

VILLAGE OF DOWNERS GROVE
Report for the Village
6/10/2025

SUBJECT:	SUBMITTED BY:
Award of Contract - Mowing and Landscaping Maintenance Services - Three Year Contract	David Moody Director of Public Works

SYNOPSIS

A motion is requested to authorize award of a three-year contract for Mowing and Landscape Maintenance Services to Allscape Inc. of Romeoville, IL in the amount of \$227,493, which includes a 5% contingency.

STRATEGIC PLAN ALIGNMENT

The goals for 2023 to 2025 include *Steward of Financial, Environmental and Neighborhood Sustainability* as well as *Exceptional Municipal Services*.

FISCAL IMPACT

The FY2025 Budget provides \$58,500 in the General Fund for mowing and landscape maintenance services. Sufficient funds exist to cover the additional expenses of \$13,720 in FY2025. FY2026 and FY2027 expenses will be budgeted accordingly.

RECOMMENDATION

Approval on the June 10, 2025 consent agenda.

BACKGROUND

This contract is for the mowing and landscape maintenance of Village-owned properties and rights-of-way located throughout the Village. This contract combines services that were once two separate contracts, plus additional landscape maintenance work such as shrub pruning. The contract includes pricing for 5 line items that vary by their frequency:

- Fine mowing locations are the prominent Village property areas to be mowed frequently or approximately once a week (estimated 30 mowing cycles/year).
- Rough mowing locations are mowed once every 2 weeks (estimated 15 mowing cycles/year).
- Very rough mowing locations are mowed once a month (estimated 7 mowing cycles/year).
- Additional fine mowing locations on an as needed basis (estimated 30 hours).
- Landscape maintenance of Village properties to occur weekly with fine mowing (estimated 30 cycles/year).

A Call for Bids for mowing and landscape maintenance services was issued in February in accordance with the Village's Purchasing Policy. Bidders were asked to provide prices for three years. The bids received are summarized in the following table:

Service Provider	Bid 2025	Bid 2026	Bid 2027	3-Year Total
Property First	\$52,871.00	\$53,291.00	\$53,491.00	\$159,653.00
Allscape Inc.	\$72,220.00	\$72,220.00	\$72,220.00	\$216,660.00
Brightview Landscapes, LLC	\$78,982.00	\$81,432.00	\$83,947.00	\$244,361.00
W.A. Management	\$104,495.00	\$115,054.50	\$132,338.14	\$351,887.64
Mark 1 Landscape, Inc.	\$117,680.00	\$121,055.00	\$121,055.00	\$359,790.00
Langton Group	\$124,649.00	\$124,649.00	\$124,649.00	\$373,947.00
Hansen Landscape & Design	\$141,558.00	\$145,786.00	\$149,984.00	\$437,328.00
Allasher Landscaping Inc.	\$166,500.00	\$166,500.00	\$166,500.00	\$499,500.00

In April 2025, a contract was awarded to the low bidder, Property First of Hazel Crest, Illinois. Property First's performance did not meet the standards of the contract and the contract was terminated in May 2025. Staff is seeking approval to award a contract to the second lowest bidder, Allscape Inc. Allscape Inc. received positive references from the Village of Clarendon Hills, Village of Mount Prospect, and the Village of Flossmoor.

ATTACHMENTS

Contract Documents

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Public Works **DATE:** June 10, 2025
(Name)

RECOMMENDATION FROM: _____ **FILE REF:** _____
(Board or Department)

NATURE OF ACTION:

- ☐ Ordinance
- ☐ Resolution
- ☒ Motion
- ☐ Other

STEPS NEEDED TO IMPLEMENT ACTION:

Motion to authorize a contract for mowing and landscape maintenance services to Allscape, Inc. in the amount of \$216,660.00, plus a 5% contingency in the amount of \$10,833.00 for a total not to exceed \$227,493.00.



SUMMARY OF ITEM:

Adoption of this motion shall authorize a contract for mowing and landscape maintenance services to Allscape, Inc. in the amount of \$216,660.00, plus a 5% contingency in the amount of \$10,833.00 for a total not to exceed \$227,493.00.

RECORD OF ACTION TAKEN:

Village of Downers Grove



CALL FOR BIDS

- I. Name of Company Bidding: AESCARE INC.
- II. Instructions and Specifications:
- A. Bid No.: **CFB-11-0-2025/DM**
 - B. For: **MOWING AND LANDSCAPE MAINTENANCE**
 - C. Bid Opening Date/Time: **March 11, 2025 @ 2:00PM**
 - D. **MANDATORY** Pre-Bid Conference Date/Time: **Tuesday, March 4, 2025 @ 2:00pm**
5101 Walnut Ave
Downers Grove, IL 60515
- III. Required of All Bidders:
- A. Bid Deposit: **NO**
 - B. Letter of Capability of Acquiring Performance Bond: **NO**
- IV. Required of Awarded Contractor(s)
- A. Performance Bond or Letter of Credit: **NO**
 - B. Certificate of Insurance: **REQUIRED**

Legal Advertisement Published: **Tuesday, February 25, 2025**
 Date Issued: **Tuesday, February 25, 2025**
 This document comprises **45** pages

Submit Bids **ELECTRONICALLY** through DemandStar or return **ORIGINAL** and one (1) digital pdf copy on USB flash drive in a **sealed envelope** marked with the Bid Number as noted above to:

GREG SOLTWISCH
VILLAGE OF DOWNERS GROVE
5101 WALNUT AVE
DOWNERS GROVE, IL 60515
PHONE: 630/434-5460
FAX: 630/434-5495
www.downers.us

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CALL FOR BIDS**Bid No.: CFB-11-0-2025/DM**

The VILLAGE OF DOWNERS GROVE will receive bids Monday thru Friday, 8:00 A.M. to 5:00 P.M. at Downers Grove Public Works, 5101 Walnut Ave, Downers Grove, IL 60515.

ELECTRONIC BIDDING

The Village of Downers Grove is now accepting bids submitted electronically. All bidders must be registered with DemandStar in order to access bid documents and submit an electronic bid. If you are not registered, a free agency subscription to the Village of Downers Grove account is available by going to www.demandstar.com/register.rsp. If you are registered with DemandStar, but subscribed to another agency, you do not need to modify your subscription. The Village maintains an Open Access account whereby all bidding information and e-bidding capabilities are accessible under any subscription plan. Incomplete submittals may be rejected as non-responsive. Infrequent or first-time users of electronic bidding are encouraged to upload their bid responses at least 24 hours prior to bid opening. The Village is not responsible for submittal errors or incomplete bid submissions. For technical issues or concerns, bidders may contact DemandStar Supplier support directly at hello@demandstar.com or at 866-273-1863. All bids must be received prior to the Due Date and Time set forth above and on the cover page of this document. Bid Opening will be conducted in person at where all bids received will be publicly opened and read aloud immediately following the Due Date and Time. Bidders, their authorized agents, and interested parties are invited to join.

SPECIFICATIONS MUST BE MET AT THE TIME THE BID IS DUE.

The Village Council reserves the right to accept or reject any and all Bids, to waive technicalities and to accept or reject any item of any Bid.

The documents constituting component parts of this Contract are the following:

- I. CALL FOR BIDS
- II. TERMS & CONDITIONS
- III. DETAILED SPECIFICATIONS
- IV. BID/CONTRACT FORM

DO NOT DETACH ANY PORTION OF THIS DOCUMENT. INVALIDATION COULD RESULT. Upon formal award of the Bid, the successful Bidder will receive a copy of the executed contract.

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I. CALL FOR BIDS**1. GENERAL**

1.1 Notice is hereby given that the Village of Downers Grove will receive sealed Bids up to THE TIME AND DATE SET FORTH ON THE COVER PAGE OF THIS CALL FOR BIDS.

1.2 Bids must be received at the Village of Downers Grove by the time and date specified. Bids received after the specified time and date will not be accepted and will be returned unopened to the Bidder.

1.3 Bid forms shall be sent to the Village of Downers Grove, ATTN: GREG SOLTWISCH, in a sealed envelope marked "SEALED BID". The envelope shall be marked with the name of the project, date, and time set for receipt of Bids.

