



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item:	Award FY2018-19 and FY2019-2020 Geneva Line Clearance Tree Trimming Contract to Skyline Tree service and Landscaping, Inc.		
Presenter & Title:	Hal Wright, Superintendent of Electrical Services		
Date:	June 11, 2018		
Please Check Appropriate Box:			
<input checked="" type="checkbox"/>	Committee of the Whole Meeting		Special Committee of the Whole Meeting
<input checked="" type="checkbox"/>	City Council Meeting		Special City Council Meeting
	Public Hearing		Other -
Estimated Cost: \$360,000.00		Budgeted? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Other Funding? <input type="checkbox"/> Yes <input type="checkbox"/> No
<i>If "Other Funding," please explain how the item will be funded:</i>			
Executive Summary:			
Bids were opened on May 14, 2018 for the Two-Year Tree Trimming Contract.			
Price per Hour			
		Year 1	Year 2
	Skyline Tree Service	\$240.00	\$258.00
Attachments: <i>(please list)</i>			
<ul style="list-style-type: none"> • Resolution 2018-55 • Memo from Superintendent Wright dated 06/05/2018 • Skyline Tree service and Landscaping, Inc contract. 			
Recommendation / Suggested Action: <i>(how item should be listed on agenda)</i>			
Approve resolution to authorize the City Administrator to execute, on behalf of the City of Geneva, the Two-Year Tree Trimming Contract with Skyline Tree Service and Landscaping, Inc in the amount of \$360,000.00.			

RESOLUTION NO. 2018-55

**RESOLUTION AUTHORIZING EXECUTION OF
Award FY2018-19 and FY2019-20 Geneva Two-Year Line Clearance Tree Trimming Contract
to Skyline Tree Service and Landscaping, Inc**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GENEVA, KANE COUNTY, ILLINOIS, as follows:

SECTION 1: That the City Administrator is hereby authorized to execute, on behalf of the City of Geneva, the Two-Year Line Clearance Tree Trimming Contract with Skyline Tree Service and Landscaping, Inc of St.Charles IL in the amount of \$360,000.00.

SECTION 2: This Resolution shall become effective from and after its passage as in accordance with law.

PASSED by the City Council of the City of Geneva, Kane County, Illinois, this 18th day of June, 2018.

AYES: __ NAYS: __ ABSENT: __ ABSTAINING: __ HOLDING OFFICE: __

Approved by me this 18th day of June, 2018.

Mayor

ATTEST:

City Clerk



**PUBLIC WORKS DEPARTMENT
MEMORANDUM**

June 5, 2018

Memo To: Mayor Burns and Committee of the Whole

From: Hal Wright, Superintendent of Electrical Services

Re: Two-Year Tree Trimming Contract FY 2018-2019 and 2019-220

Bids were opened on May 14, 2018 for a Two-Year Tree Trimming Contract. One bid and two letters declining to bid were received, one company declined to be via a phone call.

Skyline Tree Service and Landscaping was only bidder.

The FY 2018-2019 and FY 2019-2020 Tree Trimming Contract will be expensed under line item 620.90.95.25-531.25 having a budget of \$360,000.00 with \$180,000.00 to be allocated each fiscal year.

	Price per Hour	
	Year 1	Year 2
Skyline	\$240.00	\$258.00

Recommendation:

After careful and thorough review of the bid for the Two-Year Tree Trimming Contract, staff recommends to COW, that COW approves and recommends to City Council the contract for FY 2018-2019 and FY 2019-2020.

Authorize the City Administrator to execute, on behalf of the City of Geneva the Tree Trimming Contract with Skyline Tree Service and Landscaping, Inc.

Cc: Stephanie Dawkins, City Administrator
Rich Babica, Director of Public Works
Aaron Holton, Manager of Operations
Kirk Landberg, Purchasing & Inventory Coordinator

April 26, 2018

Dear Valued Vendor:

The City of Geneva, Illinois invites your bid on the "FY2018-2020 Geneva Tree Trimming Contract." This is a labor and equipment contract.

The contract consists of trimming under the overhead electric lines in various areas within the borders of the City of Geneva. All electric lines will remain energized. Trimming shall be done at the request of the City of Geneva within a reasonable time frame for non-emergency trimming and within 2 hours for emergency requests. For emergency requests, the contractor will provide at least 2 crews if requested. No additional trimming shall be done that is requested by a resident or business while trimming for City requested work unless pre-approved by the Superintendent of Electrical Services or his representative.

The bids will be awarded on lowest total crew cost per hour with consideration given to experience, quality of work, and ability to complete the job in the specified time frame. The successful bidder must follow all applicable ANSI and OSHA standards for safety and quality tree trimming work.

This contract is a 24 month contract.

The budgeted amount for the two year contract is \$360,000.00.

Sealed bids with the words "FY2018-2020 Geneva Tree Trimming Contract" clearly marked on it, will be received by the City of Geneva, Illinois before 10:00 A.M., local time, May 14, 2018, at the office of the City Administrator, 22 South First Street, Geneva, Illinois 60134, at which time they will be publicly opened and read.

Each bid must be accompanied by a bid bond signed by a surety company authorized to do business in the State of Illinois, or by a cashier's check or certified check in the amount of five thousand (\$5,000.00) dollars.

A performance bond in the amount of one (1) year's allocation (\$180,000.00) will be required upon award of this contract.

If you have any questions, please call Aaron Holton, Manager of Electric Operations, or myself at (630) 232-1503.

Kirk Landberg
Purchasing & Inventory Coordinator

**Bidding Documents Tree
Trimming Contract City of
Geneva, Illinois
April 2018**

**Prepared By:
CITY OF GENEVA
ELECTRIC UTILITIES DIVISION
1800 South Street
Geneva, Illinois 60134
Telephone: (630) 232-1503
Facsimile: (630) 208-1503**

Contact Persons:

**Aaron Holton, Manager of Electric Operation
Ed Regelbrugge, field Serviceman**

**FY 2018-2020 TREE TRIMMING CONTRACT
NOTICE TO BIDDERS**

Duplicate sealed proposals (bids) submitted in a sealed envelope with the words "FY 2018-2020 Geneva Tree Trimming Contract", clearly marked on it, will be received by the City of Geneva, Illinois on or before 10:00 A.M., local time, **May 14, 2018**, at the office of the City Administrator, 22 South First Street, Geneva, IL 60134, at which time they will be publicly opened and read, for the labor, materials and equipment for the Project known as "FY 2018-2020 Geneva Tree Trimming Contract". Any proposal received subsequent to the time specified will be promptly returned to the Bidder unopened.

