

NOTICE OF BID
Village North Aurora - Grass Cutting
(SSA's & Village Owned Property)

Sealed bids for the 2017 Grass Cutting (Special Service Areas 4, 8, 9 & 11 and Village Owned Property) will be accepted at the North Aurora Village Hall, 25 E. State St., North Aurora, IL 60542, until **10:00 a.m., Tuesday, March 14, 2017**, at which time bids will be publicly opened and read aloud.

Bid Packets can be obtained from the Village Hall during normal business hours or by calling the Public Works Department at 630-897-8228 extension 260. Bid Packets will be available online, on the Village website at www.vil.northaurora.org. Bids are to be broken down by service area (5 total) and will be for a one (1) year contract mowing season 2017.

The Village of North Aurora reserves the right to reject any or all bids and waive any technicalities in any Bid in the interest of the Village. Bid award shall be made by the Village Administrator, Village President and the Village Board of Trustees, and their decision shall be final.

Village of North Aurora
Grass Cutting (SSA's and Village Owned Property)
Bid Specifications

Contractor agrees to furnish all labor, equipment and insurance to maintain and service herein described mowing in an attractive, professional and workmanlike matter. The season shall run from April 15th through November 15th mowing weekly for 28 weeks.

Qualifications of Bidder:

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout.

Obligations of the Successful Bidder:

The successful bidder shall abide by and comply with all applicable local and State Laws relating to fair employment practices and prohibiting discrimination in contracts involving public funds or the construction or development of public buildings, works or facilities.

The successful bidder shall comply with and be bound by an appropriate local and State Laws in any matter pertaining or relating to wages and claims or laborers, mechanics, and other workman agents, or servants in any manner employed in connection with contracts involving public funds or the development of construction of public works, buildings or facilities.

Scope of Work:

- Mowing will generally be limited to retention areas and or public rights of way, but will include additional mowing as directed within the contract.
- Mowing of the turf will be as needed to maintain the required height. Clippings will be recycled back into the lawn area, removed only if they become unsightly. Turf areas to be mowed between the height of 2" to 3 1/2" depending upon weather and season.
- Debris will be removed from lawn areas before each mowing cycle.
- Weekly hand and or power trimming of grass around obstructions. This will include, but is not limited to; turf areas adjacent to trees, sign posts, street light poles, buildings, fences, and will include weed removal along of pavement edges.
- If development signs are present, the contract will include weeding and mulching around the area. Weeding shall be as described in the above section. Mulching to be done annually at a depth of 3".
- Power edging will be required (3) times during each contract year along curbed areas as well as sidewalks.
- Trimming of low lying branches will first needed to be approved by the Street Superintendent or his designee.
- Fertilizer will be applied, at the manufactures suggested rate three (3) times each contract year. The Village Superintendent of Public Works or his designee will be notified before each application is applied.

Areas to Cut under Contract (maps attached):

SSA # 4

Waterford Oaks Subdivision located on the west side of North Aurora west of Randall Road and north of Oak Street, between Forest Ridge Rd. to the west and the creek to the east. There are (2) Retention pond areas to be mowed, also south of the sidewalk to Oak St. and are outline in the attachment along with (3) Islands, Alexander Ct., Spring Ct., and White Oak Ct.

SSA # 8

Timber Oaks Subdivision is north of Oak St. on the north side of the road between Fox Valley Veterinary Clinic to the west and Newpostolic Church to the east. Mowing areas include (2) retention ponds, the first is just west of the Newpostolic Church, the other is located between 214 Wildwood and 339 Wildwood. There are also (2) Monument sign areas at Timber Oaks and Oak that is included in the mowing as well.

SSA # 9

Pine Creek III Subdivision is north on Banbury Rd. from Butterfield Rd. The area to be mowed is a retention pond across from 310 Banbury Rd.

SSA # 11

Willow Lakes Subdivision is located off Acorn or off Randall Rd. at Dogwood. The first area to be mowed is between 313 and 401 Juniper, the second is located between 402 and 406 Magnolia.

Rt. 31 & W. State St.

Village owned property – Mow all turf in this location

General Information

- Certification of Insurance as broken down in the project manual will be supplied to the Village prior awarding the contract.
- All work to be performed in a workmanlike manner according to standard practices
- Any alterations or deviation from these expectations involved extra costs will be executed upon written orders.
- Prior to work commencing the Contractor must have a valid Village of North Aurora business license on file with the Village.
- This contract may be cancelled by either party upon a (30) day written notice.

Insurance Requirements

The Contractor will be required to meet our standard insurance requirements. Unless otherwise specified by the Contractor shall, before commencing work hereunder, procure and hereafter maintain policies of insurance satisfactory to the Village of North Aurora and the Village of North Aurora named as additionally insured in the following 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 Compensation Stature

Employee’s Liability Insurance	\$100,000
Contractual Liability Insurance	\$500,000
Completed Operator’s Insurance	\$500,000
Owned, Hirer, and Non-ownership, Vehicle Bodily Injury and Property Damage 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)

List of Subcontractors and Suppliers

The sub-contractors and suppliers listed below will be involved in this contact 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 is to begin.

Failure to complete this list may result in the rejection of the bid.

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

Subcontractors

Suppliers

BID FORM

Project: Grass Cutting

Bid will be awarded to the lowest responsible qualify bidder base on amount, pending compliance with instruction to bidder's document.

I. Bidding Company Contact Information

- **Company Name:** _____
- **Address:** _____
- **Contact Name:** _____
- **Phone :** _____
- **Email:** _____

II. Grass Cutting Bid:

I have read the specifications provided in this bid document and agree to perform all work identified successfully for 1 year for the following amounts.

Separate Bids are required for each

SSA	SUBDIVISION	2017
4	Waterford Oaks	\$
8	Timber Oaks	\$
9	Pine Creek III	\$
11	Willow Lakes	\$
Village Owned Property	Rt. 31 & W. State St.	\$
	Total Bid	\$

I _____ Verify that I'm authorized to provide the above

Pricing on the behalf of _____, and will hold the pricing for 90 days.

Signature

Date

Bid Response Instructions

Sealed bids on this contract will be due at **10:00 a.m. on March 14, 2017** when at such time a public bid opening will occur at the North Aurora Village Hall, 25 East State Street.

Any additional information please contact:

Brian Richter
Village of North Aurora
25 East State Street
North Aurora IL 60542
Office (630) 897-1457
brichter@northaurora.org

Contractor’s Certification

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

_____ or _____
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 contact as a result of a violation of either Section 33E-3 bid-rigging or 33E-4 bid stating of Article of the Illinois Criminal Code of 1961, as amended.

Date

Contractor
By: _____
Title: _____

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, acknowledge that he/she executed the forgoing certification as his/her free act and deed.

Date _____, Notary Public _____