1.4 All Bids must be submitted on the forms supplied by the Village and signed by a proper official of the company submitting the Bid. Telephone, email and fax Bids will not be accepted.

1.5 By submitting this Bid, the Bidder certifies under penalty of perjury that he has not acted in collusion with any other Bidder or potential Bidder.

2. PREPARATION OF BID

2.1 It is the responsibility of the Bidder to carefully examine the specifications and bid documents and to be familiar with all of the requirements, stipulations, provisions, and conditions surrounding the proposed services.

2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of Bids. The Village shall make all changes or interpretations of the specifications in a written addendum and shall provide an addendum to any Bidder of record. Any and all changes to the specifications/plans are valid only if they are included by written addendum to all Bidders. Each Bidder must acknowledge receipt of any addenda by indicating on the Bid Proposal page. Each Bidder, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the Bid therein. Failure to acknowledge any addenda may cause the Bid to be rejected. The Village will not assume responsibility for receipt of any addenda. In all cases, it will be the Bidder's responsibility to obtain all addenda issued. Bidders will provide written acknowledgement of receipt of each addendum issued with the bid submission.

2.3 The Bid shall be executed properly, and Bids shall be made for all items indicated in the Bid Form. The Bidder shall indicate, in figures, a unit price or lump sum price for each of the separate items called for in the Bid Form. The Bidder shall show the products of the respective quantities and unit prices in the column provided for that purpose. The gross sum shown in the place indicated in the Bid Form shall be the summation of said products. All writing shall be with ink or typewriter, except the signature of the Bidder, which shall be written with ink.

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2.4 In case of error in the extension of prices in the Bid, the hourly rate or unit price will govern. In case of discrepancy in the price between the written and numerical amounts, the written amount will govern.

2.5 All costs incurred in the preparation, submission, and/or presentation of any Bid including any Bidder's travel or personal expenses shall be the sole responsibility of the Bidder and will not be reimbursed by the Village.

2.6 The Bidder hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. PRE-BID CONFERENCE

3.1 A prebid conference may be offered to provide additional information, inspection or review of current facilities or equipment, and to provide an open forum for questions from Bidders. This prebid conference is not mandatory (unless stated "Mandatory" on the cover of this document), but attendance by Bidders is strongly advised as this will be the last opportunity to ask questions concerning the Bid.

3.2 Questions may be posed in writing to the Village (faxed and emailed questions are acceptable), but must be received by the Village prior to the scheduled time for the pre-bid conference. Questions received will be considered at the conference. An addendum may be issued as a result of the prebid conference. Such an addendum is subject to the provisions for issuance of an addendum as set forth in Section 2.2 above.

3.3 No Contract Documents will be issued after a mandatory pre-bid conference except to attendees.

4. SUBMISSION OF BID

4.1 In all cases, an original and duplicate copy of the sealed bids marked as indicated in Section 1 shall be directed to the Purchasing Agent.

4.2 A bid deposit may be required, the amount of which shall not exceed ten percent (10%) of the estimated cost of the work or material to be furnished, nor be less than the sum of twentyfive dollars (\$25.00). Such bid deposit shall be in the form of a certified check, cash or money order. Checks shall be drawn upon a bank of good standing payable to the order of the Village and said deposit shall be forfeited to the Village in the event the Bidder shall neglect or refuse to enter into a contract and bond when required, with approved sureties, to execute the work or furnish the material for the price mentioned in the Bid and according to the plans and specifications in case the contract shall be awarded to him/her. Bids shall be opened at the hour and place indicated above.

5. MODIFICATION OR WITHDRAWAL OF BID

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5.1 A Bid that is in the possession of the Village may be altered by a letter bearing the signature of the person authorized for submitting a Bid, provided that it is received prior to the time and date set for the Bid opening. Telephone, email or verbal alterations of a Bid will not be accepted.

5.2 A Bid that is in the possession of the Village may be withdrawn by the Bidder, up to the time set for the Bid opening, by a letter bearing the signature of the person authorized for submitting Bids. Bids may not be withdrawn after the Bid opening and shall remain valid for a period of ninety (90) calendar days from the date set for the Bid opening, unless otherwise specified.

6. REJECTION OF BIDS

6.1 Bids that contain omissions, erasures, alterations, additions not called for, conditional bids or alternate bids not called for or irregularities of any kind shall be rejected as informal or insufficient bids otherwise acceptable which are not accompanied by the proper bid deposit and/or security shall also be rejected as informal or insufficient. The Village reserves the right to reject any or all Bids and to waive technical errors as may be deemed best for the interest of the Village.

7. COMPETENCY OF BIDDER

7.1 No Bid will be accepted from or contract awarded to any person, firm or corporation that is in arrears or is in default upon any debt or contract. The Bidder, if requested, must present evidence to the Village of ability and possession of necessary facilities, and financial resources to comply with the terms of the Contract Documents. Evidence must be presented within three (3) business days.

8. DISQUALIFICATION OF BIDDERS

8.1 Any one or more of the following causes may be considered as sufficient for the disqualification of a Bidder and the rejection of their Bid.

8.1.1 More than one Bid for the same Work from an individual, firm partnership, or corporation under the same or different names.

8.1.2 Evidence of collusion among Bidders.

8.1.3 Unbalanced Proposals in which the prices for some items are substantially out of proportion to the prices for other items.

8.1.4 Failure to submit a unit price for each item of Work listed in the Bid Form.

8.1.5 Lack of competency as revealed by financial statement or experience questionnaire.

8.1.6 Unsatisfactory performance record as shown by past work, judged from the standpoint of workmanship and progress.

8.1.7 Uncompleted work which, in the judgment of the Village, might hinder or prevent the prompt completion of this Work.

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8.1.8 Failure to submit a signed Bidder's Certificate stating the following:

8.1.8.1 That the Bidder is not barred from bidding on this Contract as a result of a violation of Sections 720 ILCS 5/33-E3 and 720 ILCS 5/33-E4 of the Illinois Compiled Statutes; and

8.1.8.2 The Bidder is not delinquent in the payment of any tax administered by the Illinois Department of Revenue and;

8.1.8.3 The Bidder will maintain the types and levels of insurance required by the terms of this Contract.

8.1.8.4 The Bidder will comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 *et seq.*, if applicable.

9. BASIS OF AWARD

9.1 The Village reserves the right to accept or reject any and all Bids or to waive technicalities, or to accept or reject any item of any Bid unless the Bidder includes a restrictive limitation.

9.2 The Village may award the contract on individual items within a particular group or upon the total group of items.

10. AWARD OF CONTRACT

10.1 The Contract will be awarded to that responsible Bidder whose Bid, conforming to the invitation for Bids, will be most advantageous to the Village, price and other factors considered. (the credentials, financial information, bonding capacity, insurance protection, qualifications of the labor and management of the firm, past experience, whether the Bidder participates in an apprenticeship and training program approved by and registered with the United States Department of Labor's Bureau of Apprenticeship and Training, and ability to complete the project within time frame required - lowest responsible bidder)

11. RETURN OF BID DEPOSIT

11.1 The bid deposit of all except the three (3) lowest responsive Bidders on each contract will be returned within fifteen (15) calendar days after the opening of Bids. The remaining bid deposits of each Bidder will be returned within fifteen (15) days after the Village Council has awarded the contract and the required appurtenances to the contract have been received.

12. FAILURE TO ENTER INTO CONTRACT

12.1 By submitting a Bid, the Bidder understands and agrees that, if his Bid is accepted, and he fails to enter into a contract forthwith, he shall be liable to the Village for any damages the Village may thereby suffer.

13. SECURITY FOR PERFORMANCE

13.1 The awarded contractor, within ten (10) calendar days after acceptance of his Bid by the Village, shall furnish security for performance acceptable to the Village when required under the documents. Such security shall be either a satisfactory performance bond (bonding company must

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be licensed to do business in Illinois) or a letter of credit on the form provided by the Village and available from the Village's Purchasing Agent. Said bonds shall guarantee the Bidder's performance under the Contract Documents and shall guarantee payment of all subcontractors and material suppliers. Any bond shall include a provision that guarantees faithful performance of the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq. **NOTE: As evidence of capability to provide such security for performance, each Bidder shall submit with the Bid either a letter executed by its surety company indicating the Bidder's performance bonding capability, or a letter from a bank or savings and loan within twentyfive miles of the corporate boundaries of the Village indicating its willingness and intent to provide a letter of credit for the Bidder.**

14. TAX EXEMPTION

14.1 The Village is exempt from Illinois sales or use tax for direct purchases of materials and supplies. A copy of the Illinois Sales Tax Exemption Form will be issued upon request. The Village's federal identification number will also be provided to the selected vendor.