Description of Project: The project will consist of approximately:

Tree trimming within the borders of the City of Geneva. All electric lines will remain energized. Trimming shall be done at the request of the City's Superintendent of Electrical Services or his representative within a reasonable time frame for non-emergency trimming and within 2 hours for emergency requests. For emergency requests, the successful contractor will provide at least 2 crews, if requested. No tree trimming shall be done that is requested by a resident or business owner while tree trimming for the City requested work unless pre-approved by the Superintendent of Electrical Services or his representative, in writing. The City may request tree trimming in additional areas if funds are available.

This work shall be done in accordance with the specifications as prepared by the City of Geneva Electric Utility. Copies of the bid documents may be obtained and or examined at the office of the Public Works Department located at 1800 South Street, Geneva, IL. 60134.

All contractors shall certify that said contractor is not in violation of, nor has been convicted, for a violation of the Illinois Public Construction Act.

The City of Geneva, IL reserves the right to reject any or all bids and waive technicalities.

The City of Geneva, Illinois
Stephanie Dawkins
City Administrator

Published in the "Kane County Chronicle" Thursday April 26, 2018

**2014-15 TREE TRIMMING CONTRACT
INSTRUCTIONS TO BIDDERS**

1. Description of Project

The project consists of trimming/pruning (no tree removal) around electric lines within the borders of the City of Geneva. All electric lines will remain energized. The foreman on each crew must be able to speak and understand English to the satisfaction of the Superintendent of Electrical Services, City of Geneva. Trimming shall be done at the request of the City of Geneva within a reasonable time frame for non-emergency trimming and within 2 hours (24/7) for emergency requests as determined by the City of Geneva. For emergency purposes, a minimum of two (3) men crews backyard capable with each crew having a bucket, chipper and a means to haul chips must be provided if requested. No tree trimming shall be done that is requested by a resident or business owner while tree trimming for the City requested work unless pre-approved by the City of Geneva, in writing.

The scope of the area to be trimmed may be increased or decreased based on performance and budget. Additional non-line-clearance trimming may be requested by divisions within the Public Works Dept. with the approval of the City of Geneva. Award of the contract does not automatically indicate that additional trimming will be requested.

The project is located in the City of Geneva, in the State of Illinois: as more fully described in the Plans, Specifications, Bid Documents and Contractor's Proposal therefore hereinafter referred to.

Failure to fulfill the required 2 Hr. response time may be cause for the forfeiture of the Performance Bond. By my initials I verify that I have read and understand the emergency clause.



Initial

2. Work Near Energized Lines.

For work in these locations the Bidder's personnel must be trained according to Annex B ANSI Z133.1-latest revision. Adherence to the latest revision of any and all applicable OSHA and IDOL standards including ANSI Z133.1-latest revision Safety Standard and OSHA regulation 29 CFR Parts 1910.268, 1910.269, and 1910.333 is mandatory. Workers shall be a Certified Line Clearance Tree Trimmer by ACRT, Inc. or have similar certifications.

All employees must obtain certification in EHAP (Electrical Hazard Awareness Program) or equivalent certification prior to the start of this contract. Certification must be specific in line clearance tree trimming practices and safety guidelines for working near or around overhead electrical conductors.

The contractor shall employ only competent and skilled workers in the conduct of work under this contract. All workers shall possess the knowledge of procedures, and practices required for line clearance tree trimming, crown reduction tree trimming.

3. Obtaining Documents. The Plans and Specifications for tree trimming together with all necessary forms and other documents for bidders may be obtained from the Owner, City of Geneva Electric Utility at 1800 South Street, Geneva, Illinois 60134. The plans, specifications, and construction drawings may be examined at the office of the Owner.
4. Manner of Submitting Proposals. Proposals and all supporting instruments must be submitted in duplicate on the forms furnished by the Owner and must be delivered in a sealed envelope addressed to the Owner. Only proposals which are made out on the regular proposal forms will be considered. The proposal forms must not be separated from the complete set of documents. The proposal shall be executed properly, and bids shall be made for all items indicated in the proposal form, except that when alternate bids are asked, a bid on more than one alternative for each item is not required, unless the special provisions provide otherwise. The bidder shall indicate, in figures, a unit price for each of the separate items called for in the proposal; he shall show the products of the respective quantities and unit prices in the column provided for that purpose, and the gross sum shown in the place indicated in the proposal shall be the summation of said products. All unit prices shall be conditioned on furnishing a bond executed by a corporate surety company satisfactory to the Owner. The name and address of the Bidder, its license number if a license is required by the State, and the date and hour of the opening of bids must appear on the envelope in which the Proposal is submitted. Proposals must be filled in ink or typewritten. No alterations or interlineation will be permitted, unless made before submission, and initialed and dated. If the proposal is made by an individual, his name and post office address shall be shown. If made by a firm or partnership, the name and post office addresses of the president, secretary, and treasurer, and the seal of the corporation shall be affixed and attested by the secretary.
5. Familiarity with Conditions. Prior to the submission of the Proposal the Bidder shall make and shall be deemed to have made a careful examination of the site of the Work and of the Plans and Specifications for tree trimming, and forms of Contractor's Proposal and Contractor's Bond on file with the City Clerk of the Owner, and shall become informed as to the location and nature of the proposed tree trimming.

Bidders will be required to comply with all applicable statutes, regulations, Federal and State laws, local laws and ordinances, etc., including those pertaining to the licensing of contractors, and the so-called "Kickback Statute" (48 Stat.948) and regulations issued pursuant thereto.

6. Bidder's Qualifications. A Bidder shall be required to furnish evidence satisfactory to the Owner that he has sufficient means and experience in the types of work called for to assure completion of the contract in a satisfactory manner.

It shall be required that each bidder furnish to the City of Geneva an affidavit of experience.

The affidavit of experience form is attached for this purpose. It shall be required that each successful bidder furnish to the City of Geneva the following:

- (a) Certificate records for Certified Line Clearance Tree Trimmer.
- (b) Records of training for EHAP (Electrical Hazard Awareness Program).
- (c) Records of structural and dielectric testing of aerial devices (bucket Trucks).

Any one or more of the following causes may be considered as sufficient for the disqualification of a bidder and the rejection of his proposal:

- (a) More than one proposal for the same work from an individual, firm, partnership, or corporation under the same or different names.
- (b) Evidence of collusion among bidders.
- (c) Unbalanced proposals in which the prices for some items are substantially out of proportion to the prices for other items.
- (d) Failure to submit a unit price for each item of work listed in the proposal.
- (e) Lack of competency as revealed by financial statement or experience questionnaire, if such are required by the Special Provisions.
- (f) Unsatisfactory performance record as shown by past work judged from the standpoint of workmanship and progress.

