	AGENDA ITEM EXECUTIVE SUMMARY						
	Title:	Recommendation Waive the Formal Bid Procedure and Award Contracts for Tree Pruning and Removal Services to DeMar Tree Service and Skyline Tree Service					
	Presenter:	AJ Reineking					
<i>Please check appropriate box:</i>							
	Government Operations		X	Government Services 04.27.15			
	Planning & Development			City Council			
	Public Hearing						
Estimated Cost:	\$245,000.00	Budgeted:	YES	X	NO		
If NO, please explain how item will be funded:							
Executive Summary:							
<p>Tree trimming is a very important component to proper management of the City's urban forest as well as to the City's electric reliability efforts. The City solicited proposals for tree pruning and removal services and received six acceptable competitive bids from local vendors. Given the volume and scope of work to be completed, as well as the need for sufficient on-call emergency responders with specialized equipment, we recommend awarding the contract to the two most responsive and responsible proposers.</p> <p>The City has used DeMar and Skyline in previous forestry programs with excellent results. The proposed prices that the two companies submitted were very close, and having two contractors will create a diverse operational advantage for the Electric Utility and Public Services operations.</p>							
Attachments: <i>(please list)</i>							
Price Proposal Tabulation Tree Pruning & Removal RFP/Contract with DeMar Tree Service Tree Pruning & Removal RFP/Contract with Skyline Tree Service							
Recommendation / Suggested Action <i>(briefly explain):</i>							
Recommendation to Waive the Formal Bid Procedure and award contracts to DeMar Tree Service for an amount not to exceed \$145,000 and Skyline Tree Service for an amount not to exceed \$100,000 for Urban Forestry Maintenance and Electric Line Tree Trimming Services.							
<i>For office use only:</i>		<i>Agenda Item Number: 5.j</i>					

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

DeMar Tree & Landscaping Service
6N112 N. Rt. 31
St. Charles, IL 60175

Skyline Tree Service
P.O. Box 3058
St. Charles, IL 60174

For the purchase of: Pruning and Removal of Parkway Trees and Trees Encroaching on Power Lines

At a combined total cost not to exceed: \$ 245,000

Reason for the request to waive the bid procedure: Tree trimming is a very important component to proper management of the City's urban forest as well as to the City's electric reliability efforts. The City solicited proposals for tree pruning and removal services to ensure that proper equipment was available and that all staff was certified to work around live power lines. Given the volume and scope of work to be completed, as well as the need for sufficient on-call emergency responders with specialized equipment, we recommend awarding the contract to the two most responsive and responsible proposers.

The City has used DeMar and Skyline in previous forestry programs with excellent results. The proposed prices that the two companies submitted were very close, and having two contractors will create a diverse operational advantage for the Electric Utility and Public Services operations.

Other Quotations Received: Four

Date: 04/27/2015

Requested by: _____

Department Director: _____

Purchasing Manager: _____

Committee Chairman: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.

Forestry (Trimming, Removal, Stump Grinding) Proposals
2-Apr-15

FY15/16 Rates

	3-Man Crew	Bucket Truck	Chipper/Truck	Pickup	Stump Grinder	Total / Hour (Trimming)	Total / Hour (Removal)
DeMar Tree Service St. Charles, IL	\$ 93.60	\$ 7.00	\$ 6.00	\$ -	\$ 4.35	\$ 106.60	\$ 110.95
Skyline Tree Service St. Charles, IL	\$ 120.00	\$ 10.00	\$ 10.00	\$ -	\$ 15.00	\$ 140.00	\$ 155.00
Asplund Tree Expert Co. Streamwood, IL	\$ 122.73	\$ 20.75	\$ 14.00	No Bid	No Bid	\$ 157.48	No Bid
Davey Tree Expert Co. West Chicago, IL	\$ 180.00	\$ 20.75	\$ 27.50	\$ 8.50	\$ 18.50	\$ 228.25	\$ 255.25
Kramer Tree Specialists West Chicago, IL	\$ 232.00	\$ 38.00	\$ 36.00	\$ 15.00	\$ 50.00	\$ 306.00	\$ 371.00
Savatree Warrenville, IL	\$ 150.00	\$ 50.00	\$ 80.00	\$ 25.00	\$ 150.00	\$ 280.00	\$ 455.00

