

**COUNTY OF McHENRY  
McHENRY COUNTY ADMINISTRATION BUILDING  
PURCHASING DEPARTMENT - ROOM 200  
2200 N. SEMINARY AVENUE  
WOODSTOCK, IL 60098**

Sealed bids will be accepted in the above office until

***March 1, 2012 by 2:00 PM(CST)***

**For  
BID #12-14**

***Tree Trimming and Removal Services for the County of McHenry***

CONTACT PERSON - CATHERINE LINK, CPPB  
DIRECTOR OF PURCHASING  
MCHENRY COUNTY ADMINISTRATION BUILDING  
2200 N. SEMINARY AVENUE-- ROOM 200  
WOODSTOCK, IL 60098  
Phone - (815) 334-4818  
Fax - (815) 334-4680

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COMPANY

DATE

---

CONTACT PERSON

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ADDRESS

E-MAIL ADDRESS

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CITY, STATE AND ZIP

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TELEPHONE NO

FAX NO.

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FEIN, or Social Security NUMBER

The attention of bidders is directed to the McHenry County Purchasing Ordinance, approved December 1, 2006. This Ordinance is incorporated by reference into this bid as if it were contained herein. If you have not received a copy of the above Ordinance and desire a copy, please contact the office of the Director of Purchasing.

**SCOPE OF WORK**

The County of McHenry’s Division of Transportation is looking to attain the services for tree trimming and removal. The Contractor will respond to specific requests for tree work from the County and must receive authorization for additional work that may come to the Contractor’s attention that was not requested by the County. Throughout the term of the contract, it may become necessary for the Contractor to assist the County in providing emergency tree service. The Contractor shall provide emergency assistance in the manner as set forth by the County.

This will be a phased bid: Bid Phase I from 04/01/2012 to 11/30/12, Bid Phase II from 12/1/12 to 11/30/13, and Bid Phase III from 12/01/13 to 11/30/14.

All eligible proposed contractors shall have a minimum of five (5) years experience maintaining commercial and/or municipal sites of equal or greater size and of similar contract maintenance specifications.



**SCHEDULE OF EVENTS**

February 3, 2012-----	Bid Available
February 17, 2012-----	Vendors Questions Submitted via fax to 815-334-4680 by 4:00 P.M.(CST)
February 24, 2012-----	Vendors Questions Answered via fax and Posted on Website by 4:00 P.M.(CST)
March 1, 2012-----	Bid due in Purchasing at 2:00 P.M.(CST)

**PAYMENT**

Payment will be processed after receipt of delivery invoice and appropriate affidavit.

**NON-DISCRIMINATION**

Contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., as amended and any rules and regulations promulgated in accordance therewith, including, but not limited to the Equal Employment Opportunity Clause, Illinois Administrative Code, Title 44, Part 750 (Appendix A), 775 ILCS 5/1-102, which is incorporated herein by reference, and constituting of a written EEO Policy and a workforce profile that demonstrates its EEO practices. Furthermore, the Contractor shall comply the Public Works Employment Discrimination Act, 775 ILCS 10/0.01 et seq., as amended. The Contractor must have a written sexual harassment policy, which meets Illinois State Statutes, 775 ILCS, 15/3.

**PREVAILING WAGE**

The State of Illinois requires under Public Works contracts that the general prevailing rate of wages in this locality be paid for each craft or type of worker hereunder. This requirement is in accordance with The Prevailing Wage Act (820 ILCS 130) as amended. This shall include payment of the general prevailing rate for legal holiday and overtime work. It shall be mandatory upon the subcontractor under the Contractor. A copy of the prevailing wage rates is posted on the McHenry County website at [www.co.mchenry.il.us](http://www.co.mchenry.il.us) under BIDS and RFP’s. If wage rates change during the course of the project, the new rates will be available in the County of McHenry Purchasing Office. Contractors may access the Illinois Department of Labor website for updates [www.state.il.us/agency/idol](http://www.state.il.us/agency/idol).

### CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)

Effective August 10, 2005 contractors and subcontractors on public works projects must submit certified payroll records on a monthly basis to the public body in charge of the construction project, along with a statement affirming that such records are true and accurate, that the wages paid to each worker are not less than the required prevailing rate and that the contractor is aware that filing records he or she knows to be false is a Class B misdemeanor.

