

# VILLAGE OF NORRIDGE

4000 North Olcott Avenue • Norridge, Illinois 60706-1199  
708/ 453-0800 FAX 708/ 453-9335  
www.villageofnorridge.com

Date: 11/02/2021

## PRESIDENT

Daniel Tannhauser

## CLERK

Gabriela Krasinski

## TRUSTEES

Donald Gelsomino

Bill Larson

Jack Bielak

Andrew Ronstadt

Debra J. Budnik

Frank Avino, Jr.

**BID # 2021 – 24**

**Request for Bids for:**

## **Tree Pruning Program & Other Tree Maintenance Related Services**

### INTRODUCTION/PURPOSE

The Village of Norridge, located in Cook County Illinois, hereby gives notice that the Village Properties Department is soliciting bids for the Tree Pruning Program which will begin with the Winter 2021 season, and continue on a set, recurring schedule. It is also at this time that the Village wishes to obtain unit pricing for a variety of other tree maintenance related services.

### SCOPE OF THE PROJECT & TIMELINE

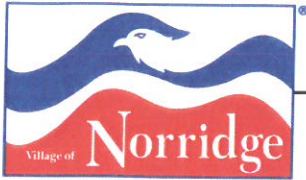
The Tree Pruning Program shall be bid based on sections, **as per the attached map**. There are 5 sections, which shall each be pruned every 4 years. Preferable, pruning should take place during the winter months, however, the Village understands that the dormant phases of trees differ by species, therefore, we will rely on the Contractor to prune trees at the appropriate times.

The Village is seeking to obtain pricing for each of the following:

1. Section 2, Winter 21/22 – This section is further divided into 2 subsections. We ask that the 2 subsections be quoted separately.
2. Section 3, Winter 22/23
3. Section 5, Winter 22/23
4. Section 4, Winter 23/24
5. Section 1, Winter 24/25

However, if the services are unsatisfactory, the Village reserves the right to cancel future pruning remaining in the term of the contract.

Any work outside of the mapped out sections shall be billed by the Contractor at the agreed upon hourly rates specified in the price sheet. Hourly rates should be inclusive of labor costs, equipment costs and any and all other costs that may be incurred by the Contractor.



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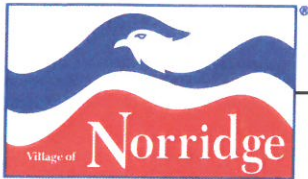
## PROFILE:

Include the following with the submitted proposal:

1. Name, address, phone number, email address, web site, and brief history of your company.
2. List a minimum of 5 references, where at least 3 are local government entities or park districts.
3. Include information about years of service in this business and detail professional experience in providing services. Include what licenses your company has and what certifications the staff which will be conducting the tree pruning program.
4. Include a statement indicating if you have every been disqualified from submitting a bid and explain the reason why.
5. Include a statement about your fleet and the types of equipment you will be using.
6. Provide an approximate response time for emergencies.
7. Explain what your command of girdling roots is.
8. Include a statement as to when work can begin.

## CONTRACTOR REQUIREMENTS:

1. Contractor must be able to complete the first section (identified as Section 2 on the map) scheduled for Winter 21/22 project before April 1, 2022.
2. The Contactor and all worker which will perform services related to this project need to be skilled in performing tree pruning services and must undergo routine training as it relates to the field. At any given time, at least one worker must be a certified arborist, when performing any tree pruning or tree maintenance related services.
3. All work shall be done in accordance with ANSI A300 and ANSI Z133 standards.
4. The contractor shall supply daily reports to the Buildings and Grounds Supervisor.



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5. Before submitting a bid, the Contractor should review the bid packet carefully. Should the Contractor find any discrepancies, omissions, ambiguities, or be in doubt about their meaning, the Contractor shall bring such questions to the attention of the Village prior to submitting a bid.
6. Completion of **Appendix A**, price list.
7. **INSURANCE:** The Contractor shall not commence work, nor shall the Village permit any Contractor, under any contract with the Village to commence work, until the Contractor has first obtained all insurance required under this paragraph, and such insurance has been approved by the Village; nor shall a Contractor allow any sub-contractor to commence work on a sub-contract until all similar insurance required of the sub-contractor has been approved by the Village. The Contractor agrees to provide and maintain certificates of insurance evidencing the minimum insurance coverage and limits set forth below during the term of the contract, unless Village ordinance or bidding requirements specify a greater amount or additional type of insurance, then such greater amount or type of insurance will be required. Such policies shall be in force and from companies acceptable and satisfactory to the Village to afford protection against all claims for damages to public or private property, and injuries to persons, arising out of and during the contract term.