Before an award is made, the bidder may, at the option of the awarding authority, be required to furnish a statement showing the value of all uncompleted work for which he has entered into contracts.

7. The Time for Completion of the Project shall be as specified by the Owner in the Proposal.
8. Contractor's Bond. The successful Bidder will be required to execute three additional counterparts of the Proposal and to furnish a Contractor's Bond (Performance and Payment) in triplicate in the form attached hereto with sureties listed by the United States Treasury Department as Acceptable Sureties, in a penal sum not less than the contract price.
9. Failure to Furnish Contractor's Bond. Should the successful Bidder fail or refuse to execute such counterparts or to furnish a Contractor's Bond within ten (10) days after written notification of the acceptance of the Proposal by the Owner, the Bidder will be considered to have abandoned the Proposal. The term "successful Bidder" shall be deemed to include any Bidder whose Proposal is accepted after another Bidder has previously refused or has been unable to execute the counterparts or to furnish a satisfactory Contractor's Bond.
10. Contract is Entire Agreement. The Contract to be effected by the acceptance of the Proposal shall be deemed to include the entire agreement between the parties thereto, and the Bidder shall not claim any modification thereof resulting from any representation or promise made at any time by any officer, agent or employee of the Owner or by any other person.

11. Minor Irregularities. The Owner reserves the right to waive minor irregularities or minor errors in any Proposal, if it appears to the Owner that such irregularities or errors were made through inadvertence. Any such irregularities or errors so waived must be corrected on the Proposal in which they occur prior to the acceptance thereof by the Owner.
12. Rejection of Bids. The Owner reserves the right to reject any or all Proposals, and to accept the proposal which in its opinion is in the best interest of the owner. The attention of Bidders is specially called to the desirability of a proper balance between prices for labor and equipment. Lack of such balance may be considered as a reason for rejecting a Proposal.
13. Definition of Terms. The terms used throughout this contract shall be as defined in Article VI, Section 1, of the Contractor's Proposal.
14. The Owner Represents:
 - a. Each Bidder is responsible for ascertaining that the equipment, methods of construction and repair proposed to be used on the Project will meet all requirements of public authorities having jurisdiction over highway and road right-of-way. The successful Bidder will be required to furnish proof satisfactory to the Owner of compliance with this requirement. If required by highway or road authorities, the successful Bidder will furnish to such authorities a bond or meet other guaranty requirements to assure the prompt repair of all damages to highways and roads and their associated right-of-way caused by the Bidder during construction of the Project. This requirement is in addition to and independent of the Contractor's Bond required under this Contract. The acceptance of a bid from any Bidder is not to be construed as approval of the Bidder's equipment or proposed work methods by or on behalf of the highway and road authorities. Bidders may obtain information concerning the requirements of highway and road authorities by communicating with the following: Kane County Highway Commission, IDOT District 1
 - b. All funds necessary for prompt payment for work completed on the Project will be available.

CERTIFICATION OF COMPLIANCE

The undersigned hereby certifies as follows:

1. That he has the authority and consent to make this certification on behalf of the bidder.

Skyline Tree Service
 (Name of Company)
2. That he has knowledge of the City of Geneva Codes pertaining to the disqualification of certain bidders.
3. That he knows that the bidder listed above is not disqualified from bidding under the aforementioned sections.
4. That he has knowledge of the City of Geneva ordinances relating to Fair Employment Practices and knows and understands the contents thereof; he certifies hereby that it is the policy of the bidder to recruit, hire, train, upgrade, promote, and discipline its employees without regard to race, creed, color, religion, age, sex, or physical or mental impairment.
5. That said bidder is not barred from bidding on the aforementioned contract as a result of a violation of Sections 33E-3 and 33E-4 of Chapter 720, Illinois Compiled Statutes [720 ILCS 5/33E-3 and 5/33E4 (2009)]
6. That pursuant to Chapter 65, Section 11-42.1-1 [65ILCS 5/11-42.1-1] of the Illinois Revised Statutes, the bidder is not delinquent in the payment of any taxes administered by the Department of Revenue.
7. That the contractor (either as an individual or company) agrees to provide a drug free workplace as provided for by the "30 ILCS 580/1 et.seq".
8. That all work under this contract shall comply with the Occupational Safety and Health Act (OSHA) of 1975 as amended, and all other Federal, State, or Local statutes, rules, or regulations including all City of Geneva Safety Procedures affecting the work done under the contract.
9. Contractor acknowledges that the Freedom of Information Act, 5 ILCS 140/1 et seq. (the "ACT") places an obligation on the City of Geneva to produce certain records that may be in possession of the Contractor. Contractor shall comply with the retention and documentation requirements of the Local Records Retention Act 50 ILCS 205/1 et seq. and the Act and shall maintain all records relating to this Agreement in compliance with the Local Records Retention Act (complying in all respects as if the Contractor was, in fact, the City). Upon notice from the City, Contractor shall review its records promptly and produce to the City within two business days of said notice from the City the required documents which are responsive to a request under the Act. If additional time is necessary to comply with the request, the Contractor may request the City to extend the time to do

AFFIDAVIT OF EXPERIENCE

STATE OF Illinois
COUNTY OF Kane

Ted Ranney
(Sole owner, member of firm,
corporate official)

being duly sworn, that he is
of Skylark Tree Service
(Individual, firm or
corporate name)

which has done work for the following parties of the general kind and approximate magnitude under this contract:

Name of Owner	Contact Person-Phone No.	Job Description	\$Amount
<u>Ted Ranney</u>	<u>Ted Ranney</u>		<u>360,000.</u>

and that Skylark Tree Service owns or has available
(he, said firm, said corporation)
for immediate use on the proposed work the following plant and equipment:

Machine	Year Built	Machine	Year Built
<u>Log truck</u>	<u>2016</u>	<u>Chipper 1800</u>	<u>2013</u>
<u>Chipper truck</u>	<u>2018</u>	<u>Chipper 1800</u>	<u>2011</u>
<u>Chipper truck</u>	<u>2013</u>	<u>Bucket</u>	<u>2012</u>

and that Ted Ranney will be assigned to work
(Name of Superintendent)
under this contract, and that his experience in this kind of work is as follows:

Name of Job	Engineer or Owner
<u>City of St. Charles</u>	<u>Gary Sitar</u>
<u>City of Bataavia</u>	<u>Scott Harris</u>
<u>City of Bataavia</u>	<u>Kyle Nelson</u>

OFFICIAL SEAL
KELLY A. ABATE
Notary Public - State of Illinois
My Commission Expires 8/18/2021

Signature: Ted Ranney

Subscribed and sworn to before me this 14th day of May 20 18

Kelly Abate
Notary Public

so, and the City will, if time and a basis for extension under the Act permits, consider such extensions. In the event Contractor fails to produce the requested records or fails to produce the requested records within the time period required above and the City is assessed a fine, fee or penalty for failure to timely comply with Act do to Contractor's actions, Contractor shall reimburse City for all fines, fee or penalties, including reasonable attorney's fees, paid by the City.