15. RESERVED RIGHTS

15.1 The Village reserves the right to waive irregularities and informalities, sections to this Contract and to accept any Bid and to reject any and all Bids and to disapprove of any and all subcontractors as may be in the best interest of the Village. Time and date requirements for receipt of Bids, however, will not be waived.

16. CATALOGS

16.1 Each Bidder shall submit catalogs, descriptive literature, and detailed drawings, where applicable, to fully illustrate and describe the material and/or work he proposes to furnish.

17. TRADE NAMES/SUBSTITUTIONS

17.1 Certain materials and equipment are specified by a manufacturer or trade name to establish standards or quality and performance and not for the purpose of limiting competition. Bidders are invited to submit Bids not only on named items but also on items that they propose for substitution of named items. Products of other manufacturers may be substituted, if, in the opinion of the Village, they are equal to those specified in quality, performance, design, and suitability for intended use. If the Bidder proposes to furnish an "equal", the proposed "equal" item must be so indicated in the written Bid. Where two or more items are specified, the selection among those specified is the Contractor's option, or he may submit his Bid on all such items. Detail specification sheets shall be provided by Bidder for all substituted items -

II. TERMS AND CONDITIONS**18. VILLAGE ORDINANCES**

18.1 The successful Bidder, now the Contractor, will strictly comply with all ordinances of the Village of Downers Grove and laws of the State of Illinois.

19. USE OF VILLAGE'S NAME

19.1 The Bidder is specifically denied the right of using in any form or medium the name of the Village for public advertising unless the Village grants express permission.

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- f. Mowing is to be done in a neat and orderly manner so those grass clippings are not blown onto roadways, sidewalks, tree rings, mulched areas or flowerbed areas adjacent to the area being mowed. Grass clippings are to be left lying to further enrich the turf area.
- g. All mowing equipment shall have stone deflector shields.
- h. Either rotary or flail mowing equipment is acceptable provided an even cut is maintained.
- i. Riding mowers shall be equipped with suitable floatation tires.
- j. All turf grass growing next to buildings, fences, light poles, sign poles, etc. that cannot be cut with regular mowing equipment shall be neatly trimmed with proper string or power line trimming equipment such that there is no damage to the adjacent surface (including tree stems, buildings, fence posts). This work shall be completed at the time of mowing and is considered incidental to this item of work.
- k. Mowing at each site shall be completed within one day.
- l. Several locations have ditches that may be wet at times and may have cattails and sedges. All vegetation including cattails and sedges must be cut.

*4. Fine Mowing Locations Undesignated

- a. The Contractor may be directed to mow locations not identified in the previous list of locations. These areas will be paid for at the hourly rate established in the bid.
- b. Complete clean up of the sites shall be done prior to each mowing. All debris shall be neatly collected and disposed of off site by the Contractor on the day of mowing.
- c. All mowing shall be done in a professional manner as to prevent damage to the turf, trees, shrubs, buildings, fences, vehicles and flowerbed areas.
- d. All turf grass shall be mowed evenly as needed down to a height of 3.0 inches.
- e. Mowing is to be done in a neat and orderly manner so that grass clippings are not blown onto roadways, sidewalks, tree rings, mulched areas or flowerbeds adjacent to the area being mowed. Grass clippings are to be mowed to a size in which they do not leave windrows of clippings, but are left lying to further enrich the turf area. f. All mowing equipment shall have stone deflector shields.
- g. Either rotary or reel type mowing equipment is acceptable provided an even cut is maintained.
- h. Riding mowers shall be equipped with suitable floatation tires.
- i. All turf grass growing next to buildings, fences, light poles, sign poles, etc. that cannot be cut with regular mowing equipment shall be neatly trimmed with proper string or power line trimming equipment such that there is no damage to the adjacent surface (including tree stems, buildings, fence posts). This work shall be completed at the time of mowing and is considered incidental to this item of work. j. Mowing at each site shall be completed within one day

L. Starting and Completion Requirements for Mowing

Work shall begin in April of each year at a time mutually agreed upon by the Contractor and the Village Forester. All work shall be completed prior to December 1. Once work has begun on a type of location (fine, rough, or very rough) in a given week, the Contractor

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shall work successive workdays as is practical until the entire cycle through the list has been completed that week.

M. Calendar of Mowing Activities

See Attachment B

N. Landscape Maintenance Requirements

1. Weed and Debris Removal

- a. On the same day as fine mowing of each week, the Contractor shall remove weeds from landscape beds, tree rings, and planting areas (excludes turf and paved parking areas) at the 19 specified Village properties.
- b. Four (4) of these properties are not included in the mowing locations.
- c. Weed removal shall involve hand and small mechanical removal techniques (no chemicals) using trowels, shovels, rakes or other appropriate tools.
- d. Weeds to be removed include any common nuisance weeds such as dandelions, creeping Charlie, crabgrass, purslane, plantain, thistle, garlic mustard, sedges, and any other plant intruding on desirable planted vegetation.
- e. In the process of weeding, the contractor shall maintain landscape bed edges by removing turf grass rhizomes and grass blades growing into the landscape beds.
- f. Irrigation systems and spray heads at various locations (noted on the list) shall not be damaged or covered.
- g. Woodchip mulch in each landscape bed is to be kept neat and shall not be covered or buried under soil turned up in the landscape bed.
- h. In addition to weed removal, the Contractor shall also remove any debris such as garbage which may have blown into the desirable vegetation or fallen leaves/branches.
- i. Should inclement weather not allow weeding to occur on the same day as mowing, weeding shall occur on the following day instead.
- j. The Contractor is to then remove and dispose of all weeds and debris collected.

2. Maintenance of Shrubs in Landscape Beds

- a. Several of the 19 specified Village properties have shrubs that will require pruning at least twice a year. These locations will be identified to the successful contractor.
- b. Pruning shall be done with an understanding of each plant's growth habits, mature size, flowering time, and on which year's growth the flowers form.
- c. Not all shrubs will need to be pruned.
- d. Pruning is expected to occur in mid June and mid July dependent on growth, with minor touchups throughout the season.
- e. Shrubs include but may not be limited to juniper, forsythia, dogwood, spirea, sumac, viburnum and yew.
- f. Pruning shall maintain the shrub's natural habit, correct damage, improve flowering, remove diseased or dead portions, thin out canes, cut back

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nonsymmetrical branches, and reduce the height and spread to clear building windows, sidewalks, curb edges, parking stalls and paved areas.

3. Perennial Vegetation, Groundcover and Ornamental Grass Maintenance

- a. The Contractor shall maintain any perennial vegetation, groundcover and ornamental grass in their respective natural forms.
- b. Spent leaves and flower stalks shall be cut back as they occur.
- c. Plant parts, runners and foliage shall be pruned back and kept clear of sidewalks, stairs, curb edges and parking stalls.

4. Spring Clean-Up of Landscape Beds

- a. The Contractor shall perform a spring clean-up of all areas in of the 18 specified Village properties.
- b. This work is expected to occur through several weeks in April.
- c. Ornamental grasses such as feather reed grass, fountain grass and zebra grass, shall be cut down to 2" aboveground before new shoots begin to sprout.
- d. Fallen leaves, sticks, and spent foliage shall be removed and disposed of by the Contractor.

5. Fall Clean-Up of Landscape Beds

- a. The Contractor shall perform a fall clean-up of all areas of the 18 specified Village properties. Scattered leaves on turf can be mowed, while any large piles of leaves must be collected and removed from each site.
- b. This work is expected to occur through several weeks in October.
- c. Fallen leaves, sticks, spent foliage and any debris shall be removed and disposed of by the Contractor.