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



BID CERTIFICATION

TO: City of St Charles
2 E. Main St.
St Charles, IL 60174
ATTN: AJ Reineking, Public Works Manager

FROM: Organization: DeMar Tree & Landscape Service INC
Address: 6 N 112 IL St. 31
City, State, Zip Code: ST CHARLES IL 60175
Contact Person: RICHARD DEMAR
Telephone Number: 630-377-7400 Cell 630-742-7400
Facsimile Number: 630-584-7400

AUTHORIZED NEGOTIATORS:

Name: Richard Demar Phone #: 630-377-7400
Name: _____ Phone #: 630-742-7400

RECEIPT OF ADDENDA: The receipt of the following addenda is hereby acknowledged:

Addendum No. _____, Dated _____
Addendum No. _____, Dated _____

In submitting this proposal, it is understood that the City of St Charles reserves the right to reject any or all Proposals, to accept an alternate Proposal, and to waive any informalities in any Proposal.

In addition to this document, Offerors shall furnish, with the proposal, all submittals as required herein.

BUSINESS ORGANIZATION:

____ Sole Proprietor: An individual whose signature is affixed.
____ Partnership: State full names, titles and addresses of all responsible principals and/or partners on attached sheet.
X Corporation: State of Incorporation: ILLINOIS

F E I N # 36-2614422

Please provide your Federal Employer Identification Number (F.E.I.N.):

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



Seal (affix seal below if applicable)

President
Vice-President
Secretary
Treasurer

(List Name of Officers)
Richard Dellar
LANCE UNDERHILL

Attest:

X Lance Underhill Signature of Secretary
Lance Underhill



DISQUALIFICATION OF CERTAIN PROPOSER

PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity,

- (A) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any state in the United States in that officer's or employee's official capacity;
- (B) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act 15 U.S.C.;
- (C) has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;
- (D) has been convicted of an act committed, within the State of Illinois or any state in the United States, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. Sec. 1 et seq.;
- (E) has been convicted of price-fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;
- (F) has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;
- (G) has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to;
- (H) has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

Business entity, as used herein, means a corporation, partnership, trust, association, unincorporated business or individually owned business.



CERTIFICATION OF COMPLIANCE

THE UNDERSIGNED HEREBY CERTIFIES AS FOLLOWS:

1. That the undersigned has authority to make this certification on behalf of the proposal.

DeMar Tree & Landscape Service Inc
Name of Company

2. That the undersigned has read the contents, in regard to disqualification of certain proposer, which are contained on the following pages of the documents.
3. That the undersigned knows of his own knowledge that the proposer is not disqualified from proposing under the aforesaid sections.

Authorized Signature

Richard A. DeMar

Type or Print Name

Richard A. DeMar

Title

President

SEAL

Instructions: This is to be completely filled out and executed by the chief officer or the proposer authorized to submit the certification.



CITY OF ST CHARLES, ILLINOIS
TAX COMPLIANCE AFFIDAVIT

Richard A. DeMay, being first duly sworn,
deposes and says: that he is President
(Partner, Officer, Owner, Etc.)

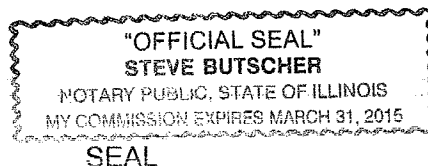
of Richard DeMay Doorman Tree & Landscape Service, Inc.
(Consultant)

The individual or entity making the foregoing proposal or bid certifies that he is not barred from contracting with the City of St Charles because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, or entity making the proposal or bid understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

Richard DeMay
(Name of Bidder if the Bidder is an Individual)
(Name of Partner if the Bidder is a Partnership)
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed a sworn to before a notary public.

