

**CITY OF COUNTRY CLUB HILLS
NOTICE TO BIDDER**

The City of Country Club Hills is accepting bid proposals for Wetland/Pond Maintenance Program for the following 2025 season (May 1, 2025 through April 30, 2027), third season optional. The bid is regarding the following locations:

| # | LOCATION | MAINTENANCE REQUIRED | Freq. |
|---|--|---|-------|
| | City Hall Campus Wetland | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | Fawn Ridge Basin | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | Mary Lake | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | 187 th & Cicero SE Corner | Cut ditch area to prevent cat tails | 2x |
| | Flossmoor & Marycrest Dr. Basin | Cut area to prevent wild growth | 3x |
| | Laramie Ln Basin | Cut field to prevent prominence of cattails & wild growth | 2x |
| | 195 th St Water Tower Basin | Cut storm basin to prevent cattails and wild growth | 3x |
| | Castle Dargan Basin | Cut embankment to prevent prominence of cattails and wild growth | 2x |
| | Welch Way Basin | Cut field to prevent prominence of cattails and other wild growth | 2x |

Bid packets with specifications are available at City Hall. Bids will be accepted until 10:00 a.m. on Monday June 23rd 2025 at City Hall, 4200 West 183rd Street at which time they will be publicly opened and read. Bid proposals are to be sealed in an envelope, plainly marked as follows:

“BID PROPOSAL – WETLAND/POND MAINTENANCE PROGRAM”

The City Council reserves the right to waive irregularities and accept the bid which appears to be in the best interest of the City. References required. Subcontracting is not permissible. Bids will not be accepted without the attached MBE/FBE participation section Completed.

By Order of the City Clerk

Patricia D. Hutson
City Clerk – RMC, CMC
City of Country Club Hills
4200 W. 183rd St.
Country Club Hills, IL 60478-2025
www.countryclubhills.org

**CITY OF COUNTRY CLUB HILLS
SPECIFICATIONS FOR WETLAND/POND MAINTENANCE PROGRAM**

| # | LOCATION | MAINTENANCE REQUIRED | Freq. |
|---|--|---|-------|
| | City Hall Campus Wetland | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | Fawn Ridge Basin | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | Mary Lake | Cut from water's edge up to top of embankments to impede cattails and tall plant growth | 3x |
| | 187 th & Cicero SE Corner | Cut ditch area to prevent cat tails | 2x |
| | Flossmoor & Marycrest Dr. Basin | Cut area to prevent wild growth | 3x |
| | Laramie Ln Basin | Cut field to prevent prominence of cattails & wild growth | 2x |
| | 195 th St Water Tower Basin | Cut storm basin to prevent cattails and wild growth | 3x |
| | Castle Dargan Basin | Cut embankment to prevent prominence of cattails and wild growth | 2x |
| | Welch Way Basin | Cut field to prevent prominence of cattails and other wild growth | 2x |

PERIOD OF COVERAGE

This proposal provides for maintenance services for the 2025 and 2026 seasons (May 1st through April 30th, with a third season optional.

CONTRACTOR-FURNISHED PROPERTY AND SERVICES:

1. Program includes the removal of plant material near shore bank (cat tail, duckweed, watermeal) or rip-rap control. Cattails and vegetation in stormwater facilities shall be mechanically removed. Cattails and vegetation shall include the plant, root ball, and associated sediment. Staging with swamp mats, or other acceptable stabilizing mats, for heavy equipment shall be provided by the Contractor for work to be performed in the stormwater pond.
2. Due to weather and environmental conditions, inspections will begin in April
3. The Contractor shall provide all labor, equipment, supervision, transportation, operating supplies, and incidentals needed to perform the work.
4. The Contractor must possess any/all required state and federal licenses applicable to this job.
5. Provide equipment with mowing and mulching attachments, operators, fuel and all other staff and associated supplies needed to complete the Project.

6. Leave cut vegetation behind in the Project Areas.
7. All cattail and Phragmites stems must be cut below the water's surface in order for cut stems to be flooded to prevent regrowth.
8. Equipment Maintenance: Throughout the period of performance, machines used to accomplish this Contract shall be maintained in good and safe working order, and shall be free of fluid leaks in order to protect the Wildlife Area environment. All equipment shall be cleaned prior to operation on federal lands (all dirt, grease, and plant parts shall be removed, to minimize risks of contamination of the Wildlife Area).

STANDARD AGREEMENT PROVISIONS

At all times, the Contractor will ensure the safety of all personnel involved in the operation including the mandatory use of all prescribed personal protective equipment. All equipment & personnel provided under this project shall meet and comply with all Federal, State, and occupational safety & health administration (OSHA) regulations.

The Contractor agrees to abide by all local standards, protocols, instructions and briefings related to access the various sites. Any accident or injury resulting from the Contractor's actions will be the sole responsibility of the Contractor.

CONTRACTOR SAFETY AND EXPERIENCE:

Contractor and all employees assisting will have an excellent safety record. At all times, the Contractor will ensure the safety of all personnel involved in the operation including the mandatory use of all prescribed personal protective equipment.

1. Contractor shall provide necessary personal protective equipment (PPE), follow ANSI and OSHA standards.
2. Contractor shall furnish all necessary supervision, labor, supplies, materials and equipment required to perform the above mentioned services in a timely manner.
3. Contractor shall make every reasonable effort to perform the said services as to avoid any inconvenience to the City. In the event of holidays, rain or other factors, the contractor may reschedule services to another day.
4. Contractors' maintenance personnel shall be properly trained, experienced and skilled in their respective duties.

INSURANCE COVERAGE

1. See attached information.

ADDITIONAL INFORMATION

1. The City Council reserves the right to waive irregularities and accept the Bid which appears to serve the best interest of the City of Country Club Hills.
2. MBE/FBE encouraged to apply. See attached information.
3. Three (3) business references required.
4. Contact Tom Kopanski - Director of Public Works for questions.
Tkopanski@countryclubhills.org

WETLAND/POND MAINTENANCE PROGRAM

| RETENTION POND NAME | LOCATION | 2025 | 2026 | 2027 (optional) |
|--|--|------|------|-----------------|
| | | | | |
| City Hall Campus Wetland | 183 rd & Soleri Dr. | \$ | \$ | \$ |
| Fawn Ridge Basin | 17 th to 181 st & Cicero | \$ | \$ | \$ |
| Mary Lake | 187 th & Castle Dargan Dr. | \$ | \$ | \$ |
| 187 th & Cicero SW Corner | Corner of 187 th & Cicero | \$ | \$ | \$ |
| Flossmoor & Marycrest Dr. Basin | NW Corner of Marycrest & Flossmoor | \$ | \$ | \$ |
| Laramie Ln. Basin | SW Corner of Laramie & 187 th st | \$ | \$ | \$ |
| 195 th St Water Tower Basin | SW of the tower 195 th St | \$ | \$ | \$ |
| Castle Dargan Basin | Behind the houses on Castle Dargan | \$ | \$ | \$ |
| Welch Way Basin | 187 th & Welch Way | \$ | \$ | \$ |

CONTRACTOR ACCEPTANCE OF AGREEMENT

Submitted by: _____

(Authorized Signature)

CITY OF COUNTRY CLUB HILLS ACCEPTANCE

Submitted by: _____

(Authorized Signature)