

To: Tree Contractors
From: Annette Brushwitz, Public Works Director____
Date: January 10, 2022
Re: **Tree Removal-** Proposal FY2022-02 – S.E. Corner of Allmon & Ohio St. (Roberts Park), Salem, IL

The City of Salem is soliciting for proposals for removal of a large dead tree located at the SE corner of Allmon and Ohio at Roberts Park in Salem, Illinois. The work is located within City property and will be paid for by the City via the normal payable practice of once per month.

The tree is to be cut to the ground by the contractor. Sections are to be cut in lengths and weight no larger than can be handled with a backhoe. City forces will load and dispose of the tree. City forces will provide traffic control throughout the job and scheduled at a mutually agreeable time. The stump is to be left at maximum height of 2 feet above existing grade. The work area is to be left in a condition as good or better than prior to work. All damages to work area are to be responsibility of contractor. A visit to the site location prior to bidding is encouraged of all potential bidders.

Prior to beginning work, the contractor will provide a certificate of insurance with the following minimum requirements: general liability, \$500,000 combined single unit; auto liability, \$500,000 combined single unit; workman's compensation, state minimum. Contractor to provide certificate of insurance with the City of Salem as an additional insured with respect to general liability, and request the contractor to provide a waiver of subrogation on general auto and worker's compensation. Per State law, all workers must be paid no less than prevailing hourly wage rate for performing work on this contract. A Notice to Proceed (purchase order) will be issued prior to the contractor beginning work on this tree and work is to be completed prior to **Fri. April 1, 2022**, or purchase order will be void.

Proposal is to be **lump sum total** and will be received until **Mon. Jan. 31, 2022 by 11:00 AM.** All work is to be completed within 60 days from award of contract. The City of Salem reserves the right to waive technicalities and to reject any or all proposals. The City of Salem reserves the right to award via proposal based upon merits of value, and not cost basis alone, as decided by City Council. The City of Salem further reserves the right to review and study any and all bids and to make a contract within 30 days after the bids have been opened and publicly read.