**A copy of the certificate of insurance shall name the Village of Norridge, its officers, agents, employees, representatives and assigns as additional insured.**

The policy of insurance shall contain no provisions that invalidate the naming of the Village as additional insured. The insurance coverage and limits set forth below shall be deemed to be minimum coverage and shall not be construed in any way as a limitation on the Contractor's duty to carry adequate insurance or on the Contractor's liability for losses or damages under the Contract. The minimum insurance coverage and limits that shall be maintained by the Contractor and his sub-contractors at all times while providing, performing, or completing the work are as follows:



# VILLAGE OF NORRIDGE

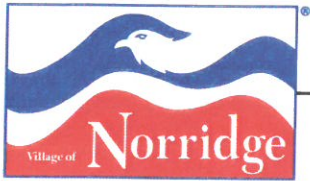
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- a) Umbrella Liability Coverage – The Contractor shall carry an umbrella liability coverage policy with limits of not less than \$1,000,000.00.
- b) General Liability - The Contractor shall carry a comprehensive general umbrella liability policy for all operations with limits of not less than \$1,000,000.00, each accident, for bodily injury liability and not less than \$1,000,000.00, each accident, for property damage liability.
- c) Worker's Compensation - The Contractor is required to carry, with a company authorized under the laws of the State of Illinois, a policy for protection against liability under the Worker's Compensation and the Occupational Disease Statutes of the State of Illinois with limits of not less than \$500,000.00 per claim.
- d) Professional Liability Insurance - The Contractor shall carry minimum of \$1,000,000.00, if applicable.
- e) Automobile/Vehicle/Truck Insurance - The Contractor shall carry minimum of \$1,000,000.00.

All such insurance must include an endorsement whereby the insurer agrees to notify the Village at least thirty (30) days prior to non-renewal, reduction, or cancellation. The Contractor shall cease operations if the insurance is canceled or reduced below the required amount of coverage. All costs for insurance, as specified herein, will not be paid for separately, but shall be considered as incidental to the Contract.

Proof of insurance shall be attached and be made part of **Appendix B**.

8. Prevailing Wage Act: All Contractors hired by the Village for construction projects shall abide by the prevailing rate of wages for laborers, workmen and mechanics as required by state law. The Contractor and any and all subcontractors are required to insert a provision or stipulation regarding the payment of the prevailing wage rate into every public works project and bid specification, subcontract, and contractor's bond. Certification of compliance with the Prevailing Wage Act is found in **Appendix C** of this document and shall be signed by the Contractor and any and all subcontractors.



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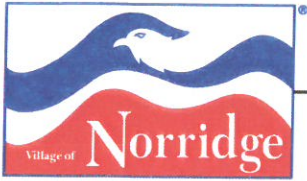
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9. Bid Rigging and Rotating: State law requires that all Contractors must execute the form attached hereto as **Appendix D** stating that the undersigned on behalf of the entity entering into a contract with the Village of Norridge certifies that:
- a) This contract is not made in the interest of, or on behalf of, an undisclosed person, partnership, company, association, organization or corporation;
  - b) The Contractor has not in any matter directly or indirectly sought by communication, consultation or agreement with anyone to fix the bid price of any bidder, or to fix any overhead profit or cost element of the contract price or to secure any advantage against the Village of Norridge or anyone interested in the proper contract;
  - c) This contract is genuine and not collusive or sham;
  - d) The undersigned, on behalf of the Vendor/Contractor, certifies that it has never been convicted for a violation of State laws prohibiting bid rigging or rotating.

This completed form must be submitted with the proposal.