By submission of this bid, I certify that the bid has been arrived at independently and has been submitted without collusion between or among any vendor of materials, supplies, equipment, or services.

Skyline Tree Service
Name of Corporation, Partnership, or Proprietor

P.O. Box 3058
Address

St. Charles, IL 60174
City State Zip

630.584.2221
Telephone

[Signature]
Authorized Signature/Title

SUBSCRIBED AND SWORN to before me

this 14th day of May, 2018

[Signature]
Notary Public

My commission expires: 8-18-2021



CONTRACTOR'S PROPOSAL

(Proposal shall be submitted in ink or typewritten)

TO: City of Geneva IL.

(Hereinafter called the "Owner")

ARTICLE I--GENERAL

Section 1 . Offer to Construct. The undersigned (hereinafter called the "Bidder") hereby proposes to furnish all materials and equipment, all machinery, tools, labor, transportation and other means required to construct the project known as

FY 2018-2020 Geneva Tree Trimming Contract

in strict accordance with the Plans and Specifications for the prices hereinafter stated.

Section 2. Award of Contract. Before an award of the contract is made to a contractor, said contractor may be required, upon request by the City, to furnish any of the following information:

- a. His performance record
- b. Address and description of his plant or permanent place of business
- c. An itemized list of his equipment
- d. His financial statement
- e. Such additional information as will satisfy them that the bidder is adequately prepared to fulfill the contract.

The proposals received will be compared on the basis of the summation of the products of the items of work listed and the unit prices offered. In case of discrepancy between the gross sum shown in the proposal and that obtained by adding the products of the quantities of work and the unit prices, the unit prices shall govern, and any errors found in said products shall be corrected. In awarding contracts, the bidder will, in addition to considering the amounts stated in the proposals, take into consideration the responsibility of the various bidders as determined from a study of the data required under the previous article and from other investigations which it may elect to make.

Except in cases where the owner exercises the right reserved to reject any or all proposals, the contract will be awarded by the Owner, as soon as practicable after the opening of proposals, to the bidder who has submitted the lowest proposal complying with all requirements necessary to render it formal and who has satisfied the requirements of the specifications as to the responsibility of bidders.

Section 3. Familiarity with Conditions. The Bidder has made a careful examination of the site of the Project to be constructed and of the Plans, Specifications, and form of Contractor's Bond attached hereto, and has become informed as to the location and nature of the proposed construction..

Section 4. GPS If GPS is installed in the Bidder's vehicles, you shall give access to The City of Geneva.

Section 5. The Bidder warrants that this Proposal is made in good faith and without collusion or connection with any person or persons bidding for the same work.

Section 6. The Bidder warrants that it possesses adequate financial resources and agrees that in the event this Proposal is accepted it will furnish a Contractor's Bond in the form attached hereto, in a penal sum not less than the maximum Contract price, with a surety or sureties listed by the United States Treasury Department as Acceptable Sureties.

In the event that the surety or sureties on the performance bond delivered to the Owner contemporaneously with the execution of the Contract or on any bond or bonds delivered in substitution thereof or in addition thereto shall at any time become unsatisfactory to the Owner, the Bidder agrees to deliver to the Owner another or an additional bond.

Section 7. Description of Contract. The Notice and Instructions to Bidders, Plans and Specifications all attached hereto and made a part hereof together with the Proposal and Acceptance constitute the contract. The Plans are identified as follows:

Specifications

Maps

ARTICLE II—CONSTRUCTION

Section 1. Time and Manner of Construction

- a. The Bidder agrees to commence construction of the Project on Tuesday, May 06 2014. The Bidder further agrees to prosecute diligently and to complete 80% of the tree trimming by August 30, 2014 (excluding Saturdays and Sundays). The remaining 20% of the tree trimming shall be completed in March and April of 2015 or by called as needed by the Utility.
- b. The time for Completion of Construction shall be extended for the period of any reasonable delay which is due exclusively to causes beyond the control and without the fault of the Bidder.

Section 2. Termination for Breach. In the event that any of the terms or provisions of this contract are violated by the Contractor, the Owner may serve written notice upon the Contractor and its Surety of its intentions to terminate such contract and unless within ten (10) days after the serving such notice upon the Contractor, such violation shall cease and such satisfactory arrangement for correction be made, the Contract shall, upon expiration of said ten (10) days, cease and terminate. In the event of any such termination, the Owner shall immediately serve notice thereof upon the Surety and the Contractor and the Surety shall have the right to take over and perform the Contract, provided, however, that if the Surety does not commence the performance whereon within thirty (30) days from the date of mailing to such Surety notice of termination, the Owner may take over the work and prosecute the same to completion by Contract for the amount and at the expense of the Contractor and the Contractor and his Surety shall be liable to the Owner for any excess costs thereby occasioned by the Owner.

Section 3. Termination for Convenience. Upon ten (10) days written notice to Contractor, Owner may, without cause and without prejudice to any other right or remedy of Owner, terminate the Contract. In such case, Contractor shall be paid for (without duplication of any items):

1. Completed and acceptable Work executed in accordance with the Contract Documents prior to the effective date of termination, including fair and reasonable sums for overhead and profit on such Work;
2. Expenses sustained prior to the effective date of termination in performing services and furnishing labor, materials, or equipment as required by the Contract Documents in connection with uncompleted Work, plus fair and reasonable sums for overhead and profit on such expenses;
3. All claims, costs, losses and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and all other professionals and all court or arbitration or other dispute resolution costs) incurred in settlement of terminated contracts with Subcontractors, Suppliers, and others; and
4. Reasonable expenses directly attributable to termination.

Contractor shall not be paid on account of loss of anticipated profits or revenue or other economic loss arising out of or resulting from such termination.