Subscribed and Sworn to this 20th day of March, 2015



Steve Butscher

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

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



CITY OF ST CHARLES, ILLINOIS
ANTI-COLLUSION AFFIDAVIT AND CERTIFICATION

Richard DeMay, being first duly sworn,

deposes and says: that he is _____
(Partner, Officer, Owner, Etc.)

of Richard DeMay
(Consultant)

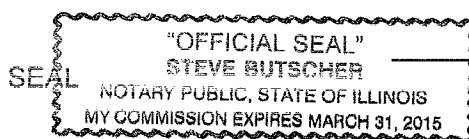
The party making the foregoing proposal or bid, certifies that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

The undersigned certifies that he is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

Richard DeMay
(Name of Bidder if the Bidder is an Individual)
(Name of Partner if the Bidder is a Partnership)
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and Sworn to this 25th day of March, 2015



Steve Butscher
Notary Public

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



REFERENCES

CITY OF ST CHARLES

General Information, list below current business references for whom you have performed work similar to that required by this proposal.

Facility: City of Geneva - Electric Dept
Address: _____
City, State, Zip Code: Geneva IL 60134
Telephone Number: _____
Contact Person: ED RUDY 630 742-2307
Dates of Service: CURRENT

Facility: Fermi Lab
Address: _____
City, State, Zip Code: Geneva IL 60134
Telephone Number: _____
Contact Person: BILL NEWCOMB 630 840 2437
Dates of Service: 2013

Facility: City St Charles Electric Dept
Address: _____
City, State, Zip Code: St Charles IL 60174
Telephone Number: 630 377-4474
Contact Person: GARY SITTER
Dates of Service: CURRENT

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



COMPLIANCE STATEMENT

Complete this form and submit it with Form of Proposal.

Offeror's Name: Norman Tree & Landscape Service INC Signature: Richard A Norman

TO: City of St Charles
2 E. Main St.
St Charles, IL 60174
ATTN: AJ Reineking, Public Works Manager

FROM:

Organization:

Address:

City, State, Zip Code:

Contact Person:

Telephone Number:

Facsimile Number:

Norman Tree & Landscape Service INC
6N112 RA 31
St. Charles IL 60175
Richard A Norman
630 377-7400 630 742-7400
630 584 7400

In compliance with this Request for Proposal, and subject to all conditions thereof, the undersigned offers and agrees, if this proposal is accepted, to furnish the services as outlined herein, for the City of St Charles in the amount indicated, subject to modification through negotiations which may be conducted pursuant to conditions set forth in the Request for Proposals.

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



**CERTIFICATE OF NON-DISQUALIFICATION UNDER ILLINOIS
COMPILED STATUTES, CH. 720, SEC. 33E-11**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane and DuPage Counties, Illinois, that Richard A. DeMay (bidder) not barred from contracting with any unit of State or local government, as a result of a violation of Ch. 720, Sec. 33E-11 of the Illinois Compiled Statutes.

Name of Bidder

By: Richard A. DeMay

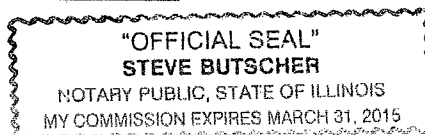
State of Illinois

SS

County of Kane

Subscribed and sworn to before me
this 20th day
of March 2015

Steve Butscher
Notary Public



NOTE TO BIDDER: Anyone who makes a false statement, material to this Certification, commits a Class 3 Felony under Illinois Compiled Statutes, Ch. 720, Sec. 33 E-11 (b).

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



CERTIFICATE OF COMPLIANCE WITH SAFETY STANDARDS

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane

and DuPage Counties, Illinois, that Richard A. DeMer (bidder)
shall comply with all local, state and federal safety standards.

DeMer Inc & Landscape Services INC

Name of Bidder

By: Richard A. DeMer

State of Illinois

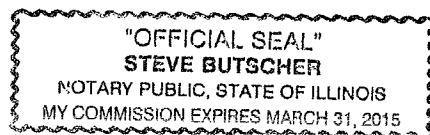
ss

County of Kane

Subscribed and sworn to before me
this 20th day
of March 2015

Steve Butscher

Notary Public



City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



**CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 87-1257
OF THE ILLINOIS HUMAN RIGHTS ACT**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles,
Kane

and DuPage Counties, Illinois, that Richard A. Miller (bidder)

complies with the Illinois Human Rights Act as amended by Section 2-105, Public Act
87-1257

in relation to employment and human rights.