## 10. Tax Compliance:

- a) The Contractor, on behalf of the entity entering into this contract, certifies that neither the undersigned, nor the entity, is barred from contracting with the Village of Norridge because of any delinquency in the payment of any tax administered by the State of Illinois, Department of Revenue, unless the undersigned or the entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability of the tax or the amount of tax.
- b) The Contractor, or the entity entering into this contract, understands that making a false statement regarding delinquency of taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the Village to recover all amounts paid to the entity under the contract in civil action.
- c) The Village is exempt from paying sales tax and will not be charged for any sales taxes in connection with this Agreement.



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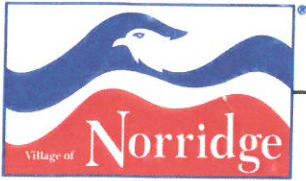
11. Equal Employment Opportunity Statement: Illinois law requires that any Contractor to the Village of Norridge and other public bodies in the State of Illinois agree to be bound by Illinois human rights laws and their nondiscrimination requirements. The law requires a nondiscrimination clause be included in the Village's contracts and contract specifications. The required language shall be in the form of the following typed statement and shall be submitted as part of **Appendix E**:

*This [contract or contract specification] incorporates by reference the equal employment opportunity clause which the Illinois Department of Human Rights requires in all contracts and contract specifications. This clause is set forth in 44 Ill. Admin. Code Sec. 750 (Appendix A) and is contained in the Village's purchasing and contracting policy. By acceptance of this contract, the [vendor or contractor] agrees to comply with the clause and all other rules and regulations of the Illinois Department of Human Rights covering employment opportunity. The [Vendor/Contractor] also acknowledges that it has a written sexual harassment policy which complies with Section 2-105 of the Illinois Human Rights Act, 775 ILCS 5/2-105.*

12. Sexual Harassment Policy: The undersigned, on behalf of the entity making this proposal or bid, certifies that it has and enforces a written sexual harassment policy pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 (A) (the "Act").

This Act has been amended to provide that every party to a public contract must have written sexual harassment policies that include, at a minimum, the following information:

- a) The illegality of sexual harassment;
- b) The definition of sexual harassment under State law;
- c) A description of sexual harassment, utilizing examples;
- d) The vendor's internal compliant process, including penalties;
- e) The legal recourse, investigative and compliant process available through the Department of Human Rights and the Human Rights Commission;
- f) Directions on how to contact the Department and Commission;  
and



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g) Protection against retaliation as provided by 6-101 of the Act.

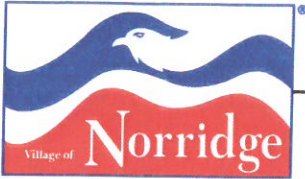
A copy of the Contractor's Sexual Harassment Policy or statement of such policy shall be submitted as part of **Appendix F**.

## SAFETY / PROTECTION REQUIREMENTS:

1. The Contractor shall be solely responsible for the safety of persons, property, or the work at or adjacent to the work site. All decisions relating to the safe construction operations, the use and proper application of equipment and materials, and the protection of the general public from working operations shall be the responsibility of the Contractor. The Contractor shall identify a qualified supervisor or superintendent in writing who shall have the authority to act on behalf of the Contractor relative to project safety issues. A supervisor shall be present on the site at all times as required to maintain safe project operations.

In the event that the designated safety supervisor is absent from the site, the Contractor shall designate a substitute supervisor to act in responsible charge of the work. Any changes in the designated work site supervisor or safety supervisor shall be documented by written statement faxed to the Village's Buildings and Grounds Supervisor at the time of the change.

2. The Contractor shall make provisions so far as practicable at all cross streets and private driveways for the free passage of vehicles and foot passengers. Neither the materials or equipment used during the time of work shall be so placed as to endanger the work, or prevent free access to all fire hydrants, water valves, gas valves, manholes, fire alarms or police call boxes in the vicinity.
3. The Contractor shall provide and maintain proper barricades, fences, signal lights and watchmen to properly protect the work, persons, animals, and the property against injury.
4. The Contractor shall remove all machinery, materials, barricades, staging, false-work, debris and rubbish connected with, or caused by said work, immediately upon the completion of the same and shall leave the premises in an approved condition insofar as affected by the work under this Contract.



