



VILLAGE OF LINCOLNSHIRE

AGENDA COMMITTEE OF THE WHOLE Virtual Meeting Tuesday, October 13, 2020 Following Regular Village Board

This meeting will be conducted by audio or video conference without a quorum of the public body physically present because of a disaster declaration related to COVID-19 public health concerns affecting the Village of Lincolnshire. The Mayor determined that an in-person meeting at the Village Hall with all participants is not practical or prudent because of the disaster.

PUBLIC REMOTE PARTICIPATION OPTIONS

• View/Listen

- Watch live on Cable Channel 10 or <https://zoom.us/j/97949740977>
- Listen live via phone 312-626-6799 (Access Code = 979 4974 0977).
- Meetings posted to www.lincolnshireil.gov/government/about/agendas-minutes-packets-video the day after meeting.

• Public Comment – Items Not Requiring a Public Hearing

- Call 847-913-2312 to leave a voicemail message with your comment by 5:00 p.m. on Tuesday, October 13, 2020. For members of the public leaving voicemails, the voicemails must be:
 - Articulate and audibly comprehensible.
 - Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
 - No more than two minutes in length.
 - Free of any abusive or obscene language.
- Email your comment to VOLPublicComment@lincolnshireil.gov by 5:00 p.m. on Tuesday, October 13, 2020. You may also submit a letter by dropping it off in the Village Hall vestibule or mailing it via the United States Postal Service. For members of the public submitting comment via email or letter, the written notice must be:
 - Typed or written legibly.
 - Inclusive of the commenter's name, organization/agency being represented, address (street, city, state), phone number, and the topic or agenda item number the commenter is addressing.
 - No more than 200 words in length.
 - Free of any abusive or obscene language.
- Comments received before the meeting will be read concurrent with respective agenda item. Comments may be sent to the VOLPublicComment@lincolnshireil.gov email address during the meeting, but it is not guaranteed they will be read until the end of the meeting.

CALL TO ORDER

- 1.0 **ROLL CALL**
- 2.0 **ITEMS OF GENERAL BUSINESS**

- 2.1 Planning, Zoning and Land Use
- 2.2 Finance and Administration
 - 2.21 Official Announcement of the Estimated Amount to be Raised by Ad Valorem Taxes for the 2020 Tax Levy to be Collected in Fiscal Year 2021 (Village of Lincolnshire)
- 2.3 Public Works
 - 2.31 Consideration of an Out-of-Village Water Service Agreement for 23175 North Indian Creek Road (Victor Wikell – 23175 North Indian Creek Road)
 - 2.32 Consideration of Awarding a Contract to Lowest Responsible Bidder, St. Aubin Nursery, Inc. of Kirkland, Illinois for Contractual Tree Acquisition and Planting (Village of Lincolnshire)
 - 2.33 Consideration of Awarding a Contract to Lowest Responsible Bidder, Clean-Cut Tree Service, Grayslake, Illinois for Dead, Emergency, and Hazardous Tree Removal (Village of Lincolnshire)
 - 2.34 Consideration of Awarding a Contract to Lowest Responsible Bidder, Green Acres Landscaping, Inc. of Ingleside, Illinois for Landscape Corridor and Park Maintenance Services (Village of Lincolnshire)
 - 2.35 Consideration of Awarding a Contract to Lowest Responsible Bidder, Native Restoration Services, Inc. of Lake Bluff, Illinois for Natural Areas Maintenance and Controlled Burning Services (Village of Lincolnshire)
- 2.4 Public Safety
 - 2.41 Receipt of Report from Chief Leonas Regarding Police Department Policies and Practices (Village of Lincolnshire)
- 2.5 Parks and Recreation
- 2.6 Judiciary and Personnel
- 3.0 **UNFINISHED BUSINESS**
- 4.0 **NEW BUSINESS**
- 5.0 **EXECUTIVE SESSION**
- 6.0 **ADJOURNMENT**

Reasonable accommodations / auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847-883-8600) 48 hours in advance if you need special accommodations to attend. The Committee of the Whole will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so.



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole – October 13, 2020
Subject:	Official Announcement of Estimated Amount to be Raised by Ad Valorem Taxes for the 2020 Tax Levy to be Collected in Fiscal Year 2021 (Village of Lincolnshire)
Action Requested (Address – Petitioner):	PUBLIC ANNOUNCEMENT – Consideration of Property Tax Estimate (No Formal Action Necessary)
Prepared By:	Michael R. Peterson, Finance Director/ Treasurer
Staff Recommendation:	Consideration and discussion of proposed property tax levy with a projected 3.73% tax rate increase.
Budgeted Amount:	\$1,687,330
Actual Amount:	N/A
Level of Service Impact:	N/A
Meeting History:	Attached
Tentative Meeting Schedule:	Attached
Reports / Documents Attached:	1) Property Tax Levy Timeline

Request Summary

Pursuant to State Statute, the Village is required to estimate the funds to be raised from taxes on real property in the Village prior to the adoption of the levy. State law requires the Village Board to declare during a public meeting an estimate of the expected property tax levy for 2020. This announcement must be performed no less than twenty (20) days prior to the adoption of the official tax levy. This year, the adoption of the tax levy ordinance is expected to take place on November 23, 2020.

Staff is in the process of finalizing the development of the proposed budget for Fiscal Year 2021. The proposed FY2021 Budget reflects a 2020 estimated property tax levy of \$1,687,330 to be collected in FY2021. The property tax revenue reflected in the Proposed 2021 Budget will be used to fund required pension contributions and police protection.

	2019 Tax Extension	2020 Tax Year (Proposed 2021 Budget)	Difference
Assessed Value	\$667,097,000	\$674,184,806	\$7,087,806
Police Protection	\$196,006	\$157,000	(\$39,006)
IMRF	\$251,188	\$251,200	\$12
Police Pension Fund	\$959,505	\$1,078,130	\$118,625
Social Security	\$201,003	\$201,000	(\$3)
Tax Rate	.241	.250	\$79,626



Lake County Chief Assessment Office estimates the total estimated taxable assessed value in Lincolnshire increased 1.0% or approximately \$7.09 million compared to the previous year. To take advantage of the increase in assessed valuation, staff recommends a total property tax levy of \$1,687,330. The amount levied will be similar to the tentative number reflected in the draft 2021 Budget.

Staff continues to emphasize the need for the Village's revenue sources to be diversified to minimize losses related to changing economic conditions. Property owners can expect to see a 3.73% tax rate increase, given the 1.0% increase in EAV and the proposed 4.95% tax levy increase. Staff projects \$79,600 additional property tax revenue to be spread across all property within the Village. Based upon this recommendation, staff anticipates the Village's tax rate will increase from .241 to .250 per \$100 assessed valuation.

Assuming a \$500,000 home value, a homeowner can anticipate a \$15 increase in property taxes related to the Village's new tax rate. As a reminder, the Village has maintained a .241 tax rate for the past eight years.

Lake County Clerk's Office will contact the Village Treasurer late March 2021 to request a final confirmation of the property taxes to be extended. Any shortfall related to over estimating the EAV will be deducted from the Police Protection levy.

In accordance with statutory requirements, the 2020 tax levy ordinance will be included on the agenda for consideration at the November 09, 2020 Village Board Committee of the Whole meeting for referral, and at the November 23, 2020 Regular Village Board meeting for consideration and approval.

This is an estimate and does not limit the Board's ability to levy a different amount provided it is in compliance with the Truth in Taxation Law and all applicable notice and hearing provisions.

Project Description Not applicable

Budget Impact The proposed levy will be reflected in the 2021 proposed budget as Property Tax Revenue.

Level of Service Impact Not applicable

Approval Process See timeline below

Staff Recommendation / Next Steps
See timeline below



PROPERTY TAX LEVY TIMELINE

September 14, 2020 COW	Police Pension Board presents Tax Levy request to Village Board based on Village's Pension Funding Policy.
October 13, 2020 COW	Determine Estimated Tax Levy 20 Days before adoption Further determine if levy is more than 5% over 2019 Property Tax Extension
October 13, 2020 COW	2020 Property Tax Levy discussion; seek Village Board's direction to prepare Property Tax Levy items and amounts; and set Public Hearing date (<i>if applicable</i>).
November 02, 2020	Deadline to Determine Tax Levy 20 Days before adoption The Truth in Taxation Act provides that not less than 20 days before any taxing body makes its tax levy it must determine how many dollars in aggregate property tax extensions will be necessary. 35 ILCS 200/18-60, 18-65.
November 9, 2020 COW	Tax Levy presentation by Treasurer
n/a	"Truth in Taxation" published in local newspaper The Notice cannot be published in the legal notices or classified section of the newspaper. The public hearing must be held between 7 and 14 days after the notice is published in the newspaper. 35 ILCS 200/18-70, 18-75, 18-80. In addition, if a taxing district has a website maintained by the full-time staff of the taxing district, then the notice shall be posted on the website in addition to the other requirements of this Section. The failure of a taxing district to post the notice on its website shall not invalidate the notice or any action taken on the tax levy. 35 ILCS 200/18-75.
n/a	"Truth in Taxation" post to Village website
n/a	Public Hearing- 2020 Tax Levy
November 23, 2020 RVB- Consent Agenda	2020 Annual Tax Levy Ordinance approval. Village Board may further instruct Treasurer to work with Lake County Clerk's Office to further reduce the approved Tax levy amounts to obtain a specific tax rate.
November 27, 2020	Tax Levy Ordinance & Property Tax Abatements to be filed with Lake Co Clerk's Office
December 29, 2020	Deadline to Pass Tax Levy Ordinance The tax levy ordinance must be passed and a certified copy thereof filed with the county clerk on or before the last Tuesday in December. 65 ILCS 5/8-3-1.
March 31, 2021	Lake County Clerk's Office emails the draft tax rates and extended amounts.
April 02, 2021	Deadline for Lincolnshire Treasurer to submit request for lower tax rate(s) with Lake County Clerk's Office as directed by Village Board



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole
Subject:	Out of Village Water Service Request for 23175 North Indian Creek Road
Action Requested	Consideration of an Out of Village Water Service Agreement for 23175 North Indian Creek Road (Victor Wikell)
Prepared By:	Marc Facchini – Public Works management analyst
Staff Recommendation:	Approval of an out of village water service agreement
Budgeted Amount:	N/A
Actual Amount:	N/A
Level of Service Impact:	N/A
Meeting History:	N/A
Tentative Meeting Schedule:	October 13, 2020 COW October 26, 2020 RVB
Reports / Documents Attached:	Location Map Petition of Annexation Water Service Agreement Site Plans

Request Summary

The Village received a request from Victor Wikell, property owner on Indian Creek Road, to connect their home to the Village’s water service system. The proposed connection will be for an existing single family home located at 23175 North Indian Creek Road. The property owner has submitted a signed and notarized “Agreement to Provide Water Service” and the \$150.00 filing fee. The homeowner has also filed an Unconditional Petition of Annexation as required by Section 8-2-3-1A-2 of the Village Code. As a reminder, the Village Code states:

“[t]he Village shall not be required to permit such annexation and may include conditions of annexation in any Annexation Agreement.”

The Public Works Department has no objections to honoring the request for the water connection as there are already other properties along Indian Creek Road connected to the Village’s water supply system. Should the Village Board wish to annex the property, staff will discuss with the petitioner their desire to move forward with their request and assist the petitioner through the permit process. At this time, annexation is not recommended by staff.

Project Description

The project will involve the resident installing a service line to an existing B-Box in the right of way to begin village water service.



Budget Impact

N/A

Level of Service Impact

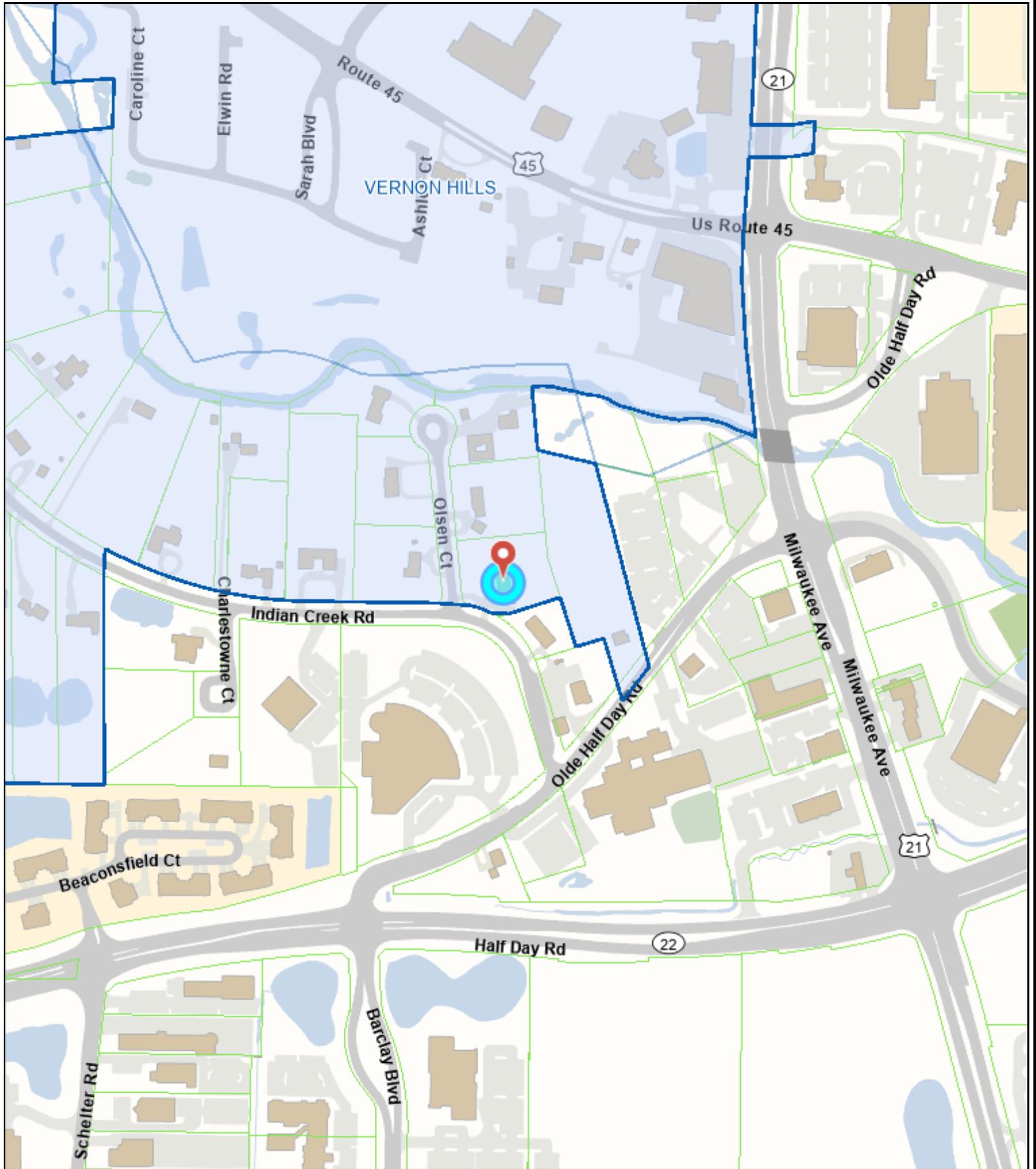
N/A

Approval Process

Consensus from the Board, and final approval of an out of village water service agreement for 23175 N. Indian Creek Road at the October 26, 2020 Village Board meeting.

Staff Recommendation / Next Steps

Staff recommends approval of an out of village water service agreement between the Village of Lincolnshire and the homeowner of 23175 North Indian Creek Road.



Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Notes

**PETITION FOR ANNEXATION
(SAMPLE)**

TO: The Mayor and Board of Trustees
of the Village of Lincolnshire,
Lake County, Illinois

The PETITIONER, [insert the name(s) of the owner of record], respectfully states under oath:

1. PETITIONER is the sole owner of record of all of the following legally described land (hereinafter sometimes referred to as the "SUBJECT PROPERTY") comprising _____ acre(s)

legally described as follows: *LOT 1 IN PAUL A. DUSEN SUBDIVISION*
15-15-300-025
[Insert legal description]

and Commonly Known As: *23175 INDIAN CREEK RD*
[Insert Common Address]

2. The SUBJECT PROPERTY is not situated within the limits of any municipality, but is contiguous to the Village of Lincolnshire.

3. There are no electors residing on the SUBJECT PROPERTY.

OR

3. There are _____ electors residing on the SUBJECT PROPERTY and this petition is signed by at least 51% of said electors.

The PETITIONER respectfully requests that:

1. That the above described SUBJECT PROPERTY be annexed to the Village of Lincolnshire by ordinance by the Mayor and Board of Trustees of the Village of Lincolnshire, pursuant to Section 7-1-8 of Chapter 24 of the Illinois Municipal Code of the State of Illinois as amended.

2. That such other action be taken as is appropriate in the premises.

Dated this _____ day of _____, 20_____.

OWNER(S)

Victor Wikell
Signature

VICTOR WIKELL
(Print Name)

Signature

(Print Name)

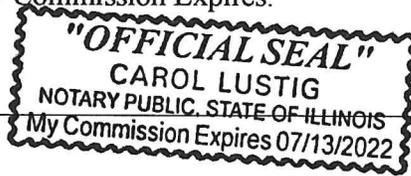
Subscribed and sworn to me this 22 day of September, 2020,
by VICTOR WIKELL
[Insert Owner's Name] and [Insert Owner's Name].

STATE OF
ILLINOIS

County of
Lake

Carol Lustig
Notary Public

My Commission Expires:



AGREEMENT TO PROVIDE

WATER SUPPLY AND/OR SANITARY SEWER SERVICE

THIS AGREEMENT (sometimes hereinafter referred to as "the AGREEMENT") dated the 22 day of SEPT, 2020, and approved by the Village Board on the _____ day of _____, 20____ by and between: The Village of Lincolnshire, a municipal corporation of the County of Lake, State of Illinois (sometimes hereinafter referred to as "the VILLAGE" and Victor W. Kelly (sometimes hereinafter referred to as "the OWNER")):

WITNESSETH:

WHEREAS, the VILLAGE currently operates and maintains a water main (sometimes hereinafter referred to as "the MAIN") located in the right-of-way or easement of (road) INDIAN CREEK and

WHEREAS, the VILLAGE currently operates and maintains a sanitary sewer line (sometimes hereinafter referred to as "the LINE" located in the right-of-way or easement of N.A (road) and

WHEREAS, OWNER is the legal title holder of certain real estate legally described on EXHIBIT 'A' attached hereto and made a part hereof as if fully set forth herein, (sometimes hereinafter referred to as "the REAL ESTATE") which real estate is located at (address) 23175 Indian Creek, is adjacent to the LINE and MAIN, is not contiguous to the Village, and is not within the corporate limits of any other City or Village; and

WHEREAS, the REAL ESTATE is presently a _____; and

WHEREAS, an application for water and/or ~~sanitary sewer service~~, appropriate fees, and plans and specifications shall be submitted to the VILLAGE for approval at the time water and/or sanitary service is desired by the OWNER and

WHEREAS, the OWNER desires that the VILLAGE provide (water supply and/or ~~sanitary sewer~~) to the REAL ESTATE to such capacity and in such amounts as will adequately service

the existing needs thereof for a _____.

WHEREAS, the VILLAGE and OWNER determine it to be to their mutual advantage and to the public interest that the REAL ESTATE be annexed to the VILLAGE; if in the sole discretion of the VILLAGE, the VILLAGE elects to do so; and

WHEREAS, the VILLAGE, prior to providing (water supply and/or sanitary sewer service) to the REAL ESTATE, desires to enter contractual agreements with the OWNER as to the terms and conditions under which such service and supply will be commenced and maintained;

NOW, THEREFORE, in consideration of the foregoing premises and in further consideration of the mutual covenants, agreements and conditions herein contained, and other good and valid consideration the parties hereto agree as follows;

1. On or before the date the Owner, or Owner's successor and assigns, applies for a building permit for each residential dwelling, the Owner shall apply to the Village for a connection permit for water service and ~~sanitary sewer service~~ (if required by the Lake County Health Department) in compliance with Section 8-2-3-1 of the Village Code. Upon payment by the OWNER to the VILLAGE of the tap-in or connection charges in existence at the time of the actual connection under the applicable provisions of the ordinances of the VILLAGE, the VILLAGE will allow such tap-ins or connections to the LINE and MAIN as are necessary to provide (water service and/or ~~sanitary sewer~~) to the REAL ESTATE in accordance with the attached EXHIBIT B.

2. Subsequent to such tap-ins or connections, the VILLAGE, subject to all rules, regulations and ordinances of the VILLAGE, will provide (water supply and/or sanitary sewer service) to the REAL ESTATE to such capacity and in such amounts as will adequately service the REAL ESTATE under its aforesaid intended usage, provided however;

(A) That the improvements to be constructed pursuant to the aforesaid plans and specifications are in no way to be changed, altered, varied or modified from the provisions

of said plans and specifications without the express written approval from the Mayor and Board of Trustees.

(B) OWNER will pay all rates, fees and charges for such service and supply in effect for similar service and supply at the time of such tap-ins or connections or which may thereafter from time to time imposed therefore by the VILLAGE in accordance with normal Village procedures.

(C) OWNER acknowledges and agrees that: (i) the VILLAGE shall be constructing a new principal water main to provide water to the entire Village and that the Real Estate shall be benefited by such water main in the same proportion as if the Real Estate were within the Village; (ii) the VILLAGE may assess recapture fees or surcharges on the rates, fees and charges for water service as is required and to the extent necessary to offset the cost to construct the new principal water main; (iii) payment of such recapture fees or surcharges shall be a condition of continued service; (iv) the recapture fees or surcharges levied against the Real Estate, so long as it remains outside the boundaries of the Village, may be different from the recapture fees or surcharges levied on property within the Village, provided that such difference has a rational relationship to the sources of funding for the new water main; and (v) the OWNER, for him or herself and all persons claiming by or through the OWNER, forever waives and releases the VILLAGE from any challenge, objection or appeal of the "out-of Village" recapture fees or surcharges assessed by the VILLAGE.