Dollar Tree & Landscape Service Inc

Name of Bidder

By: Richard A. Miller

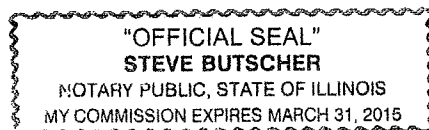
State of Illinois

SS

County of Kane

Subscribed and sworn to before me
this 20th day
of March 2015

Steve Butscher
Notary Public



City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



AGREEMENT SIGNATURE SHEET

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day first mentioned above.

CITY OF ST CHARLES

By:

Ray Rogina, Mayor

Attest:

City Clerk

CONTRACTOR: _____

By:

Print Name and Title: _____
(If Corporate: Chairman, President or Vice
President)

Attest

Print Name and Title
(If Corporate: Secretary, Assistant Secretary,
Chief Financial Officer or Assistant Treasurer)

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



BID CERTIFICATION

TO: City of St Charles
2 E. Main St.
St Charles, IL 60174
ATTN: AJ Reineking, Public Works Manager

FROM: Organization: Skyline Tree Service & Landscaping, Inc.
Address: P.O. Box 3058
City, State, Zip Code: St. Charles, IL 60174
Contact Person: Ted Ranney - Lisa Lotus
Telephone Number: 630.584-2221
Facsimile Number: 630.584-2902

AUTHORIZED NEGOTIATORS:

Name: Ted Ranney Phone #: 630.584.2221
Name: _____ Phone #: _____

RECEIPT OF ADDENDA: The receipt of the following addenda is hereby acknowledged:

Addendum No. _____, Dated _____
Addendum No. _____, Dated _____

In submitting this proposal, it is understood that the City of St Charles reserves the right to reject any or all Proposals, to accept an alternate Proposal, and to waive any informalities in any Proposal.

In addition to this document, Offerors shall furnish, with the proposal, all submittals as required herein.

BUSINESS ORGANIZATION:

Sole Proprietor: An individual whose signature is affixed.

Partnership: State full names, titles and addresses of all responsible principals
and/or partners on attached sheet.
☒ Corporation: State of Incorporation: Illinois

Please provide your Federal Employer Identification Number (F.E.I.N.):

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



Seal (affix seal below if applicable)

	(List Name of Officers)
President	<u>Ted Ranney</u>
Vice-President	<u>"</u>
Secretary	<u>"</u>
Treasurer	<u>"</u>

Attest:

Ted Ranney Signature of Secretary



DISQUALIFICATION OF CERTAIN PROPOSER

PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity,

- (A) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any state in the United States in that officer's or employee's official capacity;
- (B) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the Sherman Anti-Trust Act and Clayton Act 15 U.S.C.;
- (C) has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;
- (D) has been convicted of an act committed, within the State of Illinois or any state in the United States, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. Sec. 1 et seq.;
- (E) has been convicted of price-fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;
- (F) has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;
- (G) has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to;
- (H) has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

Business entity, as used herein, means a corporation, partnership, trust, association, unincorporated business or individually owned business.



CERTIFICATION OF COMPLIANCE

THE UNDERSIGNED HEREBY CERTIFIES AS FOLLOWS:

1. That the undersigned has authority to make this certification on behalf of the proposal.

Skyline Tree Service & Landscaping, Inc.
Name of Company

2. That the undersigned has read the contents, in regard to disqualification of certain proposer, which are contained on the following pages of the documents.
3. That the undersigned knows of his own knowledge that the proposer is not disqualified from proposing under the aforesaid sections.

Authorized Signature

Ted Ranney

Type or Print Name

Ted Ranney

Title

President

SEAL

Instructions: This is to be completely filled out and executed by the chief officer or the proposer authorized to submit the certification.

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



CITY OF ST CHARLES, ILLINOIS
TAX COMPLIANCE AFFIDAVIT

Theodore Ranney, being first duly sworn,
deposes and says: that he is Theodore Ranney
(Partner, Officer, Owner, Etc.)
of Skyline Tree Service
(Consultant)

The individual or entity making the foregoing proposal or bid certifies that he is not barred from contracting with the City of St Charles because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, or entity making the proposal or bid understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

Skyline Tree Service & Landscaping, Inc
(Name of Bidder if the Bidder is an Individual)
(Name of Partner if the Bidder is a Partnership)
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and Sworn to this 2nd day of April, 2015