O. Landscape Maintenance Requirements

Location Number	Landscape Maintenance Locations
L1 (F4)	Downers Grove Village marker sign at SE corner Highland Ave and 39th St
L2 (F5)	Fire Station 3 at 3900 Highland Avenue
L3	Highland Avenue dead-end north of Ogden next to Walgreens
L3.5	Douglas Road deadend north of Ogden
L4 (F7)	Belmont train station commuter parking complex at 5000 Belmont
L5 (F8)	Public Works facility at 5101 Walnut Avenue (facility contains an irrigation system)
L6 (F9)	Transfer site (mulch pickup site and Village dump area) on Curtiss Street –parkway area of land along street between Global Gear and Sanitary Office at 2710 Curtiss

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L7 (F10)	Fire Station 1 at 2560 Wisconsin Street
L8 (F12)	Main Street train station at 5001 Main and commuter parking complex (area along north side tracks from Washington to Main contains an irrigation system)
L9	Lot D behind 1122 Gilbert
L10 (F13)	Cemetery on Main Street next to 5200 Main **extra care must be taken around the grave stones, fence and arbor
L11 (F15)	Fire Station 2 and watertower at 5420 Main Street (area has irrigation system) - locked gate under tower
L12 (F16)	Civic Center complex with Village Hall at 850 Curtiss, weed beds, mow turf, & parking lots medians (complex contains an irrigation system)
L13	Water rate station at 5324 Park Avenue
L14 (F17)	Fairview train station commuter parking complex at 5099 Fairview (area around station has an irrigation system)
L15 (F18)	Detention property next to 117 8th Street
L16 (F19)	Fire Station 5 at 6701 Main Street
L17 (R16)	South Village marker sign at Dunham and Lemont
L18 (F21)	Watertower at 1724 71st Street – has locked gate

P. Maps of Landscape Maintenance Locations

Maps of all landscape maintenance locations will be distributed at the mandatory pre-bid conference.

Q. Calendar of Landscape Maintenance Activities

Landscape maintenance activities are to begin the same week as fine mowing and continue for the next 30 weeks in conjunction with fine mowing.

R. Damage to Public or Private Property

Should any damage to private or public property occur as a result of the service performed or work done by the Contractor, the Contractor shall immediately notify the Village Forester or other Village representative of such damage. Damage shall include ruts in the turf and broken irrigation heads caused by the mowing equipment. Any correction of damage shall be resolved within ten (10) days after damage occurs. Should the damage not be rectified within

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the time frame agreed upon or to the satisfaction of the Village Forester, the Village reserves the right to repair or replace that which was damaged and assess the Contractor such costs as may be reasonable and related to damage caused by the Contractor, and deduct these costs from any payment due the Contractor.

S. Contractor Personnel and Equipment

The Contractor shall supply all material, equipment and personnel necessary to complete the work detailed in the specification section. All equipment shall be maintained in proper condition at all times. No extended machine repairs of any type shall be allowed on Village property at any times (ex. oil change). The Contractor shall rent equipment as needed to cover any equipment breakdowns that would cause this contract to not be completed in the allotted time period. All vehicles and attached equipment shall have the Contractor's name in a visible location.

The Contractor shall employ only competent, efficient and trained employees. Training shall specifically include safe operation of equipment and applicable OSHA standards. All employees and supervisors shall wear uniforms or apparel clearly displaying the company name for ease of identification. All individuals shall be familiar with the mowing and landscape specifications identified in this document and shall be experienced in mowing and landscape operations. The Village Forester or other Village representative shall have, throughout the life of the contract, the right of reasonable rejection and approval of staff assigned to the work by the Contractor. If the Village Forester or other Village representative rejects staff, the Contractor must provide replacement staff satisfactory to the Village Forester or other Village representative in a timely manner and at no additional cost to the Village. The day-to-day supervision and control of the Contractor's employees is the responsibility solely of the Contractor.

T. Work Crew Supervision

The Contractor shall provide qualified supervision of each crew at all times while working under this contract. Each supervisor shall be fluent in English and be authorized by the Contractor to accept and act upon all directives issued by the Village Forester or other Village representative.

U. Workdays and Working Hours

The Contractor shall schedule work between the hours of 7:00 a.m. and 8:00 p.m., Monday through Friday, unless authorized in writing by the Village Forester or other Village representative thereof, in response to a written request. Work on Saturdays, Sundays, and holidays is prohibited unless authorized in writing.

Village of Downers Grove

V. Safety Considerations

All equipment usage, mowing activities, and landscape maintenance activities shall be performed in such a manner as to prevent injury to the public or equipment operator.

W. Traffic Control and Parking

The Contractor shall conduct its operations in a manner that will not interrupt pedestrian or vehicle traffic except as approved by the Village. The work area shall be confined to the smallest area possible to allow maximum use of the street or sidewalk and to minimize any hazard to traffic or pedestrians. When parking is not available on a property, work vehicles shall be parked on the same side of the street as the work site. Vehicles shall park with right wheels to the curb or to the right edge of the right-hand shoulder as required by Municipal Code 14-92. All traffic control and parking shall be to the satisfaction of the Village Forester, or other Village representative, and same shall resolve any questions as to proper procedures.

X. Report Form Submission

The Village will provide the "Mowing Checklist" report form and the "Landscape Maintenance Checklist" report form for the Contractor to fax or e-mail to the Village Forester at the end of each work week. The Contractor shall be responsible to submit this weekly "Mowing Checklist" report form and the "Landscape Maintenance Checklist" at the end of each week indicating what work has been completed that week. The submitted report forms will be inspected for compliance with the specifications for maintenance. Incomplete or unsatisfactory or missed locations will be noted. Report forms will then be used to verify and approve payment for services.

Y. Quality Control and Inspection of Work

The Contractor will be required to maintain a quality control program throughout the term of this contract. The Contractor and Village Forester shall meet at least two weeks in advance of the first mowing to identify contacts and how deficiencies will be identified and corrected before the performance level becomes unacceptable.

All work shall be completed to the satisfaction of the Village Forester, or other Village representative, and same shall resolve any questions as to proper procedures or quality of workmanship. Should any areas be missed of a given mowing type (fine, rough or very rough), or should areas be poorly mowed, or areas not maintained weed-free, the Contractor shall mow or re-mow or re-weed such areas within 48 hours of being notified by phone, fax, or e-mail. Should areas be missed several times or not be completed in a timely fashion, not only will payment not be made for those locations, but also the Contractor shall be liable and shall pay the Village liquidated damages in the amount shown in the Liquidated Damages section below.

Z. Unsatisfactory or Unsafe Work

If, at any time during the contract, the service performed or work done by the Contractor is considered by the Village to create a condition that threatens the health, safety, or welfare of the community, the Contractor shall, on being notified either by written or oral

Village of Downers Grove

notice, immediately correct such deficient service or work. In the event the Contractor fails, after notice, to correct the deficient service or work immediately, the Village shall have the right to order correction of the deficiency by separate contract or with its own resources at the expense of the Contractor. The Village reserves the right to terminate the whole or any part of this contract in the event the awarded Contractor fails to perform any of the provisions of this contract.

AA. Costs and Basis of Payment

The Contractor affirms and states that the prices submitted herein constitute the total cost to the Village for all work involved in the respective items. This cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, inspection costs, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the Contract Documents considered severally and collectively.

AB. Liquidated Damages

The Village and Contractor recognize that time and work quality is of the essence to this contract. They also recognize the delays, expense and difficulties involved in a legal or arbitration proceeding. Instead, should the Contractor fail to complete the work within the working days stipulated in the contract or within such extended time as may have been allowed, the Contractor shall be liable and shall pay the Village as liquidated damages the amount shown in the following schedule. The liquidated damage amount specified will accrue and be assessed until final completion of the total physical work of the contract. The Village shall deduct these liquidated damages from any monies due or to become due to the Contractor for breach of this contract.

- 1) \$100.00 per calendar day for failure to complete the work in the time frames required by this contract.
- 2) \$100.00 per occurrence of damage to trees, buildings, cemetery stones or fence sections along the cemetery including but not limited to scraped tree bark or chipped fence posts.

AC. ILCA Certified Landscape Technician

The number of Illinois Landscape Contractors Association (ILCA) Certified Landscape Technicians (CLT) shall be used as a tiebreaker for instances when submitted bid prices and all other factors are equal. If applicable, attach copies of certificates.