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5. Walkways not barricaded shall be kept clean and unobstructed.

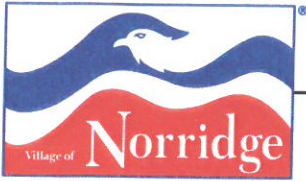
## OTHER NOTES:

1. The Vendor/Contractor will be permitted to work between the hours of 7:00 a.m. to 5:00 p.m. – Monday through Friday to provide tree pruning services. Other unit pricing requested shall be based on the specifics, as listed.
2. The Contractor will supervise and direct the work. The Contractor will be solely responsible for the means, methods, techniques, sequences and procedures.
3. The Contractor, if awarded the bid, shall not sub-contract or assign the whole, or any part of the work to any subcontractors.
4. The Contractor shall be responsible at his own expense to familiarize him/herself with and comply with the applicable provisions of OSHA, Federal, State, County, Township, Village codes and any other governmental agencies at any level having jurisdiction over this area and this type of work.
5. All licenses, permits, approvals, etc., required by law or ordinarily secured under recognized good practice shall be secured by the Contractor. Any additional costs resulting from compliance with these codes and ordinances shall be considered incidental to the Contract.
6. The Contractor shall be entirely responsible for damages to water lines, electric conduits and lines, existing structures, sidewalks, curbs, fences, trees, vehicles, and other structures of any kind, and shall be liable for damages to public and private property.

The Village and/or Owner shall be notified immediately of any damage to public and/or private property, and what measures will be taken by the Contractor to repair them.

7. The Village reserves the right to modify the program, modify section boundaries, or add or subtract work as may be necessary in order to develop a program that is within the available budget appropriations as well as to assure that the program is efficient and effective.
8. The Buildings and Grounds Supervisor shall inspect work on an on-going basis to insure that all work is being done in as agreed upon and in





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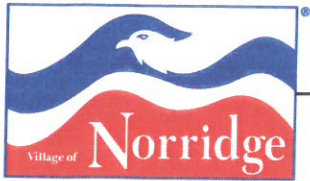
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accordance with ANSI A300, ANSI Z133, and with Village's specifications and requirements.

9. All debris from operations shall be removed from the worksite the same day it is generated at no additional expense to the Village.
10. All applicable state and local laws and ordinances related to the hauling, handling and disposal of wood waste and debris shall be complied with by the Contractor.
11. **TRAFFIC AND PEDESTRIAN CONTROL:** The Contractor shall place sufficient lit barricades around the areas where it will be necessary to block streets off from vehicular access. The Contractor shall comply with Traffic and Protection Standards of IDOT for flagmen, signing and barricades. Traffic control shall be in accordance with the applicable sections of the Standard Specifications for Road and Bridge Construction, the applicable guidelines contained in the Illinois Manual on Uniform Traffic Control Devices for Streets and Highways, these Special Provisions, and any special details and Highway Standards contained herein.

If the Contractor plans to close any street completely to all traffic, the Contractor shall give at least 2 days notice to the Village.

12. **PRE-CONSTRUCTION MEETING:** A meeting between the Contractor and the Buildings and Grounds Supervisor will be held no later than five (5) days prior to the scheduled start of the work to coordinate activities. If it is necessary, the Contractor shall meet with the Buildings and Grounds Supervisor for any additional meetings which may be warranted to review the scope of work.
13. **SCHEDULE OF WORK:** After the execution of a Contract by the Contractor and the Village, the Contractor shall submit a work schedule to the Village. If the Contractor fails to deliver the services within the time specified in the schedule for a period of more than 14 business days, for any reason, excluding acts of God, the Village shall have the right to terminate the contract and to secure the furnishing of said services by Contract or otherwise, charging against the Contractor any excess cost incurred by the Village and to pursue any and all other remedies that the Village may have by virtue of any of the provisions of the Contract and any and all other remedies as provided by law.