(D) Immediately upon receipt of a written request from the VILLAGE, signed by the Village Mayor, the OWNER will execute and file with the VILLAGE, a petition requesting annexation to the VILLAGE of the REAL ESTATE or any part thereof as may be so requested by the VILLAGE.

OWNER will execute such petition as the legal title holder of the REAL ESTATE and as elector residing thereon, if such is the case.

In the event there are other electors residing upon the REAL ESTATE who are not parties to this agreement, the OWNER will obtain the signatures of such electors upon the petition, if requested to do so by the VILLAGE.

In the event, at the time such request is made by the VILLAGE, it is necessary to obtain the signatures of persons other than the OWNER of the REAL ESTATE and the electors residing thereon upon such petition, the OWNER will obtain such signatures if requested to do so by the VILLAGE.

Such petition for annexation will be provided by the VILLAGE and will be in the form required under the applicable laws of the State of Illinois.

Subject to the applicable laws of the State of Illinois, the VILLAGE will at its option annex the REAL ESTATE within a reasonable time after the filing of the petition for annexation.

The OWNER will not annex the REAL ESTATE to any other municipality without the approval in writing of the VILLAGE. Should such REAL ESTATE be annexed into another municipality, the VILLAGE may, at its sole discretion, cause the (water supply and /or sanitary sewer service) to be disconnected.

(E) OWNER shall reimburse VILLAGE for, or directly and promptly pay, all expenses and costs incurred by the VILLAGE in the preparation of this Agreement and in preparation of, or adoption, recording and filing of any ordinances, petitions or notices required hereunder including but not limited to: (1) Attorneys fees and expenses, (2) Surveyors fees and expenses, (3) Recording fees, (4) Publication costs, (5) Engineering fees and expenses and (6) Planning fees and expenses.

3. The use of the REAL ESTATE shall not change without the expressed written approval of the VILLAGE as long as (water service and/or sanitary sewer service) is hence provided by the VILLAGE. If the use changes without this expressed written consent, the VILLAGE may, at its sole discretion, cause the (water service and/or sanitary sewer service) to be disconnected.

4. This AGREEMENT and each and all of the covenants, obligations and conditions hereof, shall inure to the benefit of and be binding upon the heirs, personal representatives, successors and assigns of the OWNER and the successors in the office of the officers of the VILLAGE, and any successor municipal corporation of the VILLAGE.

5. All notices given under this AGREEMENT shall be given in writing by depositing the same in the United States Mail, registered or certified, postage prepaid, enclosed in an envelope addressed to the party to be notified, as follows:

If to OWNER, to: VICTOR WIKELL
(name)
23175 INDIAN CREEK
(address)
LINCOLNSHIRE IL 60069

If to VILLAGE, to: Village Manager, Village Hall
One Olde Half Day Road
Lincolnshire, IL 60069

or to any other address that any of the respective parties may, in writing, indicate for such party.

6. Failure of any party to the AGREEMENT to insist upon the strict and prompt performance to the terms, covenants, agreements and conditions herein contained, or any of them, upon any other party imposed, shall not constitute or be construed as a waiver or relinquishment of any party's right thereafter to enforce any such term, covenant, agreement or condition, but the same shall continue in full force and effect.

7. This AGREEMENT sets forth all promises, inducements, agreements, condition or understandings either oral or written, expressed or implied between them, other than are herein set forth. No subsequent alteration, amendment, change or addition to the AGREEMENT shall be binding upon the parties hereto unless reduced in writing and signed

by them.

8. The submission of the AGREEMENT for examination does not constitute an offer to enter into the AGREEMENT and this AGREEMENT becomes effective only upon execution thereof by the parties hereto.

9. This AGREEMENT, upon signing by all parties hereto, shall be recorded by the VILLAGE in the office of the Recorder of Deeds in Lake County, Illinois.

10. Annexation and Terms of Village Code Sections 8-2-3-1 and 8-2A-1

10.1 This Agreement shall not be valid unless the Owner has done the following:

- (1) If the Property is contiguous to the Village, filed with the Village a fully executed and unconditional Petition to Annex the property to the Village, as approved by the Village Attorney.
- (2) If the Property is not contiguous to the Village, executed an Annexation Agreement, approved by the Village, which shall contain, among other matters, an agreement to file an unconditional Petition to Annex the property to the Village as soon as the property becomes contiguous to the Village.

10.2 Village Code Sections 8-2-3-1 and 8-2A-1 are made a part of this Agreement as though fully set forth in this Agreement.

11. Application for Connect.

The Owner's Application for Connection is attached to and made a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed the day and year first above written.

VILLAGE OF LINCOLNSHIRE
LAKE COUNTY, ILLINOIS

By: _____

Mayor

ATTEST:

Clerk

OWNER(S)

STATE OF ILLINOIS)

) SS.

COUNTY OF LAKE)

I, the undersigned, a Notary Public, in and for the County and State aforesaid, do hereby certify, that _____, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such Owner, he signed and delivered the said instrument as Owner of said _____.

Given under my hand and seal this _____ day of _____, 20____.

Notary Public

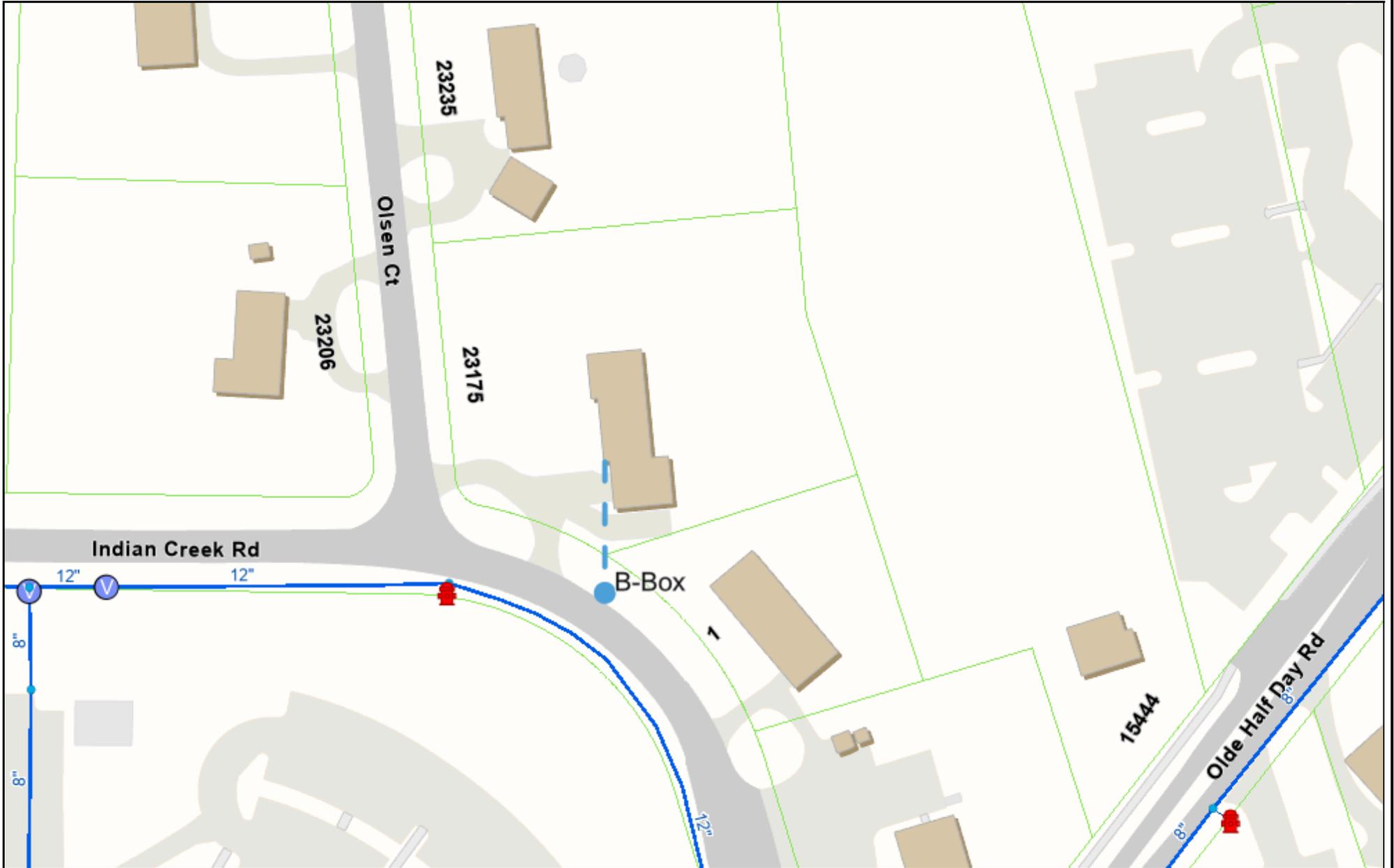
STATE OF ILLINOIS)

) SS.

COUNTY OF LAKE)

I, the undersigned, a Notary Public, in and for the County and State aforesaid, do hereby certify, that ELIZABETH BRANDT and BARBARA MASTANDREA, personally known to me to be respectfully the Mayor and Clerk of the Village of Lincolnshire, Lake County, Illinois, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared to me this day in person and severally acknowledged that as such Mayor and Clerk they signed and delivered the said instrument as Mayor and Clerk of said Village, and caused the corporate seal of said Village to be affixed thereto, pursuant to authority given by the Board of Trustees of said Village as their free and voluntary act, and as the free and voluntary act and deed of said Village for the uses and purposes therein set forth.

Given under my hand and seal this _____ day of _____, 20__.



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Notes



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole – October 13, 2020
Subject:	Tree Acquisition and Planting Services
Action Requested	Consideration of Approval of a Contract with the Lowest Responsible Bidder, St. Aubin Nursery, Inc. of Kirkland, Illinois for Contractual Tree Acquisition and Planting (Village of Lincolnshire)
Prepared By:	Bradford H. Woodbury – Public Works Director
Staff Recommendation:	Consideration and approval
Budgeted Amount:	\$50,000.00
Actual Amount:	\$50,000.00
Level of Service Impact:	Annual Tree Acquisition and Planting Services
Meeting History:	N/A
Tentative Meeting Schedule:	<u>October 27, COW</u> <u>October 26, Village Board</u>
Reports / Documents Attached:	1) St. Aubin's Bid 2) September 25, 2020 – Bid Tabulation 3) List of companies who received bid information

Request Summary

Approval of Professional Service Agreement with St. Aubin Nursery of Kirkland, Illinois for Tree Acquisition and Planting services.

Project Description

On September 25, 2020, Village Staff opened bids for contractual Tree Acquisition and Planting services for 2021, with renewal options for 2022 and 2023. One contractor responded to the bid solicitation request. Staff sent bid packets out to thirty three different landscape companies. Staff found that many of these companies did not provide bids for the following reasons: (1) inability to provide a certified arborist as required by the contract (2) many companies only supply trees and do not perform the actual installation work.

The low bidder was St. Aubin Nursery of Kirkland, Illinois. This contract was last bid out in 2017 and is competitively bid every three years. The bid document specified unit costs by size (diameter at breast height), as well as species. The bid cost includes planting and warranty replacement, which is generally one-year from the time of planting. St Aubin's Nursery has held the Village's contract for the last three years, and staff has experienced positive results. St. Aubin's also has held contracts for Village's such as Bloomingdale, Elk Grove, Hoffman Estates, and Skokie.

Budget Impact

Staff reviewed the bids against last year's bid and has found the prices offered by St. Aubin Nursery to be acceptable. St. Aubin's bid prices for this contract were an actual decrease of approximately 2.2% on average from the 2020 prices. The proposed budget for Fiscal Year 2021 includes \$50,000.00 for Tree Acquisition and Planting.



Level of Service Impact

Staff recommends approval of a contract with St. Aubin Nursery in order to continue the Village's Annual Tree Acquisition and Planting Services.

Approval Process

An initial review by the Committee of the Whole on October 13, 2020, with a recommendation to be placed on the Consent Agenda for final approval on October 26, 2020.

Staff Recommendation / Next Steps

Staff checked the references supplied by the contractor and recommends approval and placement on the October 26, 2020 Consent Agenda a contract for Tree Acquisition and Planting services with St. Aubin's Nursery, of Kirkland, Illinois.

VILLAGE OF LINCOLNSHIRE

NOTICE TO BIDDERS

TREE ACQUISITION AND PLANTING ON PUBLIC AND PRIVATE PROPERTIES

The Village of Lincolnshire, will receive sealed proposals from Nurseries for the acquisition and planting of trees on public and residential property until 10:30 a.m. local time on September 25, 2020, at which time and place the bids will be publicly opened.

The proposed project consists of providing specific species of trees, installation in the rights-of-way, anywhere on residential property and/or anywhere on public property, day of planting watering, a mulch layer over the planted tree root system and as specified in the specifications and proposal documents.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570).

Electronic copies of the proposal specifications are available by contacting Marc Facchini-Management Analyst at 847.913.2356 or mfacchini@lincolnshireil.gov. Information can also be found on the Village website at: <http://www.lincolnshireil.gov/i-want-to/find/bid-information>

The Village of Lincolnshire reserves the right to accept or reject any and all proposals and to waive technicalities and to accept the proposal which best meets the needs and requirements of the Village.

Village of Lincolnshire

Bradford H. Woodbury
Public Works Director

VILLAGE OF LINCOLNSHIRE
Proposal for Bid No. 2020-09
Tree Acquisition and Planting on Public/Private
Properties

TO: Mayor and Board of Trustees
Village of Lincolnshire
1 Olde Half Day Road
Lincolnshire, Illinois 60069

FROM: St. Aubin Nursery & Lpg. Inc.
Company
35445 Irene Rd
Address
Kirkland, IL 60146
City State Zip
(815) 522-3535
Telephone

Dear Mayor and Trustees:

We, the undersigned, hereby propose to furnish all labor, materials, tools, and services required to conduct the **Tree Acquisition and Planting on Public/Private Properties** for the Village of Lincolnshire, Illinois ("Village") in accordance with the Plans and Specifications, Notice to Bidders, Instructions to Bidders, and forms of Contract and bid bond included in the bid specifications distributed for **Tree Acquisition and Planting on Public/Private Properties** (collectively, the "**Contract Documents**").

The undersigned declares that we have examined said Contract Documents and acknowledges that the same are accurate and complete and are approved by the undersigned.

The undersigned agrees that the contract shall be for a one year period, but shall provide that it can be extended, on an annual basis, at the option of the Village of Lincolnshire in its sole and absolute discretion, for up to two additional years, on the terms in the bid document submitted in response to the request for proposal.

The undersigned agrees to commence work not later than 10 calendar days after the notice to proceed from the Village, and to complete the project within the time frame specified in the Contract Documents.

The Contractor understands that a contract to purchase products and/or work shall be based upon the terms of the Contract Documents upon acceptance of Contractor's proposal by the Village, and that the Village will not execute any form of contract submitted by the Contractor. The Village expressly rejects any form of contract submitted by the Contractor, and that by submitting a bid the Contractor has agreed

Village of Lincolnshire		Bid No. 2020-09		Tree Acquisition on Public/Private Properties
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

that any such form is expressly superseded by the Contract Documents. No substitutes will be permitted unless specified by the Contractor in the proposal and approved by the Village.

The undersigned submits the following Schedule of Unit Prices for the work to be performed as shown on the Plans and Specifications, and agrees that the items of work not specifically mentioned in the Schedule which are necessary and required to complete the work intended shall be done incidental to and as part of the items of work for which a unit price is given, and understands that no additional payment will be made for such incidental work.

The undersigned has received and considered in this proposal the following:

Addendum # _____
Addendum # _____
Addendum # _____

If no addenda were received, mark not applicable.

The undersigned agrees to submit a payment and performance bond equal to 110% of the value of the contract amount at the time of execution of the contract with the successful bidder.

The prices stated in this proposal are guaranteed for 90 days from the date hereof, and if awarded the work within that period, we agree to complete the work covered by this proposal at said prices.

Dated this 23rd day of September 2020.

Respectfully submitted,

St. Aubin Nursery & Landscaping, Inc.
Company

C. J. Sullivan, Pres.
Title

**PREVAILING WAGE ACT
NOTIFICATION TO CONTRACTORS**

Pursuant to P.A. 96-0437, effective January 1, 2010, a public body that fails to provide written notice to its public works contractors that a project is subject to Illinois prevailing wage requirements is, itself, liable for interest, penalties, and fines as stated under Section 4(a-3) of the Act. Failure by the public body to provide written notice does not relieve the contractor of the duty to comply with the prevailing wage rate, nor of the obligation to pay any back wages, to the extent applicable under the Act. This notice is being provided for the mutual benefit of you and the Village.

This contract may call for the performance or delivery of a "public work" within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). P.A. 96-0437 requires contractors and subcontractors, to the extent that the Act applies, to pay laborers, workers, and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. Related to the Act, the Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1, et seq., requires contractors and subcontractors performing services on public works to have in place a written substance abuse program, which meets or exceeds the program requirements in this Act, on file with the Village.

As the prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website, the revised prevailing rate of wages shall apply to this contract and the cost therefore shall be borne solely by the contractor. The most current prevailing rate of wages can be found here:

<https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>

To the extent that the Act applies, all contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice, and record keeping and submittal duties, including the Substance Abuse Prevention on Public Works Act. If the contractor determines that the Act does not apply to it, contractor shall, in lieu of certified payrolls, submit a letter stating that the Act does not apply to it and set forth the reasons therefore.

RETURN WITH BID
SCHEDULE OF UNIT PRICES 2021

Quantity	Species	Size	Unit Cost
TBD	Acer griseum / PaperBark Maple	2.5" dbh	440 ⁰⁰
TBD	Acer nigrum / Black Maple	2.5" dbh	440 ⁰⁰
TBD	Acer rubrum / Red Maple	2.5" dbh	440 ⁰⁰
TBD	Acer saccharum / Sugar Maple	2.5" dbh	525 ⁰⁰
TBD	Aesculus glabra / Ohio Buckeye	2.5" dbh	400 ⁰⁰
TBD	Aesculus hippocastanum / HorseChestnut	2.5" dbh	440 ⁰⁰
TBD	Aesculus pavia / Red Buckeye	2.5" dbh	440 ⁰⁰
TBD	Betula nigra / River Birch	8' clump	340 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	2.5" dbh	440 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	8' clump	440 ⁰⁰
TBD	Carya cordiformis / Bitternut Hickory	2.5" dbh	440 ⁰⁰
TBD	Carya ovata / Shagbark Hickory	2.5" dbh	440 ⁰⁰
TBD	Celtis occidentalis / Hackberry	2.5" dbh	525 ⁰⁰
TBD	Cladrastis kentukea / Yellow wood	2.5" dbh	440 ⁰⁰
TBD	Fagus grandifolia / American Beech	2.5" dbh	440 ⁰⁰
TBD	Gleditsia triacanthos / Honey Locust	2.5" dbh	440 ⁰⁰
TBD	Gymnocladus dioica / Kentucky Coffeetree	2.5" dbh	440 ⁰⁰
TBD	Jugans cenera / Butternut	2.5" dbh	440 ⁰⁰
TBD	Liquidambar styraciflua / Sweetgum	2.5" dbh	440 ⁰⁰
TBD	Liriodendron tulipifera / Tulip Tree	2.5" dbh	440 ⁰⁰
TBD	Nyssa sylvatica / Black Tupelo	2.5" dbh	440 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	2.5" dbh	440 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	8' clump	440 ⁰⁰
TBD	Quercus alba / White Oak	2.5" dbh	440 ⁰⁰
TBD	Quercus bicolor / Swamp White Oak	2.5" dbh	510 ⁰⁰
TBD	Quercus macrocarpa / Burr Oak	2.5" dbh	510 ⁰⁰
TBD	Quercus rubra / Northern Red Oak	2.5" dbh	440 ⁰⁰
TBD	Tilia Americana / American Basswood	2.5" dbh	440 ⁰⁰
TBD	Cercidiphyllum japonicum / Katsura	2.5" dbh	410 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	2.5" dbh	440 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	8' clump	300 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	2.5" dbh	440 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	8' clump	390 ⁰⁰
TBD	Crataegus virdis / Green Hawthorne	2.5" dbh	410 ⁰⁰
TBD	Ginkgo biloba / Ginkgo	2.5" dbh	490 ⁰⁰
TBD	Hamamelis virginiana / American Witch Hazel	8' clump	310 ⁰⁰
TBD	Larix decidua / European Larch	8'	370 ⁰⁰
TBD	Malus 'Prairifire' / Prairie Fire Crabapple	8'	400 ⁰⁰
TBD	Malus sargentii / Sargent Crabapple	8'	330 ⁰⁰
TBD	Metasequoia glyptostroboides / Dawn Redwood	8'	330 ⁰⁰
TBD	Picea abies / Norway Spruce	8'	325 ⁰⁰
TBD	Picea glauca / White Spruce	8'	325 ⁰⁰
TBD	Picea omorika / Serbian Spruce	8'	325 ⁰⁰
TBD	Picea pungens / Blue Spruce	8'	325 ⁰⁰
TBD	Plantanus xacerifolia / London Plane	2.5"	325 ⁰⁰