The certified payroll records must include for every worker employed on the public works project the name, address, telephone number, social security number, job classification, hourly wages paid in each pay period, number of hours worked each day, and starting and ending time of work each day. These certified payroll records are considered public records and public bodies must make these records available to the public under the Freedom of Information Act, with the exception of the employee's address, telephone number and social security number. Any contractor who fails to submit a certified payroll or knowingly files a false certified payroll is guilty of a Class B misdemeanor.

### INCREASED PENALTIES FOR PREVAILING WAGE VIOLATIONS (Public Act 94-0488)

Effective January 1, 2006, penalties for violations of the Prevailing Wage Act will increase from 20% to 50% of the underpaid amounts for second or subsequent violations. An additional penalty of 5% of the underpayment penalty must be paid to workers for each month the wages remain unpaid (up from the current 2% penalty).

For violations that occur after January 1, 2006, the debarment period --during which contractors are ineligible for public works contracts -increases from 2 years to 4 years if two notices of violation are issued/serious violations occur within a 5-year period. In addition, a new monetary penalty of \$5,000 may be assessed against contractors who retaliate against employees who report violations or file complaints under the Prevailing Wage Act.

### OSHA REQUIREMENTS

The Occupational Safety and Health Act of 1970 (OSHA) "guarantees workers the right to a safe and healthful workplace". Under Section 5(a) (1) of the OSHA Act, the employer must "furnish to each of his employees' employment and a place of employment which are free from recognized hazards that are causing or likely to cause death or serious physical harm to his employees."

There are times when the County must hire entities and individuals (contractors) to perform services. To this end, contractors hired by the County of McHenry must perform their duties in a manner that is complaint with all state and federal health and safety laws and industry guidelines. It is the responsibility of the contractor to ensure that their personnel and subcontractors comply with all state and federal health and safety laws and regulations and industry guidelines, including, but not limited to those set forth by: OSHA and related regulations, the Safety Inspection and Education Act, the Health and Safety Act, the National Institute of Occupational Safety and Health, the National Fire Protection Association, the Centers for Disease Control, American Industrial Hygiene Association, the American Council of Governmental Industrial Hygienists, the Environmental Protection Agency, and the Department of Transportation.

### SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT

The successful bidder must be in compliance with State of Illinois HB-1855 (Public Act095-0635), which amends the Prevailing Wage Act. Before an employer commences work on a public works project, the employer shall have in place a written program, which meets or exceeds the program requirements in this Act, to be filed with the public body engaged in the construction of the public works and made available to the general public, for the prevention of substance abuse among its employees. The testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.

### PROCUREMENT OF GREEN PRODUCTS AND TECHNOLOGIES

As approved by the McHenry County Board in April 2008, it is in the interest of public health, safety and welfare and the conservation of energy and natural resources to use and promote environmentally responsible products. The County should strive to influence private purchases through the example of using government specifications and standards that are green or environmentally friendly when making its purchases.

Whenever available and cost-justified, the County should purchase those materials including the purchase of recycled products containing post-consumer materials rather than residual materials resulting from the processing or manufacturing from another product. To the extent practicable, all products standards shall emphasize functional or performance criteria, which do not discriminate against the use of, recycled materials.

McHenry County should cooperate to the greatest extent feasible with other governments and organizations to develop a comprehensive, consistent, and effective procurement effort intended to stimulate the market for recycled products, reusable products, products designed to be recycled, and other environmentally responsible products.

McHenry County shall continue to participate in and shall encourage other public jurisdictions to participate with the County in the purchase of products containing recycled content. Participation in such cooperative systems shall be aimed at obtaining maximum practical recycled content in County purchases, to obtain best available price for products with recycled content, to facilitate or encourage lower prices industry-wide and to encourage development of industries and markets dealing with recycled content products.

### PROCUREMENT OF PRODUCTS THAT ARE ENERGY STAR QUALIFIED

McHenry County shall select, where life cycle and cost-effective, ENERGY STAR and other energy efficient products, when acquiring energy-using products. This information will be required by the bidder in their bid submittal.

### SECURITY

The contractor represents and warrants to the County of McHenry that neither it nor any of its principals, shareholders, members, partners or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Contractor further represents and warrants to the County of McHenry that the Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as Specially Designated National and Blocked Person. The Contractor hereby agrees to defend, indemnify and hold harmless the County of McHenry, the Corporate Authorities, and all County of McHenry elected or appointed officials, officers, employees, agents, representatives, engineers and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the foregoing representation and warranties.

