The Village of Chatham will be accepting sealed bids for Right of Way Clearance along RT4.

Bid information will be available on the Village of Chatham web page or for pick up Thursday October 5 at 08:00am. Proposals must be submitted in a sealed envelope, via mail, hand-delivery or courier, and must be *received* by **1:00 PM, October 18, 2017** to be considered for selection. The submittal address is:

Village of Chatham
117 E Mulberry St.
Chatham, IL 62629

The outside of the envelope should include the bidder's name and contact information and be clearly labeled to read:

Village of Chatham:
Sealed Bid
RT 4 Right of Way Clearance: EAST Contract

Village of Chatham:
Sealed Bid
RT 4 Right of Way Clearance WEST Contract

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

The Village reserves the right to accept or reject any and or all parts of the bid.

Questions concerning this proposal may be submitted to Shane Hill via email or phone:
shill@chathamil.net or 217-697-5807.

Tree Trimming Bid
Village of Chatham

REQUEST FOR BIDS FOR

RT 4 Right of Way Clearance East Contract

PROPOSALS DUE BY 1:00 PM, October 18, 2017

I. Project Description & Proposal Process

The Village of Chatham is seeking proposals from qualified contractors to conduct tree trimming, tree removal, stump removal or flush cut and undergrowth removal; activities within the Village of Chatham along RT4 State Right of Way. The Village is accepting proposals for the scope of work as described below. The bid will be awarded to the lowest responsive and responsible bidder. The Village reserves the right to waive minor irregularities in its discretion. The Village further reserves the right to reject any and all bids.

Bidders must use the attached bid form and proposals must be submitted in a sealed envelope, via mail, hand-delivery or courier, with all attachments, and must be *received* by **1:00 PM, October 18, 2017** to be considered for selection. The submittal address is:

Village of Chatham
117 E Mulberry St.
Chatham, IL 62629

The outside of the envelope should include the bidder's name and contact information and be clearly labeled to read:

Village of Chatham:
Sealed Bid
RT 4 Right of Way Clearance: EAST Contract

II. Scope of Work

Remove all trees and undergrowth, stump grinding where able and flush cutting along the RT4 State Right of Way. The **East contract** will be an area of 725' from RT4 and Cottonwood north along the East side of RT4. All interested bidders will need to contact and meet with Shane Hill to walk through the contract area. See the attached location sketch map at the end of the document.

Project Limits

The Village of Chatham property and the State of Illinois Right of Way are located within the Village limits of Chatham, IL. The project limits include; removal of all trees, brush and undergrowth from the back of the curb to the edge of the Right of Way.

All trees within the project area are to be removed, including "shrubs" growing in tree form and meeting the definition of a tree will apply to all trees and within the project limits and will not be constrained to a specified number of trees. Questions concerning the limits of the property shall be addressed prior to bid submittal, as supplemental funds will not be provided to accommodate trees within the property not included in the bid or located on private property.

Tree branches within the project limits are included in this scope, *regardless of the location of the tree trunk.*

Quality Control

All work is to be performed in accordance with Village of Chatham standards and associated Best Management Practices for Tree Pruning and safety as well as NATIONAL ARBORIST ASSOCIATION Pruning Standards for Shade Trees, Class II – Standards pruning or Class IV Crown Reduction Pruning.

Extent of work

Trees and undergrowth on the Right of way are to be completely removed.

Utility Location

It shall be the Contractor's responsibility to use (at minimum) JULIE one-call to identify the location of utility lines, and to proceed with ground-disturbing activities (including root-pruning) only after utilities have been marked. All damage to or injury from utility lines is the sole liability of the Contractor.

Maintenance of Traffic

Vehicular access through the community will be maintained at all times and no roadways shall be completely closed to traffic at any time. Any permitting, costs or other coordination required for maintenance of traffic within public roadways is the sole responsibility of the Contractor. This is a State Route. All traffic control must meet the ***Manual on Uniform Traffic Control devices***. This includes but not limited to; work zone safety, lane and traffic control and certified flaggers.

Restoration of Work Site

The work site shall be cleaned at the end of each work day to remove debris piles from sidewalks, all paved areas and pedestrian access areas. No debris shall be stored for any length of time within the Right of Way. Upon completion of work, the entire work site shall be restored at the contractor's sole expense, and any paving, structures or other site features that were damaged by the contractor during

the project. Any damage to property that may result in collateral damages (i.e. damage to fencing) must be repaired at the Contractor's expense, immediately after damage.