Village of Downers Grove

AD. BNSF Railway Contractor Safety Orientation

The Contractor must take protective measures as are necessary to keep railway facilities free of foreign objects and materials resulting from their operations. The Contractor must ensure that each of its employees, subcontractors, agents or invitees completes BNSF Railway Contractor Safety Orientation course and the Contractor Orientation test through internet sessions on the website <https://bnsfcontractor.com> before any work is performed near railways. Additionally, the Contractor must ensure that each and every one of its employees, subcontractors, agents or invitees possesses a card certifying completion of the BNSF Railway Contractor Safety Orientation. The Contractor must renew the BNSF Railway Contractor Safety Orientation annually. Further clarification, costs, card information and a completion database can be found on their website.

AE. Failure to Enforce

Failure by the Village at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the Village to enforce any provision at any time in accordance with its terms.

AF. Questions during the Bid Process

All questions should be directed to:

Greg Soltwisch, Village Forester

Phone (630) 434-5475

Email: gsoltwisch@downers.us

AG. Bid Form Submission

Each bidder shall submit one (1) complete original bid document without staples in a sealed envelope no later than the time and date specified on the cover sheet. Bids received after the specified time shall be rejected and returned to the bidder unopened. Each bid shall contain:

1. Unit prices and extensions
2. A statement of the approximate number of personnel to be at the work site on a given work day, and a list of equipment to be used on the project.
3. Bidders must submit a list of not less than four (4) references who can verify the Contractor's successful completion of mowing and landscape maintenance contracts in the last five (5) years. At least two (2) of the references must be for annual mowing contracts in excess of 50 acres per month. Include names, addresses, daytime phone numbers, and year of contract.
4. Applicable insurance information supplied and forms completed.
5. If applicable, attach copies of Certified Landscape Technician certificates.
6. Cover page and Signature block completed.
7. Completed Suspension or Debarment Certificate, and Campaign Disclosure Certificate

Village of Downers Grove

IV. BID/CONTRACT FORM

The undersigned Contractor offers to provide to the Village of Downers Grove, an Illinois Municipal Corporation, **Mowing and Landscape Maintenance Services** conforming to the specifications, terms and conditions set forth herein.

A. Unit Prices and Extensions For Mowing and Landscape Maintenance

JANUARY 1, 2025 TO DECEMBER 31, 2025

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES	720 -	21,600 -
ROUGH MOWING	15 CYCLES	990 -	14,850 -
VERY ROUGH	7 CYCLES	2,700 -	18,900 -
FINE MOWING ADDITIONAL	30 HRS	75 -	2,250 -
LANDSCAPE MAINTENANCE	30 CYCLES	360 -	10,860 -
SPRING CLEANUP		1,880 -	1,880 -
FALL CLEANUP		1,880 -	1,880 -
TOTAL			72,220 -

JANUARY 1, 2026 TO DECEMBER 31, 2026

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES	720 -	21,600 -
ROUGH MOWING	15 CYCLES	990 -	14,850 -
VERY ROUGH	7 CYCLES	2,700 -	18,900 -
FINE MOWING ADDITIONAL	30 HRS	75 -	2,250 -
LANDSCAPE MAINTENANCE	30 CYCLES	360 -	10,860 -
SPRING CLEANUP		1,880 -	1,880 -
FALL CLEANUP		1,880 -	1,880 -
TOTAL			72,220 -

Village of Downers Grove

TOTAL			
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JANUARY 1, 2027 TO DECEMBER 31, 2027

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES	720 ⁻	21,600 ⁻
ROUGH MOWING	15 CYCLES	990 ⁻	14,850 ⁻
VERY ROUGH	7 CYCLES	2,700 ⁻	18,900 ⁻
FINE MOWING ADDITIONAL	30 HRS	75 ⁻	2,250 ⁻
LANDSCAPE MAINTENANCE	30 CYCLES	360	10,860 ⁻
SPRING CLEANUP		1,880 ⁻	1,880
FALL CLEANUP		1,880 ⁻	1,880
TOTAL			72,220

Combined Overall Total all 3 years = \$ 216,660⁻

B. Personnel and Equipment

The approximate number of personnel who will be at the work site daily is 2-4

List of Equipment

1 TON TRUCKS	52" WRIGHT MOWER(S)
16' LANDSCAPE TRAILER	STRING TRIMMERS (3)
72" EXMARK(S)	BLOWERS, SPRAY TANK
60" EXMARK(S)	SAFETY EQUIPT.

Village of Downers Grove

C. If applicable, attach copies of Certified Landscape Technician Certificates



V. BID/CONTRACT FORM

***THIS BID WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.

Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award

BIDDER:

ALLSCAPE INC.

Company Name

757 DALHART AV.

Street Address of Company

ROMEOVILLE, IL 60446

City, State, Zip

815-474-7143

Business Phone

Date: 03/06/2025

JIM@ALLSCAPECONTRACTORS.COM

Email Address

JAMES DILLON

Contact Name (Print)

815-474-7143

24-Hour Telephone

Signature of Officer, Partner or

Village of Downers Grove

Fax <u>815-886-2738</u>	Sole Proprietor
_____ Print Name & Title	
ATTEST: If a Corporation <u>Melinda J. [Signature]</u> Signature of Corporation Secretary	

VILLAGE OF DOWNERS GROVE:

_____ Authorized Signature	ATTEST:
_____ Title	_____ Signature of Village Clerk
_____ Date	_____ Date

In compliance with the specifications, the above-signed offers and agrees, if this Bid is accepted within 90 calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

MUNICIPAL REFERENCE LIST, 4 OF WHICH ARE WITHIN PAST 5 YEARS, 2 OF WHICH ARE ANNUAL MOWING CONTRACTS OVER 50 ACRES PER MONTH

Municipality: CITY OF WATTON
 Address: 303 W. WESLEY ST., WATTON, IL 60187
 Telephone #: 630-473-0967
 Contact Name: MR AL SCHUEFSKI Year of Contract: 2018-2025 Annual
 Mowing Acres: 140

Municipality: CITY OF COUNTRY CLUB HILLS
 Address: 19300 MAPLE CREST DR.
 Telephone #: 708-473-1134
 Contact Name: JERRY OR ERIC BIANCHI
 Years held Contract: 9
 Annual Mowing Acres: 130

Municipality: VILLAGE OF ITASCA
 Address: 411 N. PROSPECT AVE

RETURN WITH SUBMITTAL

EXHIBIT D REFERENCES LANDSCAPING SERVICES

Contractors shall provide a list of five (5) references of organizations of similar size and structure for which these or similar services have been provided over the past five (5) years.

Organization Name VILLAGE OF FLOSSMOOR
Address 1700 CENTRAL PARK AV., FLOSSMOOR, IL. 60422
Contact Person DAVE BECKER Telephone Number _____
Email Address D.BECKER@FLOSSMOOR.ORG Dates of Service 2014 - 2018 + 2021 - 2024
Type of Work LANDSCAPE MAINT.
Project Total \$5000 ANNUALLY

Organization Name CITY OF COUNTRY CLUB HILLS
Address 18300 MARYCREST DR. COUNTRY CLUB HILLS, IL. 60478
Contact Person ERIC DIANTO Telephone Number 708 473-1134
Email Address EDIANTO@COUNTRYCLUB.ORG Dates of Service 2015 - 2024
Type of Work LANDSCAPE MAINTENANCE
Project Total 32,400 ANNUALLY

Organization Name VILLAGE OF ITASCA
Address 411 N. ASPECT AV. ITASCA, IL. 60143
Contact Person BRIAN YARBROUGH Telephone Number 630-546-3963
Email Address B.YARBROUGH@ITASCA.COM Dates of Service 2017 - 2024
Type of Work LANDSCAPE MAINT.
Project Total 62,500 ANNUALLY

Organization Name VILLAGE OF MOUNT PROSPECT
Address 1700 W. CENTRAL RD. MOUNT PROSPECT, IL. 60056
Contact Person MATT STICKLES Telephone Number 847-875 0862
Email Address M.STICKLES@MOUNTPROSPECT.ORG Dates of Service 2017 - 2024
Type of Work LANDSCAPE MAINT. / MOWING
Project Total 7500 ANNUALLY

Organization Name PLAINFIELD PARK DISTRICT
Address 23229 W. OTTAWA ST. PLAINFIELD IL. 60544
Contact Person LEN McEWEN Telephone Number 779-252-2778
Email Address MC EWEN@PLPD PARKS.ORG Dates of Service 2018 - 2024
Type of Work LANDSCAPE / PARKS MAINT.
Project Total 64,800 ANNUALLY

Company Name: ACCSCAPE INC.