AVAILABILITY SUBJECT TO PRIOR ORDER

TBD	Taxodium distichum / Bald Cypress	8'	325 ⁰⁰
TBD	Ulmus 'Accolade' / Accolade Elm	2.5"	300 ⁰⁰
TBD	Tsuga Canadensis / Eastern Hemlock	8'	375 ⁰⁰
TBD	Catalpa Speciosa / Northern Catalpa	2.5"	325 ⁰⁰
TBD	Aesculus Carnea "briotti" / Red Horse Chestnut	2.5"	345 ⁰⁰
TBD	Aesculus Flava / Yellow Buckeye	2.5"	300 ⁰⁰
TBD	Acer Miyabei / Miyabei Maple	2.5"	330 ⁰⁰
TBD	Acer Freemanji / "Autumn Blaze" "Marmo"	2.5"	300 ⁰⁰
TBD	Carpinus Betulus / European Hornbeam	2.5"	310 ⁰⁰
TBD	Thuja occidentalis "wintergreen"	8'	285 ⁰⁰
TBD	Cornus Mas / Cornelian Cherry	2.5"	300 ⁰⁰
TBD	Thuja Plicata / Western Red Cedar	8'	250 ⁰⁰
TBD	Ulmus "Accolade" Frontier, Triumph Vanguard	2.5"	300 ⁰⁰
TBD	Fagus sylvatica / European Beech	2.5"	300 ⁰⁰
TBD	Carya ovata / Shagbark Hickory	2.5"	695 ⁰⁰
TBD	Corylus Colurna / Turkish Hazel	2.5"	300 ⁰⁰
TBD	Quercus muehlenbergii / Chinkapin Oak	2.5"	300 ⁰⁰
TBD	Tilia Cordata / Littleleaf Linden	2.5"	325 ⁰⁰
TBD	Amelanchier x grandiflora / Serviceberry	2.5"	325 ⁰⁰

AVAILABILITY SUBJECT TO PRIOR ORDERS

RETURN WITH BID
SCHEDULE OF UNIT PRICES 2022

Quantity	Species	Size	Unit Cost
TBD	Acer griseum / PaperBark Maple	2.5" dbh	465 ⁰⁰
TBD	Acer nigrum / Black Maple	2.5" dbh	465 ⁰⁰
TBD	Acer rubrum / Red Maple	2.5" dbh	465 ⁰⁰
TBD	Acer saccharum / Sugar Maple	2.5" dbh	550 ⁰⁰
TBD	Aesculus glabra / Ohio Buckeye	2.5" dbh	425 ⁰⁰
TBD	Aesculus hippocastanum / HorseChestnut	2.5" dbh	465 ⁰⁰
TBD	Aesculus pavia / Red Buckeye	2.5" dbh	465 ⁰⁰
TBD	Betula nigra / River Birch	8' clump	365 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	2.5" dbh	465 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	8' clump	465 ⁰⁰
TBD	Carya cordiformis / Bitternut Hickory	2.5" dbh	465 ⁰⁰
TBD	Carya ovata / Shagbark Hickory	2.5" dbh	465 ⁰⁰
TBD	Celtis occidentalis / Hackberry	2.5" dbh	550 ⁰⁰
TBD	Cladrastis kentukea / Yellow wood	2.5" dbh	465 ⁰⁰
TBD	Fagus grandifolia / American Beech	2.5" dbh	465 ⁰⁰
TBD	Gleditsia triacanthos / Honey Locust	2.5" dbh	465 ⁰⁰
TBD	Gymnocladus dioica / Kentucky Coffeetree	2.5" dbh	465 ⁰⁰
TBD	Jugans cenera / Butternut	2.5" dbh	465 ⁰⁰
TBD	Liquidambar styraciflua / Sweetgum	2.5" dbh	465 ⁰⁰
TBD	Liriodendron tulipifera / Tulip Tree	2.5" dbh	465 ⁰⁰
TBD	Nyssa sylvatica / Black Tupelo	2.5" dbh	465 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	2.5" dbh	465 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	8' clump	465 ⁰⁰
TBD	Quercus alba / White Oak	2.5" dbh	465 ⁰⁰
TBD	Quercus bicolor / Swamp White Oak	2.5" dbh	535 ⁰⁰
TBD	Quercus macrocarpa / Burr Oak	2.5" dbh	535 ⁰⁰
TBD	Quercus rubra / Northern Red Oak	2.5" dbh	465 ⁰⁰
TBD	Tilia Americana / American Basswood	2.5" dbh	465 ⁰⁰
TBD	Cercidiphyllum japonicum / Katsura	2.5" dbh	435 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	2.5" dbh	465 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	8' clump	385 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	2.5" dbh	465 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	8' clump	415 ⁰⁰
TBD	Crataegus virdis / Green Hawthorne	2.5" dbh	435 ⁰⁰
TBD	Ginkgo biloba / Ginkgo	2.5" dbh	515 ⁰⁰
TBD	Hamamelis virginiana / American Witch Hazel	8' clump	330 ⁰⁰
TBD	Larix decidua / European Larch	8'	380 ⁰⁰
TBD	Malus 'Prairifire' / Prairie Fire Crabapple	8'	400 ⁰⁰
TBD	Malus sargentii / Sargent Crabapple	8'	330 ⁰⁰
TBD	Metasequoia glyptostroboides / Dawn Redwood	8'	330 ⁰⁰
TBD	Picea abies / Norway Spruce	8'	335 ⁰⁰
TBD	Picea glauca / White Spruce	8'	335 ⁰⁰
TBD	Picea omorika / Serbian Spruce	8'	335 ⁰⁰
TBD	Picea pungens / Blue Spruce	8'	335 ⁰⁰
TBD	Plantanus xacerifolia / London Plane	2.5"	335 ⁰⁰

AVAILABILITY SUBJECT TO PRIOR ORDERS

TBD	Taxodium distichum / Bald Cypress	8'	335 ⁰⁰
TBD	Ulmus 'Accolade' / Accolade Elm	2.5"	310 ⁰⁰
TBD	Tsuga Canadensis / Eastern Hemlock	8'	375 ⁰⁰
TBD	Catalpa Speciosa / Northern Catalpa	2.5"	335 ⁰⁰
TBD	Aesculus Carnea "briotti" / Red Horse Chestnut	2.5"	345 ⁰⁰
TBD	Aesculus Flava / Yellow Buckeye	2.5"	300 ⁰⁰
TBD	Acer Miyabei / Miyabei Maple	2.5"	340 ⁰⁰
TBD	Acer Freemanji / "Autumn Blaze" "Marmo"	2.5"	300 ⁰⁰
TBD	Carpinus Betulus / European Hornbeam	2.5"	310 ⁰⁰
TBD	Thuja occidentalis "wintergreen"	8'	385 ⁰⁰
TBD	Cornas Mas / Cornelian Cherry	2.5"	300 ⁰⁰
TBD	Thuja Plicata / Western Red Cedar	8'	265 ⁰⁰
TBD	Ulmus "Accolade" Frontier, Triumph Vanguard	2.5"	310 ⁰⁰
TBD	Fagus sylvatica / European Beech	2.5"	305 ⁰⁰
TBD	Carya ovata / Shagbark Hickory	2.5"	695 ⁰⁰
TBD	Corylus Colurna / Turkish Hazel	2.5"	300 ⁰⁰
TBD	Quercus muehlenbergii / Chinkapin Oak	2.5"	310 ⁰⁰
TBD	Tilia Cordata / Littleleaf Linden	2.5"	330 ⁰⁰
TBD	Amelanchier x grandiflora / Serviceberry	2.5"	335 ⁰⁰

AVAILABILITY SUBJECT TO PRIOR ORDERS

RETURN WITH BID
SCHEDULE OF UNIT PRICES 2023

Quantity	Species	Size	Unit Cost
TBD	Acer griseum / PaperBark Maple	2.5" dbh	490 ⁰⁰
TBD	Acer nigrum / Black Maple	2.5" dbh	490 ⁰⁰
TBD	Acer rubrum / Red Maple	2.5" dbh	490 ⁰⁰
TBD	Acer saccharum / Sugar Maple	2.5" dbh	575 ⁰⁰
TBD	Aesculus glabra / Ohio Buckeye	2.5" dbh	450 ⁰⁰
TBD	Aesculus hippocastanum / HorseChestnut	2.5" dbh	490 ⁰⁰
TBD	Aesculus pavia / Red Buckeye	2.5" dbh	490 ⁰⁰
TBD	Betula nigra / River Birch	8' clump	390 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	2.5" dbh	490 ⁰⁰
TBD	Carpinus caroliniana / American Hornbeam	8' clump	490 ⁰⁰
TBD	Carya cordiformis / Bitternut Hickory	2.5" dbh	490 ⁰⁰
TBD	Carya ovata / Shagbark Hickory	2.5" dbh	490 ⁰⁰
TBD	Celtis occidentalis / Hackberry	2.5" dbh	575 ⁰⁰
TBD	Cladrastis kentukea / Yellow wood	2.5" dbh	490 ⁰⁰
TBD	Fagus grandifolia / American Beech	2.5" dbh	490 ⁰⁰
TBD	Gleditsia triacanthos / Honey Locust	2.5" dbh	490 ⁰⁰
TBD	Gymnocladus dioica / Kentucky Coffeetree	2.5" dbh	490 ⁰⁰
TBD	Jugans cenera / Butternut	2.5" dbh	490 ⁰⁰
TBD	Liquidambar styraciflua / Sweetgum	2.5" dbh	490 ⁰⁰
TBD	Liriodendron tulipifera / Tulip Tree	2.5" dbh	490 ⁰⁰
TBD	Nyssa sylvatica / Black Tupelo	2.5" dbh	490 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	2.5" dbh	490 ⁰⁰
TBD	Ostraya virginiana / American Hophornbeam	8' clump	490 ⁰⁰
TBD	Quercus alba / White Oak	2.5" dbh	490 ⁰⁰
TBD	Quercus bicolor / Swamp White Oak	2.5" dbh	560 ⁰⁰
TBD	Quercus macrocarpa / Burr Oak	2.5" dbh	560 ⁰⁰
TBD	Quercus rubra / Northern Red Oak	2.5" dbh	490 ⁰⁰
TBD	Tilia Americana / American Basswood	2.5" dbh	490 ⁰⁰
TBD	Cercidiphyllum japonicum / Katsura	2.5" dbh	460 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	2.5" dbh	490 ⁰⁰
TBD	Cercis Canadensis / Eastern Redbud	8' clump	410 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	2.5" dbh	490 ⁰⁰
TBD	Amelanchier arborea / Serviceberry	8' clump	440 ⁰⁰
TBD	Crataegus virdis / Green Hawthorne	2.5" dbh	460 ⁰⁰
TBD	Ginkgo biloba / Ginkgo	2.5" dbh	540 ⁰⁰
TBD	Hamamelis virginiana / American Witch Hazel	8' clump	340 ⁰⁰
TBD	Larix decidua / European Larch	8'	380 ⁰⁰
TBD	Malus 'Prairifire' / Prairie Fire Crabapple	8'	420 ⁰⁰
TBD	Malus sargentii / Sargent Crabapple	8'	330 ⁰⁰
TBD	Metasequoia glyptostroboides / Dawn Redwood	8'	330 ⁰⁰
TBD	Picea abies / Norway Spruce	8'	345 ⁰⁰
TBD	Picea glauca / White Spruce	8'	345 ⁰⁰
TBD	Picea omorika / Serbian Spruce	8'	345 ⁰⁰
TBD	Picea pungens / Blue Spruce	8'	345 ⁰⁰
TBD	Plantanus xacerifolia / London Plane	2.5"	335 ⁰⁰

AVAILABILITY SUBJECT TO PRIOR ORDERS

Village of Lincolnshire	Bid No. 2020-09	Tree Acquisition on Public/Private Properties
1 Olde Half Day Road, Lincolnshire, IL 60069	www.lincolnshireil.gov	P: 847-883-8600 F: 847-883-8608

TBD	Taxodium distichum / Bald Cypress	
TBD	Ulmus 'Accolade' / Accolade Elm	
TBD	Tsuga Canadensis / Eastern Hemlock	
TBD	Catalpa Speciosa / Northern Catalpa	
TBD	Aesculus Carnea "briotti" / Red Horse Chestnut	
TBD	Aesculus Flava / Yellow Buckeye	
TBD	Acer Miyabei / Miyabei Maple	
TBD	Acer Freemanji / "Autumn Blaze" "Marmo"	
TBD	Carpinus Betulus / European Hornbeam	
TBD	Thuja occidentalis "wintergreen"	
TBD	Cornas Mas / Cornelian Cherry	
TBD	Thuja Plicata / Western Red Cedar	
TBD	Ulmus "Accolade" Frontier, Triumph Vanguard	
TBD	Fagus sylvatica / European Beech	
TBD	Carya ovata / Shagbark Hickory	
TBD	Corylus Colurna / Turkish Hazel	
TBD	Quercus muehlenbergii / Chinkapin Oak	
TBD	Tilia Cordata / Littleleaf Linden	
TBD	Amelanchier x grandiflora / Serviceberry	

AVAILABILITY SUBJECT TO PRIOR ORDERS

CONTRACTOR'S CERTIFICATION

C.T. Sullivan, of St Aubin Nursery, Lp, Inc. Illinois, as part of its bid on a contract for _____ for the Village of Lincolnshire, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 5/33E-3 or 5/33E-4 of Article 33E of Chapter 720 of the Illinois Compiled Statutes, 1994.

St Aubin Nursery, Lp, Inc., having submitted a bid/proposal for **Tree Acquisition and Planting on Public/Private Properties** to the Village of Lincolnshire, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with Chapter 775 ILCS 5/2-105(A), 1994.

I, C.T. Sullivan duly authorized agent for St Aubin Nursery, Lp, Inc., having been first duly sworn depose and state as follows:

1. The above-named company is not delinquent in payment of any tax administered by the Illinois Department of Revenue. If it is:
2. a. It has previously filed the appropriate document contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate revenue Act; or
b. It has entered into an agreement with the Department of Revenue for payment of all its taxes due and is in compliance with that agreement.
3. **Patriot Act.** The aforementioned Contractor represents and warrants that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

By: C.T. Sullivan
 Signature
C.T. Sullivan
 Name, printed
 Authorized Agent of Contractor

Subscribed and sworn to before me this 23 day of September, 2020
Lori A. Kruger
 Notary Public
 SEAL



CONTRACTOR REFERENCES

Please list below four (4) references for which your firm has performed similar work for municipalities as identified in Bidder Qualifications.

Municipality: Village of Bloomingdale
Address: 3050 Glen Ellyn Rd
City, State, Zip Code: Bloomingdale, IL 60108
Contact Person/
Telephone Number: Jim Johnson 630-671-5800
Dates of Service/
Award Amount: 1993 - Present \$40,000 to \$90,000/yr.

Municipality: Village of Hoffman Estates
Address: 1900 Hassel Rd.
City, State, Zip Code: Hoffman Estates, IL 60169
Contact Person/Telephone
Number: Nick Lackowski 847-815-7613.
Dates of Service/
Award Amount: 1994 - Present \$30,000 - \$100,000/yr.

Agency: Village of Skokie
Address: 9050 Gross Point Rd.
City, State, Zip Code: Skokie, IL 60077
Contact Person/
Telephone Number: Cathy Stevens 847-933-8427
Dates of Service/
Award Amount: 1998 - Present \$15,000 to \$30,000/yr.

Agency: Village of Bensenville
Address: 12 South Center Street
City, State, Zip Code: Bensenville, IL 60106
Contact Person/
Telephone Number: Frank Palumbo 630-202-5444
Dates of Service/
Award Amount: 2013 - Present \$30,000 to \$50,000/y

GENERAL CONDITIONS & INSTRUCTIONS TO BIDDERS

- 1. Examination of Plans, Specifications and Site of Work:** The bidder shall carefully examine the site of the proposed work and the plans, specifications, and forms of proposal, and contract before submitting his bid for the work contemplated. The submission of a proposal shall be considered conclusive evidence that the bidder has investigated and is satisfied as to all conditions to be encountered in performing the work, and is fully informed as to the character, quality, quantities, and costs of work to be performed and materials to be furnished, and to the requirements of the Contract Documents. If this bid is accepted, the bidder will be responsible for all errors in the proposal resulting from failure or neglect to comply with these instructions, and for any anticipated profits resulting from such failure or neglect.
- 2. Preparation of Proposal:** The bidder shall submit the proposal on forms furnished by the Village. All writing shall be in ink or typewriter, except the signature of the bidder shall be handwritten with ink. A proposal made by an individual shall be signed by the bidder or a duly authorized agent. A proposal made by a partnership shall be signed by one partner or by a duly authorized agent thereof. A proposal made by a corporation shall be signed by an authorized officer or duly authorized agent of such corporation.
- 3. Bidder's Statement of Competency:** The bidder shall submit with the proposal a satisfactory statement of competency to perform the work contemplated in the form of a signed letter addressed to the Village. The bidder's statement of competency shall consist of a complete report of equipment, prior experience including the project names, locations, dates of completion, contact names with telephone numbers of at least three (3) similar projects completed within the last 24 months.
- 4. Delivery of Proposal:** The proposal shall be placed in a sealed envelope plainly marked to indicate the project name, its contents, and the bidder's name and address. Proposals shall be delivered prior to the time and at the place designated in the Notice to Contractors. When delivered by mail, the sealed proposal marked as specified above shall be enclosed in an additional envelope addressed to the Village and preferably sent by registered or certified mail. If the proposal is received after the opening of bids, it will be returned to the bidder unopened. The bidder is solely responsible for delivery of its proposal on time.
- 5. Opening of Proposals:** Proposals will be opened and read publicly at the time and place designated in the Notice to Contractors. The Village reserves the right to hold a closed bid opening with the recording being available per the instructions in the Notice to Bidders. The Village will not accept any unsolicited information regarding the proposals after the bid opening, but reserves the authority to request supplemental information meant to clarify any ambiguities in a proposal.
- 6. Rejection of Proposals:** The Village reserves the right to reject a bidder's proposal for any of the following causes:
 - 6.1 Developments or information discovered subsequent to the bid opening which in the Owner's opinion would reasonably be construed as affecting the competency or responsibility of the bidder.
 - 6.2 Conviction of a violation of State or Federal law, or rule or regulation of a State or Federal agency, relating to or reflecting on the competency of the bidder for performing the work contemplated.

- 6.3 More than one proposal for the same work from an individual, partnership, or corporation under the same or different names, or evidence of collusion among bidders.
- 6.4 Proposal contains omissions, erasures, alterations, unauthorized additions, conditional or alternate bids, or irregularities of any kind which tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.
- 6.5 Proposal form is other than furnished by the Village.
- 6.6 Proposal is not accompanied by a proper bidder's statement of competency.
- 6.7 Lack of qualifications as revealed by the bidder's statement of competency.
- 6.8 Uncompleted work which in the judgement of the Village might hinder or prevent the prompt completion of additional work if awarded.
- 6.9 The bidder's history of performance or nonperformance on prior projects for the Village.

7. Award of Contract

- 7.1 All bids will remain firm for 90 days after the bid opening. The Village reserves the right to reject any or all bids or to accept any bid, which in the Village's judgment, will be in the best interest of the public or to waive any informalities in bidding. In determining the lowest responsive and responsible bidder, the Village further reserves the right to combine or separate or delete any section of work or alternates or items in the bid if it is in the best interest of the Village. Only bids in compliance with the provisions of the contract documents will be considered. No bids shall be withdrawn after the opening of the bids for a period of 90 days after the bid date opening
- 7.2 Upon awarding of this contract the successful bidder shall provide to the Village a payment and performance bond equal to 110% of the contract amount. The performance bond shall be valid for not less than three years from the date of awarding of this contract.

8. Insurance Requirements: The Contractor shall secure and maintain such insurance from an insurance company authorized to write commercial general liability insurance in the State of Illinois to protect against claims for bodily injury, death, or property damage which may arise from the project. The insurance policy shall name the Village as an additional insured, and Contractor shall submit a certificate of insurance or certified copy of the insurance policy with the Village. The insurance shall cover the following:

- 1. Workmen's Compensation and Employer's Liability Insurance shall be secured and maintained as required by the State of Illinois Revised Statutes.
- 2. General liability Insurance including general aggregate coverage, products aggregate coverage, personal and advertising injury, and each occurrence; a minimum limit two million dollars (\$2,000,000.00) for each item.
- 3. Automobile and truck public liability including bodily injury (per person), bodily injury (per accident) and property damage; a minimum combined single limit of two million dollars (\$2,000,000.00).
- 4. Excess liability umbrella coverage of two million dollars (\$2,000,000.00) for each occurrence and two million dollars (\$2,000,000.00) in aggregate.

9. Failure to Execute Contract: Failure on the part of the successful bidder to execute a contract within 15 days after the date the contract was mailed or otherwise delivered, will be just cause for annulment of the award. If the Village fails to execute the contract agreement within a reasonable time, not to exceed 90 days after receiving the executed contract agreement from the successful bidder, the Contractor shall have the right to withdraw his proposal.

10. Indemnification

10.1 To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Village and its officers, agents, and employees from and against claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to party or person described in this Paragraph 10. The Contractor shall further indemnify, defend, and hold harmless the Village and its officers, agents, and employees from and against any claims, damages, losses, and expenses, including but not limited to attorneys' fees, resulting from Contractor's breach of the Contract.

10.2 In claims against any person or entity indemnified under this paragraph by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation or amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workman's compensation acts, disability benefit acts or other employee benefit acts.

11. Tax Exempt: The Village of Lincolnshire is a tax exempt body. All purchases of materials subject to a sales or use tax shall be coordinated with the Village in order to claim this tax exempt status.

12. Delays and Extensions of Time: If the Contractor is delayed at any time in progress of the work by an act or neglect of the Village, or of a separate contractor employed by the Village, or of an employee of either, or by changes ordered in the work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, or other causes beyond the Contractor's control, or by delay authorized by the Village, at its sole discretion, pending arbitration, or by other causes which the Village, at its sole discretion, determines may justify delay, then the contract time shall be extended by change order for such reasonable time as the Village may determine at its sole discretion.