Avoiding Damage to Personal Property

The Contractor shall take appropriate precautions to avoid damage to buildings, vehicles and other properties, as well as people. Appropriate precautions may require use of special practices to secure and lower cut branches and to temporarily restrict vehicular and pedestrian access to work sites

III. Minimum Qualifications

All work must be performed by a contractor that has experience with tree trimming and stump removal and by/under the direction of Certified Arborist. *Provide a copy of contractor's experience with tree trimming and stump removal, a statement on the equipment that will be used, at contractor's sole expense, and the arborist certification with the bid proposal.* All bidders must provide proof of workman's compensation insurance for their staff and a certificate of liability insurance for a minimum of $1,000,000. Upon award of contract, the Contractor must provide an updated certificate of insurance naming the Village of Chatham as additional insured.

IV. Pricing

Each bid will be accepted as a lump-sum price only. The East bid proposal price should cover all anticipated work and equipment and *no additional funds will be provided* for unanticipated costs covered within the listed scope of work. Information provided by bidder such as number of trees, size of trees and anticipated pruning required will be not be considered to take precedence over the bid on the scope of work. Contractor is responsible for the provision of all equipment necessary to perform the work at its sole cost and expense. Contractor is further responsible for the sole cost and expense of the Certified Arborist who will oversee the work.

V. Schedule of Work

Respondents must indicate a schedule of work indicating the notice required from the Village of Chatham prior to beginning work and the total time required to complete the project.

VI. Inspection and Enforcement

Selected Contractor will be responsible for fines and judgments levied by the Village or County in reference to violation of codes by activities performed by Contractor. The Village may use a (third-party) landscape inspector and may request an inspection from the Village for verification of completion of work and compliance with applicable regulations prior to final payment.

VII. Payment Schedule

One lump-sum payment will be provided upon completion of each project. Each project will be considered complete once:

- Contractor notifies Village's representative that work is complete
- Village conducts final walk-through and identifies any outstanding items (Village will complete walk-through within one week of notification of completion of work by the Contractor)
- Contractor completes outstanding items identified by the Village in the final walk through
- Code Enforcement Officer completes site inspection and verifies compliance with City code (if requested by the Village and completed within two weeks of Contractor's notice of completion of work)

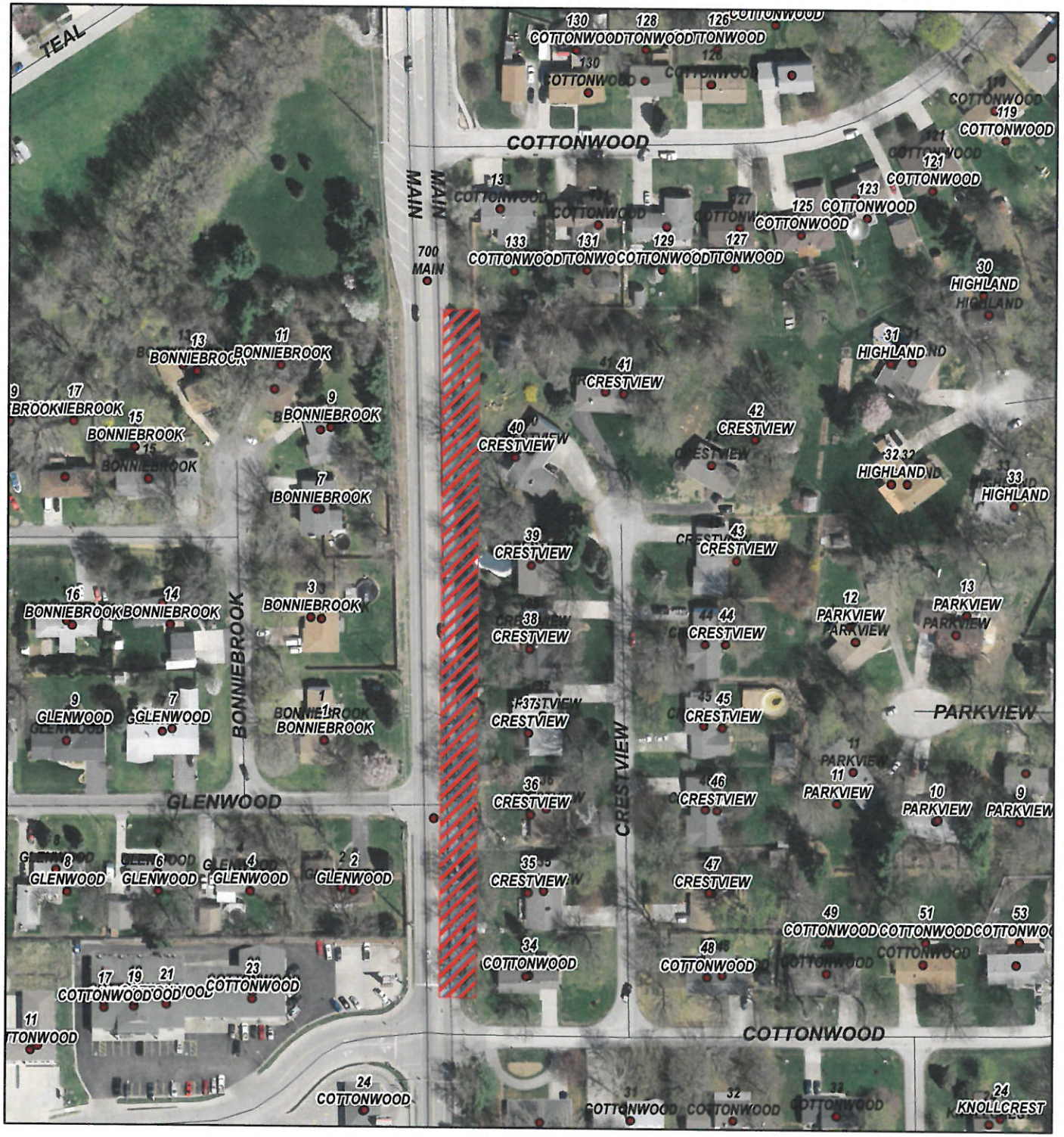
The total project payment will be reduced by 5% if project is not completed by the stated schedule of work in the bid, with the exception of Acts of God including inclement weather, which must be communicated to the Village's representative at the time they are identified, and a new schedule mutually agreed upon.