Section 4. Protection and Restoration of Property. The Contractor shall perform work in such a manner as to maximize preservation of beauty, conservation of natural resources and minimize marring and scarring of the landscape and silting of streams. Upon completion of the work, the Contractor shall remove all his equipment and put the area of the work in a neat and clean condition and do all other cleaning required to complete the work in a workmanlike manner, ready for use and satisfactory to the Owner. The Contractor shall be responsible for the damage or destruction of property

Whenever public or private property is so damaged or destroyed, the Contractor shall at his own expense, restore such property to a condition equal to that existing before such damage or injury was done by repairing, rebuilding, or replacing it as may be directed, or he shall otherwise make good such damage or destruction in an acceptable manner. If he fails to do so, the Owner may after the expiration of a period of forty-eight (48) hours after giving him notice in writing proceed to repair, rebuild, or otherwise restore such property as may be deemed necessary, and the cost thereof shall be deducted from any compensation due, or which may become due, the Contractor under his contract.

The cost of all materials required and all labor necessary to comply with the above provisions will not be paid for separately, but shall be considered as incidental to the contract.

Section 5. The Bidder agrees that in the event this Proposal is accepted it will make available for use in connection with the proposed construction all necessary tools and equipment and qualified superintendents and foremen.

Section 6. Supervision and Inspection.

- a. The Bidder shall cause the construction work on the Project to receive constant supervision by a competent superintendent (herein after called the "Superintendent") who shall be present at all times during working hours where construction is being carried on. The Bidder shall also employ, in connection with the construction of the Project, capable, experienced and reliable foremen and such skilled workmen as may be required for the various classes of work to be performed. Directions and instructions given to the Superintendent shall be binding upon the Bidder.
- b. The Owner reserves the right to require the removal from the Project of any employee of the Bidder if in the judgment of the Owner such removal shall be necessary in order to protect the interest of the Owner. The Owner shall have the right to require the Bidder to increase the number of its employees and to increase or change the amount or kind of tools and equipment if at any time the progress of the work shall be unsatisfactory to the Owner; but the failure of the Owner to give any such directions shall not relieve the Bidder of its obligations to complete the work within the time and in the manner specified in this Proposal.
- c. The Owner shall make final inspection of all work, included in the contract, as soon as practicable after notification by the Contractor that the work is completed and ready for acceptance. If the work is not acceptable to the Owner at the time of such inspection, he shall inform the Contractor as to the particular defects to be remedied before final acceptance can be made. The Bidder shall have an authorized agent

accompany the Owner when final inspection is made and, if requested by the Owner, when any other inspection is made.

The Bidder shall have on the work at all times, a competent, English-speaking foreman authorized to receive orders and act for him.

Section 7. Licensed Personnel:

- a. Contract Bidder is to provide a list of all personnel who will be assigned to the work for this contract and who are licensed by the State of Illinois as tree experts. Bidder is to include the individual's name, license number, and a brief history of prior experience in the trade.
- b. The Roving Foreman for this contract must be a State of Illinois Certified International Society of Arboriculture (I.S.A.) Arborist. A copy certification must be submitted with the bid package for the Roving Foreman.

Section 8. -Traffic Control and Road Conditions

- a. Traffic control shall be in accordance with the applicable sections of the Standard Specifications for Road and Bridge Construction, the applicable guidelines contained in the Illinois Manual on Uniform Traffic Control Devices for Streets and Highways, these Special Provisions, and any special details and Highway Standards contained herein and in the plans.
- b. The Contractor shall furnish and place all necessary barricades and warning signs for street and/or lane closings during the work operations. The contractor shall schedule his work to limit the closing of any one street block for not more than a period of twelve (8) hours. The Contractor is responsible for securing any permits and insurance requirements for Right of Ways on County or State owned roads/property.
- c. The Contractor shall furnish all of the materials, labor and equipment necessary to comply with this provision and all costs to comply shall be borne by the Contractor and be considered incidental to the contract.
- d. The Contractor shall notify the Owner at least three (3) days in advance of the starting of any construction work which might in any way inconvenience or endanger traffic, so that arrangements may be made, if necessary, for closing the road and providing suitable detours. The Contractor shall at all times conduct the work in such a manner to insure the least obstruction of vehicular and pedestrian traffic. The convenience of the general public and of residents along the roadway shall be provided for in an adequate and satisfactory manner.
- e.. Where the Contractor's equipment is operated on any portion of the traveled surface or structures used by traffic on or adjacent to the section under construction, the Contractor shall clean up traveled surface of all dirt and debris at the end of each day's operations

ARTICLE III-- PARTICULAR UNDERTAKINGS OF THE BIDDER

Section 1. Protection to Persons and Property. The Bidder shall at all times take all reasonable precautions for the safety of employees on the work and of the public, and shall comply with all applicable provisions of Federal, State, and Municipal safety laws and building and construction codes, as well as the safety rules and regulations of the Owner

The Bidder shall do all things necessary or expedient to properly protect any and all adjacent lines, highways and any and all property of others from damage, and in the event that any such lines, highways or other property are damaged in the course of construction of the Project, the Bidder shall at its own expense restore any or all of such damaged property immediately to as good a state as before such damage occurred.

Section 2. Insurance. The Bidder shall take out and maintain throughout the construction period insurance in the following minimum requirements:

a. Workmen's Compensation & Employer's Liability. This insurance shall protect Bidder and the Company against all claims under applicable state workmen's compensation laws. The Bidder shall also be protected against all claims for injury, disease, or death of employees which, for any reason, may not fall within the provisions of a workmen's compensation law. This policy shall include "All States" endorsement.

The liability limits shall not be less than:

Workmen's Compensation	Statutory
Employer's Liability	\$500,000 each employee

b. Comprehensive Automobile Liability. This insurance shall be written in comprehensive form and shall protect the Bidder against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles, and shall cover operation on or off the site of all motor vehicles licensed for highway use, whether they are owned, non-owned, or hired.

The General Liability limits shall be not less than:

Bodily Injury	\$1 Million (each person)
	\$1 Million (each occurrence)
Property Damage	\$1 Million

c. Comprehensive General Liability. This insurance shall be written in comprehensive form and shall protect the Bidder against all claims arising from injuries to persons other than his employees or damage to property of the Owner or others arising out of any act of omission of the Bidder or his agents, employees, or Sub-contractors. The policy shall also include protection against claims insured by usual personal injury liability coverage a "protective liability" endorsement to insure the contractual liability assumed by the Bidder, and "Completed Operations and Products Liability" coverage (to remain in force during the correction period).