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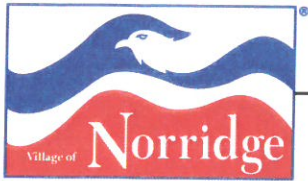
14. VALID IDENTIFICATION: All contractors will be required to provide valid identification upon request.
15. PROFESSIONAL MANNER: All contractors are expected to act in a professional manner.
16. NOTICE OF HIGH RISK OR DISEASED TREES: Should the Contractor, during the course of the pruning, observe a tree which appears to be high-risk or diseased, he/she will give a written notice with the location of the tree to the Buildings and Grounds Supervisor as soon as possible. High risk trees include, but are not limited to: trees that appear to be structurally weak, have split branch unions or split co-dominant stems, show signs of decay, or any other risk which the contractor deems as high risk, which should be explained and brought forth to the Buildings and Grounds Supervisor.
17. The Village of Norridge, if necessary, will post any addendums on its website under the Financial Tab and then by selecting Bids and RFPs.

The direct link is:

<https://www.villageofnorridge.com/government/finance-department/bids-and-requests-for-proposals-rfp-s>

## INDEMNIFICATION:

Upon entering into a contract with the Village, the Contractor agrees to protect, indemnify, hold and save harmless and defend the Village against any and all claims, costs, causes, actions and expenses, including but not limited to, attorneys' fees incurred by reason of a lawsuit or claim for compensation arising in favor of any person, including the employees or officers or independent contractors or subcontractors of the contractor or municipality, on account of personal injuries or death, or damages to property occurring, growing out of, incident to, or resulting directly or indirectly from the performance by the Contractor or any of Contractor's subcontractors hereunder, whether such loss, damage, injury or liability is contributed to by the negligence of the Village or by premises themselves or any equipment thereon whether latent or patent, or from other causes whatsoever, except that the Contractor shall have no liability or damages or the costs incident thereto caused by the sole negligence of the Village or as otherwise provided by Illinois law.



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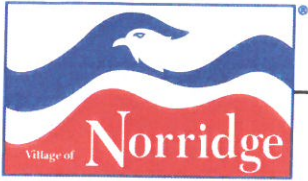
## NONDISCLOSURE:

The Contractor acknowledges and agrees that certain information provided by the Village, relating to the products and services to be supplied by the Contractor, is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by the Contractor, whether during the term of an agreement with the Village or at any time thereafter, except solely as required in the course of the Contractor's performance of services under its agreement with the Village. The Contractor shall comply with the applicable privacy laws and regulations affecting the Village, and will not disclose any of the Village's records, materials, or other data to any third party, other than its attorneys or other individuals within the Contractor's related business entities who have a need to know, and who agree in advance not to make further disclosure or unless required to do so by applicable law. The Contractor shall not distribute statistical analyses and reports utilizing data derived from information or data obtained from the Village without the prior written approval of the Village.

## ILLINOIS DRUG FREE WORK PLACE ACT:

Contractors who are parties to a Village contract will comply with applicable legal requirements for a drug free workplace in the following manner by publishing a statement:

1. Notifying the employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the work place;
2. Specifying the action that will be taken against employees for violating this provision;
3. Notifying the employees that, as a condition of their employment to do work under the contract with the Village of Norridge, the employee will:
  - a) Abide by the terms of the statement;
  - b) Notify the undersigned of any criminal drug statute conviction for a violation occurring in the work place not later than five (5) days after such a conviction.



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4. The /Contractor has a drug free awareness program to inform employees about:
  - a) The dangers of drug abuse in the work place;
  - b) The policy of maintaining a drug-free work place;
  - c) Any available drug counseling, rehabilitation or employee assistance programs;
  - d) The penalties that may be imposed upon an employee for drug violations.
5. The Contractor shall provide a copy of the required statement to each employee engaged in the performance of the contract with the Village of Norridge, and shall post the statement in a prominent place in the work place.
6. The Contractor will notify the Village of Norridge within ten (10) days of receiving notice of an employee's conviction.
7. The Contractor will make a good faith effort to maintain a drug-free work place through the implementation of these policies.
8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statute occurring in the work place it shall:
  - a) Take appropriate action against such employee up to and including termination;
  - b) Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency.

## REJECTIONS/WAIVERS:

The Village reserves the right to reject any and all bids; waive formalities, technical requirements and/or deficiencies and irregularities; or solicit new bids.