Failure to complete and return this form may be considered sufficient reason for rejection of the submittal.

Village of Downers Grove

Telephone # 630-546-3963
 Contact Name BRIAN YARBROUGH
 Years held Contract: 8 Annual
 Mowing Acres: +40

Municipality: VILLAGE OF FLOSSMOOR
 Address: 1700 CENTRAL PARK, FLOSSMOOR, IL
 Telephone # 708 906-3627
 Years held Contract: 7
 Annual Mowing Acres: +30

Municipality: VILLAGE MOUNT PROSPECT
 Address: 1700 W. CENTRAL RD. MT. PROSPECT, IL 60056
 Telephone # 847-875 0862
 Contact Name MAT STICKLES
 Years held Contract: 7 Annual
 Mowing Acres: +90

Municipality: PLAINFIELD PARK DIST.
 Address: 23 729 W. OTTAWA ST. PLAINFIELD 60544
 Telephone # JOE QUINN 779-252-2778
 Years held Contract: +6
 Annual Mowing Acres: +120

+ CLARENDON HILLS X 9 YEARS TO DATE + 100.



VENDOR W-9 REQUEST FORM

The law requires that we maintain accurate taxpayer identification numbers for all individuals and partnerships to whom we make payments, because we are required to report to the I.R.S. all payments of \$600 or more annually. We also follow the I.R.S. recommendation that this information be maintained for all payees including corporations.

Please complete the following substitute W-9 letter to assist us in meeting our I.R.S. reporting requirements. The information below will be used to determine whether we are required to send you a Form 1099. Please respond as soon as possible, as failure to do so will delay our payments.

BUSINESS (PLEASE PRINT OR TYPE):

NAME: AUSCAPE INC.

Village of Downers Grove

ADDRESS: 757 DARTMOUTH AV,

CITY: ROMEOVILLE, IL

STATE: ILL

ZIP: 60446

PHONE: 815 886-1460 FAX: 815-886-2738

TAX ID #(TIN): 36-4526719
(If you are supplying a social security number, please give your full name)

REMIT TO ADDRESS (IF DIFFERENT FROM ABOVE):

NAME: _____

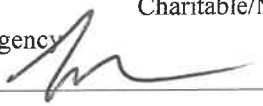
ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

TYPE OF ENTITY (CIRCLE ONE):

Individual	Limited Liability Company – Member-Managed
Sole Proprietor	Limited Liability Company- Manager-Managed
Partnership	Medical
Corporation	Charitable/Nonprofit
Government Agency	

SIGNATURE:  DATE: 3/8/25

BIDDER'S CERTIFICATION (page 1 of 3)

With regard to CFB-110-2025/DM, Bidder AUSCAPE INC. hereby certifies
(Name of Project) (Name of Bidder) the following:

1. Bidder is not barred from bidding this contract as a result of violations of Section 720 ILCS 5/33E-3 (Bid Rigging) or 720 ILCS 5/33E-4 (Bid-Rotating);

Village of Downers Grove

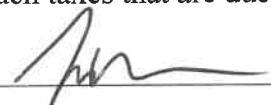
2. Bidder certifies that it has a written sexual harassment policy in place and full compliance with 775 ILCS 5/2-105(A)(4);

3. Bidder certifies that not less than the prevailing rate of wages as determined by the Village of Downers Grove, DuPage County or the Illinois Department of Labor shall be paid to all laborers, workers and mechanics performing work for the Village of Downers Grove. All bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause. Bidder agrees to comply with the Illinois Prevailing Wage Act, 820 ILCS 130/1 et seq., for all work completed. Bidder agrees to pay the prevailing wage and require that all of its subcontractors pay prevailing wage to any laborers, workers or mechanics who perform work pursuant to this Contract or related subcontract. Bidder and each subcontractor shall keep or cause to be kept an accurate record of each worker's name, address, telephone number when available, the last four digits of the worker's social security number, gender, race, ethnicity, veteran's status, skill level, classification, hourly wage paid (including itemized hourly cash and fringe benefits paid in each pay period), number of hours worked each day, the starting and ending times of work each day, the worker's hourly wage rate, the worker's hourly overtime wage rate, the worker's hourly fringe benefit rates, the name and address of each fringe benefit fund, the plan sponsor of each fringe benefit, if applicable, and the plan administrator of each fringe benefit, if applicable. This record shall be sent to the Illinois Department of Labor no later than the fifteenth (15th) day of each calendar month for the immediately preceding month in which construction on a public works project has occurred. Contractor shall then provide an IDOL certification and case number to the Village. The records must be preserved for five (5) years following completion of the contract. Bidder certifies that Bidder and any subcontractors working on the project are aware that filing false payroll records is a Class A misdemeanor and that the monetary penalties for violations are to be paid pursuant to law by the Bidder, contractor and subcontractor. The Village shall not be liable for any underpayments. If applicable: Since this is a contract for a fixed public works project, as defined in 820 ILCS 130/2, Contractor agrees to post at the job site in an easily accessible place, the prevailing wages for each craft or type of worker or mechanic needed to execute the contract or work to be performed;

4. Bidder certifies that it is in full compliance with the Federal Highway Administrative Rules on Controlled Substances and Alcohol Use and Testing, 49 C.F.R. Parts 40 and 382 and that all employee drivers are currently participating in a drug and alcohol testing program pursuant to the Rules;

5. Bidder further certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue, or that Bidder is contesting its liability for the tax delinquency or the amount of a tax delinquency in accordance with the procedures established by the appropriate BIDDER'S CERTIFICATION (page 2 of 3)

Revenue Act. Bidder further certifies that if it owes any tax payment(s) to the Department of Revenue, Bidder has entered into an agreement with the Department of Revenue for the payment of all such taxes that are due, and Bidder is in compliance with the agreement.

BY:  J. D. -

Village of Downers Grove

Bidder's Authorized Agent Signature

36-4526719

FEDERAL TAXPAYER IDENTIFICATION NUMBER or

Social Security Number

Subscribed and sworn to before me

this _____ day of _____,

20__.

Notary Public

(Fill Out Applicable Paragraph Below)

(a) Corporation

The Bidder is a corporation organized and existing under the laws of the State of ILL., which operates under the Legal name of ALLSCAPE INCORPORATED, and the full names of its Officers are as follows:

President: J. DILLON (JAMES)

Secretary: M. DILLON (MADISON)

Treasurer: J. DILLON (JAMES)

and it does have a corporate seal. (In the event that this Bid is executed by other than the President, attach hereto a certified copy of that section of Corporate ByLaws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Limited Liability Company (LLC)

The Bidder is a LLC organized and existing under the laws of the State of _____, which operates under the legal name of _____, and the full names of its managers or members are as follows:

Manager or Member: _____

Manager or Member: _____

Manager or Member: _____

BIDDER'S CERTIFICATION (page 3 of 3)

(c) Partnership

Names and Addresses of All Members of Partnership:

Village of Downers Grove

The partnership does business under the legal name of: _____
which name is registered with the office of _____ in the state of _____.

(d) Sole Proprietor

The Bidder or Supplier is a Sole Proprietor whose full name is:

_____ and if operating under a trade name, said trade name is:
_____ which name is registered with the office of
_____ in the state of _____.

6. Are you willing to comply with the Village's preceding insurance requirements within 10 days of the award of the contract? YES NO (circle one)

INSURER'S NAME COUNTRY COMPANIES

AGENT JAMES 'TODD' CALLAWAY

Street Address 1730 PARK ST. #224

City, State, Zip Code NAPERVILLE IL. 60563

Telephone Number () 630 961-5000

I/We hereby affirm that the above certifications are true and accurate and that I/we have read and understand them.

Print Name of Company: AULSCAPE INC.