13. Payment and Holdback: The Village approves invoices on the second and fourth Mondays of each month. All invoices must be submitted for payment one week prior to each board meeting which generally fall on the second and fourth Mondays of each month. Invoices will be submitted for approval by the Village Board at each respective board meeting and payment will be made the following business day once approved. Invoices should be submitted to the following individual for payment:

Tim Baynon-Forestry/Parks Foreman
One Olde Half Day Road
Lincolnshire, IL 60069

Village of Lincolnshire		Bid No. 2020-09		Tree Acquisition on Public/Private Properties
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

14. Subcontractor: If contractor proposes to perform contract with Subcontractor(s), then all qualifications, insurance requirements, and other applicable terms and conditions shall apply to each and every Sub-contractor. The proposal shall include such documentation for each Subcontractor. Prior to any work being performed by the Subcontractor, the Contractor shall submit all the necessary information to the Village regarding Subcontractor including company name, company address, certificate of insurance, licenses, years in business, bid certification, name of project, and contact person. The Village, at its sole discretion, may require additional insurance, bonds, or deposits to assure faithful performance.

15. Clean Up: The Contractor shall at all times keep the premises free from accumulation of waste materials and rubbish caused by the work. Tools, equipment, and surplus materials shall be removed upon completion of the work.

If the Contractor fails to clean up as provided in the Contract Documents, the Village may do so and the cost thereof shall be charged to the Contractor or subtracted from any holdback amount.

16. Final Acceptance

16.1 Preliminary Procedures: before requesting final payment, complete the following:

16.1.1 List any exceptions in the request for final payment.

16.1.2 Submit an updated final statement, accounting for final additional changes to the Contract.

16.1.3 Submit the notice of final acceptance from the Village along with all other documentation.

16.1.4 Submit a final lien waiver and contractor sworn statement from the Contractor, all Subcontractors, and materialmen.

16.2 Inspection/Re-inspection Procedure: the Village will inspect or re-inspect the work upon receipt of notice that the work, including inspection list items from any earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Village. Upon completion of inspection or re-inspection, the Village will prepare a notice of final acceptance, or advise the Contractor of work that is incomplete or obligations that have not been fulfilled but are required for final acceptance.

17. Warranty: The Contractor shall guarantee that the materials, merchandise and workmanship incorporated into the work are of the highest quality in every respect and that it will make good any defects in materials or workmanship which may develop within one year from the date of final acceptance, at no cost to the Village.

Contractor shall assign to the Village, to the fullest extent permitted by law, all warranties provided by original equipment manufacturers for materials incorporated into the work or provided in the performance of the Contract.

If defects appear due to faulty workmanship or materials within the warranted period, the Contractor will upon receipt of notice thereof repair or replace same without charge to the Village. All non-

warranty services furnished by the Contractor after installation and acceptance will be provided by the Contractor at the prevailing rate of wages for the trade required. The Contractor will provide such service through its own mechanics and Subcontractors and shall charge only the effective rate. Replacement merchandise and parts other than those furnished under warranty shall be provided at the same rates as the basic products sold under these General Conditions.

In the case of any work performed in correcting defects pursuant to the guarantees provided for by the Contractor, the guarantee period shall begin anew from the date of the notice of acceptance of the repair work.

The forgoing remedies shall not deprive the Village of any action, right, or remedy otherwise available for breach of any of the provisions of the Contract Documents by the Contractor and the periods referred to above and shall not be construed as a limitation on the time in which the Village may pursue other action, right, or remedy.

TREE ACQUISITION AND PLANTING PLANS AND SPECIFICATIONS

1. **Tree Specifications.** All trees provided by the Contractor under this RFP shall conform to the American Standard for Nursery Stock as approved by the American National Standards Institute, Inc., issued as ANSI Z60.1- 2004, and all amendments thereof and shall come from Illinois Department of Agriculture Certified Nurseries.

2. **Shape, Size, and Propagation Procedures.** All trees provided by the Contractor under this RFP shall be propagated by commonly accepted methods (e.g. fruit and seed germination, budding, cutting, and grafting) for the given tree species and cultivar. The Village must approve any alternative propagation method the Contractor proposes to utilize in writing prior to the Contractor utilizing it. All trees provided by the Contractor under this RFP shall be grown to the size specified in this RFP at a nursery in northern Illinois unless otherwise approved in writing by the Village. All trees provided by the Contractor under this RFP shall be straight, healthy, uniformly shaped, typical representatives of their normal species and varieties, and have terminal buds in place. Each shade tree provided by the Contractor under this RFP shall have a recognizable and definable central leader throughout its entire head, shall have typical branch growth in all quadrants of its crown, and shall not have been pruned excessively. All ornamental trees provided by the Contractor under this RFP shall have full branching in all of their quadrants. All trees provided by the Contractor under this RFP shall be freshly dug, shall have healthy and well-developed root systems, and shall be free of insect pests, plant diseases, sun scald, frost crack, fresh abrasions, and other injuries/maladies.

All trees provided by the Contractor under this RFP shall be true to their name and their nomenclature shall conform to that accepted in the nursery trade. All trees provided by the Contractor under this RFP shall meet the specifications for minimum shapes and heights provided in the species specifications attached to this RFP as **Appendix A**.

The Village may inspect the trees to be provided to it by the Contractor under this RFP at the trees' point of origin to ensure that they adhere to this RFP's specifications. The Village may opt to select specific trees to be provided to it by the Contractor under this RFP at the trees' point of origin, performing this selection within two (2) weeks of placing an order with the Contractor.

Due to soil conditions in the urbanized sections of northern Illinois, the Village shall not accept from the Contractor trees grown in very sandy soils.

3. **Digging of Plant Materials and Ball Characteristics.** All trees provided by the Contractor under this RFP shall have root balls that are burlapped, with a tree's root flare at the top of its root ball—if necessary, the Contractor shall remove surface soil from the top of a tree's roots to obtain such a condition before preparing its root ball. The Contractor shall prepare root balls in a workmanlike manner, ensuring that they are firmly bound. The Contractor shall ensure that the diameter of all root balls conforms to ANSI Z60.1-2004—the Contractor shall obtain approval from the Village before preparing any root ball that does not conform to this standard. The Contractor shall utilize only degradable burlap, twine, etc. in preparing root balls. The Village shall not accept trees with root balls containing materials such as treated burlap, treated sisal, or plastic twine.

All trees provided by the Contractor under this RFP shall be dug for either spring or fall planting depending on the season recommended for their given species as published in Manual of Woody Landscape Plants by Michael A. Dirr or the Morton Arboretum's Selecting and Planting Trees or Street Tree Fact Sheets. The Contractor shall dig trees to be provided under this RFP only after receiving an order from the Village, digging only the quantity of trees ordered for the current planting season (either spring or fall). All trees provided by the Contractor under this RFP shall be dug by hand—the Contractor may dig trees with a mechanical device if the Contractor receives prior approval by the Village. All trees dug more than twenty-four (24) hours prior to delivery shall be kept moist and under appropriate conditions until they are placed on a truck for delivery.

Subject to the approval of the Village, the Contractor may provide the Village trees for a fall planting that the Contractor dug or grew in a container during the previous spring season—this to allow the Village more species variety for fall plantings. All such pre-dug trees shall have survived the summer season in good condition with their root ball firmly intact.

- 4. Tree Supply Source and Transportation.** All trees provided by the Contractor under this RFP shall be grown within an eighty-five (85) mile radius of the Village. The Contractor shall provide the Village a list of all of the nurseries where the trees to be provided under this RFP will be grown.

The Contractor shall schedule and coordinate delivery of each tree order placed by the Village to ensure that all of the trees delivered are planted on the day they are delivered.

All trees provided by the Contractor under this RFP shall be covered during transport to reduce water loss through transpiration.

While delivering and handling the trees it provides under this RFP, the Contractor shall exercise great care not to damage them. If while the Contractor is delivering or handling a tree, its roots become dried out, one of its large branches is broken, its root ball is broken or loosened, or areas of its bark are torn, the Village shall not accept it, and the Contractor will provide a replacement tree to the Village at no additional charge. The Contractor shall prune only minor branches on the trees that are damaged during transit or handling.

- 5. Tree Planting Locations and JULIE Locates.** 30 days prior to the Contractor's scheduled planting date(s) for the Village, the Village shall mark or stake its tree planting locations in the field and provide the Contractor a list of the tree planting locations that specifies which type of tree the Contractor shall plant at each location. The Contractor shall have the JULIE service locate utilities at each planting location prior to conducting any digging at them.

- 6. Tree Planting Procedures.** All trees provided by the Contractor under this RFP shall be planted per the following specifications:

The Village shall provide the Contractor with a list of all of the locations at which the Contractor will plant trees. The Contractor shall plant all of the trees to be provided under this RFP at the locations specified by the Village, hand digging all of the holes in which the trees will be planted. If the Contractor believes that field conditions warrant a modification to a specific planting location, the Contractor shall contact the Village requesting direction for a new location.

For all of the trees to be provided under this RFP, the Contractor shall dig each planting hole at least twenty (20) inches larger in horizontal diameter than the widest part of the tree's root ball to be

inserted into it and to a depth that will situate the tree's root collar at ground level. The Contractor shall dig the sides of each planting hole so that they slope inward. The Contractor shall leave the material produced from digging a planting hole immediately adjacent to the hole. The Contractor shall not dig a planting hole more than twenty-four (24) hours before the Contractor is scheduled to plant a tree in it. After digging a planting hole, the Contractor shall barricade the hole and the material produced from digging it until the Contractor has completed planting a tree in it—the contractor may remove the barricades from the planting hole and adjacent material only when the Contractor is in the process of actually planting a tree in the hole.

The Contractor shall leave the burlap and twine of a tree's root ball significantly intact when planting it, simply peeling back the burlap and twine near the tree's trunk to expose the dirt on the top of the ball, unless directed to do otherwise by the Village. All metal baskets and any other non-degradable material shall be completely removed from the root ball prior to planting.

The Contractor shall place a tree's root ball in a planting hole and firmly fill around it with material taken from the hole, leaving a water retention saucer (or "tree basin") that is one inch deep. The Contractor shall remove any excess material from a planting hole immediately after the hole has been filled. The Contractor is responsible for disposal of all excess material. The Contractor shall not use this excess material to fill any other hole.

The Contractor shall plant all trees provided under this RFP firmly so that they do not require staking. If a tree provided under this RFP begins to lean within forty-five (45) days of the Contractor planting it due to shifting in the tree's root ball planting hole (and not as a result of excessive wind or storms), the Contractor shall straighten the tree.

The Contractor shall water each tree provided under this RFP within two hours of planting it, dousing its root base with approximately seven to ten gallons of water. The Contractor may obtain water from the Village, under the supervision of the Village Arborist without charge.

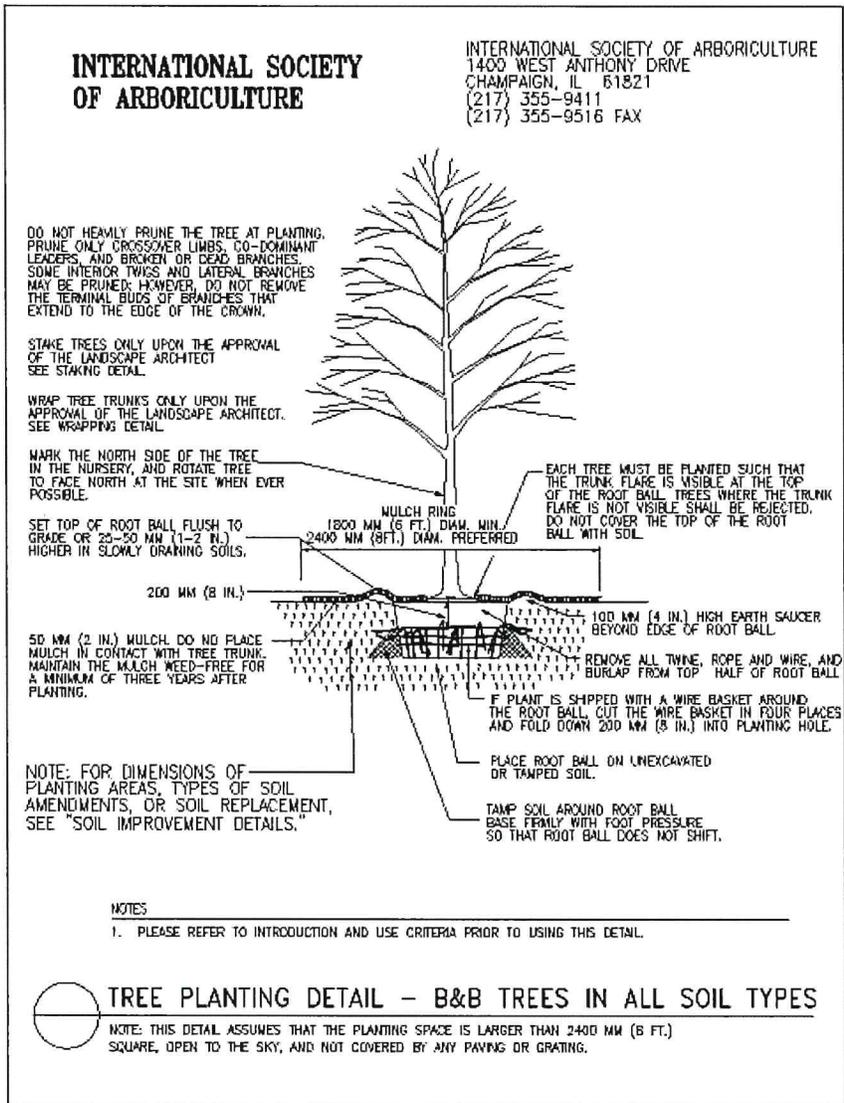
The Contractor shall mulch (i.e., pile wood chips) on the surface of the ground around the base of each tree provided under this RFP. The Contractor shall pile the mulch for a tree provided under this RFP to a depth of four (4) inches and a horizontal radius extending from the base of the tree to a point beyond the circumference of the area disturbed by the Contractor's digging. The Contractor shall not place mulch immediately against the trunk of the tree. The Contractor shall mulch a tree provided under this RFP within four (4) days of planting it.

7. **Quantities.** The Village shall issue a purchase order (or purchase orders) to the Contractor for the trees that the Village wishes to purchase under this RFP. The Village estimates that the quantity of trees to be planted in 2021 will be approximately one hundred (100) trees. It is believed the subsequent years will require similar numbers of trees.
8. **Completion Requirements.** The Contractor shall dig trees ordered by the Village Municipality for the spring planting season between March 15 and May 15 and shall dig trees ordered by the Village for the fall planting season between October 1 and November 1. The Contractor may dig trees outside of these dates if it receives approval by the Village.
9. **Warranty.** The Contractor shall provide a one-year warranty on all trees planted under this contract. The Village shall review the planted trees, prior to the one year anniversary to determine if the tree has died or is of sufficient state of decline not to survive. The Village shall notify the Contractor of the species and locations for replacements. Replacements shall

be made during the season they were planted of the subsequent year. Replacement planting shall comply with all of the provisions stated in this document.

10. **Inspections.** Representatives of the Village shall have the right to inspect all trees, materials, services, etc. rendered by the Contractor under this RFP. If the Village finds any tree, material, service or other like thing provided by the Contractor unacceptable because it does not comply with this RFP's requirements, the Contractor shall replace it at no additional charge to the Village.
11. **Discrepancies:** Any discrepancies between the drawings, plans and specifications shall be subject to interpretation by the Village, in its sole discretion. The Contractor shall immediately, upon finding any discrepancy, request an interpretation from the Village. The Village shall provide a written clarification within five (5) working days or the Contractor shall use his best judgment.

FOLLOWING IS A TREE PLANTING DETAIL:



PROTECTED BY COPYRIGHT - 145-001 11/20/03

www.caddetails.com

**APPENDIX "A" – TREE LIST
SIGNIFICANT TREES OF LINCOLNSHIRE**

<u>Common Name</u>	<u>Scientific Name</u>
Black Maple	<i>Acer nigrum</i>
Red Maple	<i>Acer rubrum</i>
Sugar Maple	<i>Acer saccharum</i>
Ohio Buckeye	<i>Aesculus glabra</i>
Common Horsechestnut	<i>Aesculus hippocastanum</i>
Red Buckeye	<i>Aesculus pavia</i>
River Birch	<i>Betula nigra</i>
American Hornbeam	<i>Carpinus caroliniana</i>
Bitternut Hickory	<i>Carya cordiformis</i>
Shagbark Hickory	<i>Carya ovata</i>
Hackberry	<i>Celtis occidentalis</i>
Yellowwood	<i>Cladrastis kentukea</i>
American Beech	<i>Fagus grandifolia</i>
Thornless Honeylocust	<i>Gleditsia triacanthos</i>
Kentucky Coffeetree	<i>Gymnocladus dioica</i>
Butternut	<i>Juglans cenera</i>
Black Walnut	<i>Juglans nigra</i>
Sweetgum	<i>Liquidambar styraciflua</i>
Tulip Tree	<i>Liriodendron tulipifera</i>
Black Tupelo	<i>Nyssa sylvatica</i>
American Hophornbeam	<i>Ostrya virginiana</i>
White Oak	<i>Quercus alba</i>
Swamp White Oak	<i>Quercus bicolor</i>
Scarlet Oak	<i>Quercus coccinea</i>
Hill's Oak	<i>Quercus ellipsoidalis</i>
Shingle Oak	<i>Quercus imbricaria</i>
Bur Oak	<i>Quercus macrocarpa</i>
Chinkapin Oak	<i>Quercus muehlenbergii</i>
Chestnut Oak	<i>Quercus prinus</i>
Red Oak	<i>Quercus rubra</i>
Schumard Oak	<i>Quercus shumardii</i>
Black Oak	<i>Quercus velutina</i>
Linden	<i>Tilia americana</i>

Other species that the Village deems acceptable for this area consistent with appropriate Arborist standards. (Amd. Ord. 95-1595-57, eff. 9/14/98)(Amd. Ord. 02-1803-13, eff. 5/13/02)(Amd. Ord. 11-3194-16, eff. 3/14/11)

Tree Acquisition on Public/Private Properties

CONTRACT

THIS AGREEMENT made this _____, by and between the Village of Lincolnshire, County of Lake, State of Illinois, hereinafter called the "Village" _____, of _____ hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Contractor will furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the **Tree Acquisition and Planting on Public/Private Properties**, in accordance with the conditions and prices stated in the Proposal, Notice to Contractors, Instructions to Bidders, Plans and Specifications, and Schedule of Unit Prices all of which are made a part hereof and herein called "Contract Documents."

2. All terms, conditions, representations, specifications, promises, and undertakings contained in the Bidders Proposal, the Instructions to Bidders, Specifications for **Tree Acquisition and Planting on Public/Private Properties** and Supplemental Special Provisions of this contract, form part and partial this contract as if they were fully set forth herein.

3. The owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

4. This agreement is binding upon the parties hereto and their respective heirs, executors, administrators, successors or assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the day and year first above written.

