

A. INVITATION TO BID – TREE PRUNING AT GREENBROOK TANGELWOOD HOMEOWNERS ASSOCIATION, INC.

1. TIME AND PLACE OF OPENING BIDS

Sealed Bids for the Tree Pruning Program in the Greenbrook Tanglewood Homeowners Association, (GTHA) Inc., Hanover Park, Illinois, will be received by the Village Clerk until 11:15 a.m. on September 19, 2013, and at that time will be publicly opened and read. All bids shall be submitted in sealed envelopes clearly labeled to identify the bidder and project and marked "**TREE PRUNING - SEALED BID - DO NOT OPEN**".

- 1.1** A **mandatory** pre-bid meeting will be held on September 12, 2013 at 9:30 a.m. at the Greenbrook Tanglewood Homeowners Association Clubhouse, 1211 Catalina Drive, Hanover Park, IL 60133.

2. DESCRIPTION OF WORK

TREE PRUNING

This work consists of furnishing all labor, supervision, materials, tools, equipment, incidentals, and expertise necessary for the pruning of trees. Since the work is of a potentially dangerous nature and requires special expertise, it is to be performed by a company that derives the majority of its annual income from arboricultural work and whose employees are highly trained and skilled in all phases of tree service work (proof will be required). In case of a Preference will be given to TCIA Accredited companies.

3. BID DOCUMENTS

Bid documents can be picked up at the office of the Village Clerk on Friday, August 30, 2013, Monday through Friday, 8:00 am to 4:30 pm. Digital copies of the bid documents can be requested by calling the Village Clerks Office at 630-823-5602.

4. BID SECURITY

- 4.1** Each Bid must be accompanied by Bid security made payable to the Village in an amount of five percent (5%) of the Bidder's maximum Bid price and in the form of a certified or bank check or a Bid Bond.
- 4.2** Bid Bonds shall be duly executed by the Bidder as principal and having as surety thereon a surety company approved by the OWNER, having the minimum equivalent of a Best and Co. 5A Rating, and shall be prepared on the form attached within or an equivalent form.

5. WAGE AND LABOR REQUIREMENTS

- 5.1** Illinois Prevailing Wage and adherence to Public Act 30 ILCS 570 Employment of Illinois Workers on Public Works projects.

6. REJECTION OF BIDS

The Board of Trustees of the Village of Hanover Park reserves the right to reject any and all bids and to waive technicalities, discrepancies, or information in the bids. The Village of Hanover Park does not discriminate in admission, access to, treatment, or employment in its programs and activities.

Dated _____

Eira L. Corral, Village Clerk