botanical Name	Quantity Supplied (25)	Unit Price	Total Cost
Triumph Elm	Ulmus 'Morton Glossy'			
Accolade Elm	Ulmus davidiana var. japonica 'Morton'			
Patriot Elm	Ulmus 'Patriot'			
New Horizon Elm	Ulmus 'New Horizon'			
Pioneer Elm	Ulmus 'Pioneer'			

**Group 5 Total** \_\_\_\_\_  
**Total** \_\_\_\_\_

**Group 6 (15 Trees)**

Common Name	Botanical Name	Quantity Supplied (15)	Unit Price	Total Cost
Bloodgood-London Planetree	Platanus acerifolia 'Bloodgood'			
London Planetree	Platanus acerifolia			
Japanese Zelkova	Zelkova serrata			
Kentucky Coffee Tree (male only)	Gymnocladus dioicus			
Praire Pride Common Hackberry	Celtis occidentails 'Prairie Pride'			

**Group 6 Total** \_\_\_\_\_  
**Total** \_\_\_\_\_

**Group 1-6 Total must = 150 Trees** \_\_\_\_\_

<Total cost>

**Contract**

The contract shall be deemed as being 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.  
**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 150 parkway trees for the not to exceed amount of:

Tree planting unit cost bid in words (total cost carried forward from schedule of prices):

\_\_\_\_\_

Tree planting unit cost bid in figures (total cost carried forward from schedule of prices):

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

I \_\_\_\_\_ verify that I am authorized to  
(print name)

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:

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: \_\_\_\_\_