The liability limits shall be not less than:

Bodily Injury	\$2 Million (each person)
	\$2 Million (each occurrence)
Property Damage	\$2 Million (each occurrence)
	\$2 Million (aggregate)

d. Additional Named Insured. The Owner and its employees, agents, and representatives shall be named additional insured on all insurance certificates. When working within the Right-of- Way of County and State Roads, the Contractor shall meet the insurance requirements of those entities. The State of Illinois/ Division of Transportation shall be named as additional insured.

e. Cancellation Notice. The standard ACCORD will not be accepted as proof of insurance unless the cancellation provisions have been altered to assure the Owner a minimum ten (10) days notice of cancellation.

Certificates of insurance shall be filed and approved by the Owner before starting construction or within ten (10) days after the execution of the Contract, whichever date is reached first.

The Owner shall have the right at any time to require public liability insurance and property damage liability insurance greater than those required in subsections b and c of this Section. In any such event, the additional premium or premiums payable solely as the result of such additional insurance shall be added to the Contract price.

The Bidder shall furnish a certificate evidencing compliance with the foregoing requirements.

Section 3. Indemnification. To the fullest extent permitted by laws and regulations, the Contractor shall defend, indemnify, and hold harmless the Owner and their officers, directors, partners, consultants, agents, and employees from and against all claims, damages, losses, and expenses direct, indirect, or consequential (including but not limited to fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) arising out of or resulting from the performance of the work by the Contractor, any Sub-contractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable.

In any and all claims against the Owner or any of their officers, directors, partners, consultants, agents, or employees by any employee of the Contractor, any Subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work by anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any such Sub-contractor or other person or organization under workers or workmen's compensation acts, disability benefit acts, or other employee benefit acts, nor shall this indemnification obligation be limited in any way by any limitation on the amount or type of insurance coverage provided by the Owner, the Contractor, or any of his Sub-contractors.

Section 4. Release of Liability. Acceptance by the Bidder of the last payment shall be a release to the Owner and every officer and agent thereof from all claims and liability hereunder for anything done or furnished for or relating to the work, or for any act or neglect of the Owner or of any person relating to or affecting the work.

ARTICLE IV-- MISCELLANEOUS

Section 1. Definitions.

- a. The term "Bidder" shall mean any individual, firm, partnership, or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.
- b. The term "Project" shall mean the electric system, or portions thereof, described in the Plans and Specifications.
- c. The term "Completion of Construction" shall mean full performance by the Bidder of the Bidder's obligations under the Contract and all amendments and revisions thereof except the Bidder's obligations in respect of (1) Releases of Liens and Certificate of Contractor under Article III, Section 2 hereof and (2) the inventory referred to in Article III, Section I hereof and (3) other final documents. The term "Completion of the Project" shall mean full performance by the Bidder of the Bidder's obligations under the Contract and all amendments and revisions thereof. The Certificate of Completion, signed by the Owner and approved in writing by the Owner, shall be the sole and conclusive evidence as to the date of Completion of Construction and as to the fact of Completion of the Project.
- d. The term "Owner" shall be the City of Geneva, Illinois, acting through its legally constituted officials, officers, or employees.
- e. The term "Contractor" shall be the Bidder awarded the Contract for the work.
- f. The term "Subcontractor" shall be the individual, firm, partnership, or corporation to whom the Contractor, with written consent of the Owner, sublets, assigns, or otherwise disposes of any part of the work covered by the contract.
- g. The term "Proposal" shall be the offer of a Bidder to perform the work described by the Contract Documents when made out and submitted on the prescribed Proposal Form, properly signed and guaranteed.
- h. Intentionally deleted.
- i. The term "Contract" shall be the written agreement covering the performance of the work and the furnishing of labor and materials for the construction of the work. The contract includes the notice to bidders, proposal, contract bond, specifications, plans, any and all supplemental agreements, and any and all special provisions.
- j. The term "Contract Bond" shall be the approved form of security furnished by the Contractor and his surety as a guaranty that he will execute the work in accordance with the terms of the contract.

k. The term "Surety" shall be the corporate body, individual, or individuals, which engage to be responsible for the bidder's acts in the execution of the contract in the event of its being awarded to him; or, which are bound with and for the Contractor to insure his acceptable performance of the contract, his payment of all obligations pertaining to the work, and his fulfillment of such other conditions as may be specified or otherwise required by law.

l. The term "Award" shall be the decision of the Owner to accept the proposal of the lowest responsible bidder for the work, subject to the execution and approval of a satisfactory contract thereof and bond to secure the performance thereof, and to such other conditions as may be specified or otherwise required by law.

m. The term "Inspector" shall be the authorized representatives of the Owner assigned to make detailed inspection of any or all portions of the work or material therefore.

n. The term "Notice to Bidders" shall be the official notice, included in the proposal form inviting bids for the proposed improvement.

o. The term "Special Provisions" shall be specific directions, provisions, requirements, and revisions of the specifications peculiar to the work under consideration which are not satisfactorily provided for in the specifications. The special provisions set forth the final contractual intent as to the manner involved. The special provisions included in the contract shall not operate to annul those portions of the specifications with which they are not in conflict.

p. The term "Specifications" shall be the body of directions, provisions, and requirements contained here in, or in any supplement to this document referred to in the special provisions, together with written agreements and all documents of any description made or to be made pertaining to the method or manner of performing the work, the quantities, or the quality of materials to be furnished under the contract.

q. The term "The Work" shall be the improvement advertised for bids, described in the proposal form, indicated on the plans, and covered in the specifications, special provisions, contract, authorized alterations, extensions and deductions, and supplementary agreements, or any part or parts thereof, including labor, tools, equipment, materials, and incidentals necessary for satisfactory completion of the improvements.

r. The term "Written Notice" shall be considered as served when delivered in person or sent by registered mail to the individual, firm or corporation or to the last business address of such known to him who serves the notice.

1. Change of Address: It shall be the duty of each party to advise the other parties of the Contract as to any change in his business address until completion of the Contract.

s. The term "Act of God" shall be an earthquake, flood, cyclone or other cataclysmic phenomenon of nature. Rain, wind, flood or other natural phenomenon of normal intensity for

the locality shall not be construed as an Act of God and no reparation shall be made to the Contractor for damages to the work resulting there from.

t. The term "Contents of the Proposal Form" shall be those forms which with the qualified bidders will be furnished stating the location and description of the work contemplated, the approximate quantities of work to be performed or materials to be furnished, the amount of the proposed guaranty, requirements pertaining to labor, and the date, time, and place of filing and opening proposals. All documents bound with or attached to the proposal shall be considered a part thereof, and shall not be detached or altered.