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The Village reserves the right to award the bid to the most qualified Contractor, which, in the Village's judgment, best serves the needs and interests of the Village and its residents.

## WITHDRAWALS/DECLINATIONS:

If the Contractor wishes to withdraw a bid, the Contractor shall submit written notification of such action to the Village Administrator, Joanna Skupien, no later than the due date and time as specified in the Deadline for Submitting Bid.

## INQUIRES:

Inquiries pertaining to the BID/RFP process should be directed to the Village Administrator, Joanna Skupien via phone or e-mail: 708-583-5752 or [jskupien@villageofnorridge.com](mailto:jskupien@villageofnorridge.com).

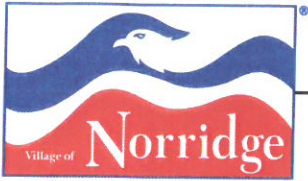
Inquiries pertaining to the scope of work should be directed to the Building and Grounds Supervisor, Paul Alongi, via phone at 708-695-5762 or via email at [palongi@villageofnorridge.com](mailto:palongi@villageofnorridge.com).

No inquires will be accepted within five business days of the scheduled bid opening.

## PLACE TO SUBMIT BIDS:

Submit the bid in a sealed envelope, with BID# 2021-24 clearly marked on the envelope to:

Village of Norridge  
c/o Joanna Skupien, Village Administrator  
4000 N. Olcott Ave.  
Norridge, IL 60706



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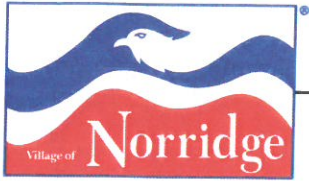
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## DEADLINE FOR SUBMITTING BID

Sealed bids must be received by 9:15 AM, November 22, 2021. Bids received after 9:15 AM, November 22, 2021 are untimely and will be rejected. Bids will be opened at 9:30 AM in the Village Hall Board Room and all bids shall be read aloud. As of the date of this posting, face coverings are required by all persons (regardless of vaccination status) in the Village Hall building, including the Village Board Room in which the bid opening is taking place.

The Village Hall building opens at 9:00 AM and closes at 5:00 PM, Monday through Friday. We are open Saturdays from 9:00 AM to 12:00 PM. Bids may be dropped off at any time the Village Hall is open or they can be mailed so long as a hard copy is received by the due date and time. Bids will remain sealed until the date and time of the opening.

Dates Posted on Website & Village Hall Lobby: 11/04/2021 to 11/22/2021



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## APPENDIX A PRICE SHEET

Name of Company \_\_\_\_\_

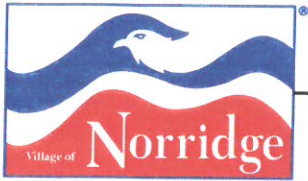
### Pruning Program:

<u>Item No.</u>	<u>Item</u>	<u>Cost of Services</u>
1.	Section 2A, Winter 21/22	
	Section 2B, Winter 21/22	
2.	Section 3, Winter 22/23	
3.	Section 5, Winter 22/23	
3.	Section 4, Winter 23/24	
4.	Section 1, Winter 24/25	

Prepared By: \_\_\_\_\_  
 PRINT NAME

\_\_\_\_\_  
 SIGNATURE

Date: \_\_\_\_\_



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## APPENDIX A - continued PRICE SHEET

### Other Tree Maintenance Services:

Service:		Hourly Rate: ***
Tree Removal	2.0" – 5.9" 6.0" – 11.9" 12.0" – 17.9" 18.0" – 23.9" 24.0" – 29.9" 30.0" – 35.9" > 36.0"	
Tree Removal – emergency or weekend	2.0" – 5.9" 6.0" – 11.9" 12.0" – 17.9" 18.0" – 23.9" 24.0" – 29.9" 30.0" – 35.9" > 36.0"	
Core Stumping	2.0" – 5.9" 6.0" – 11.9" 12.0" – 17.9" 18.0" – 23.9" 24.0" – 29.9" 30.0" – 35.9" > 36.0"	
Removal of stumping debris	2.0" – 5.9" 6.0" – 11.9" 12.0" – 17.9" 18.0" – 23.9" 24.0" – 29.9" 30.0" – 35.9" > 36.0"	
Parkway restoration		