Attest:

Village of Lincolnshire:

By _____
Signature
Barbara Mastandrea, Village Clerk

By _____
Signature
Elizabeth J. Brandt, Mayor

Attest:

(Contractor)

Signature

Printed Name and Title

Signature

Printed Name and Title

Species	Size	St. Aubin Nursery Kirkland, IL		
		2021	2022	2023
Acer griseum	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Acer nigrum	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Acer rubrum	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Acer saccharum	2.5" dbh	\$ 525.00	\$ 550.00	\$ 575.00
Aesculus glabra	2.5" dbh	\$ 400.00	\$ 425.00	\$ 450.00
Aesculus hippocast	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Aesculus pavia	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Betula nigra	8' clump	\$ 340.00	\$ 365.00	\$ 390.00
Carpinus carolinian	2.5" dbh	\$ 340.00	\$ 465.00	\$ 490.00
Carpinus carolinian	8' clump	\$ 440.00	\$ 465.00	\$ 490.00
Carya cordiformis	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Carya ovata	2.5" dbh	\$ 440.00	\$ 465.00	\$ 575.00
Celtis occidentalis	2.5" dbh	\$ 440.00	\$ 550.00	\$ 490.00
Cladrastis kentuke	2.5" dbh	\$ 525.00	\$ 465.00	\$ 490.00
Fagus grandifolia	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Gleditsia triacantho	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Gymnocladus dioica	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Juglans cenera	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Liquidambar styrac	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Liriodendron tulipif	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Nyssa sylvatica	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Ostrya virginiana	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Ostrya virginiana	8' clump	\$ 440.00	\$ 465.00	\$ 490.00
Quercus alba	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Quercus bicolor	2.5" dbh	\$ 440.00	\$ 465.00	\$ 560.00
Quercus macrocarpa	2.5" dbh	\$ 510.00	\$ 535.00	\$ 560.00
Quercus rubra	2.5" dbh	\$ 510.00	\$ 465.00	\$ 490.00
Tilia Americana	2.5" dbh	\$ 440.00	\$ 465.00	\$ 490.00
Cercidiphyllum japon	2.5" dbh	\$ 440.00	\$ 435.00	\$ 460.00
Cercis Canadensis	2.5" dbh	\$ 410.00	\$ 165.00	\$ 490.00
Cercis Canadensis	8' clump	\$ 440.00	\$ 385.00	\$ 41.00
Amelanchier alabamica	2.5" dbh	\$ 360.00	\$ 465.00	\$ 490.00
Amelanchier alabamica	8' clump	\$ 440.00	\$ 385.00	\$ 440.00
Crataegus viridis	2.5" dbh	\$ 390.00	\$ 465.00	\$ 460.00
Ginkgo biloba	2.5" dbh	\$ 490.00	\$ 415.00	\$ 540.00
Hamamelis virginiana	8' clump	\$ 370.00	\$ 435.00	\$ 340.00
Larix decidua	8'	\$ 410.00	\$ 515.00	\$ 380.00
Malus 'Prairifire'	8'	\$ 490.00	\$ 330.00	\$ 420.00
Malus sargentii	8'	\$ 310.00	\$ 380.00	\$ 330.00
Metasequoia glyptoc	8'	\$ 370.00	\$ 400.00	\$ 330.00
Picea abies	8'	\$ 400.00	\$ 330.00	\$ 345.00
Picea glauca	8'	\$ 330.00	\$ 330.00	\$ 345.00
Picea omorika	8'	\$ 330.00	\$ 335.00	\$ 345.00
Picea pungens	8'	\$ 325.00	\$ 335.00	\$ 345.00
Plantanus xacerifol	2.5"	\$ 325.00	\$ 335.00	\$ 335.00
Taxodium distichum	8'	\$ 325.00	\$ 335.00	\$ 345.00
Ulmus 'Accolade'	2.5"	\$ 325.00	\$ 335.00	\$ 320.00
Tsuga Canadensis	8'	\$ 300.00	\$ 310.00	\$ 320.00
Catalpa Speciosa	2.5"	\$ 375.00	\$ 375.00	\$ 385.00
Aesculus x Carnea	2.5"	\$ 325.00	\$ 335.00	\$ 345.00
Aesculus Flava	2.5"	\$ 345.00	\$ 345.00	\$ 350.00
Acer Miyabei	2.5"	\$ 300.00	\$ 300.00	\$ 320.00
Acer Freemanji 'A	2.5"	\$ 330.00	\$ 340.00	\$ 350.00
Catalpa Speciosa	2.5"	\$ 300.00	\$ 300.00	\$ 310.00
Carpinus Betulus	2.5"	\$ 310.00	\$ 310.00	\$ 310.00
Thuja occidentalis	8'	\$ 285.00	\$ 285.00	\$ 285.00
Cornus Mas	2.5"	\$ 300.00	\$ 300.00	\$ 310.00
Thuja Plicata	8'	\$ 250.00	\$ 265.00	\$ 285.00
Ulmus 'Accolade' F	2.5"	\$ 300.00	\$ 310.00	\$ 320.00
Fagus sylvatica	2.5"	\$ 300.00	\$ 305.00	\$ 315.00
Carya ovata	2.5"	\$ 695.00	\$ 695.00	\$ 695.00
Corylus Columna	2.5"	\$ 300.00	\$ 300.00	\$ 310.00
Quercus muehlenberg	2.5"	\$ 300.00	\$ 310.00	\$ 325.00
Tilia Cordata	2.5"	\$ 325.00	\$ 330.00	\$ 325.00
Amelanchier x grand	2.5"	\$ 325.00	\$ 335.00	\$ 335.00

TECZA Landscape Group
12N442 Switzer Rd
Elgin, IL 60123
847-742-3320

Arthur Weiler, Inc.
12247 W. Russell Rd.
Zion, IL 60123
847-746-2393

Hawthorn Gardens
24481 N. Old McHenry Rd.
Hawthorn Woods, IL 60047
847-726-0627

Lundstrom's Nursery
1487 W. Hintz Rd.
Wheeling, IL 60090
847-259-8898

Fasel & Sons Garden Center
10841 S. Cicero Ave.
Oak Lawn, IL 60453
708-422-5335

Breezy Hill Nursery Poplar Grove
21283 IL-76
Poplar Grove, IL 61065
815-737-8758

Beeson McHenry County Nursery
8216 White oaks Rd
Harvard, IL 60033
815-943-8733

Clavey's Nursery Inc.
6223 Alden Rd.
Harvard, IL 60033
815-943-7778

J. Hill Nursery
16111 IL 176
Union, IL 60180
815-923-2141

Fox Ridge Nursery
23513 Streit Rd
Huntley, IL 60033
815-943-1111

Green Glen Nursery, Inc.
24900 Cherry Hill Rd
Elwood, IL 60421
815-723-1140

Johnson's Nursery
W. 180 N. 6275 Marcy Rd.
Menomonee Falls, WI 53051
262-252-4988

Kaknes Landscape Supply
31W545 Diehl Rd.
Naperville, IL 60563
630-416-9999

Kankakee Nursery
4481 S 3250E Rd
St Anne, IL 60964
815-937-9358

King Nursery
6128 E. Sandwich Rd
Big Rock, IL 60511
630-554-1171

Majestic Oaks Nursery
8714 Richardson Rd.
Spring Grove, IL 60081
815-675-6240

McHenry County Nursery
8501 White Oaks Rd.
Harvard, IL 60033
815-943-8733

McKay Nursery Co.
750 S. Monroe St.
Waterloo, WI 53594
920-478-2121

Paul Swantz Nursery
30728 93rd Street
Burlington, WI 53105
262-889-4301

Redbud Garden Center
3460 Dundee Rd
Northbrook, IL 60062
847-272-1209

Schroeder's Nursery
23379 W. Route 60
Grayslake, IL 60030
847-546-9444

St. Aubin Nursery
35445 Irene Rd
Kirkland, IL 60146
815-522-3535

Wandell's Nursery, Inc.
1898 County Rd 1700 N.
Urbana, IL 61802
217-469-2170

Wilson Nurseries and Landscape Supply
44W148 IL-72
Hampshire, IL 60140
847-683-3700



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole – October 13, 2020
Subject:	Contract for Dead, Emergency and Hazardous Tree Removal Services
Action Requested	Consideration of Awarding a Contract with the Lowest Responsible Bidder, Clean-Cut Tree Service of Grayslake, Illinois for Dead, Emergency, and Hazardous Tree Removal Services
Prepared By:	Bradford H. Woodbury – Public Works Director
Staff Recommendation:	Consideration and approval
Budgeted Amount:	\$50,000.00
Actual Amount:	\$50,000.00
Level of Service Impact:	Approval will allow the Village to Procure a Contract for Removal of Dead and Hazardous Trees
Meeting History:	N/A
Tentative Meeting Schedule:	<u>October 13, COW</u> <u>October 26, Village Board</u>
Reports / Documents Attached:	1) Clean Cut Tre Service Bid 2) September 28, 2020 - Bid Tabulation Report 3) List of companies who received bid information

Request Summary

Approval of professional service agreement with Clean-Cut Tree Service of Grayslake, Illinois for Dead, Emergency, and Hazardous Tree Removal services.

Project Description

On September 28, 2020, Village Staff opened bids for contractual Dead, Emergency, and Hazardous Tree Removal services for 2021, with renewal options for 2022 and 2023. Two contractors responded to the bid solicitation request. The low bidder was difficult to determine due to the fact that both contractors were less expsnrive in some areas and more expensive in others. In total Trees R Us of Wauconda, Illinois was marginally cheaper when compared to totaling all of the category sub-totals included in the bid. However, staff recommends awarding the contract to Clean Cut Tree Service of Grayslake, Illinois as they have a stellar reputation with regards to communication and customer service as compared to staff’s previous experience with Trees R Us. This contract was last bid out in 2017 and is competitively bid every three years.

Budget Impact

The proposed fiscal year 2021 Operating Budget includes \$50,000.00 for dead, emergency and hazardous tree removal services. Clean Cut Tree Service’s bid contains increase of 7% as compared to the final year of the existing contract in 2020.



Level of Service Impact

Staff checked the references, and Clean Cut Tree Service has performed work in the Park District of Highland Park, Lake County Forest Preserve, and the Rockford Park District for the past several years and has received favorable reviews.

Approval Process

An initial review by the Committee of the Whole on October 13, 2020, with a recommendation to be placed on the Consent Agenda for final approval on October 26, 2020.

Staff Recommendation / Next Steps

Staff recommends approval of a contract for Dead, Emergency and Hazardous Tree Removal services. with Clean-Cut Tree Service of Grayslake, Illinois in an amount not to exceed \$50,000.00 annually.

**VILLAGE OF LINCOLNSHIRE
NOTICE TO BIDDERS**

DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES

The Village of Lincolnshire will receive sealed bids until 10:30 a.m. local time on, September 28, 2020, at the Lincolnshire Village Hall, located at One Olde Half Day Road, Lincolnshire, Illinois 60069-3035, at which time and place the bids will be publicly opened.

The proposed project consists of removal of dead and/or hazardous trees and emergency tree removal services in the Village of Lincolnshire.

All Contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570).

Electronic copies of the proposal specifications are available by contacting Marc Facchini-Management Analyst at 847.913.2356 or mfacchini@lincolnshireil.gov. Information can also be found on the Village website at: <http://www.lincolnshireil.gov/i-want-to/find/bid-information>

The Village of Lincolnshire reserves the right to accept or reject any and all proposals and to waive technicalities and to accept the proposal which best meets the needs and requirements of the Village.

Village of Lincolnshire

Bradford H. Woodbury
Public Works Director

VILLAGE OF LINCOLNSHIRE

Proposal for Bid No. 2020-10

DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES

TO: Mayor and Board of Trustees
Village of Lincolnshire
1 Olde Half Day Road
Lincolnshire, Illinois 60069

FROM: Clean Cut Tree Service, Inc
Company
31064 N IL Route 83,
Address
Grayslake, IL 60030
City State Zip
(847) 265-0000
Telephone

Dear Mayor and Trustees:

We, the undersigned, hereby propose to furnish all labor, materials, tools, and services required to conduct the **DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES** for the Village of Lincolnshire, Illinois ("Village") in accordance with the Plans and Specifications, Notice to Bidders, Instructions to Bidders, and forms of Contract and bid bond included in the bid specifications distributed for **DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES** (collectively, the "**Contract Documents**").

The undersigned declares that we have examined said Contract Documents and acknowledges that the same are accurate and complete and are approved by the undersigned.

The undersigned agrees that the contract shall be for a one year period, but shall provide that it can be extended, on an annual basis, at the option of the Village of Lincolnshire in its sole and absolute discretion, for up to two additional years, on the terms in the bid document submitted in response to the request for proposal.

The undersigned agrees to commence work not later than 10 calendar days after the notice to proceed from the Village, and to complete the project within the time frame specified in the Contract Documents.

The Contractor understands that a contract to purchase products and/or work shall be based upon the terms of the Contract Documents upon acceptance of Contractor's proposal by the Village, and that the Village will not execute any form of contract submitted by the Contractor. The Village expressly rejects any form of contract submitted by the Contractor, and that by submitting a bid the Contractor has agreed

Village of Lincolnshire		Bid No. 2020-03		Dead/Hazardous/Emergency Tree Removal
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

that any such form is expressly superseded by the Contract Documents. No substitutes will be permitted unless specified by the Contractor in the proposal and approved by the Village.

The undersigned submits the following Schedule of Unit Prices for the work to be performed as shown on the Plans and Specifications, and agrees that the items of work not specifically mentioned in the Schedule which are necessary and required to complete the work intended shall be done incidental to and as part of the items of work for which a unit price is given, and understands that no additional payment will be made for such incidental work.

The undersigned has received and considered in this proposal the following:

Addendum # _____
Addendum # _____
Addendum # _____

If no addenda were received, mark not applicable.

The undersigned agrees to submit a payment and performance bond equal to 110% of the value of the contract amount at the time of execution of the contract with the successful bidder.

The prices stated in this proposal are guaranteed for 90 days from the date hereof, and if awarded the work within that period, we agree to complete the work covered by this proposal at said prices.

Dated this 24th day of September 2020.

Respectfully submitted,

Clean Cut Tree Service, Inc
Company
[Signature]
President
Title
Kelly & Kelly

**PREVAILING WAGE ACT
NOTIFICATION TO CONTRACTORS**

Pursuant to P.A. 96-0437, effective January 1, 2010, a public body that fails to provide written notice to its public works contractors that a project is subject to Illinois prevailing wage requirements is, itself, liable for interest, penalties, and fines as stated under Section 4(a-3) of the Act. Failure by the public body to provide written notice does not relieve the contractor of the duty to comply with the prevailing wage rate, nor of the obligation to pay any back wages, to the extent applicable under the Act. This notice is being provided for the mutual benefit of you and the Village.

This contract may call for the performance or delivery of a "public work" within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). P.A. 96-0437 requires contractors and subcontractors, to the extent that the Act applies, to pay laborers, workers, and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. Related to the Act, the Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1, et seq., requires contractors and subcontractors performing services on public works to have in place a written substance abuse program, which meets or exceeds the program requirements in this Act, on file with the Village.

As the prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website, the revised prevailing rate of wages shall apply to this contract and the cost therefore shall be borne solely by the contractor. The most current prevailing rate of wages can be found here:

<https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>

To the extent that the Act applies, all contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice, and record keeping and submittal duties, including the Substance Abuse Prevention on Public Works Act. If the contractor determines that the Act does not apply to it, contractor shall, in lieu of certified payrolls, submit a letter stating that the Act does not apply to it and set forth the reasons therefore.

SCHEDULE OF UNIT PRICES

Year One, 2021

Estimated Quantity	Size Class (dbh)	Unit Cost Per Inch to Remove	Unit Cost Per Inch to Stump	Unit Cost Per Inch to Restore
To Be Determined	0" - 6"	5	3	6
To Be Determined	6.1" - 12"	8	3	6
To Be Determined	12.1" - 24"	15	5	8
To Be Determined	24.1" - 36"	28	5	8
To Be Determined	36.1" +	32	5	8

Dated this 24th day of September, 2020.

Respectfully submitted,

Clean Cut Tree Service, Inc. _____

Company

By: _____

President _____

Title _____

SCHEDULE OF UNIT PRICES

Year Two, 2022

Estimated Quantity	Size Class (dbh)	Unit Cost Per Inch to Remove	Unit Cost Per Inch to Stump	Unit Cost Per Inch to Restore
To Be Determined	0" - 6"	5	3	6
To Be Determined	6.1" - 12"	8	3	6
To Be Determined	12.1" - 24"	16	5	8
To Be Determined	24.1" - 36"	28	5	8
To Be Determined	36.1" +	32	5	8

Dated this 24th day of September, 2020.

Respectfully submitted,

Clean Cut Tree Service, Inc

Company

By: _____

President

Title

SCHEDULE OF UNIT PRICES

Year Three, 2023

Estimated Quantity	Size Class (dbh)	Unit Cost Per Inch to Remove	Unit Cost Per Inch to Stump	Unit Cost Per Inch to Restore
To Be Determined	0" - 6"	6	3	6
To Be Determined	6.1" - 12"	9	3	6
To Be Determined	12.1" - 24"	18	5	9
To Be Determined	24.1" - 36"	29	5	9
To Be Determined	36.1" +	35	5	9

Dated this 24th day of September, 2020.

Respectfully submitted,

Clean Cut Tree Service, Inc

Company

By: _____

President

Title

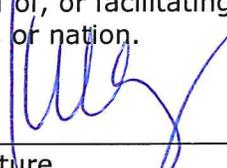
CONTRACTOR'S CERTIFICATION

Kelly E. Kelly, of Clean Cut Tree Service, Inc, Illinois, as part of its bid on a contract for Dead, Hazardous, Emergency Tree Removal Services for the Village of Lincolnshire, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 5/33E-3 or 5/33E-4 of Article 33E of Chapter 720 of the Illinois Compiled Statutes, 1994.

Clean Cut Tree Service, Inc, having submitted a bid/proposal for **DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES** to the Village of Lincolnshire, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with Chapter 775 ILCS 5/2-105(A), 1994.

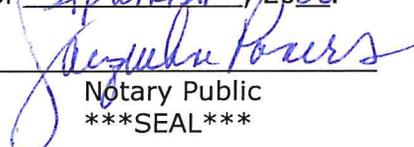
I, Kelly E. Kelly duly authorized agent for Clean Cut Tree Service, inc, having been first duly sworn depose and state as follows:

1. The above-named company is not delinquent in payment of any tax administered by the Illinois Department of Revenue. If it is:
2. a. It has previously filed the appropriate document contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate revenue Act; or
b. It has entered into an agreement with the Department of Revenue for payment of all its taxes due and is in compliance with that agreement.
3. **Patriot Act.** The aforementioned Contractor represents and warrants that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

By: 
 Signature

Kelly E. Kelly
 Name, printed
 Authorized Agent of Contractor

Subscribed and sworn to before me this 24th day of September, 2020.


 Notary Public
 SEAL



Village of Lincolnshire		Bid No. 2020-03		Dead/Hazardous/Emergency Tree Removal
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

CONTRACTOR REFERENCES

Please list below four (4) references for which your firm has performed similar work for municipalities as identified in Bidder Qualifications.

Municipality: Rockford Park District

Address: 401 S. Main St.

City, State, Zip Code: Rockford, IL

Contact Person/

Telephone Number: 815-969-4094

Dates of Service/Award

Amount: 2019 Five digits

Municipality: City of Beloit

Address: 100 State St.

City, State, Zip Code: Beloit WI 53511

Contact Mike Flager

Person/Telephone

Number: 608-364-6600

Dates of Service/Award

Amount: 2018/2019 Six Digits

Agency: Lake County Forest Preserve

Address: 1899 Winchester Rd.

City, State, Zip Code: Libertyville, IL 60048

Contact Person/

Telephone Number: Leslie Berns 847-968-3285

Dates of Service/Award

Amount: 2019/2020 Six Digits

Agency: Park District of Highland Park

Address: 636 Ridge Rd.

City, State, Zip Code: Highland Park, IL

Contact Person/

Telephone Number: Dan Voss 847-831-3810

Dates of Service/Award

Amount: 2020/Five Digits

GENERAL CONDITIONS & INSTRUCTIONS TO BIDDERS

- 1. Examination of Plans, Specifications and Site of Work:** The bidder shall carefully examine the site of the proposed work and the plans, specifications, and forms of proposal, and contract before submitting his bid for the work contemplated. The submission of a proposal shall be considered conclusive evidence that the bidder has investigated and is satisfied as to all conditions to be encountered in performing the work, and is fully informed as to the character, quality, quantities, and costs of work to be performed and materials to be furnished, and to the requirements of the Contract Documents. If this bid is accepted, the bidder will be responsible for all errors in the proposal resulting from failure or neglect to comply with these instructions, and for any anticipated profits resulting from such failure or neglect.
- 2. Preparation of Proposal:** The bidder shall submit the proposal on forms furnished by the Village. All writing shall be in ink or typewriter, except the signature of the bidder shall be handwritten with ink. A proposal made by an individual shall be signed by the bidder or a duly authorized agent. A proposal made by a partnership shall be signed by one partner or by a duly authorized agent thereof. A proposal made by a corporation shall be signed by an authorized officer or duly authorized agent of such corporation.
- 3. Bidder's Statement of Competency:** The bidder shall submit with the proposal a satisfactory statement of competency to perform the work contemplated in the form of a signed letter addressed to the Village. The bidder's statement of competency shall consist of a complete report of equipment, prior experience including the project names, locations, dates of completion, contact names with telephone numbers of at least three (3) similar projects completed within the last 24 months.
- 4. Delivery of Proposal:** The proposal shall be placed in a sealed envelope plainly marked to indicate the project name, its contents, and the bidder's name and address. Proposals shall be delivered prior to the time and at the place designated in the Notice to Contractors. When delivered by mail, the sealed proposal marked as specified above shall be enclosed in an additional envelope addressed to the Village and preferably sent by registered or certified mail. If the proposal is received after the opening of bids, it will be returned to the bidder unopened. The bidder is solely responsible for delivery of its proposal on time.
- 5. Opening of Proposals:** Proposals will be opened and read publicly at the time and place designated in the Notice to Contractors. The Village reserves the right to hold a closed bid opening with the recording being available per the instructions in the Notice to Bidders. The Village will not accept any unsolicited information regarding the proposals after the bid opening, but reserves the authority to request supplemental information meant to clarify any ambiguities in a proposal.
- 6. Rejection of Proposals:** The Village reserves the right to reject a bidder's proposal for any of the following causes:
 - 6.1 Developments or information discovered subsequent to the bid opening which in the Owner's opinion would reasonably be construed as affecting the competency or responsibility of the bidder.
 - 6.2 Conviction of a violation of State or Federal law, or rule or regulation of a State or Federal agency, relating to or reflecting on the competency of the bidder for performing the work contemplated.
 - 6.3 More than one proposal for the same work from an individual, partnership, or corporation under

Village of Lincolnshire

Bid No. 2020-03

Dead/Hazardous/Emergency Tree Removal

1 Olde Half Day Road, Lincolnshire, IL 60069

www.lincolnshireil.gov

P: 847-883-8600

F: 847-883-8608

the same or different names, or evidence of collusion among bidders.

- 6.4 Proposal contains omissions, erasures, alterations, unauthorized additions, conditional or alternate bids, or irregularities of any kind which tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.
- 6.5 Proposal form is other than furnished by the Village.
- 6.6 Proposal is not accompanied by a proper bidder's statement of competency.
- 6.7 Lack of qualifications as revealed by the bidder's statement of competency.
- 6.8 Uncompleted work which in the judgement of the Village might hinder or prevent the prompt completion of additional work if awarded.
- 6.9 The bidder's history of performance or nonperformance on prior projects for the Village.

7. Award of Contract

- 7.1 All bids will remain firm for 90 days after the bid opening. The Village reserves the right to reject any or all bids or to accept any bid, which in the Village's judgment, will be in the best interest of the public or to waive any informalities in bidding. In determining the lowest responsive and responsible bidder, the Village further reserves the right to combine or separate or delete any section of work or alternates or items in the bid if it is in the best interest of the Village. Only bids in compliance with the provisions of the contract documents will be considered. No bids shall be withdrawn after the opening of the bids for a period of 90 days after the bid date opening
- 7.2 Upon awarding of this contract the successful bidder shall provide to the Village a payment and performance bond equal to 110% of the contract amount. The performance bond shall be valid for not less than three years from the date of awarding of this contract.