### PURCHASE EXTENSION

This contract shall be offered for purchases to be made by other counties and governmental units within the State of Illinois as authorized by the Government Joint Purchasing Act. All purchases and payments made under this authority shall be made directly by the governmental unit to the Vendor. The County of McHenry shall not be responsible in any way for such purchase orders or payments. All terms and conditions of this contract shall apply to all orders placed by another governmental unit.

## ADDENDUM

Should the Vendor require any additional information about this Bid, please fax to Purchasing (815-334-4680) any questions by the deadline as outlined in the schedule of events. ANY AND ALL changes to these specifications are valid only if they are included by Written Addendum to All Bidders. NO interpretation of the meaning of the plans, specifications, or other contract documents will be made orally. If required, all addenda will be faxed to bidder if a Notice of Intent to Bid has been completed and faxed to the Purchasing Office. In addition, all addenda are posted on the County of McHenry's website. Failure of the bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this Bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused by a bidder to improperly submit a bid.

Response to these questions will be made by means of an addendum. Only the Director of Purchasing has the authority to issue an addendum.

Addenda are written instruments issued by the County prior to the date for receipt of proposals, which modify or interpret the Bid by addition, deletions, clarifications or corrections.

Prior to the receipt of bids, addenda will be faxed or delivered to all who are known to have received a Notice to Bid. Each vendor shall ascertain prior to submitting a bid that all addenda issued have been received and, by submission of a bid, such act shall be taken to mean that such vendor has received all addenda and that the vendor is familiar with the terms thereof and understands fully the contents of the addenda.

## TAXES

The County of McHenry is exempt from paying Illinois Use Tax, Illinois Retailers Occupation Tax, and Federal Excise Tax. The bidder's attention is directed to the McHenry County Purchasing Ordinance {S3-10, (9), (10), and (11)}.

## INSURANCE

### (1) GENERAL

The successful bidder shall maintain for the duration of the contract and any extensions thereof, at bidder's expense, insurance that includes "Occurrence" basis wording and is issued by a company or companies qualified to do business in the State of Illinois that are acceptable to the County, which generally requires that the company(ies) be assigned a Best's Rating of A or higher with a Best's financial size category of Class XIV or higher, in the following types and amounts:

- (a) Commercial General Liability in a broad form, to include, but not limited to, coverage for the following where exposure exists: Bodily Injury and Property Damage, Premises/Operations, Independent contractors, Products/Completed Operations, Personal Injury and Contractual Liability; limits of liability not less than:

\$500,000 per occurrence and \$1,000,000 in the aggregate;

- (b) Business Auto Liability to include, but not be limited to, coverage for the following where exposure exists: Owned Vehicles, Hired and Non-Owned Vehicles and Employee Non-Ownership; limits of liability not less than:

\$300,000 per occurrence, combined single limit for:  
Bodily Injury Liability and Property Damage Liability;

- (c) Workers' Compensation Insurance to cover all employees and meet statutory limits in compliance with applicable state and federal laws. The coverage must also include Employer's Liability with minimum limits of \$100,000 for each incident.

(2) CERTIFICATE OF INSURANCE

The successful bidder agrees that with respect to the above required insurance that:

- (a) The County of McHenry shall be provided with Certificates of Insurance evidencing the above required insurance, prior to commencement of the contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least fifteen (15) days prior to the expiration or cancellation of any such policies;
- (b) The contractual liability arising out of the contract shall be acknowledged on the Certificate of Insurance by the insurance company;
- (c) The County of McHenry shall be provided with thirty (30) days prior notice, in writing, of Notice of Cancellation or material change and said notification requirement shall be stated on the Certificate of Insurance;
- (d) Subcontractors, if any, comply with the same insurance requirements; and
- (e) have McHenry County named as an additional insured and the address for certificate holder must read exactly as:

County of McHenry, a **body politic**  
2200 N. Seminary Avenue  
Woodstock, IL 60098

- (f) Insurance Notices and Certificates of Insurance shall be provided to:

McHenry County, Purchasing Department  
2200 N. Seminary Avenue, Room 200  
Woodstock, Illinois 60098

HOLD HARMLESS CLAUSE

The successful bidder will agree to indemnify, save harmless and defend the County of McHenry, its agents, servants, and employees, and each of them against and hold it and them harmless from any and all lawsuits, claims, demands, liabilities, losses and expenses, including court costs and attorney's fees, for or on account of any injury to any person, or any death at any time resulting from such injury, or any damage to property, which may arise or which may be alleged to have arisen out of or in connection with the work covered by this contract upon award. The foregoing indemnity shall apply except if such injury, death or damage is caused directly by the willful and wanton conduct of the County of McHenry, its agents, servants, or employees or any other person indemnified hereunder.