Print Name and Title of Authorizing Signature: J. DILLON (PRES)

Signature: _____

Date: 3/6/2025

Village of Downers Grove

Apprenticeship and Training Certification

Bidder certifies that it is a participant, either as an individual or as part of a group program, in the approved apprenticeship and training programs applicable to each type of work or craft that the bidder will perform with its own forces. The Bidder further certifies for work that will be performed by subcontract that each of its subcontractors submitted for approval either (a) is, at the time of such bid, participating in an approved, applicable apprenticeship and training program; or (b) will, prior to commencement of performance of work pursuant to this Contract, begin participation in an approved apprenticeship and training program applicable to the work of the subcontract. The Village of Downers Grove, at any time before or after award, may require the production of a copy of each applicable Certificate of Registration issued by the United States Department of Labor evidencing such participation by the contractor and any or all of its subcontractors. Applicable apprenticeship and training programs are those that have been approved and registered with the United States Department of Labor. The Bidder shall list in the space below, the official name of the program sponsor holding the Certificate of Registration for all of the types of work or crafts in which the Bidder is a participant and that will be performed with the Bidder's forces. Types of work or craft work that will be subcontracted shall be included and listed as subcontract work. The list shall also indicate any type of work or craft job category that does not have an applicable apprenticeship or training program. The Bidder is responsible for making a complete report and shall make certain that each type of work or craft job category that will be utilized on the project is listed below. Return this with the Bid. This Certification will be used to determine the lowest responsible bidder in accordance with the Village Council Policy regarding Purchasing Procedures.

The requirements of this certification and disclosure are a material part of the Contract, and the Contractor shall require this certification provision to be included in all approved subcontracts. In order to fulfill this requirement, it shall not be necessary that an applicable program sponsor be currently taking or that it will take applications for apprenticeship, training or employment during the performance of the work of this Contract.

Certificate of Compliance

The bidder hereby certifies that it and its subcontractors participate in an applicable apprenticeship program.

Signature _____


Company Name _____

Title _____

Date _____

Certificate of Non-Compliance

The bidder hereby certifies that it or its subcontractors do not participate in an applicable apprenticeship program.

Signature PER A. ADAM 

Village of Downers Grove

Company Name _____

Title _____

Date _____

Suspension or Debarment Certificate

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$100,000.00. Contractors receiving individual awards for \$100,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, the Bidder certifies to the best of its knowledge and belief, that the company and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal, state or local governmental entity, department or agency;
2. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction, or convicted of or had a civil judgment against them for a violation of Federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2) of this certification; and
4. Have not within a three-year period preceding this application/proposal/contract had one or more public transactions (Federal, State or local) terminated for cause or default.

If the Bidder is unable to certify to any of the statements in this certification, Bidder shall attach an explanation to this certification.

Company Name: AUSCAPE INC.

Address: 757 DARTMOUTH AV.

City: ROMEOVILLE, IL Zip Code: 60446

Telephone: (815) 474-7143 Fax Number: (815) 886-2738

E-mail Address: JM@AUSCAPECONTRACTORS.COM

Village of Downers Grove

Authorized Company Signature: 

Print Signature Name: J. Simon Title of Official: PRE

Date: 3/6/23

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed CAMPAIGN DISCLOSURE CERTIFICATE

Campaign Disclosure Certificate.


The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

☒ Bidder/vendor has not contributed to any elected Village position within the last five (5) years.


Signature

J Simon
Print Name

☐ Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: _____
(company or individual)

To whom contribution was made: _____

Year contribution made: _____ Amount: \$ _____

Village of Downers Grove

Signature

Print Name



Certified Landscape Technician

the National Landscape Technician Council is proud to present to

James Dillon

This certificate recognizing professional status in the landscape industry as a fully qualified

CLT - Maintenance

Michael S. Gula
Certification Committee Chair



Dec 8 1996
Date



VILLAGE OF DOWNERS GROVE
DEPARTMENT OF PUBLIC WORKS
ADDENDUM NO. 1
FOR
MOWING AND LANDSCAPE MAINTENANCE
CFB-11-0-2025/DM
March 5, 2025

ITEM AND DESCRIPTION:

The Following Corrections are to be made.

Correction: A Security for Performance is NOT required. Paragraph 13 SECURITY FOR PERFORMANCE section II TERMS AND CONDITIONS should read:

13. SECURITY FOR PERFORMANCE
13.1 (RESERVED)

Correction: The Mowing and Landscape Maintenance CFB is NOT PREVAILING WAGE. Paragraph 36 PREVAILING WAGE ACT Section II TERMS AND CONDITIONS should read:

36. PREVAILING WAGE ACT

36.1 This work is not subject to the Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.) as of the time of publishing this Call for Bids. Should this work become subject to the Illinois Prevailing Wage Act at any time this contract is in effect, the parties shall take appropriate action to ensure their compliance with the same.

Correction: The Apprenticeship and Training Certification, page 42, is not required.

Mowing Calendar 2025

Mowing	Sunday	Mon	Tues	Wed	Thurs	Fri	Sat
			Apr 1	2	3	4	5
F	6	7	8	9	10	11	12
F R	13	14	15	16	17	18	19
F R	20	21	22	23	24	25	26
F VR	27	28	29	30	May 1	2	3
F R	4	5	6	7	8	9	10
F	11	12	13	14	15	16	17
F R	18	19	20	21	22	23	24
F VR	25	26	27	28	29	30	31
F R	Jun 1	2	3	4	5	6	7
F	8	9	10	11	12	13	14
F R	15	16	17	18	19	20	21
F VR	22	23	24	25	26	27	28
F R	29	30	July 1	2	3	4	5
F	6	7	8	9	10	11	12
F R	13	14	15	16	17	18	19
F	20	21	22	23	24	25	26
F R	27	28	29	30	31	Aug 1	2
F VR	3	4	5	6	7	8	9
F R	10	11	12	13	14	15	16
F	17	18	19	20	21	22	23
F R	24	25	26	27	28	29	30
F VR	31	Sep 1	2	3	4	5	6
F R	7	8	9	10	11	12	13
F	14	15	16	17	18	19	20
F R	21	22	23	24	25	26	27
F VR	28	29	30	Oct 1	2	3	4
F R	5	6	7	8	9	10	11
F	12	13	14	15	16	17	18
F R	19	20	21	22	23	24	25
F VR	26	27	28	29	30	31	Nov 1
	2	3	4	5	6	7	8

30F

15R

7VR

Holiday notes Village offices closed – Memorial Day May 26, Independence Day July 4th,
Labor Day Sept 1

End of Addendum No. 1

March 5, 2025

VILLAGE OF DOWNERS GROVE

DEPARTMENT OF PUBLIC WORKS

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM

PROPOSAL/BID: CFB MOWING AND LANDSCAPE

PROPOSAL/BID NUMBER: CFB-11-0-2025/DM

PROPOSAL DUE DATE: MARCH 11, 2025 @ 10:00 A.M.

ADDENDUM NO.: 1

PROPOSER/BIDDER: LANDSCAPE INC.

ADDRESS: 757 DARTMOUTH AV.

RECEIVED BY: J. PILLOW

(PRINTED NAME)



(SIGNATURE)

DATE:

3/6/25

VILLAGE OF DOWNERS GROVE
DEPARTMENT OF PUBLIC WORKS
ADDENDUM NO. 2
FOR
MOWING AND LANDSCAPE MAINTENANCE
CFB-11-0-2025/DM
March 7, 2025

ITEM AND DESCRIPTION:

The Following Corrections are to be made.

Correction: III. DETAIL SPECIFICATIONS, N. Landscape Maintenance, paragraph 4 should read:

N. Landscape Maintenance Requirements

4. Spring Clean-Up of Landscape Beds

- a. The Contractor shall perform a spring clean-up of all areas in of the 18 specified Village properties.
- b. This work is expected to occur through ~~several~~ **ONE WEEK** s in April.
- c. Ornamental grasses such as feather reed grass, fountain grass and zebra grass, shall be cut down to 2” aboveground before new shoots begin to sprout.
- d. Fallen leaves, sticks, and spent foliage shall be removed and disposed of by the Contractor.