Eric M. Franck

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

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



CITY OF ST CHARLES, ILLINOIS
ANTI-COLLUSION AFFIDAVIT AND CERTIFICATION

Theodore Ranney, being first duly sworn,
deposes and says: that he is Theo Ranney
(Partner, Officer, Owner, Etc.)
of Skyline Tree Service
(Consultant)

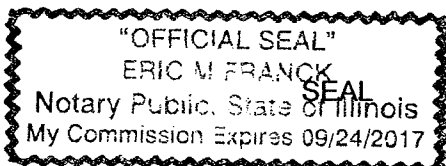
The party making the foregoing proposal or bid, certifies that such bid is genuine and not collusive, or sham; that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person; to fix the bid price element of said bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

The undersigned certifies that he is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

Skyline Tree Service & Landscaping, Inc.
(Name of Bidder if the Bidder is an Individual)
(Name of Partner if the Bidder is a Partnership)
(Name of Officer if the Bidder is a Corporation)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and Sworn to this 2nd day of April, 2015



[Signature]
Notary Public

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



REFERENCES

CITY OF ST CHARLES

General Information, list below current business references for whom you have performed work similar to that required by this proposal.

Facility: City of Saint Charles - Public Works
Address: 2 East Main St.
City, State, Zip Code: St. Charles, IL 60174
Telephone Number: 630.584-4462
Contact Person: Tony Bellafiore
Dates of Service: 20 - 2015

Facility: City of Geneva - Public Works
Address: 1800 South St.
City, State, Zip Code: Geneva, IL 60134
Telephone Number: 630.232.1501
Contact Person: Tim Kohorst
Dates of Service: 20 - 2015

Facility: City of Batavia - Public Works
Address: 100 N. Island Ave.
City, State, Zip Code: Batavia, IL 60510
Telephone Number: 630.454.2000
Contact Person: Scott Haines
Dates of Service: 20

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



COMPLIANCE STATEMENT

Complete this form and submit it with Form of Proposal.

Offeror's Name: Ted Ranney Signature: Ted Ranney

TO: City of St Charles
2 E. Main St.
St Charles, IL 60174
ATTN: AJ Reineking, Public Works Manager

FROM: Organization: Skyline Tree Service & Landscaping, Inc
Address: P.O. Box 3058
City, State, Zip Code: Saint Charles, IL 60174
Contact Person: Ted Ranney
Telephone Number: 630. 584. 2221
Facsimile Number: 630 584. 2902

In compliance with this Request for Proposal, and subject to all conditions thereof, the undersigned offers and agrees, if this proposal is accepted, to furnish the services as outlined herein, for the City of St Charles in the amount indicated, subject to modification through negotiations which may be conducted pursuant to conditions set forth in the Request for Proposals.

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



**CERTIFICATE OF NON-DISQUALIFICATION UNDER ILLINOIS
COMPILED STATUTES, CH. 720, SEC. 33E-11**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles,
Kane and DuPage Counties, Illinois, that Skyline Tree Service (bidder) not
barred from contracting with any unit of State or local government, as a result of a
violation of Ch. 720, Sec. 33E-11 of the Illinois Compiled Statutes.

Skyline Tree Service
Name of Bidder

By: [Signature]

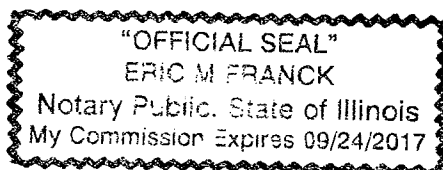
State of Illinois

SS

County of Kane

Subscribed and sworn to before me
this 24th day
of April, 2015

[Signature]
Notary Public



NOTE TO BIDDER: Anyone who makes a false statement, material to this
Certification, commits a Class 3 Felony under Illinois Compiled Statutes, Ch. 720,
Sec. 33 E-11 (b).

City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



CERTIFICATE OF COMPLIANCE WITH SAFETY STANDARDS

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles, Kane

and DuPage Counties, Illinois, that Skyline Tree Service (bidder)

shall comply with all local, state and federal safety standards.