\*\*\*Hourly rate shall be "all inclusive" and shall include the cost of labor & equipment

Prepared By: \_\_\_\_\_  
 PRINT NAME

\_\_\_\_\_  
 SIGNATURE

Date: \_\_\_\_\_



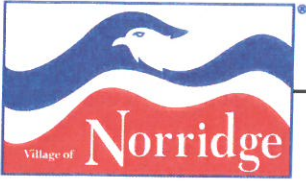


# VILLAGE OF NORRIDGE

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4000 North Olcott Avenue • Norridge, Illinois 60706-1199  
708/ 453-0800 FAX 708/ 453-9335  
[www.villageofnorridge.com](http://www.villageofnorridge.com)

## **APPENDIX B ATTACH PROOF OF INSURANCE**



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## APPENDIX C PREVAILING WAGE ACT

### ILCS Certification of Compliance with Prevailing Wage Rate Act

The undersigned, upon being first duly sworn, hereby certifies to the Village of Norridge, Illinois, that all work under this contract shall comply with the Prevailing Wage Rate Act of the State of Illinois (820 ILCS 130/0.01, et seq) and as amended by Public Acts 86-799 and 86-693, with rates to be paid in effect at time work is performed. Contractors shall submit certified records to the Village.

\_\_\_\_\_  
Name of Contractor

\_\_\_\_\_  
By:

\_\_\_\_\_  
Date

In witness of:

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



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## APPENDIX D BID RIGGING & ROTATING

Certification That Vendor/Contractor Is Not Barred from Contracting with a Unit of Local Government as a Result of Violation of Either Section 5/33E-3 (Bid-Rigging) or 5/33E-4 (Bid Rotating) of the Illinois Criminal Code.

WHEREAS, a conviction for the offense of bid-rigging or bid rotating bars a person or entity from contracting with a unit of local government (720 ILCS 5/33 E-3, and E-4 2013); and

WHEREAS, 720 ILCS 5/33 E-11 (2007) of the Illinois Criminal Code, requires bidders and contractors to verify on a form provided by the unit of local government, that they are not barred from public contracting due to bid-rigging or bid rotating convictions.

NOW, THEREFORE, IT IS HEREBY CERTIFIED TO THE VILLAGE OF NORRIDGE that the undersigned,

\_\_\_\_\_  
[Insert legal name Vendor/Contractor]

is not barred from bidding on or entering into public contracts due to having been convicted of bid-rigging or bid rotating under paragraphs 5/33E-3 or 5/33E-4 of the Illinois Criminal Code.

DATE: \_\_\_\_\_, 2021

President: \_\_\_\_\_

Address: \_\_\_\_\_

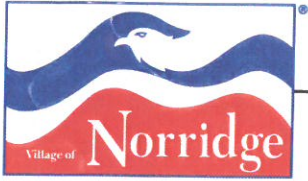
City, State, Zip Code \_\_\_\_\_

ATTEST:

\_\_\_\_\_ [Seal]

Attest:

Title:



# VILLAGE OF NORRIDGE

---

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## APPENDIX E EQUAL EMPLOYMENT OPPORTUNITY STATEMENT



# VILLAGE OF NORRIDGE

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## APPENDIX F SEXUAL HARASSMENT POLICY OR STATEMENT



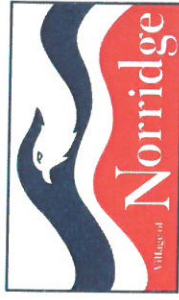
# VILLAGE OF NORRIDGE

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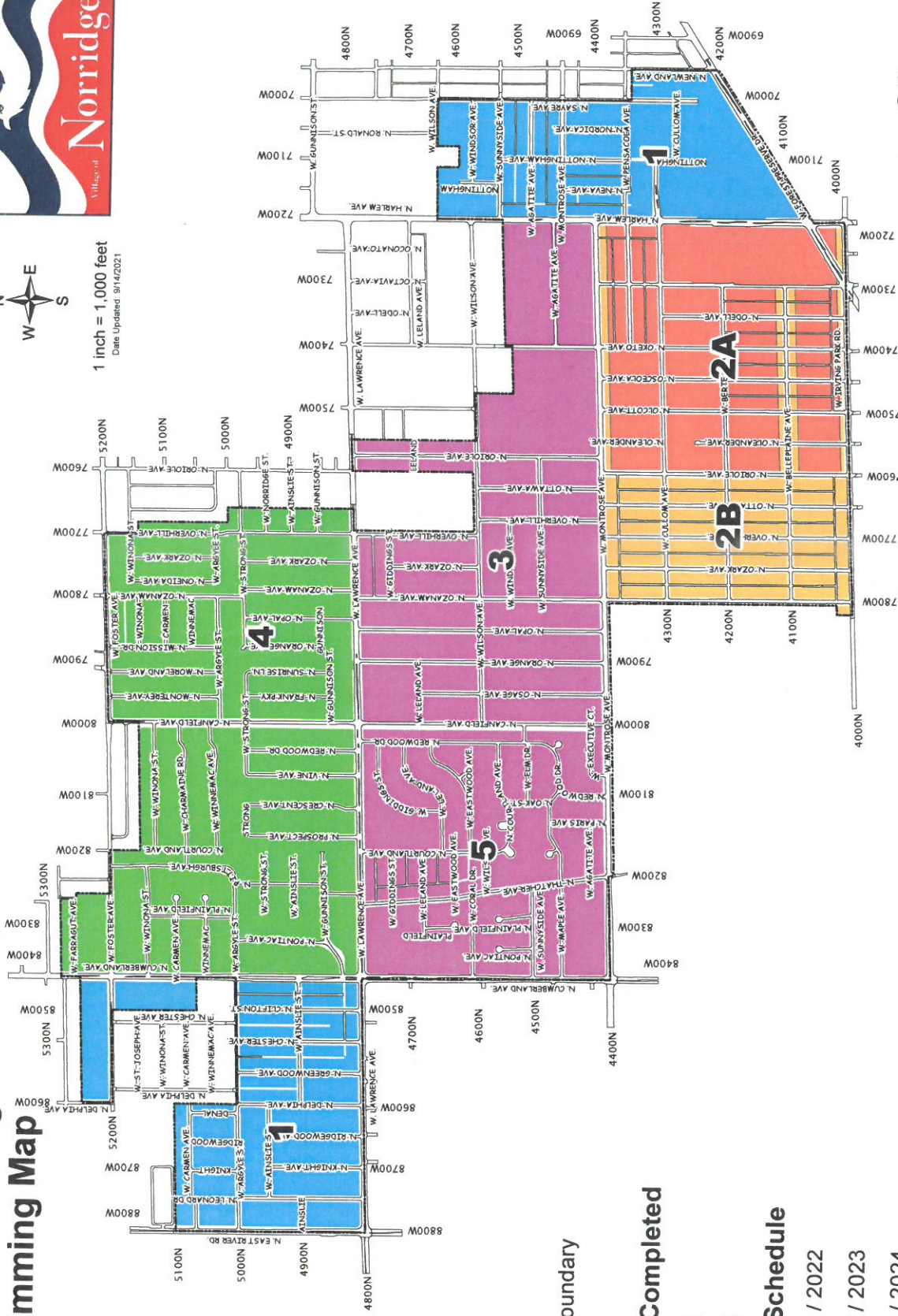
## CHECKLIST, BID #2021-24

- Profile
- References
- Price List, Appendix A (2 pages)
- Proof of Insurance, Appendix B
- Prevailing Wage Act, Appendix C
- Bid Rigging and Rotating, Appendix D
- Equal Employment Opportunity Statement, Appendix E
- Copy of Sexual Harassment Policy or Statement thereof, Appendix F

# The Village of Norridge Routine Trimming Map



1 inch = 1,000 feet  
Date Updated: 9/14/2021



## Legend

- Municipal Boundary
- Road Edge

## Tree Trimming Completed

- Winter 2019
- Winter 2020

## Tree Trimming Schedule

- Winter 2021 / 2022
- Winter 2022 / 2023
- Winter 2023 / 2024