BID RESPONSE

It is highly recommended that the vendor completely read the bid prior to filling out to become acquainted with terms and conditions of the bid document and merchandise requirements. No relief

will be allowed from the bid conditions unless you take written exception to that condition on your bid. **BIDS MUST BE SUBMITTED IN DUPLICATE FORM, (One Original, and One Copy). BIDS ARE DUE BACK BY 2:00 P.M. (CST) ON MARCH 1, 2012.**

Bidders are urged to respond to this bid request in every case to insure being maintained on current bid lists. Explanations of the reasons for not bidding will assist in maintaining the bidder on the correct bid list(s).

#### **SUBMITTAL**

**Submit one (1) bid, multiple bids will not be accepted.**

#### **GENERAL CONDITIONS**

This bid shall be firm for at least 120 days after the latest time specified for submission for bids and thereafter until written notice is received from the bidder.

#### **AWARD OF ORDER**

The County will award a purchase order to the lowest responsive, responsible bidder meeting the County's requirements as listed in this document. The County will be the sole judge of acceptability of any products offered.

#### **WORKMANSHIP**

Items shall be manufactured according to the highest traditions of the industry and shall meet all commercial standards of quality. The County shall be the sole judge of acceptable products. Unacceptable products will be rejected and suitable price adjustments made.

#### **MISCELLANEOUS**

It is the bidder's task to be familiar with the referenced items and to offer only products of equal or greater quality. Any questions on specifications should be directed to the Purchasing Department.

#### **EXCEPTIONS**

The bid speaks for itself. Bidders taking exception to any terms, conditions or specifications of this bid must clearly state in writing such exception(s) either on or with their bid. The County will be the sole judge of the acceptability of any exception noted, and is not bound to consider any bid submitted with exceptions.

#### **ALTERNATES**

Trade names are used solely for the purpose of setting minimum standards of quality and performance and are not to be construed as exclusionary. Bidders are encouraged to contact the Purchasing Department prior to the bid opening for the purpose of clarifying specifications.

#### **FULL PRICING AND CONTINGENCIES**

The County shall hold the successful bidder to bid pricing. Additional charges for contingencies discovered by the vendor at any time after the date of opening of this bid will not be considered for payment by the County.

#### **RECOURSE FOR UNSATISFACTORY MATERIALS**

Payment shall be contingent upon the County's inspection of and satisfaction with completed work. Any defective work or materials, non-conformance to bid specifications, damaged materials, or unsatisfactory installation shall be corrected to the County's satisfaction by the successful bidder at no additional charge.

#### **CANCELLATION**

Failure to comply with the terms and conditions as herein stated shall be cause for cancellation of the contract. The County will give written notice of unsatisfactory performance and the contractor will be allowed thirty (30) days to take corrective action and accomplish satisfactory control. If at the end of the thirty days, the County deems the contractor's performance still unsatisfactory, the contract shall

be canceled. The exercise of its right of cancellations shall not limit the County's right to seek any other remedies allowed by law.

#### REJECTION OF BIDS, WAIVER OF IRREGULARITIES

McHenry County reserves the right to reject any or all bids, to waive irregularities, and to accept that bid which is considered to be in the best interest of the County. Any such decision shall be considered final.

#### PROTEST PROCEDURES

Any Bidder who believes contractual terms or specifications are unnecessarily restrictive or limit competition may submit a protest, in writing, to the Director of Purchasing. To be considered, the protest must be received by McHenry County five (5) days prior to the stated bid opening. Any adversely affected or aggrieved Bidder shall have ten (10) days from the date of the bid opening to file a written protest regarding the intent to award the bid. Protests submitted after that date will not be accepted. Protests must specify the grounds upon which the protest is based (refer to appropriate statute, rule, code, or ordinance which defines the protest process).

#### BIDDER'S ATTACHMENT TO THE BID

Any attachment to this bid, as required by the bid conditions, or made at the bidder's option, must reference on their face the bid title, opening date, and time.