8. Insurance Requirements: The Contractor shall secure and maintain such insurance from an insurance company authorized to write commercial general liability insurance in the State of Illinois to protect against claims for bodily injury, death, or property damage which may arise from the project. The insurance policy shall name the Village as an additional insured, and Contractor shall submit a certificate of insurance or certified copy of the insurance policy with the Village. The insurance shall cover the following:

- 1. Workmen's Compensation and Employer's Liability Insurance shall be secured and maintained as required by the State of Illinois Revised Statutes.
- 2. General liability Insurance including general aggregate coverage, products aggregate coverage, personal and advertising injury, and each occurrence; a minimum limit two million dollars (\$2,000,000.00) for each item.
- 3. Automobile and truck public liability including bodily injury (per person), bodily injury (per accident) and property damage; a minimum combined single limit of two million dollars (\$2,000,000.00).
- 4. Excess liability umbrella coverage of two million dollars (\$2,000,000.00) for each occurrence and two million dollars (\$2,000,000.00) in aggregate.

9. Failure to Execute Contract: Failure on the part of the successful bidder to execute a contract within 15 days after the date the contract was mailed or otherwise delivered, will be just cause for annulment of the award. If the Village fails to execute the contract agreement within a reasonable time, not to exceed 90 days after receiving the executed contract agreement from the successful bidder, the Contractor shall have the right to withdraw his proposal.

10. Indemnification

10.1 To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Village and its officers, agents, and employees from and against claims, damages, losses, and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss, or expense is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of the Contractor, a Subcontractor, anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether such claim, damage, loss, or expense is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or reduce other rights or obligations of indemnity which would otherwise exist as to party or person described in this Paragraph 10. The Contractor shall further indemnify, defend, and hold harmless the Village and its officers, agents, and employees from and against any claims, damages, losses, and expenses, including but not limited to attorneys' fees, resulting from Contractor's breach of the Contract.

10.2 In claims against any person or entity indemnified under this paragraph by an employee of the Contractor, a Subcontractor, anyone directly or indirectly employed by them, or anyone for whose acts they may be liable, the indemnification obligation under this paragraph shall not be limited by a limitation or amount or type of damages, compensation or benefits payable by or for the Contractor or a Subcontractor under workman's compensation acts, disability benefit acts or other employee benefit acts.

11. Tax Exempt: The Village of Lincolnshire is a tax exempt body. All purchases of materials subject to a sales or use tax shall be coordinated with the Village in order to claim this tax exempt status.

12. Delays and Extensions of Time: If the Contractor is delayed at any time in progress of the work by an act or neglect of the Village, or of a separate contractor employed by the Village, or of an employee of either, or by changes ordered in the work, or by labor disputes, fire, unusual delay in deliveries, unavoidable casualties, or other causes beyond the Contractor's control, or by delay authorized by the Village, at its sole discretion, pending arbitration, or by other causes which the Village, at its sole discretion, determines may justify delay, then the contract time shall be extended by change order for such reasonable time as the Village may determine at its sole discretion.

13. Payment and Holdback: The Village approves invoices on the second and fourth Mondays of each month. All invoices must be submitted for payment one week prior to each board meeting which generally fall on the second and fourth Mondays of each month. Invoices will be submitted for approval by the Village Board at each respective board meeting and payment will be made the following business day once approved.

14. Subcontractor: If contractor proposes to perform contract with Subcontractor(s), then all qualifications, insurance requirements, and other applicable terms and conditions shall apply to each and every Sub-contractor. The proposal shall include such documentation for each Subcontractor. Prior to any work being performed by the Subcontractor, the Contractor shall submit all the necessary

information to the Village regarding Subcontractor including company name, company address, certificate of insurance, licenses, years in business, bid certification, name of project, and contact person. The Village, at its sole discretion, may require additional insurance, bonds, or deposits to assure faithful performance.

15. Clean Up: The Contractor shall at all times keep the premises free from accumulation of waste materials and rubbish caused by the work. Tools, equipment, and surplus materials shall be removed upon completion of the work.

If the Contractor fails to clean up as provided in the Contract Documents, the Village may do so and the cost thereof shall be charged to the Contractor or subtracted from any holdback amount.

16. Final Acceptance

16.1 Preliminary Procedures: before requesting final payment, complete the following:

16.1.1 List any exceptions in the request for final payment.

16.1.2 Submit an updated final statement, accounting for final additional changes to the Contract.

16.1.3 Submit the notice of final acceptance from the Village along with all other documentation.

16.1.4 Submit a final lien waiver and contractor sworn statement from the Contractor, all Subcontractors, and materialmen.

16.2 Inspection/Re-inspection Procedure: the Village will inspect or re-inspect the work upon receipt of notice that the work, including inspection list items from any earlier inspections, has been completed, except items whose completion has been delayed because of circumstances acceptable to the Village. Upon completion of inspection or re-inspection, the Village will prepare a notice of final acceptance, or advise the Contractor of work that is incomplete or obligations that have not been fulfilled but are required for final acceptance.

17. Chips/Grinding Debris Disposal:

17.1 The Contractor shall be responsible for the disposal of chips and grinding debris generated by work described within this contract. Any logs and chips wanted by the residents shall be given free of charge and shall not be from elm, ash or diseased trees. Logs left at the homeowner's request, must be placed on the resident's property and not the right of way.

17.2 The Contractor shall at all times keep the premises free from accumulation of waste materials and rubbish caused by his work. Tools, equipment and surplus materials shall be removed upon completion of the work.

17.3 If the Contractor fails to clean up as provided in the Contract Documents, the Village may do so and the cost thereof shall be charged to the Contractor or subtracted from any holdback amount.

18. Safety Standards:

- 18.1 All equipment to be used and all work to be performed shall be in full compliance with the most current revision of the American National Standards, Institute Standard Z-133-1, 1-2000, or amended (Safety Requirement for Pruning, Trimming, Repairing, Maintaining, Removing and for Cutting Brush).
- 18.2 Blocking of public streets shall not be permitted unless prior arrangement have been made with the Village and is coordinated with property departments.
- 18.3 Proper warning signs, barricades, and/or other protective devices must be provided by the Contractor. These shall be in accordance with the Manual of Uniform Traffic Control Devices.

19. Certification and Supervision: All work shall be done under the direction of a Certified Arborist. Proof of certification shall be required as part of this proposal. The Contractor shall provide qualified supervision of each crew at all times while working under the terms of this contract. Each supervisor shall be fluent in English and have the authorization by the Contractor to accept and act upon all directives issued by the Village of Lincolnshire.

20. Tree Removal:

- 20.1 The Contractor shall remove all trees designated to a removal point not more than four inches (4") above the adjacent ground level.
- 20.2 The Contractor shall notify the Village prior to beginning work each day and immediately upon completion of the removal(s) requested. Each invoice shall show the removal date, location, species and size of tree(s) removed.

21. Stump Grinding and Restoration:

- 21.1 The Contractor shall remove all tree stumps and buttress roots to a point twelve inches (12") below the adjacent ground level. Additionally, the Contractor shall remove all surface roots and sufficient subsurface roots as may be necessary to eliminate raised areas in the lawn or adjacent surfaces. The grinding of stumps shall be separate from a tree removal and the Village will advise the Contractor when stump grinding is required.
- 21.2 The Contractor shall fill all stump holes, depressions, tire ruts or other surface irregularities with appropriate soil eliminate any trip or other hazards.
- 21.3 All grinding and stump removals shall be completed no later than two weeks of tree removal.

22. Restoration:

- 22.1 The restoration of all stump and tree removals shall be separate from a tree removal as shown on the attached Unit Price List. Restoration shall consist of removal of all grindings and other wood materials, placement and compaction of sufficient soil to eliminate any surface irregularities. In addition, the Contractor shall reseed the disturbed area with the appropriate seed for establishment of turf, i.e., shady grass mix, sunny grass mix, etc.
- 22.2 All restoration shall be completed no later than two weeks of the tree removal.

23. Notification of Utility Companies:

23.1 The Contractor shall contact all necessary utility companies and request utility locations or coordination prior to the commencement of any work. This would include overhead and underground utilities.

23.2 Tree removal operations may be required in areas where overhead utilities exist. The contractor shall make arrangements with the utility for removal of all necessary limbs and branches which may conflict with or create a hazard in conducting the operations of this contract.

24. Liens/Waivers: The Contractor shall submit, in a timely manner, a waiver of lien for each and every item of equipment procured or installed under this contract. No payments shall be made to the Contractor until all necessary waivers of lien are submitted to the Village.

25. Warranty: The Contractor shall guarantee that the materials, merchandise and workmanship incorporated into the work are of the highest quality in every respect and that it will make good any defects in materials or workmanship which may develop within one year from the date of final acceptance, at no cost to the Village.

Contractor shall assign to the Village, to the fullest extent permitted by law, all warranties provided by original equipment manufacturers for materials incorporated into the work or provided in the performance of the Contract.

If defects appear due to faulty workmanship or materials within the warranted period, the Contractor will upon receipt of notice thereof repair or replace same without charge to the Village. All non-warranty services furnished by the Contractor after installation and acceptance will be provided by the Contractor at the prevailing rate of wages for the trade required. The Contractor will provide such service through its own mechanics and Subcontractors and shall charge only the effective rate. Replacement merchandise and parts other than those furnished under warranty shall be provided at the same rates as the basic products sold under these General Conditions.

In the case of any work performed in correcting defects pursuant to the guarantees provided for by the Contractor, the guarantee period shall begin anew from the date of the notice of acceptance of the repair work.

The forgoing remedies shall not deprive the Village of any action, right, or remedy otherwise available for breach of any of the provisions of the Contract Documents by the Contractor and the periods referred to above and shall not be construed as a limitation on the time in which the Village may pursue other action, right, or remedy.

DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES

CONTRACT

THIS AGREEMENT made this _____, by and between the Village of Lincolnshire, County of Lake, State of Illinois, hereinafter called the "Village" _____, of _____ hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Contractor will furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the **DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES**, in accordance with the conditions and prices stated in the Proposal, Notice to Contractors, Instructions to Bidders, Plans and Specifications, and Schedule of Unit Prices all of which are made a part hereof and herein called "Contract Documents."

2. All terms, conditions, representations, specifications, promises, and undertakings contained in the Bidders Proposal, the Instructions to Bidders, Specifications for **DEAD/HAZARDOUS/EMERGENCY TREE REMOVAL SERVICES** and Supplemental Special Provisions of this contract, form part and partial this contract as if they were fully set forth herein.

3. The owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

4. This agreement is binding upon the parties hereto and their respective heirs, executors, administrators, successors or assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the day and year first above written.

Attest:

By _____
Signature
Barbara Mastandrea, Village Clerk

Attest:

Signature

Printed Name and Title

Village of Lincolnshire:

By _____
Signature
Elizabeth J. Brandt, Mayor

(Contractor)

Signature

Printed Name and Title

Dead/Hazardous Tree Removal Services

Bid Opening
September 28, 2020

Village Board Room
Lincolnshire Village Hall 10:30am

Clean Cut Tree Service	Cost/inch remove	Cost/inch stump	Cost/inch restore	Trees R Us	Cost/inch remove	Cost/inch stump	Cost/inch restore
Size Class				Size Class			
0" - 6"	\$ 5.00	\$ 3.00	\$ 6.00	0" - 6"	\$ 10.00	\$ 5.00	\$ 5.00
6.1" - 12"	\$ 8.00	\$ 3.00	\$ 6.00	6.1" - 12"	\$ 12.00	\$ 5.00	\$ 5.00
12.1" - 24"	\$ 15.00	\$ 5.00	\$ 8.00	12.1" - 24"	\$ 17.00	\$ 5.00	\$ 6.00
24.1" - 36"	\$ 28.00	\$ 5.00	\$ 8.00	24.1" - 36"	\$ 23.00	\$ 5.00	\$ 6.00
36.1" +	\$ 32.00	\$ 5.00	\$ 8.00	36.1" +	\$ 26.00	\$ 5.00	\$ 6.00
2021 Average Cost	\$ 17.60	\$ 4.20	\$ 7.20	2021 Average Cost	\$ 17.60	\$ 5.00	\$ 5.60
Size Class				Size Class			
0" - 6"	\$ 5.00	\$ 3.00	\$ 6.00	0" - 6"	\$ 10.20	\$ 5.10	\$ 5.10
6.1" - 12"	\$ 8.00	\$ 3.00	\$ 6.00	6.1" - 12"	\$ 12.24	\$ 5.10	\$ 5.10
12.1" - 24"	\$ 15.00	\$ 5.00	\$ 8.00	12.1" - 24"	\$ 17.34	\$ 5.10	\$ 6.12
24.1" - 36"	\$ 28.00	\$ 5.00	\$ 8.00	24.1" - 36"	\$ 23.46	\$ 5.10	\$ 6.12
36.1" +	\$ 32.00	\$ 5.00	\$ 8.00	36.1" +	\$ 26.52	\$ 5.10	\$ 6.12
2022 Average Cost	\$ 17.60	\$ 4.20	\$ 7.20	2022 Average Cost	\$ 17.95	\$ 5.10	\$ 5.71
Size Class				Size Class			
0" - 6"	\$ 6.00	\$ 3.00	\$ 6.00	0" - 6"	\$ 10.40	\$ 5.20	\$ 5.20
6.1" - 12"	\$ 9.00	\$ 3.00	\$ 6.00	6.1" - 12"	\$ 12.48	\$ 5.20	\$ 5.20
12.1" - 24"	\$ 18.00	\$ 5.00	\$ 9.00	12.1" - 24"	\$ 17.69	\$ 5.20	\$ 6.24
24.1" - 36"	\$ 29.00	\$ 5.00	\$ 9.00	24.1" - 36"	\$ 23.93	\$ 5.20	\$ 6.24
36.1" +	\$ 35.00	\$ 5.00	\$ 9.00	36.1" +	\$ 27.05	\$ 5.20	\$ 6.24
2023 Average Cost	\$ 19.40	\$ 4.20	\$ 7.80	2023 Average Cost	\$ 18.31	\$ 5.20	\$ 5.82
3-Year Average	\$ 18.20	\$ 4.20	\$ 7.40	3-Year Average	\$ 17.95	\$ 5.10	\$ 5.71
Cumulative Total	\$ 29.80			Cumulative Total	\$ 28.76		

2020 Emergency Tree Removal Services Bid Planholders

Bid opening September 28, 2020 10:30am – Lincolnshire Village Hall

Davey Tree Experts
2371 Foster Ave
Wheeling, IL 60090
Evan.Shorr@davey.com
Tel: 847-782-7170
www.davey.com

McGinty Bros., Inc.
3744 E Cuba Rd
Long Grove, IL
Tel: 847-438-5161
Fax: 847-438-1883
andrew@mcgintybros.com

Nels J. Johnson Tree Expert
912 Pitner Avenue
Evanston, IL 60202
jjohnson@nelsjohnsontree.com
847-475-1877

Bartlett Tree Experts
1960 Old Willow Road
Northbrook, IL 60062-7707
847-559-9424
www.bartlett.com

Laura Swanson
Clean Cut Tree Service, Inc
31064 IL-83
Grayslake, IL 60030
847-265-0000

The Fisher Burton Company
P.O. Box 10
Wauconda, IL 60084
rburton@fisherburton.com
Tel: 847-566-9200
Fax: 847-566-9286

Homer Tree Care
14000 S. Archer Ave
Lockport, IL 60441
mike@homertree.com
Tel: 815-838-0320
Fax: 815-838-0375



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole – October 13, 2020
Subject:	Contract for Landscape Corridor Maintenance and Parks Mowing Services
Action Requested	Consideration of Awarding a Contract to Lowest Responsible Bidder, Green Acres Landscaping, Inc. of Ingleside, IL for Landscape Corridor and Park Maintenance Services
Prepared By:	Bradford H. Woodbury – Public Works Director
Staff Recommendation:	Consideration and approval
Budgeted Amount:	\$194,000.00
Actual Amount:	\$194,000.00
Level of Service Impact:	Approval will allow the Village to Procure a Contract for Annual Corridor Landscaping and Parks Mowing Services
Meeting History:	N/A
Tentative Meeting Schedule:	<u>October 27, COW</u> <u>October 26, Village Board</u>
Reports / Documents Attached:	1) Green Acres Corridor Landscaping/Parks Mowing Bid 2) October 5, 2020 - Bid Tabulation Report 3) List of companies who received bid information

Request Summary

Approval of professional service agreement with Green Acres Landscaping, Inc. of Ingleside, IL for landscape corridor maintenance and parks mowing services.

Project Description

On October 5, 2020, Village Staff opened bids for Landscape Maintenance and Parks Mowing services for various locations throughout the Village. The bid document included soliciting prices for landscape maintenance of Village-owned property and right-of-way maintenance including: Village streetscapes; planting beds; roadway medians and guardrails; residential cul-de-sacs and Village-owned parks and outlots. The contract term is for a one year period with an option to renew for one additional year at the discretion of the Village of Lincolnshire.

Staff sent proposals to five (5) contractors and received one bid response for the October 5, 2020 bid opening. This contract was last bid out in 2017. Green Acres Landscaping of Ingleside, Illinois submitted the low bid in the amount of \$146,727.00. Additionally, Green Acres has proposed no annual increases thru the year 2023.

Budget Impact

The proposed fiscal year 2021 Operating Budget includes \$194,000.00 for landscape maintenance services of streetscapes, planting beds, roadway medians, cul-de-sacs and Village-owned parks and properties.



Level of Service Impact

Staff anticipates no change to current service level with the base contract. Green Acres Landscaping has provided service to the Village for the last several years and have been very responsive to meeting staff expectations over the current contract period.

Approval Process

An initial review by the Committee of the Whole on October 13, 2020, with a recommendation to be placed on the Consent Agenda for final approval on October 26, 2020.

Staff Recommendation / Next Steps

Staff has been very satisfied with the level of service Green Acres has provided over the past 3 years. Staff checked the references supplied by Green Acres Landscaping, Inc. and recommends awarding the contract in the amount of \$194,000.00 to Green Acres Landscaping of Ingleside, Illinois.

VILLAGE OF LINCOLNSHIRE
Proposal for Bid No. 2020-12
Corridor/Parks Mowing and Planting Bed Landscape
Maintenance

TO: Mayor and Board of Trustees
Village of Lincolnshire
1 Olde Half Day Road
Lincolnshire, Illinois 60069

FROM: Green Acres Landscaping, Inc.
Company
P.O. Box 375
Address
Ingleside, IL 60041
City State Zip
(847) 587-4182
Telephone

Dear Mayor and Trustees:

We, the undersigned, hereby propose to furnish all labor, materials, tools, and services required to conduct the **Corridor/Parks Mowing and Planting Bed Landscape Maintenance** for the Village of Lincolnshire, Illinois ("Village") in accordance with the Plans and Specifications, Notice to Bidders, Instructions to Bidders, and forms of Contract and bid bond included in the bid specifications distributed for **Corridor/Parks Mowing and Planting Bed Landscape Maintenance** (collectively, the "**Contract Documents**").

The undersigned declares that we have examined said Contract Documents and acknowledges that the same are accurate and complete and are approved by the undersigned.

The undersigned agrees that the contract shall be for a one year period, but shall provide that it can be extended, on an annual basis, at the option of the Village of Lincolnshire in its sole and absolute discretion, for up to two additional years, on the terms in the bid document submitted in response to the request for proposal.

The undersigned agrees to commence work not later than 10 calendar days after the notice to proceed from the Village, and to complete the project within the time frame specified in the Contract Documents.

The Contractor understands that a contract to purchase products and/or work shall be based upon the terms of the Contract Documents upon acceptance of Contractor's proposal by the Village, and that the Village will not execute any form of contract submitted by the Contractor. The Village expressly rejects

Village of Lincolnshire		Bid No. 2020-12		Corridor/Parks Mowing Landscape Maintenance
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

any form of contract submitted by the Contractor, and that by submitting a bid the Contractor has agreed that any such form is expressly superseded by the Contract Documents. No substitutes will be permitted unless specified by the Contractor in the proposal and approved by the Village.

The undersigned submits the following Schedule of Unit Prices for the work to be performed as shown on the Plans and Specifications, and agrees that the items of work not specifically mentioned in the Schedule which are necessary and required to complete the work intended shall be done incidental to and as part of the items of work for which a unit price is given, and understands that no additional payment will be made for such incidental work.

The undersigned has received and considered in this proposal the following:

Addendum # Not Applicable
Addendum # _____
Addendum # _____

If no addenda were received, mark not applicable.

The undersigned agrees to submit a payment and performance bond equal to 110% of the value of the contract amount at the time of execution of the contract with the successful bidder.

The prices stated in this proposal are guaranteed for 90 days from the date hereof, and if awarded the work within that period, we agree to complete the work covered by this proposal at said prices.

Dated this 4 day of October 2020.