Section 6. Contractor. Upon acceptance of this Proposal, the successful Bidder shall be the Contractor and all references in the Proposal to the Bidder shall apply to the Contractor.

Section 7 Addenda. The Bidder acknowledges receipt of the following Addenda:

Addendum No. 1 dated 4/23/18 initialed WJ

Addendum No. 2 dated 5/1/18 initialed WJ

Addendum No. _____ dated _____ initialed _____

CITY OF GENEVA
BID FY 2018-2020
GENEVA TREE TRIMMING CONTRACT

Bidding Documents

ADDENDUM NO. 1
April 23, 2018

1. Scope . This Addendum No.1 consists of pages AD1-1
2. Article II- CONSTRUCTION Section 1. Time and Manner or Construction
 - 2.1 Delete: Existing Paragraph a.
Add: Paragraph a. The Bidder agrees to commence construction of the Project on Friday June 15, 2018 and completed by June 14, 2020 (excluding Saturdays and Sundays).
\$180,000.00 shall be allocated from June 15, 2018 to June 14, 2019.
\$180,000.00 shall be allocated from June 15, 2019 to June 14, 2020.
3. Acknowledgement by Bidder. Each Bidder is requested to acknowledge receipt of this Addendum No. 1 in the space provided below. Include in bid package .
Signed by :

BIDDER: Skyline Tree Service
BY: Theodore B. Ranney
TITLE: Owner
DATE: 5/14/18

PROPOSAL SIGNATURE BY BIDDER

Skyline Tree Service
Bidder

Theodore B. Ranney
President

P.O. Box 3058
Address

St. Charles, IL 60174

ATTEST:

[Signature]
Secretary

Date 5.14.18

Bids which are not signed by individuals making them should have attached thereto a power of attorney evidencing authority to sign the bid in the name of the person for whom it is signed.

Bids which are signed for a partnership should be signed by all of the partners or by an attorney-in-fact. If signed by an attorney-in-fact, there should be attached to the bid a power of attorney evidencing authority to sign the bid, executed by the partners.

Bids which are signed for a corporation should give the correct corporate name thereof and the signature of the president or other authorized officer of the corporation manually written below the corporate name following the word "By". If such a bid is manually signed by an official other than the president of the corporation, a certified copy of a resolution of the board of directors evidencing the authority of such official to sign the bid should be attached to it. Such a bid should also bear the attesting signature of the secretary of the corporation and the impression of the corporate seal.

ACCEPTANCE

The Owner hereby accepts the foregoing Proposal of the Bidder,
_____ for the construction of the following project:

The total contract price is \$ _____

(Owner)

By _____

Attested:

Date of Contract:

Signatures: The Contractor's Bond must be signed with the full name of the Contractor. If the Contractor is a partnership the Contractor's Bond must be signed in the partnership name by a partner. If the Contractor is a corporation the Contractor's Bond must be signed in the corporate name by a duly authorized officer and the corporate seal affixed and attested by the Secretary of the corporation. A typewritten copy of all such names and signatures shall be appended.

Power of Attorney: The Contractor's Bond must be accompanied by a power of attorney authorizing execution on behalf of the Surety and, in jurisdictions so requiring should be countersigned by a duly resident agent of the Surety.

TECHNICAL REQUIREMENTS

A SPECIFICATIONS

The current specifications of the Tree Care Industry Association (TCIA), ANSI A300 Pruning shall apply to this work. In addition, it is required that ANSI Z133.1-latest revision Safety Standard as well as OSHA regulation 29 CFR Parts 1910.268, 1910.269, and 1910.333 are followed by all workers in the City of Geneva and in a manner satisfactory to the Superintendent of Electrical Services or his representative.

No work that does not conform to TCIA ANSI A300 Pruning specifications or ANSI Z133.1 – latest revision Safety Standard, may be performed without securing authorization from the Superintendent of Electrical Services or his representative.

B. TREES TO BE TRIMMED/PRUNED

The Contractor shall receive as part of these specifications a map showing the designated area to be trimmed.

Trees shall be trimmed/pruned on the authorization of the Superintendent of Electrical Services or his representative.

C. TREE TRIMMING/PRUNING

Forty-Eight (48) hours prior to the trimming/pruning of any tree, the Contractor shall distribute to each home a letter/notice explaining the trimming/pruning operation that will be accomplished.

The use of spurs or climbing irons shall be restricted to limb trimming removals and when necessary for prompt rescue in the event of an injured worker.

It will be the Contractor's responsibility to notify and make arrangements with the appropriate utility company for assistance with their utility lines for the removal of branches extending through power, telephone and cable lines, so the trimming/pruning operations will not be delayed.

The Contractor shall protect sidewalks, streets, curbs, manhole covers, fire hydrants, signs, street lights, surrounding bushes, trees, shrubs, lawns, other plantings and any other structures that are located on the parkway or on private property that may be impacted by falling limbs, branches, logs or any other causes for the trimming/pruning operations.

D. SPRAYING

All stubs of saplings trimmed at grade level shall be required to be sprayed.

E. CLEANUP

Immediately after trimming/pruning of a tree has been completed, the entire affected area must be raked and thoroughly cleaned up.

F. SAFETY

During the tree trimming/pruning operations, the Contractor must provide and conform to the City of Geneva's Roadway Work Zone Protection policy and/or the State of Illinois Manual of Uniform Traffic Control Devices for Highway Construction and Maintenance Operations at all times the Contractor is working for City, on the City owned right of ways. A copy of the City of Geneva's Roadway Work Zone Protection policy will be supplied upon request. At anytime the Contractor is performing work for the City or work on City owned property, the Contractor must conform to ANSI -133.1-latest revision Safety Standard. The Contractor is responsible for securing any permits and insurance requirements for Right of Ways on County or State owned roads/property.

G. REMOVAL OF DEBRIS

The Contractor must removal all debris from the site, City right of way or other private property where tree trimming/pruning has occurred within one (1) hour of completion of trimming at the site.

No debris may remain on the City's right of way or private property where trimming operations have occurred, overnight, over the weekend (Saturday/Sunday) or on Holidays.

Cost of disposal of debris collected from this contract must be included in the written cost quotation.

H. DAMAGE TO PRIVATE OR PUBLIC PROPERTY

Any damage to private or public property as a result of the Contractor's operation shall be repaired within three (3) work days by Contractor.

Should the repair not be instituted within the three (3) work days, or satisfactorily in the opinion of the Superintendent of Electrical Services or his representative, the City reserves the right to make the necessary repairs and deduct these costs from any moneys due the Contractor.