#### DELIVERY

Delivery will be considered in making the award and the bidders shall state, in the spaces provided, expected delivery after receipt of Purchase Order. Failure to meet said delivery promises without prior consent of the Director of Purchasing will be considered a breach of faith.

#### PERFORMANCE AND PAYMENT BOND:

A Performance and Payment Bond will be required by the accepted bidder as described below if the bid amount exceeds \$25,000.00.

- Payment and Performance Bond shall be in the amount of 110% of the bid value. Any additional scope value during the project must be covered by the bonds.
- Obligee is County of McHenry, project owner for the Payment and Performance Bonds.
- Payment and Performance Bonds must be signed by an official of the bonding company and accompanied by the bonding agent's written Power of Attorney.
- Provide three (3) copies of each of the bonds and the Power of Attorney in order that one copy of each may be attached to each copy of the contract agreement. Bonds must be submitted to McHenry County within two (2) weeks of the notice of award, if start of construction is sooner, then bonds must be submitted a minimum of two (2) days prior.
- Date of Agreement and Payment and Performance Bonds shall be the same.
- Such Payment and Performance Bonds shall be issued by a surety listed on the Department of Treasury's listing as approved sureties (Department Circular 570) with an A.M. Best Rating of "A" or better which is licensed in the state of the location of the project and must be acceptable to the design-builder.

BID BOND:

Each separate bid shall be accompanied by a bid bond, certified check, or a cashier's check, drawn on a bank authorized to do business in Illinois, in a dollar amount of not less than five percent (5%) of the sum of the computed total amount of the bid or five hundred dollars (\$500), whichever is greater.

FREIGHT

Freight is all inclusive unless otherwise stated.

FUEL SURCHARGE

The County of McHenry does NOT accept any fuel surcharges.

## SPECIFICATIONS

### PERFORMANCE STANDARDS

1. All activities performed under this contract shall conform to the most current published ANSI (American National Standard Institute) A 300 standards for pruning, and tree support systems.
2. All activities performed under this contract shall conform to the most current published ANSI Z133.1 standards for safe arboricultural operations.
3. All work shall be performed or supervised on-site by an ISA (International Society of Arboriculture) Certified Arborist. Contractor shall ensure that ISA Certification is maintained during contract period.

### PROHIBITED EQUIPMENT

1. The CONTRACTOR shall not allow any person to use shoes with spikes; spurs, or climbing irons or any other footwear, which may cause injury to the tree's being trimmed under the terms of this contract.

### TRAFFIC CONTROL

1. Contractor shall utilize proper traffic control following the IDOT Highway Standards:
  - (a) **701001-01 OFF-RD OPERATIONS, 2L, 2W, MORE THAN 15' AWAY**
  - (b) **701006-02 OFF-RD OPERATIONS, 2L, 2W, 15' TO 24" FROM PAVEMENT EDGE**
  - (c) **701201-02 LANE CLOSURE, 2L2W, DAY ONLY, FOR SPEEDS > OR 45 MPH**
  - (d) **701301-02 LANE CLOSURE, 2L2W, SHORT TIME OPERATIONS**
  - (e) **701306-01 LANE CLOSURE, 2L2W, SLOW MOVING OPERATIONS DAY ONLY, FOR SPEEDS > OR = 45 MPH**
  - (f) **702001-06 TRAFFIC CONTROL DIVICES**

### NEED AND RESPONSE FOR EMERGENCY WORK

1. Throughout the term of the contract, it may become necessary for the Contractor to assist the County in providing emergency tree service. The Contractor shall provide telephone numbers at which contact can be made on a twenty-four hour emergency basis. When conditions require emergency assistance, the Contractor shall respond and commence work within four (4) hours of receiving the emergency request.
2. If the Contractor is unreachable or fails to call back within 60 minutes of an emergency call out, it shall be considered liquidated damages to be deducted from payments and shall be grounds for termination of the contract, damages due the Owner of \$150/per hour may be assessed to the Contractor for each hour the Contractor fails to call back after the initial call out.

The necessary crew and equipment to perform associated work shall respond and be on site within (4) hours of the first call out unless otherwise approved by McHenry County. If said crew fails to respond within the (4) hours time period, it shall be considered liquidated damages to be deducted from payments and shall be grounds for termination

of the contract, damages due the Owner of \$150/per hour may be assessed to the Contractor for each hour the Contractor is not on site.