Respectfully submitted,

Green Acres Landscaping, Inc.
Company

V.P.
Title

Schedule of Unit Prices
Year One: January 1, 2021- December 31, 2021

Section A – Year One

	<u>Village Hall</u>	<u>Village Hall Outlot</u>	<u>South Village Green</u>
Total Cost per Occurrence	\$ <u>350.00</u>	\$ <u>50.00</u>	\$ <u>131.00</u>

Total Cost - Section A: \$16,968.00

Section B – Year One

	<u>Park/Street Beds</u>	<u>Fall/Spring Clean Up</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>2,208.00</u>	\$ <u>5,000.00</u>	\$ <u>26,650.00</u>

Total Cost - Section B: \$93,474.00

Section C – Year One

	<u>Corridor Mowing</u>	<u>Guardrails Maintenance</u>
Total Cost of Mowing Per Occurrence	\$ <u>1,430.00</u>	\$ <u>150.00</u>

Total Cost - Section C: \$21,220.00

Section D – Year One

	<u>Spring/Fall Clean-Up</u>	<u>Cul-De-Sac Maint.</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>5,000.00</u>	\$ <u>1,100.00</u>	\$ <u>4,500.00</u>

Total Cost - Section D: \$13,900.00

Section E – Year One

Schedule of Unit Prices
Parks Mowing: January 1, 2021- December 31, 2021

Site	Location	Approximate Acreage	2021 Per Occurrence*
Public Works Facility	205 Schelter Road	1.80	\$ 80.00
Spring Lake Park	49 Oxford Drive	3.91	\$ 120.00
Lincolnshire Drive Outlot	East of 53 Lincolnshire Drive	0.14	\$ 30.00
Bicentennial Park	45 Fox Trail	2.80	\$ 130.00
Buckingham Median	Buckingham Place at Riverwoods Road	0.57	\$ 50.00
Balzer Park	30 Windsor Drive	1.70	\$ 80.00
Memorial Park	47 Half Day Road	0.48	\$ 40.00
Old Mill Park	100 Fallstone Drive	2.40	\$ 95.00
Whytegate Park	299 Whytegate Circle	2.60	\$ 125.00
Whytegate Historical Site	280 Riverwoods Road	0.28	\$ 35.00
Farrington Right of Way	East of 434 Farrington Drive	0.24	\$ 30.00
Whitmore/Brampton Berms	Whitmore/Brampton Lanes at Riverwoods Road	1.90	\$ 80.00
Surrey Berms	1 Pembroke-106 Surrey along Riverwoods Road	0.29	\$ 35.00
45 Londonderry Lane	45 Londonderry Lane	0.12	\$ 25.00
Creekside Park	445 Milwaukee Avenue	0.19	\$ 50.00
Trail Head Park	Park located at Riverside Road and Milwaukee Avenue	0.90	\$ 75.00
Riverside Road	Turf areas located on both sides of Riverside Road	1.45	\$ 85.00
TOTAL		21.77	\$ 1,165.00

*Price per cut (occurrence)

	2021
Extra Service Hourly Rate	\$ 35.00

Schedule of Unit Prices
Year Two: January 1, 2022- December 31, 2022

Section A – Year Two

	<u>Village Hall</u>	<u>Village Hall Outlot</u>	<u>South Village Green</u>
Total Cost per Occurrence	\$ <u>350.00</u>	\$ <u>50.00</u>	\$ <u>131.00</u>

Total Cost - Section A: \$16,968.00

Section B – Year Two

	<u>Park/Street Beds</u>	<u>Fall/Spring Clean Up</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>2,208.00</u>	\$ <u>5,000.00</u>	\$ <u>26,650.00</u>

Total Cost - Section B: \$93,474.00

Section C – Year Two

	<u>Corridor Mowing</u>	<u>Guardrails Maintenance</u>
Total Cost of Mowing Per Occurrence	\$ <u>1,430.00</u>	\$ <u>150.00</u>

Total Cost - Section C: \$21,220.00

Section D – Year Two

	<u>Spring/Fall Clean-Up</u>	<u>Cul-De-Sac Maint.</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>5,000.00</u>	\$ <u>1,100.00</u>	\$ <u>4,500.00</u>

Total Cost - Section D: \$13,900.00

Section E – Year Two

Schedule of Unit Prices
Parks Mowing: January 1, 2022- December 31, 2022

Site	Location	Approximate Acreage	2022 Per Occurrence*
Public Works Facility	205 Schelter Road	1.80	\$ 80.00
Spring Lake Park 350.00	49 Oxford Drive	3.91	\$ 120.00
Lincolnshire Drive Outlot	East of 53 Lincolnshire Drive	0.14	\$ 30.00
Bicentennial Park	45 Fox Trail	2.80	\$ 130.00
Buckingham Median	Buckingham Place at Riverwoods Road	0.57	\$ 50.00
Balzer Park	30 Windsor Drive	1.70	\$ 80.00
Memorial Park	47 Half Day Road	0.48	\$ 40.00
Old Mill Park	100 Fallstone Drive	2.40	\$ 95.00
Whytegate Park	299 Whytegate Circle	2.60	\$ 125.00
Whytegate Historical Site	280 Riverwoods Road	0.28	\$ 35.00
Farrington Right of Way	East of 434 Farrington Drive	0.24	\$ 30.00
Whitmore/Brampton Berms	Whitmore/Brampton Lanes at Riverwoods Road	1.90	\$ 80.00
Surrey Berms	1 Pembroke-106 Surrey along Riverwoods Road	0.29	\$ 35.00
45 Londonderry Lane	45 Londonderry Lane	0.12	\$ 25.00
Creekside Park	445 Milwaukee Avenue	0.19	\$ 50.00
Trail Head Park	Park located at Riverside Road and Milwaukee Avenue	0.90	\$ 75.00
Riverside Road	Turf areas located on both sides of Riverside Road	1.45	\$ 85.00
TOTAL		21.77	\$ 1,165.00

*Price per cut (occurrence)

	2022
Extra Service Hourly Rate	\$35.00

Schedule of Unit Prices
Year Three: January 1, 2023- December 31, 2023

Section A – Year Three

	<u>Village Hall</u>	<u>Village Hall Outlot</u>	<u>South Village Green</u>
Total Cost per Occurrence	\$ <u>350.00</u>	\$ <u>50.00</u>	\$ <u>131.00</u>

Total Cost - Section A: \$16,968.00

Section B – Year Three

	<u>Park/Street Beds</u>	<u>Fall/Spring Clean Up</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>2,208.00</u>	\$ <u>5,000.00</u>	\$ <u>26,650.00</u>

Total Cost - Section B: \$93,474.00

Section C – Year Three

	<u>Corridor Mowing</u>	<u>Guardrails Maintenance</u>
Total Cost of Mowing Per Occurrence	\$ <u>1,430.00</u>	\$ <u>150.00</u>

Total Cost - Section C: \$21,220.00

Section D – Year Three

	<u>Spring/Fall Clean-Up</u>	<u>Cul-De-Sac Maint.</u>	<u>Mulching</u>
Total Cost per Occurrence	\$ <u>5,000.00</u>	\$ <u>1,100.00</u>	\$ <u>4,500.00</u>

Total Cost - Section D: \$13,900.00

Section E – Year Three

Schedule of Unit Prices
Parks Mowing: January 1, 2023- December 31, 2023

Site	Location	Approximate Acreage	2023 Per Occurrence*
Public Works Facility	205 Schelter Road	1.80	\$ 80.00
Spring Lake Park 350.00	49 Oxford Drive	3.91	\$ 120.00
Lincolnshire Drive Outlot	East of 53 Lincolnshire Drive	0.14	\$ 30.00
Bicentennial Park	45 Fox Trail	2.80	\$ 130.00
Buckingham Median	Buckingham Place at Riverwoods Road	0.57	\$ 50.00
Balzer Park	30 Windsor Drive	1.70	\$ 80.00
Memorial Park	47 Half Day Road	0.48	\$ 40.00
Old Mill Park	100 Fallstone Drive	2.40	\$ 95.00
Whytegate Park	299 Whytegate Circle	2.60	\$ 125.00
Whytegate Historical Site	280 Riverwoods Road	0.28	\$ 35.00
Farrington Right of Way	East of 434 Farrington Drive	0.24	\$ 30.00
Whitmore/Brampton Berms	Whitmore/Brampton Lanes at Riverwoods Road	1.90	\$ 80.00
Surrey Berms	1 Pembroke-106 Surrey along Riverwoods Road	0.29	\$ 35.00
45 Londonderry Lane	45 Londonderry Lane	0.12	\$ 25.00
Creekside Park	445 Milwaukee Avenue	0.19	\$ 50.00
Trail Head Park	Park located at Riverside Road and Milwaukee Avenue	0.90	\$ 75.00
Riverside Road	Turf areas located on both sides of Riverside Road	1.45	\$ 85.00
TOTAL		21.77	\$ 1,165.00

*Price per cut (occurrence)

	2023
Extra Service Hourly Rate	\$35.00

Alternate Schedule of Unit Prices
(for materials/services rendered above and beyond the Contract Specifications)

Restore Sodded Lawn*	\$ 5.50 /s.y.
Restore Seeded Lawn*	\$ 3.00 /s.y.
Top-dress Sparse Lawn Areas*	\$ 7.50 /s.y.
Leaf Mulch/compost*	\$ 65.00 /s.y.
Labor to Install Perennial Plants and Shrubs	\$ 35.00 /hour
Supply/Install Red Crushed Granite	\$ 150.00 /ton
Hourly Laborer Rate	\$ 35.00 /hour
Residential Yard Mowing	\$ 0.25 /sq.ft.

*Cost per unit includes materials only

Add Alternate Unit Pricing

Location	Scope of Work	Cost
Buckingham Place Landscape Median	Apply 2" wood chips to the entire landscaped area. (0.49 acreage)	\$ 1,400.00 /per occurrence
Berkshire to Memorial Park Wall Bed (along the south side of Route 22)	Apply 2" wood chips to the entire landscaped area. (0.53 acreage)	\$ 1,400.00 /per occurrence
Prune Walking Path Balzer Park	Prune back all foliage 2'-3' back off the pathway areas.	\$ 2,200.00 /per occurrence
Mulch Tree Beds at North Park with Bark Mulch	Mulch an estimated 67 tree rings throughout North Park	\$ 1,300.00 /per occurrence

The prices stated in this proposal are guaranteed thru December 31, 2023, and if awarded the work within that period, we agree to complete the work covered by this proposal at said prices.

Dated this 4 day of October 2020.

Respectfully submitted,

Green Acres Landscaping, Inc.

Company

V.P.

By

Title

Village of Lincolnshire

Bid No. 2020-12

Corridor/Parks Mowing Landscape Maintenance

1 Olde Half Day Road, Lincolnshire, IL 60069

www.lincolnshireil.gov

P: 847-883-8600

F: 847-883-8608

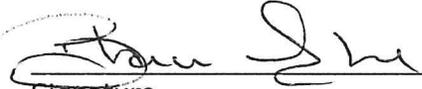
CONTRACTOR'S CERTIFICATION

Green Acres Landscaping, Inc., of Ingleside, Illinois, as part of its bid on a contract for Landscape Maintenance Services for the Village of Lincolnshire, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 5/33E-3 or 5/33E-4 of Article 33E of Chapter 720 of the Illinois Compiled Statutes, 1994.

Green Acres Landscaping, Inc., having submitted a bid/proposal for **Corridor/Parks Mowing and Planting Bed Landscape Maintenance** to the Village of Lincolnshire, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with Chapter 775 ILCS 5/2-105(A), 1994.

I, Blanca Hernandez duly authorized agent for Green Acres Landscaping, Inc., having been first duly sworn depose and state as follows:

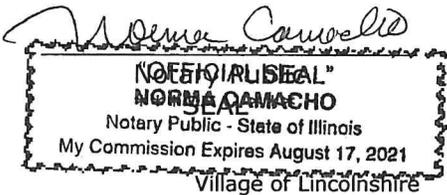
- 1. The above-named company is not delinquent in payment of any tax administered by the Illinois Department of Revenue. If it is:
- 2.
 - a. It has previously filed the appropriate document contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate revenue Act; or
 - b. It has entered into an agreement with the Department of Revenue for payment of all its taxes due and is in compliance with that agreement.
- 3. **Patriot Act.** The aforementioned Contractor represents and warrants that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

By: 
Signature

Blanca Hernandez

Name, printed
Authorized Agent of Contractor

Subscribed and sworn to before me this 5 day of October, 2020.



1 Olde Half Day Road, Lincolnshire, IL 60069

Bid No. 2020-12

Corridor/Parks Mowing Landscape Maintenance

www.lincolnshireil.gov

P: 847-883-8600

F: 847-883-8608

CONTRACTOR REFERENCES

Please list below four (4) references for which your firm has performed similar work for municipalities as identified in Bidder Qualifications.

Municipality: Village Of Lincolnshire
 Address: One Olde Half Day Road
 City, State, Zip Code: Lincolnshire, IL 60069
 Contact Person/
 Telephone Number: Brad Woodbury 847-883-8600
 Dates of Service/
 Award Amount: 2008 - Present / Current Award \$415,269.00

Municipality: Village of Deerfield
 Address: 850 Waukegan Road
 City, State, Zip Code: Deerfield, IL 60015
 Contact Person/Telephone
 Number: Justin Keenan 847-317-7245
 Dates of Service/
 Award Amount: 2018 - Present / \$33,290.00

Agency: _____
 Address: _____
 City, State, Zip Code: _____
 Contact Person/
 Telephone Number: _____
 Dates of Service/
 Award Amount: _____

Agency: _____
 Address: _____
 City, State, Zip Code: _____
 Contact Person/
 Telephone Number: _____
 Dates of Service/
 Award Amount: _____

Corridor/Parks Mowing and Planting Bed Landscape Maintenance

CONTRACT

THIS AGREEMENT made this _____, by and between the Village of Lincolnshire, County of Lake, State of Illinois, hereinafter called the "Village" and Green Acres Landscaping, Inc., of Ingleside, IL hereinafter called "Contractor".

WITNESSETH: That for and in consideration of the payments and agreements hereinafter mentioned:

1. The Contractor will furnish all materials, supplies, tools, equipment, labor and other services necessary to commence and complete the **Corridor/Parks Mowing and Planting Bed Landscape Maintenance**, in accordance with the conditions and prices stated in the Proposal, Notice to Contractors, Instructions to Bidders, Plans and Specifications, and Schedule of Unit Prices all of which are made a part hereof and herein called "Contract Documents."

2. All terms, conditions, representations, specifications, promises, and undertakings contained in the Bidders Proposal, the Instructions to Bidders, Specifications for **Corridor/Parks Mowing and Planting Bed Landscape Maintenance** and Supplemental Special Provisions of this contract, form part and partial this contract as if they were fully set forth herein.

3. The owner will pay the Contractor in the amounts, manner and at times as set forth in the Contract Documents.

4. This agreement is binding upon the parties hereto and their respective heirs, executors, administrators, successors or assigns.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement as of the day and year first above written.

Attest:

By _____
Signature
Barbara Mastandrea, Village Clerk

Attest:

Signature

Printed Name and Title

Village of Lincolnshire:

By _____
Signature
Elizabeth J. Brandt, Mayor

(Contractor)


Signature
Blanca Hernandez V.P.

Printed Name and Title

Village of Lincolnshire

Bid No. 2020-12

Corridor/Parks Mowing Landscape Maintenance

1 Olde Half Day Road, Lincolnshire, IL 60069

www.lincolnshireil.gov

P: 847-883-8600

F: 847-883-8608

Contractor's Information Report (Continued)

C. MUNICIPAL AND STATE MOWING EXPERIENCE

1. State **completed** municipal and/or state mowing contracts your company completed since January 1, 2015.

CONTRACTING ENTITY	DATES OF SERVICE FROM-TO	\$VALUE	DATE COMPLETED
1. Village Of Lincolnshire	2008 - Present		
CONTACT PERSON <u>Brad Woodbury</u> Phone No. <u>847-883-8600</u>			
2. Village of Deerfield	2018 - Present		
CONTACT PERSON <u>Justin Keenan</u> Phone No. <u>847-317-7245</u>			
3. _____			
CONTACT PERSON _____ Phone No. _____			

D. MANAGEMENT

List the names and a brief description of the mowing experience of the management personnel of your company who will be directly involved with the management and supervision of this contract.

NAME Roberto Hernandez
21 yrs. maintenance experience

NAME Roberto Hernandez Jr.
9 yrs maintenance experience

NAME Gerardo Murguia
16 yrs. maintenance experience

Contractor's Information Report (Continued)

OTHER RELATED EQUIPMENT

	YEAR	MAKE MODEL	DESCRIPTION
1.	2017	Echo	Leaf Blower
2.	2017	Echo	Line Trimmer
3.	2017	Echo	Line Trimmer

If your company is the successful bidder for The Village of Lincolnshire's Landscape Maintenance Services of Parks and Planting Areas contract, list the additional equipment you would need to purchase to execute the Contract. Indicate new (N) or used (U) equipment after model description.

	YEAR	MAKE MODEL	APPROXIMATE COST
1.			
2.			
3.			

B. FINANCIAL INFORMATION

- Are current quarterly financial statements available? Will such statements be provided to the Village upon request? YES _____ NO X
- Is audit performed by a certified public accountant available for your preceding fiscal year? YES X NO _____

BIDDER: Green Acres Landscaping, Inc.

CONTRACTORS INFORMATION REPORT

The information provided herein is in conjunction with Contractor's bid for Landscape Maintenance Services of Parks and Planting Areas. (Bidders: Use additional sheets to supply required information or list on the reverse side).

NAME OF BIDDER Green Acres Landscaping, Inc. TELEPHONE 847-587-4182
 ADDRESS P.O. Box 375
 CITY, STATE Ingleside, IL 60041 CONTACT NAME Blanca Hernandez
 ZIP _____

A. EQUIPMENT FACILITIES

1. Is your repair and maintenance facility at the above address? Yes ___ No X
2. If not, state the address of your facility _____
10 N. Fairfield Road, Round Lake, IL 60073

Complete the following list of presently owned or leased mowing equipment now in use:

TURF MOWERS YEAR	MAKE MODEL	TYPE (REEL/ROTARY)
1. <u>2016</u>	<u>Bobcat Standard Mower</u>	<u>Rotary</u>
2. <u>2016</u>	<u>Bobcat Walk Behind Mower</u>	<u>Rotary</u>
3. <u>2015</u>	<u>52" Standard Mower</u>	<u>Rotary</u>

BIDDER: Green Acres Landscaping, Inc.

Landscape Maintenance Services of Parks and Planting Areas
 Bid Opening October 5, 2020 at 10:30am

	Green Acres Landscaping Ingleside, IL		
Unit Prices	2021	2022	2023
Total Cost Section A-Village Hall	\$ 350.00	\$ 350.00	\$ 350.00
Total Cost Section A- Village Hall Outlot	\$ 50.00	\$ 50.00	\$ 50.00
Total Cost Section A-South Village Green	\$ 131.00	\$ 131.00	\$ 131.00
Total Cost Section A	\$ 16,968.00	\$ 16,968.00	\$ 16,968.00
Total Cost Section B - Parks, Street Beds	\$ 2,208.00	\$ 2,208.00	\$ 2,208.00
Total Cost Section B Fall/Spring Cleanup	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Cost Section B- Mulching	\$ 26,650.00	\$ 26,650.00	\$ 26,650.00
Total Cost Section B	\$ 93,474.00	\$ 93,474.00	\$ 93,474.00
Total Cost Section C - Corridor Mowing	\$ 1,430.00	\$ 1,430.00	\$ 1,430.00
Total Cost Section-C Guardrail maint	\$ 150.00	\$ 150.00	\$ 150.00
Total Cost Section C	\$ 21,220.00	\$ 21,220.00	\$ 21,220.00
Total Cost Section D-Spring/Fall cleanup	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Total Cost Section D-Cul-de-sac Maint	\$ 1,100.00	\$ 1,100.00	\$ 1,100.00
Total Cost Section D-Mulching	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Total Cost Section D	\$ 13,900.00	\$ 13,900.00	\$ 13,900.00
Section E- Annual cost per site per occurrence:			
Public Works Facility	\$ 80.00	\$ 80.00	\$ 80.00
Spring Lake Park	\$ 120.00	\$ 120.00	\$ 120.00
Lincolnshire Dr. outlot	\$ 30.00	\$ 30.00	\$ 30.00
Bicentennial Park	\$ 130.00	\$ 130.00	\$ 130.00
Buckingham Median	\$ 50.00	\$ 50.00	\$ 50.00
Balzer Park	\$ 80.00	\$ 80.00	\$ 80.00
Memorial Park	\$ 40.00	\$ 40.00	\$ 40.00
Old Mill Park	\$ 95.00	\$ 95.00	\$ 95.00
Whytegate Park	\$ 125.00	\$ 125.00	\$ 125.00
Whytegate Historical Site	\$ 35.00	\$ 35.00	\$ 35.00
Farrington right-of-way	\$ 30.00	\$ 30.00	\$ 30.00
Whitmore Brampton Berms	\$ 80.00	\$ 80.00	\$ 80.00
Surrey Berms	\$ 35.00	\$ 35.00	\$ 35.00
45 Londonderry Ln	\$ 25.00	\$ 25.00	\$ 25.00
Creekside Park	\$ 50.00	\$ 50.00	\$ 50.00
Trailhead Park	\$ 75.00	\$ 75.00	\$ 75.00
Riverside Road	\$ 85.00	\$ 85.00	\$ 85.00
Total Cost Section E	\$ 1,165.00	\$ 1,165.00	\$ 1,165.00
Extra Service Hourly Rate	\$ 35.00	\$ 35.00	\$ 35.00
Total - All Sections	\$ 146,727.00	\$ 146,727.00	\$ 146,727.00

2020 Landscape Maintenance Bid Planholders
Bid opening September 28, 2020 – 10:00am – Lincolnshire
Village Hall

Acres Group
610 W Liberty St
Wauconda, IL 60084
Phone: 847-526-4554
www.acresgroup.com

Chalet Nursery and Garden Center
3132 Lake Ave
Wilmette, IL 60091
Phone: 847-688-0561
www.chaletnursery.com

Blanca Hernandez
Green Acres Landscaping Inc
P. O. Box 375
Ingleside, IL 60041
bhernandez2@sbcglobal.net

Ryan L. Heitman - General Manager
The Fisher Burton Company
PO Box 10, Wauconda, IL 60084
T -847-566-9200 F - 847-566 -9286 C-847-343-1539
Email: jimblair@fisherburton.com
www.fisherburton.com

Dorie Roth
James Martin Associates, Inc.
59 East US Highway 45, Vernon Hills, IL 60061
Cell Phone: (847) 287-5400, Direct Line: (847) 876-8046
Email: D.Roth@jamesmartinassociates.com



ITEM SUMMARY

Reviewing Body / Meeting Date:	Committee of the Whole
Subject:	Contract for Natural Areas Maintenance and Controlled Burning Services
Action Requested	Consideration of Awarding a Contract to the Lowest Responsible Bidder, Native Restoration Services, Inc. of Lake Bluff, Illinois for Natural Areas Maintenance and Controlled Burning Services in the Village of Lincolnshire
Prepared By:	Bradford H. Woodbury – Public Works Director
Staff Recommendation:	Consideration and approval
Budgeted Amount:	\$50,000.00
Actual Amount:	\$50,000.00
Level of Service Impact:	
Meeting History:	N/A
Tentative Meeting Schedule:	<u>October 27, COW</u> <u>October 26, Village Board</u>
Reports / Documents Attached:	1) Native Restorations Services, Inc. Bid 2) September 25, 2020 - Bid Tabulation Report 3) List of companies who received bid information

Request Summary

Approval of professional service agreement with Native Restoration Services, Inc. of Lake Bluff, Illinois for Natural Areas Maintenance and Controlled Burning services.