I. REPORTING/MANAGING

The Contractor shall keep daily work records completed on forms provided by the City. The daily work records shall be submitted to the Superintendent of Electrical Services or his representative at the end of each work day.

Prior to the beginning of the initial work period, the Superintendent of Electrical Services or his representative will meet with the lead agent of the Contractor and perform a walk through the designated area to identify trees to be trimmed/pruned and to answer any related questions the contractor may have.

During the Contract period, the Superintendent of Electrical Services or his representative will meet with the Contractor a minimum of once a week to review completed items and future assignments.

At the end of the program, the Superintendent of Electrical Services or his representative will meet with the Contractor to perform a final walk through and review all completed trimming/pruning sites.

J. PUBLIC RELATIONS

The Contractor must give 48 hours notice (with a city provided notice) to all property owners and residents for tree trimming /pruning prior to beginning work.

The Contractor and his employees must maintain a professional appearance, a polite and helpful attitude towards the public at all times.

K. EQUIPMENT

Under no circumstances shall any motorized vehicle/equipment be permitted to be driven on the parkways, driveways, or public walks while performing work under the provisions of this Contract.

L. PARKING

No off- street parking for equipment shall be provided for the Contractor by the City on any of the City's public properties without prior authorization by the Director of Public Works.

M. START TIME

The Contractor must be at the work site of the City of Geneva or other private property to do trimming at 7:00a.m. of every work day

N. THREE PHASE NOTIFICATION

The contractor will notify the City representative of any 3 Phase primary trimming and the starting / ending of every day.

2018-2020 TREE TRIMMING UNITS

Bid Page

6/15/2018-6/14/2019 Labor Unit			6/15/2019-6/14/2020		
Price/HR	O.T.	D.T.	Price/HR	O.T.	D.T.
Forman			Foreman		
<u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>110.⁰⁰</u>	<u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>
Laborer (Climber)			Laborer (Climber)		
<u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>120.⁰⁰</u>	<u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>
Laborer (Ground man)			Laborer (Ground man)		
<u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>120.⁰⁰</u>	<u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>

Note: Spraying shall be included in labor cost.

6/15/2018-6/14/2019 Equipment		6/15/2019-6/14/2020 Equipment	
Price/HR			
Bucket Truck	<u>30.⁰⁰</u>		<u>33.⁰⁰</u>
Chipper	<u>30.⁰⁰</u>		<u>33.⁰⁰</u>

Bucket Truck cost shall include provisions for debris collection (i.e. dump truck).

Note: Geneva will select the make up of the crews and equipment, as well as the number and type of crews that will be needed.

Typical crew makeup:

Bucket Crew:	Climbing Crew:
-Foreman	-Foreman
-Laborer (Ground man)	-Climber
- (1) Bucket	-Ground man
_(1) Chipper/Truck	-(1) Chipper/Truck

Bids will be evaluated on hourly prices of the above listed items (Foreman, Climber, Ground man, Bucket Truck, Chipper/Truck). Bidders may submit prices for additional labor and equipment if they feel they may utilize them on their crew.

Additional Labor (if necessary)

6/15/2018-6/14/2019 Labor Unit

Price/HR	O.T.	D.T.
2 nd Climber <u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>120.⁰⁰</u>
2 nd Ground man <u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>120.⁰⁰</u>
Other <u>60.⁰⁰</u>	<u>90.⁰⁰</u>	<u>120.⁰⁰</u>

6/15/2019-6/14/2020 Labor Unit

Price/HR	O.T.	D.T.
2 nd Climber <u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>
2 nd Ground man <u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>
Other <u>64.⁰⁰</u>	<u>97.50</u>	<u>128.⁰⁰</u>

Additional Equipment (if necessary)

6/15/2018-6/14/2019

Price/HR	<u>BUCKET</u>
(Please Specify)	<u>45.⁰⁰</u>
(Please Specify)	<u>CRANE</u>
(Please Specify)	<u>1200.⁰⁰/4 hrs</u>
	<u>275.⁰⁰/hr after 4 hrs</u>

Additional Equipment (if necessary)

6/15/2019-6/14/2020

Price/HR	<u>SUCKER</u>
(Please Specify)	<u>48.⁰⁰</u>
(Please Specify)	<u>CRANE</u>
(Please Specify)	<u>1350.⁰⁰/4 hrs</u>
	<u>280.⁰⁰/hr after 4 hrs</u>

PLEASE NOTE:

The contract period shall extend from June 15, 2018 to June 14, 2020. This is a two year tree trimming contract.

EMERGENCY SITUATIONS:

In emergency situations, the Owner may request the Contractor to assist other cities or municipalities. Bid pricing will remain the same and the costs associated with the assistance will not be deducted from the contract limit with the Owner. All payments to the Contractor must be paid by the municipality or Owner utilizing the Contractor's service.



Document A310™ – 2010

Bid Bond

Bond Number: 2384352

CONTRACTOR:

(Name, legal status and address)

Skyline Tree Service & Landscaping, Inc.
303 N 2nd St
Saint Charles, IL 60174-1804

OWNER:

(Name, legal status and address)

City of Geneva
22 S 1st St
Geneva IL 60134-2203

BOND AMOUNT: \$ Five Percent of the Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Tree Trimming

SURETY:

(Name, legal status and principal place of business)

West Bend Mutual Insurance Company
PO Box 620976
Middleton, WI 53562

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Init.

AIA Document A310™ – 2010. Copyright © 1963, 1970 and 2010 by The American Institute of Architects. All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. This document was produced by AIA software at 04:27:00 on 02/08/2018 under Order No. 5624087024 which expires on 02/12/2018, and is not for resale.

User Notes:

(3B9ADA17)

Signed and sealed this 14 day of May, 2018

Skyline Tree Service & Landscaping, Inc.
(Contractor as Principal) (Seal)

(Witness)

(Title)

West Bend Mutual Insurance Company
(Surety) (Seal)

Shelly A. Kunze
(Witness)

Theresa Reppen
(Title) THERESA REPPEN, Attorney-In-Fact

Init.

POWER OF ATTORNEY

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

THERESA REPPEN

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Seven Million Five Hundred Thousand Dollars (\$7,500,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating therefore and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

Attest Christopher C. Zwygart
Christopher C. Zwygart
Secretary



Kevin A. Steiner
Kevin A. Steiner
Chief Executive Officer/President

State of Wisconsin
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum
Juli A. Benedum
Senior Corporate Attorney
Notary Public, Washington Co., WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 14th day of May, 2018.



Heather A. Dunn
Heather Dunn
Vice President – Chief Financial Officer

Notice: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.