When the request for emergency assistance has been issued, the Contractor must be able to furnish as a minimum the following types of equipment:

- a. Aerial Lift
- b. Wood Chipper
- c. Stump Grinder
- d. Log Loader
- e. Front End Loader
- f. Dump Truck
- g. Semi truck and trailer
- h. Aerial crane

If an Aerial crane is needed the Contractor will have a reasonable amount of time for the crane to reach the designated work site.

All other trees designated for removal shall be removed within thirty (30) days of notification to the Contractor. Unless otherwise approved by McHenry County Division of Transportation.

#### PROTECTION OF OVERHEAD UTILITIES

1. Aerial line clearance shall be the responsibility of the Contractor to make special arrangements as needed with the utility companies to provide clearance around their aerial facilities. The County will allow a reasonable amount of time for the Contractor and Utility Companies to schedule work for tree removals tree trimming around utilities.
2. The Contractor shall protect all utilities from damage and shall immediately contact the appropriate utility if damage should occur. Contractor shall be responsible for all claims for damage due to Contractor's operations.
3. The Contractor shall be responsible for working with the Utility companies informing homeowners or businesses in the event of a scheduled outage. The County shall receive a list of names, addresses of those affected by the outage. Included shall be day or days of scheduled outage along with the start time's and ending times of scheduled outage. This noticed shall be received three days prior to the scheduled outage.

#### TRIMMING and STUMP REMOVAL

1. Pruning to be performed on this contract includes the following: reducing hazards, maintaining or improving tree health and structure, improving aesthetics, removing diseased, dead, dying, decayed, interfering, or obstructing branches.
2. Limbs and branches larger than 5 inches in diameter shall be lowered to the ground through the use of ropes or other mechanical devices when working over curbs, sidewalks, or roadways.
3. Before starting any excavation for stump removal, the Contractor shall contact J.U.L.I.E. at 800-892-0123 or 811 for field locations of all buried utilities.
4. The stump shall be removed on the same day, or the next working day of the removal or removals, unless otherwise approved by the McHenry County Division of Transportation.

The stump shall be removed on the same day as the removal unless otherwise approved by McHenry County.

5. The stump shall be ground out and remove all exposed portions of the stump and roots to a depth on not less than eight (8) inches below the existing ground level.
6. The hole shall be filled with weed free pulverized black dirt to an elevation slightly above the surrounding area. The Area shall be restored with a high quality grass seed and be covered with erosion blanket within 14 days of the removal.
7. The assistance of an aerial crane if needed shall be the sole responsibility of the contractor.

#### MEASUREMENT

1. Tree removal shall be paid for at the contract unit cost each for tree removal. Diameter measurements for trees are based upon four and a half (4½) feet measured from the ground, and commonly referred to as the Diameter Breast Height (DBH). The size of the trees scheduled for removal will be determined by the County. Multi – stemmed trees having a crotch less than 4½ feet above the ground shall be measured at the height of one foot below the crotch.

#### CLEAN UP / WASTE REMOVAL

1. All wood waste produced under this contract shall be removed from the job site by the Contractor the same day it is produced, All wood waste and / or non-hazardous debris produced under this contract shall be removed from the job site by the Contractor the same day it is produced. Under no circumstances will debris be allowed to be left along any County Highway unattended which could pose a danger to the traveling public as determined by the MCDOT.
2. Stump Grinding will be performed by the Contractor as specified under TRIMMING and STUMP REMOVAL. The Contractor will also be responsible for the removal of all woodchips resulting from grinding.
3. Inspection of work areas will be done by the County after work completion, within 24 hours. Contractor will be notified of any damages that the County perceives to have been caused by Contractor. Any damages that are repaired by the County will be charged back to the Contractor based on the County's hourly billing rates plus the cost of materials.