5. Fall Clean-Up of Landscape Beds

- a. The Contractor shall perform a fall clean-up of all areas of the 18 specified Village properties. Scattered leaves on turf can be mowed, while any large piles of leaves must be collected and removed from each site.
- b. This work is expected to occur through ~~several~~ **ONE WEEK**-s in October or November.

- c. Fallen leaves, sticks, spent foliage and any debris shall be removed and disposed of by the Contractor.

Addition: III. DETAIL SPECIFICATIONS, AH. Pesticides and Herbicides in Village Right-of-Ways, is hereby added and it shall read as follows:

AH. Pesticides and Herbicides in Village Right-of-Ways.

The Contractor is prohibited from using pesticides or herbicides on Village property without the prior written permission of the Village Forester. Should the Village Forester permit the Contractor to use pesticides or herbicides on Village property, the Contractor shall provide the Village Forester sufficient information concerning the products to be used to enable the Village to fulfill its obligations under the Illinois Pesticide Act 415 ILCS 60/1, *et seq.*, (“Act”), including but not limited to the information described in Section 61/10(a) of the Act (415 ILCS 61/10(a)). Contractor shall provide such information to the Village Forester at least 96 hours before application. Contractor shall be liable and shall pay the Village liquidated damages in the amount of \$100 for Contractor’s failure to properly receive the Village’s Forester’s consent to apply pesticides or herbicides on Village property or Contractor’s failure to provide proper notice of its use of pesticides or herbicides.

Clarification: Section IV. BID/CONTRACT FORM, Paragraph A. Unit Prices and Extensions For Mowing and Landscape Maintenance.

The Spring Cleanup and Fall Cleanup rows in the pricing table, apply to Spring and Fall Cleanup in the Village Fine Mowing locations, Fine Mowing Locations – F and .

A. Unit Prices and Extensions For Mowing and Landscape Maintenance

JANUARY 1, 2025 TO DECEMBER 31, 2025

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES		
ROUGH MOWING	15 CYCLES		
VERY ROUGH	7 CYCLES		
FINE MOWING ADDITIONAL	30 HRS		

LANDSCAPE MAINTENANCE	30 CYCLES		
SPRING CLEANUP – FINE MOWING and ROUGH MOWING LOCATIONS	1 CYCLE		
FALL CLEANUP -FINE MOWING and ROUGH MOWING LOCATIONS	1-2 CYCLES		
TOTAL			

JANUARY 1, 2026 TO DECEMBER 31, 2026

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES		
ROUGH MOWING	15 CYCLES		
VERY ROUGH	7 CYCLES		
FINE MOWING ADDITIONAL	30 HRS		
LANDSCAPE MAINTENANCE	30 CYCLES		
SPRING CLEANUP – FINE MOWING and ROUGH MOWING LOCATIONS	1 CYCLE		
FALL CLEANUP -FINE MOWING and ROUGH MOWING LOCATIONS	1-2 CYCLES		
TOTAL			

JANUARY 1, 2027 TO DECEMBER 31, 2027

TYPE	ESTIMATED CYCLES/HRS	UNIT PRICE	EXTENSION
FINE MOWING	30 CYCLES		
ROUGH MOWING	15 CYCLES		
VERY ROUGH	7 CYCLES		
FINE MOWING ADDITIONAL	30 HRS		
LANDSCAPE MAINTENANCE	30 CYCLES		
SPRING CLEANUP – FINE MOWING and ROUGH MOWING LOCATIONS	1 CYCLE		
FALL CLEANUP - FINE MOWING and ROUGH MOWING LOCATIONS	1-2 CYCLES		
TOTAL			

Spring Clean-Up of Fine Mowing and Rough Mowing locations

- a. The Contractor shall perform a spring clean-up of all areas listed in the Fine Mowing Locations – F table and Rough Mowing Locations – R table.
- b. This work is expected to occur through ONE WEEK in March or April.
- c. Ornamental grasses such as feather reed grass, fountain grass and zebra grass, shall be cut down to 2” aboveground before new shoots begin to sprout.
- d. Fallen leaves, sticks, and spent foliage shall be removed and disposed of by the Contractor.

Fall Clean-Up of Fine Mowing location and Rough Mowing locations

- a. The Contractor shall perform a fall clean-up of all areas of the 18 specified Village properties. Scattered leaves on turf can be mowed, while any large piles of leaves must be collected and removed from each site.
- b. This work is expected to occur through ONE WEEK in in October or November.

- c. Fallen leaves, sticks, spent foliage and any debris shall be removed and disposed of by the Contractor.

Location number	Fine Mowing Locations	
F1	Watertower at 3301 Finley – has locked gate	
F2	PA station at 3501 Finley – has locked gate	
F3	Watertower at 3701 Highland – has locked gate	
F4	Downers Grove Village marker sign at SE corner Highland Ave and 39 th St	
F5	Fire Station 3 at 3900 Highland Avenue	
F6	Watertower at 4318 Downers Drive – has locked gate	
F7	Belmont train station commuter parking complex at 5000 Belmont	
F8	Public Works facility at 5101 Walnut Avenue (facility contains an irrigation system)	
F9	Transfer site (mulch pickup site and Village dump area) on Curtiss Street – parkway area of land along street between Global Gear and Sanitary Office at 2710 Curtiss	
F10	Fire Station 1 at 2560 Wisconsin Street	
F11	Watertower at 2304 Maple Avenue – has locked gate	
F12	Main Street train station at 5001 Main and commuter parking complex (north area along tracks from Washington to Main contains an irrigation system)	
F13	Cemetery on Main Street next to 5200 Main – **extra care must be taken around the grave stones, fence and arbor	
F14	Southeast corner at Main and Maple parkways	
F15	Fire Station 2 and watertower at 5420 Main Street (area has irrigation system) – locked gate under tower	
F16	850 Curtiss New Civic Center & landscape bed weeding (Complex contains irrigation system).	
F17	Fairview train station commuter parking complex at 5099 Fairview (area around station has an irrigation system)	
F18	Detention property next to 117 8 th Street	
F19	Fire Station 5 at 6701 Main Street plus watertower – locked gate around tower	
F20	Property at 926 67 th Street	
F21	Watertower at 1724 71 st Street – has locked gate	

Location number	Rough Mowing Locations - R	Approx Turf Acres
R1	Detention ponds at Butterfield and Downers	2.30
R2	Median on Downers Dr north of Butterfield	.02
R3	Median on Branding east of Finley	.02
R4	Chicago right-of-way between Stonewall and Woodward	.73

R5	Parkway at 1327 Warren (Burlington Northern site)	.10
R6	Northwest corner property at Fairview and Austin from street to creek	.25
R7	North side Maple Avenue north of the tracks – areas with retaining wall bricks – plus small area just south of the tracks	.19
R8	Southeast corner property at Hill and Grand including parkway on Grand	.10
R9	Property north of 5321 Grand Ave	.47
R10	Property south of 5600 Fairmount Ave	.44
R11	Parkway of wooded lots north of 5709 Main Street	.01
R12	Medians in middle of Brookbank from 59th to 63rd	.60
R13	Parkways along Fairview Avenue from 63rd to 75th - 2 maps	2.40
R14	None	
R15	Triangle property east side Lemont at Old Main	.56
R16	Triangle property at Dunham and Lemont with Downers Grove Village sign	.40
R17	Parkway along Dunham from Foster south to traffic light	.46
R18	Parkway along both sides of 71st Dunham curve from Dunham at Andrus to Dunham at Foster	1.60
R19	Vacant lot south of 6931 Creekside	.20
R20	Parkway along north side Bolson Drive and west side Dunham	.51

End of Addendum No. 1

March 7, 2025

VILLAGE OF DOWNERS GROVE

DEPARTMENT OF PUBLIC WORKS

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM #2

PROPOSAL/BID: CFB MOWING AND LANDSCAPE

PROPOSAL/BID NUMBER: CFB-11-0-2025/DM

PROPOSAL DUE DATE: MARCH 11, 2025 @ 10:00 A.M.

ADDENDUM NO.: 2

PROPOSER/BIDDER:

ALLSCAPE INC.

ADDRESS:

757 DARLART AV. ROMEOVILLE, IL.

RECEIVED BY:

JAMES DILLON

(PRINTED NAME)



(SIGNATURE)

DATE:

6/4/25