VIII. Prevailing Wage

This Contract calls for the construction of a "public work," within the meaning of the Illinois Prevailing Wage Act, 820 ILCS 130/.01 et seq. ("the Act"). The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages" (hourly cash wages plus amount for fringe benefits) in the county where the work is performed. The Department publishes the prevailing wage rates on its website at http://labor.illinois.gov/. The Department revises the prevailing wage rates and the contractor/subcontractor has an obligation to check the Department's web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website. All contractors and subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties.

IX. Performance Bond

Contractor must provide with its bid a performance bond to the Village of Chatham in the penal sum of the amount bid executed by said contractor and at least two responsible persons as sureties or by some surety company satisfactory to the Village of Chatham, as a guarantee that said Contractor faithfully will perform the work in accordance with the contract. Said bond shall be conditioned to save and keep harmless said Village from any and all claims, demands, loss, suits, costs, expenses and damages which may be brought, sustained or recovered against said Village by reason of any negligence, default or failure of the said contractor in performing the work; which bond shall be attached to the contract and made a part hereof. Failure to submit this performance bond with the bid shall deem the bid non-responsive.



EAST CONTRACT LOCATION SKETCH

N
W E
S

100 0 100 200
Feet

VILLAGE OF CHATHAM TREE TRIMMING BID FORM

Company Name_____

Contact Name_____

Address_____

Phone/fax/email_____

Qualifications / Attachments

Please attach copy of the contractor's certificate of insurance, performance bond, a statement on the contractor's experience with tree trimming and stump removal, including certification that the contractor has the necessary equipment to perform the work, and certification of the ISA Certified Arborist that will be oversee tree trimming activities.

Schedule of Work

Minimum notice needed from the Village prior to beginning work:_____

Maximum number of days required to complete work (barring Acts of God including inclement weather, provided they are communicated to the Village's representative at the time they are identified):

_____

Bid Amount / Payment

Proposed Total Lump-Sum Fee for work for RT4 Right of Way Clearance East Contract: $_____

The undersigned is an authorized representative of the company and attests to the accuracy of the information provided on this bid, and agrees to the scope of work, terms and conditions and related material included on Bid. This bid may not be withdrawn within 30 days of issuance. A contract incorporating the terms and conditions of the bid may be required for further execution by the parties.

_____ _____ _____

Name Title Date

THIS DOCUMENT MUST BE COMPLETED IN FULL AND RETURNED WITH ALL ATTACHMENTS REQUIRED UNDER THE "QUALIFICATIONS / ATTACHMENTS" SUBHEADING ABOVE.