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**BID ON:**

**Emergency Hourly Rates**

Description of service	U/M	Phase I April 1, 2012 – November 30, 2012	Phase II December 1, 2012 – November 30, 2013	Phase III December 1, 2013 – November 30, 2014
Emergency Hourly Rate - Aerial Lift Truck	HR	\$	\$	\$
Emergency Hourly Rate - Chipper, Box Truck	HR	\$	\$	\$
Emergency Hourly Rate - Log Loader	HR	\$	\$	\$
Emergency Hourly Rate - Front End Loader	HR	\$	\$	\$
Emergency Hourly Rate - Semi truck and trailer	HR	\$	\$	\$
Emergency Hourly Rate - Dump Truck	HR	\$	\$	\$
Emergency Hourly Rate - Aerial crane	HR	\$	\$	\$
Emergency Hourly Rate - Stump Grinder	HR	\$	\$	\$
Emergency Hourly Rate - Supervisor	HR	\$	\$	\$
Emergency Hourly Rate - Unskilled / Common Labor	HR	\$	\$	\$
Emergency Hourly Rate – Skilled Labor Including	HR	\$	\$	

**Removal By DBH**

Description of service	Phase I April 1, 2012 – November 30, 2012	Phase II December 1, 2012 – November 30, 2013	Phase III December 1, 2013 – November 30, 2014
Scheduled Tree Removal per DBH	\$	\$	\$
Scheduled Stump Removal per DBH	\$	\$	\$

Normal Tree Trimming Hourly Rate \$ \_\_\_\_\_

\_\_\_\_\_  
(Written dollar amount)

*Does your company have a formal safety policy and your employees participate in safety training?*

*Upon request, would you be able to provide the County with a copy of your safety policy?*


***THIS PAGE IS MANDATORY***

***REFERENCES***

List three (3) references that you have done similar work, service or supplied similar products to within the last twelve (12) months (Only correct contact names and phone numbers will be acceptable).

Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

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Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

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Entity:

Address:

City, State, Zip Code:

Telephone Number:

Contact Person:

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**RUBBER STAMPED, FAXED, COPIED, OR TYPED SIGNATURE  
WILL DISQUALIFY YOUR BID MUST BE AN ORIGINAL  
SIGNATURE**

**CERTIFICATIONS**

Vendor certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961, as amended. \_\_\_\_\_ Yes \_\_\_\_\_ No

Vendor certifies that it is aware that all contracts for the Construction of Public Works are subject to the Illinois Prevailing Wage Act (820 ILCS 130/1-12) \_\_\_\_\_ Yes  
No

Under penalties of perjury, I certify that \_\_\_\_\_ is my correct Federal Taxpayer Identification Number. I am doing business as a (please check one):

- |   |  |
|---|--|
| <input type="checkbox"/> Individual   | <input type="checkbox"/> Real Estate Agent       |
| <input type="checkbox"/> Sole Proprietorship                                      | <input type="checkbox"/> Government Entity       |
| <input type="checkbox"/> *Partnership   | <input type="checkbox"/> Tax Exempt Organization |
| <input type="checkbox"/> **Corporation  | (IRC 501(a) only)                                |
| <input type="checkbox"/> Not-for-Profit Corporation                               | <input type="checkbox"/> Trust or Estate         |
| <input type="checkbox"/> Medical and Health Care<br>Services Provider Corporation |  |

\*State full names, titles and addresses of all responsible principles and/or partners below;

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

Address: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Address: \_\_\_\_\_

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

Address: \_\_\_\_\_

**If needed please submit any additional sheets.**

**PROPOSER'S CERTIFICATION**

I have carefully examined the Bid, Scope of Work, Specifications, and any other documents accompanying or made a part of this Bid.

I hereby propose to furnish the goods or services specified in the Bid. I agree that my proposal will remain firm for a period of up to 120 days in order to allow the County adequate time to evaluate the qualifications submitted.

I verify that all information contained in this proposal is truthful to the best of my knowledge and belief. I further certify that I am duly authorized to submit this Bid on behalf of the firm as its act and deed, and that the firm is ready, willing, and able to perform if awarded the contract.

I further certify, under oath, that this proposal is made without prior understanding, agreement, connection, discussion, or collusion with any other person, firm or corporation submitting a proposal for the same product or service. No officer, employee or agent of the County of McHenry or any other proposer is interested in said proposal and that the undersigned executed this Proposer's Certification with full knowledge and understanding of the matters therein contained and was duly authorized to do so.

\*\*State of Incorporation \_\_\_\_\_

\_\_\_\_\_  
(Individual - Partnership - Company - Corporation)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City, State and Zip Code)

\_\_\_\_\_  
(By Signature) (Title)

\_\_\_\_\_  
(Witness Signature) (Title)

\_\_\_\_\_  
(Telephone No) (Fax No.)

\_\_\_\_\_  
(Date)

*End of Document*