Skyline Tree Service

Name of Bidder

By: *Shea Ramsey*

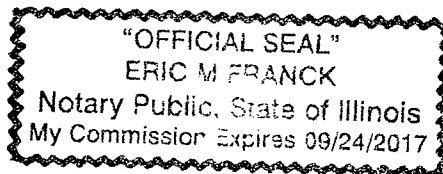
State of Illinois

SS

County of Kane

Subscribed and sworn to before me
this 7th day
of April 2015

Eric M. Franck
Notary Public



City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



**CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 87-1257
OF THE ILLINOIS HUMAN RIGHTS ACT**

The undersigned, upon being first duly sworn, hereby certifies to the City of St. Charles,
Kane

and DuPage Counties, Illinois, that Skyline Tree Service (bidder)

complies with the Illinois Human Rights Act as amended by Section 2-105, Public Act
87-1257

in relation to employment and human rights.

Skyline Tree Service

Name of Bidder

By: Chris Ranney

State of Illinois

SS

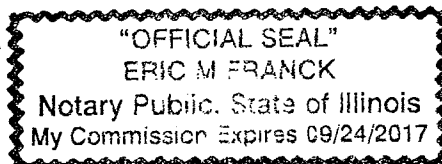
County of Kane

Subscribed and sworn to before me

this 2nd day

of April

[Signature]
Notary Public



City of St. Charles, Illinois
Public Works Department
Tree Trimming, Tree Removal & Stump Removal Services
For Public Services Division



AGREEMENT SIGNATURE SHEET

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day first mentioned above.

CITY OF ST CHARLES

By:

Ray Rogina, Mayor

Attest:

City Clerk

CONTRACTOR: _____

By:

Print Name and Title: _____
(If Corporate: Chairman, President or Vice
President)

Attest

Print Name and Title
(If Corporate: Secretary, Assistant Secretary,
Chief Financial Officer or Assistant Treasurer)



Appendix I - Insurance Requirements

City of St. Charles Certificate of Insurance Requirements

Contractor shall carry all insurance coverage required by law. In addition, the Contractor shall carry, at its own expense, at least the following insurance coverage with a duly licensed and registered insurance company in the State of Illinois having a minimum A.M. Best rating of A-VI:

- (a) Workers' Compensation & Occupational Diseases Insurance – Statutory amount for Illinois
- (b) General Liability Insurance:
 - 1) Bodily injury, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 2) Property damage, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 3) Contractual insurance – broad form, with limits of not less than \$1,000,000 each occurrence/\$2,000,000 aggregate.
- (c) Automotive Liability Insurance:
 - 1) Bodily injury, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate;
 - 2) Proper damage, with limits of not less than \$1,000,000 each occurrence/
\$2,000,000 aggregate. Property damage insurance coverage shall include non-owned, hired, leased, or rented vehicles, as well as owned vehicles.
- (d) Umbrella or excess liability coverage of \$5,000,000.
- (e) Contractor's insurance policy shall name City as an additional insured on the General Liability, Automotive Liability and Excess Liability insurance policies. The insurance coverage shall be written with insurance companies acceptable to City. All insurance premiums shall be paid without cost to City. The Contractor shall furnish to City a Certificate of



Insurance attesting to the respective insurance coverage for the full contract term. Contractor shall submit satisfactory proof of insurance simultaneously with the execution of the contract.

- (f) All insurance policies shall provide that the City shall receive written notice of cancellation or reduction in coverage of any insurance policy thirty (30) days prior to the effective date of cancellation.



SKYLTRE-01

RFORTMAN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/26/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Joseph M. Wiedemann & Sons Inc. 303 East Main Street Saint Charles, IL 60174	CONTACT NAME:	
	PHONE (A/C, No, Ext): (630) 377-0500	FAX (A/C, No): (847) 228-8505
	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Secura Insurance	
	INSURER B: Amerisafe	
INSURED Skyline Tree Service & Landscaping, Inc. P. O. Box 3058 St. Charles, IL 60174	NAIC #	
	22543	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		CP3220013	03/31/2015	03/31/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			A3220014	03/31/2015	03/31/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CU3220015	03/31/2015	03/31/2016	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	AVWCIL2283352014	03/31/2015	03/31/2016	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Theodore Ranney - Officer - Excluded

The City of St. Charles is listed as additional insured with respects to the General Liability when required by written or verbal contract

CERTIFICATE HOLDER

CANCELLATION

City of St. Charles
Attn: Cecile Benson
2 E Main St.
Saint Charles, IL 60174

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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