Project Description

On October 5, 2020, Village Staff opened bids for contractual Natural Areas Maintenance (herbaceous and invasive weed removal, herbiciding and path maintenance) for 2021, with renewal options for 2022 and 2023. Staff sent out bids to nine (9) natural areas maintenance contractors and six (6) bids were received. Staff included unit prices at an hourly rate per-manhour in the bid document and added each of the hourly rates to gather a total cumulative cost for service. The low bidder was Native Restoration Services, Inc. of Lake Bluff, IL at an hourly rate of \$44.75 per man hour for 2021. Native Restoration Services, Inc. also was the low-bidder with regards to controlled burning services with a cummlative total of \$22,335.00.

The main areas of focus with regards to controlled burning and natural areas maintenance includes the naturalized areas at Village Hall, Spring Lake Park, Florsheim Park Nature Preserve, North Park, Old Mill Woods and Rivershire Park. The Village is responsible for meeting grant requirements through multiple agencies (IDNR, IEPA) which contain agreements requiring these naturalized areas to be maintained through the year 2021.

Budget Impact

The proposed fiscal year 2021 Operating Budget includes \$50,000.00 for natural areas maintenance and controlled burning services.



Level of Service Impact

Native Restoration Services, Inc. has held the Village's contract for the past three (3) years with very positive results. They have also performed work in the City of Lake Forest, Lake County Forest Preserve, Village of Hainesville and ComEd for the past several years and has received favorable reviews.

Approval Process

An initial review by the Committee of the Whole on October 13, 2020, with a recommendation to be placed on the Consent Agenda for final approval on October 26, 2020.

Staff Recommendation / Next Steps

Staff recommends approval of a contract for Natural Areas Maintenance/Controlled Burning with Native Restoration Services, Inc. in an amount not to exceed \$50,000.00 annually.

VILLAGE OF LINCOLNSHIRE
Proposal for Bid No. 2020-11
Natural Areas Maintenance/Controlled Burning

TO: Mayor and Board of Trustees
Village of Lincolnshire
1 Olde Half Day Road
Lincolnshire, Illinois 60069

FROM: Native Restoration Services, Inc.
Company
403 Rockland Rd., Suite 2
Address
Lake Bluff, IL 60044
City State Zip
(847) 450-8290
Telephone

Dear Mayor and Trustees:

We, the undersigned, hereby propose to furnish all labor, materials, tools, and services required to conduct the **Natural Areas Maintenance/Controlled Burning** for the Village of Lincolnshire, Illinois ("Village") in accordance with the Plans and Specifications, Notice to Bidders, Instructions to Bidders, and forms of Contract and bid bond included in the bid specifications distributed for **Natural Areas Maintenance/Controlled Burning** (collectively, the "**Contract Documents**").

The undersigned declares that we have examined said Contract Documents and acknowledges that the same are accurate and complete and are approved by the undersigned.

The undersigned agrees that the contract shall be for a one year period, but shall provide that it can be extended, on an annual basis, at the option of the Village of Lincolnshire in its sole and absolute discretion, for up to two additional years, on the terms in the bid document submitted in response to the request for proposal.

The undersigned agrees to commence work not later than 10 calendar days after the notice to proceed from the Village, and to complete the project within the time frame specified in the Contract Documents.

The Contractor understands that a contract to purchase products and/or work shall be based upon the terms of the Contract Documents upon acceptance of Contractor's proposal by the Village, and that the Village will not execute any form of contract submitted by the Contractor. The Village expressly rejects any form of contract submitted by the Contractor, and that by submitting a bid the Contractor has agreed that any such form is expressly superseded by the Contract Documents. No substitutes will be permitted unless specified by the Contractor in the proposal and approved by the Village.

Village of Lincolnshire		Bid No. 2020-04		Natural Areas Maintenance/Controlled Burning
1 Olde Half Day Road, Lincolnshire, IL 60069		www.lincolnshireil.gov		P: 847-883-8600 F: 847-883-8608

The undersigned submits the following Schedule of Unit Prices for the work to be performed as shown on the Plans and Specifications, and agrees that the items of work not specifically mentioned in the Schedule which are necessary and required to complete the work intended shall be done incidental to and as part of the items of work for which a unit price is given, and understands that no additional payment will be made for such incidental work.

The undersigned has received and considered in this proposal the following:

Addendum # N/A
Addendum # N/A
Addendum # N/A

If no addenda were received, mark not applicable.

The undersigned agrees to submit a payment and performance bond equal to 110% of the value of the contract amount at the time of execution of the contract with the successful bidder.

The prices stated in this proposal are guaranteed for 90 days from the date hereof, and if awarded the work within that period, we agree to complete the work covered by this proposal at said prices.

Dated this 4th day of October 2020.

Respectfully submitted,

Native Restoration Services, Inc.
Company

Ryan Stanley, Manager
Title

**PREVAILING WAGE ACT
NOTIFICATION TO CONTRACTORS**

Pursuant to P.A. 96-0437, effective January 1, 2010, a public body that fails to provide written notice to its public works contractors that a project is subject to Illinois prevailing wage requirements is, itself, liable for interest, penalties, and fines as stated under Section 4(a-3) of the Act. Failure by the public body to provide written notice does not relieve the contractor of the duty to comply with the prevailing wage rate, nor of the obligation to pay any back wages, to the extent applicable under the Act. This notice is being provided for the mutual benefit of you and the Village.

This contract may call for the performance or delivery of a "public work" within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). P.A. 96-0437 requires contractors and subcontractors, to the extent that the Act applies, to pay laborers, workers, and mechanics performing services on public works projects no less than the "prevailing rate of wages" (hourly cash wages plus fringe benefits) in the county where the work is performed. Related to the Act, the Substance Abuse Prevention on Public Works Projects Act, 820 ILCS 265/1, et seq., requires contractors and subcontractors performing services on public works to have in place a written substance abuse program, which meets or exceeds the program requirements in this Act, on file with the Village.

As the prevailing rate of wages are revised by the Department of Labor and are available on the Department's official website, the revised prevailing rate of wages shall apply to this contract and the cost therefore shall be borne solely by the contractor. The most current prevailing rate of wages can be found here:

<https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>

To the extent that the Act applies, all contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage, notice, and record keeping and submittal duties, including the Substance Abuse Prevention on Public Works Act. If the contractor determines that the Act does not apply to it, contractor shall, in lieu of certified payrolls, submit a letter stating that the Act does not apply to it and set forth the reasons therefore.

Schedule of Unit Prices – Year One, January 1, 2021 – December 31, 2021

1. Herbicide as needed: Hourly rate \$ 44.75
2. Pull and/or spray garlic mustard with Roundup: Hourly Rate \$ 44.75
3. Spraying / Herbiciding: Hourly Rate \$ 44.75
4. Path Mowing: Hourly Rate \$ 44.75
5. Path Chipping (Woodchips provided) : Hourly Rate \$ 44.75
6. Path Chipping (woodchips not provided) : Hourly Rate \$ 44.75

Controlled Burning Prices:

Item (Burn)			Acreage	Total Price
FALL	2021	North Park Natural Area	26	\$ 5,580.00 per occurrence
FALL	2021	Florsheim Nature Preserve	46.2	\$ 6,880.00 per occurrence
FALL	2021	Old Mill Woods	31	\$ 5,175.00 per occurrence
FALL	2021	Rivershire Park	8	\$ 2,575.00 per occurrence
FALL	2021	Spring Lake Park Pond	1.9	\$ 1,175.00 per occurrence
FALL	2021	Village Hall Pond	1.3	\$ 950.00 per occurrence
			Total Bid: \$	22,335.00

Additional Hourly Rates

Hourly Rate Per Crew Member \$ 44.75

The Village of Lincolnshire reserves the right to determine the maximum amount to be spent on an annual basis.

Schedule of Unit Prices – Year Two, January 1, 2022 – December 31, 2022

1. Herbicide as needed: Hourly rate \$ 44.75
2. Pull and/or spray garlic mustard with Roundup: Hourly Rate \$ 44.75
3. Spraying / Herbiciding: Hourly Rate \$ 44.75
4. Path Mowing: Hourly Rate \$ 44.75
5. Path Chipping (Woodchips provided) : Hourly Rate \$ 44.75
6. Path Chipping (woodchips not provided) : Hourly Rate \$ 44.75

Controlled Burning Prices:

Item (Burn)			Acreage	Total Price
FALL	2022	North Park Natural Area	26	\$ 5,580.00 per occurrence
FALL	2022	Florsheim Nature Preserve	46.2	\$ 6,880.00 per occurrence
FALL	2022	Old Mill Woods	31	\$ 5,175.00 per occurrence
FALL	2022	Rivershire Park	8	\$ 2,575.00 per occurrence
FALL	2022	Spring Lake Park Pond	1.9	\$ 1,175.00 per occurrence
FALL	2022	Village Hall Pond	1.3	\$ 950.00 per occurrence
			Total Bid: \$	22,335.00

Additional Hourly Rates

Hourly Rate Per Crew Member \$ 44.75

The Village of Lincolnshire reserves the right to determine the maximum amount to be spent on an annual basis.

Schedule of Unit Prices – Year Three, January 1, 2023 – December 31, 2023

1. Herbicide as needed: Hourly rate \$ 44.75
2. Pull and/or spray garlic mustard with Roundup: Hourly Rate \$ 44.75
3. Spraying / Herbiciding: Hourly Rate \$ 44.75
4. Path Mowing: Hourly Rate \$ 44.75
5. Path Chipping (Woodchips provided) : Hourly Rate \$ 44.75
6. Path Chipping (woodchips not provided) : Hourly Rate \$ 44.75

Controlled Burning Prices:

Item (Burn)			Acreage	Total Price
FALL	2023	North Park Natural Area	26	\$ 5,580.00 per occurrence
FALL	2023	Florsheim Nature Preserve	46.2	\$ 6,880.00 per occurrence
FALL	2023	Old Mill Woods	31	\$ 5,175.00 per occurrence
FALL	2023	Rivershire Park	8	\$ 2,575.00 per occurrence
FALL	2023	Spring Lake Park Pond	1.9	\$ 1,175.00 per occurrence
FALL	2023	Village Hall Pond	1.3	\$ 950.00 per occurrence
			Total Bid: \$	

Additional Hourly Rates

Hourly Rate Per Crew Member \$ 44.75

The Village of Lincolnshire reserves the right to determine the maximum amount to be spent on an annual basis.

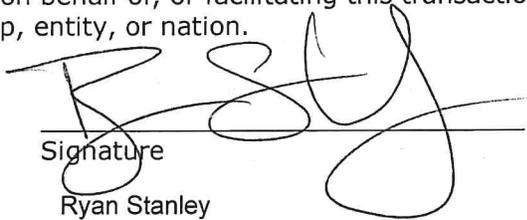
CONTRACTOR'S CERTIFICATION

Native Restoration Services, Inc., of Lake Bluff, Illinois, as part of its bid on a contract for Natural Areas Maintenance and Controlled Burning for the Village of Lincolnshire, hereby certifies that said contractor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 5/33E-3 or 5/33E-4 of Article 33E of Chapter 720 of the Illinois Compiled Statutes, 1994.

Native Restoration Services, Inc., having submitted a bid/proposal for **Natural Areas Maintenance/Controlled Burning** to the Village of Lincolnshire, hereby certifies that said contractor has a written sexual harassment policy in place in full compliance with Chapter 775 ILCS 5/2-105(A), 1994.

I, Ryan Stanley duly authorized agent for Native Restoration Services, Inc., having been first duly sworn depose and state as follows:

1. The above-named company is not delinquent in payment of any tax administered by the Illinois Department of Revenue. If it is:
2. a. It has previously filed the appropriate document contesting its liability for the tax or the amount of tax in accordance with procedures established by the appropriate revenue Act; or
b. It has entered into an agreement with the Department of Revenue for payment of all its taxes due and is in compliance with that agreement.
3. **Patriot Act.** The aforementioned Contractor represents and warrants that it is not acting, directly or indirectly, for or on behalf of any person, group, entity, or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity, or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and that it is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity, or nation.

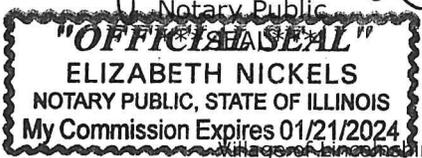
By: 

 Signature
 Ryan Stanley

 Name, printed
 Authorized Agent of Contractor

Subscribed and sworn to before me this 5th day of October, 2020.


Notary Public



1 Olde Half Day Road, Lincolnshire, IL 60069

Bid No. 2020-04

Natural Areas Maintenance/Controlled Burning

www.lincolnshireil.gov

P: 847-883-8600

F: 847-883-8608

CONTRACTOR REFERENCES

Please list below four (4) references for which your firm has performed similar work for municipalities as identified in Bidder Qualifications.

Municipality: Village of Lincolnshire
Address: One Half Day Road
City, State, Zip Code: Lincolnshire, IL 60069
Contact Person/
Telephone Number: Tim Baynon / 847-913-2382
Dates of Service/
Award Amount: May 2018 - Dec 2020 / \$35,000 per year

Municipality: Village of Riverwoods
Address: 300 Portwine Road
City, State, Zip Code: Riverwoods, IL 60015
Contact Person/Telephone
Number: Steve Zimmerman / 773-507-0982
Dates of Service/
Award Amount: Nov 2017 - Dec 2020 / \$42,000.00

Agency: Lake County Forest Preserve District
Address: 1899 West Winchester Rd.
City, State, Zip Code: Libertyville, IL 60048
Contact Person/
Telephone Number: Gary Glowacki / 847-968-3264
Dates of Service/
Award Amount: May 2018 - Dec 2020 / \$297,000.00

Agency: Commonwealth Edison
Address: 2 Lincoln Center
City, State, Zip Code: Oak Brook Terrace, IL 60181
Contact Person/
Telephone Number: Shannon Peters / 815-922-6562
Dates of Service/
Award Amount: Jan 2020 - Dec 2020 / \$100,000.00



403 Rockland Road, Suite 2, Lake Bluff, IL 60044 phone 847-450-8290

STATEMENT OF COMPETENCY

To the Village of Lincolnshire,

We, Native Restoration Services, provide this statement of competency to perform the work contemplated by the Village of Lincolnshire for Natural Areas Maintenance and Controlled Burning.

Native Restoration Services has been in business for 14 years and has provided ecological restoration services across Lake County and neighboring areas. We employ competent restoration workers that are licensed in herbicide application and trained in native and invasive flora of the Midwest region. Over 90% of our staff are licensed Illinois pesticide operators, with over 50% of these licensed Illinois pesticide applicators in categories of Right-of-Way, Forestry, and/or Aquatics. Staff are also graduates of Chicago Wilderness Burn Crew Training.

We have worked in a variety of native plant communities, including oak-hickory woodlands, oak savannas, upland prairies, sand prairies and savannas, coastal wetlands, beaches, ravines and bluffs, marshes, and graminoid fens. Our methods include herbicide application with backpack sprayers, hand sprayers, wicking, and injectors. We also have extensive experience hand-pulling and mowing herbaceous flora, as well as cutting and herbiciding trees and brush, performing controlled burns and brush pile burning, and laying woodchip paths.

We will ensure effective communication with the project manager and will provide notification on each day of work. We will ensure that others involved in a project or effort are kept informed of developments and plans, and that important information from management is shared with employees and others as appropriate. Regular consistent communication will take place where necessary. The project manager will be informed about progress and problems.

Our staff has learned the functions, purposes, and limitations of equipment, and has years of experience using it. We accurately set up and calibrate tools and machines, routinely inspect equipment, and adhere to a proper maintenance schedule. We follow safety and other regulations when handling and operating equipment, and use equipment for its intended purpose only, protecting it and the natural areas we work in from damage. We respond quickly to malfunctions, seeking assistance as needed and ensuring equipment is fully operational prior to using it again.

Please see the attached Equipment Lists and Competency Report for a description of the equipment we intend to use for this project, as well as detailed information on similar projects that we have completed in the past two years.

Thank you for the opportunity to make improvements to your natural areas.

Sincerely,



Ryan Stanley
Manager
Native Restoration Services, Inc.

10-5-20
Date

COMPETENCY REPORT

Project/Name:	Invasive Plant Strike Team	Willow Farms	Com Ed Transmission	Lake Bluff Park District
Location:	Lake County Forest Preserves	17194 W. Casey Rd., Libertyville, IL	Union Pacific Bike Path, Highland Park, Lake Forest, Lake Bluff, IL	355 W. Washington Ave., Lake Bluff, IL
Completion:	Dec 2018	On-Going	On-Going	Dec 2019
Notification:	Call/Email weekly	Call/Email each work day	Daily, weekly, and monthly call/emials	Call/Email each work day
Follow-up:	Herbicide logs, GIS maps, Work Report	Work Report	Herbicide logs, GIS maps, Work Report, Budget	Work Report, Tree survey report
Contact Person:	Gary Glowacki	Stephen Christy	Shannon Peters	Noah Mach
Contact Phone:	847-968-3264	773-710-5692	815-922-6562	847-986-9471

EQUIPMENT LIST

Equipment/Vehicle Type	Make/Model	Quantity to be Utilized	Purpose
ATV	John Deer Gator/TH 6x4 Diesel	4	Hauling gear, brush, woodchips
ATV	Polaris Gravelly/ Sportsman 400	1	Hauling gear, brush, woodchips
Brush Saw	Stihl/Varies	4	Woody/Herbaceous clearing
Chainsaw	Stihl/Varies	10	Woody clearing
Mower	Little Wonder/ BRC-24	1	Mowing
Mower	Kunz/ MR55B	1	Mowing

PERSON OR PERSONS IN CHARGE OF THE BURN AND THEIR EXPERIENCE OR CERTIFICATIONS:

Larry McCotter

Illinois Certified Prescribed Burn Manager. Completed the Chicago Wilderness burn training including S-130/190 courses. On behalf of Lake Bluff Open Lands Association, has led over 50 natural areas burns in Lake Bluff and Lake Forest plus experience on private properties with Tallgrass Restoration, and Native Restoration Services, Inc.

Ryan Stanley

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Ryan Bovyn

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Nick Leider

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Austin Seeger

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Aaron Greenwood

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Justin Campos

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Elizabeth Dybal

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

Madeline Miklautsch

Completed the Chicago Wilderness burn training including S-130/190 courses and has participated in numerous burns with Native Restoration Services, Inc.

EQUIPMENT TO BE ON LOCATION AT THE BURN:

John Deere Gator 4X6 with 60 gallon tank & 5 HP Honda motor (one or two as needed)
"Indian" backpack water pumps
Council Pulaski Axe
gas powered blowers
fire rakes, fire brooms, fire flappers, shovels
fire resistant *Indura* jumpsuits
fire resistant gloves
hard hats
first aid kit
cell phones
2.5 hp trash pump, when water is available
multiple garden hoses attached to house if available
3- 250 gallon water tanks

2020 Natural Area Maintenance/Burning Bid Planholders

Bid opening October 5, 2020 – 10:00am – Lincolnshire Village Hall

Conservation Land Stewardship
375 West First Street
Elmhurst Illinois 60126
ssinn@conservationlandstewardship.com

ENCAP, Inc.
1709 Afton Road
Sycamore, IL 60178
(815) 899-1621
srowley@encapinc.net

Environmental Consulting Group
P.O. Box 44281
Madison, WI 53744-4281
(608) 497-0955
info@ec3grp.com

Integrated Lakes Management
120 LeBaron Street
Waukegan, IL 60085
(847) 244-0261
(847) 244-6662 – fax
GRZink@LakesManagement.com

McGinty Bros., Inc.
3744 Cuba Road
Long Grove, IL 60047
(847) 438-5161
B.Wilson@McGintyBros.com

Pizzo & Associates, Ltd.
10729 Pine Road
Leland, IL 60531
(815) 495-2300
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Tallgrass
2221 Hammond Drive
Schaumburg, IL 60173
(877) 699-8300
(847) 925-9840 – fax
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Taylor Creek Restoration Nurseries
P.O. Box 256
17921 Smith Road
Brodhead, WI 53520
(608) 897-8641
(608) 897-2044 - fax
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Turning Leaf Conservation
1344 Vernon Lane
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