



# Lake County Purchasing Division

<http://doingbusiness.lakecountyil.gov/>

Lake County will be accepting **only** electronic bid submissions for Invitation for **Bid #24262 Lawncare & Landscape Services**.

Please follow the steps below to upload your electronic Bid Submission:

1. Go to [www.lakecountypurchasingportal.com](http://www.lakecountypurchasingportal.com)
2. Click on the Bid Number: **24262**
3. Click on register for this bid
4. Enter your username and password
5. Under the Submittals section you will be able to upload your bid submittal
  - a. Click on the browse button
  - b. Navigate your computer and select the appropriate file
    - i. Multiple files can be uploaded, each file can be no more than 20 MB
    - ii. Files can also be uploaded as a .zip file
  - c. Click on save submittals
  - d. Close the browser

Please follow the following steps to attend the Public Bid Opening:

1. Go to [www.lakecountypurchasingportal.com](http://www.lakecountypurchasingportal.com)
2. Click on the “Under Review” tab
3. Click on the Bid Number: **24262**
4. Click on the “Events” tab
5. Join the Zoom Meeting by clicking on the meeting link
  - a. Please plan on joining the meeting at least 5 minutes early and mute your microphone.

ALL SUBMITTALS SHOULD BE LABELED ACCORDINGLY. PLEASE USE BELOW LABEL FOR YOUR CONVENIENCE

Bid Number: 24262	Vendor Name: _____
Buyer: Yvette Albarran	
Bid Description: Lawncare & Landscape Services	Deliver to: Lake County
*Bid Due Date: July 18, 2024 at 11:00 a.m. CST	<b>ATTN: PURCHASING DIVISION</b> 18 N. County Street – 9 <sup>th</sup> Floor Waukegan, IL 60085

**\*Please note: Responses are due on July 18, 2024 at 11:00 a.m. CST. Please allow sufficient time for any technical issues you may have and upload your bid early. Please email Purchasing at [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov) to receive confirmation that we have successfully received your submissions. Deadline for questions is July 11, 2024 at 12:00 p.m. CST.**



Lake County Purchasing Division  
 18 North County Street Ninth Floor-Admin  
 Waukegan, Illinois 60085-4350  
 (847) 377-2929

E-Mail: [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov)

Access Bid Results:  
<http://www.lakecountypurchasingportal.com>

**SUBMISSION INFORMATION**

INVITATION: #24262  
 BID OPENING DATE: July 18, 2024  
 TIME: 11:00 am local time  
 LOCATION: Submit 1 electronic copy  
<http://www.lakecountypurchasingportal.com>

ISSUANCE DATE: June 27, 2024  
 BUYER: Yvette Albarran

**INVITATION TO BID VENDOR INFORMATION**

COMPANY NAME: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_  
 CITY, STATE, ZIP CODE: \_\_\_\_\_

**LAWNCARE & LANDSCAPE SERVICES**

Group	Description of Item	Total
A	Lake County Public Works (Multiple locations)	\$
B	Lake County Division of Transportation (DOT)	\$
C	Lake County Facilities (Multiple locations)	\$
	<b>TOTAL ANNUAL BID AMOUNT</b>	\$

**NOTE TO BIDDERS:** Any and all exceptions to these specifications MUST be clearly and completely indicated on the bid sheet. Attach additional pages if necessary. Please be advised that any exceptions to these specifications may cause your bid to be disqualified.

If a bid includes any exceptions, Bidders must insert an "X" in the following box indicating a bid submission with exceptions.

PROMPT PAYMENT DISCOUNT: \_\_\_\_\_% \_\_\_\_\_ DAYS

The Bidder suggests the following substitutions and will reduce this Bid in the amount shown for each accepted item.

Item Specified Substitution Amount to Reduce Bid

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**THE SECTION BELOW MUST BE COMPLETED IN FULL AND SIGNED**

The undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices shown any or all of the items above, subject to all instructions, conditions, specifications and attachments hereto. Failure to have read all the provisions of this solicitation shall not be cause to alter any resulting contract or to accept any request for additional compensation. By signing this bid document, the bidder hereby certifies that they are not barred from bidding on this contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961, as amended.

Authorized Signature: \_\_\_\_\_

Company Name: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

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

Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

E-mail \_\_\_\_\_

Fax Number: \_\_\_\_\_

<b>BID PRICING SHEET FOR GROUP A – LAKE COUNTY PUBLIC WORKS</b>							
<b>Bid Item</b>	<b>Site Description</b>	<b>Address</b>	<b>Service Type</b>	<b>Qty</b>	<b>Unit</b>	<b>Unti Price</b>	<b>Extension</b>
1.	Admin. & Maint. Complex	648-650 W. Winchester Rd., Libertyville	I, II, III, IV, VI	7	Month	\$	\$
2.	NCT – Vernon Hills Water Reclamation Facility	50 S. American Way, Vernon Hills	I, II, III, IV	7	Month	\$	\$
3.	Fox Lake Hills Well #1	25311 W. Lehmann Blvd., Lake Villa	I, II, III, IV	7	Month	\$	\$
4.	Fox Lake Hills Well #2 & Iron Removal Facility	25346 W. Lincoln Dr., Lake Villa	I, II, III, IV	7	Month	\$	\$
5.	Fox Lake Hills Water Tower	37777 N. Hwy. 59, Lake Villa	I, II, III, IV	7	Month	\$	\$
6.	East Main Street Pump Station	25326 W. Main St., Ingleside	I, II, III, IV	7	Month	\$	\$
7.	Rollins Road Pump Station	25265 W. Rollins Rd. Ingleside	I, II, III, IV	7	Month	\$	\$
8.	Petite Lake Road Pump Station	39075 N. Hwy. 59, Lake Villa	I, II, III, IV	7	Month	\$	\$
9.	Grandwood Park Wells #9 & #12, Hutchins Water Tower	37389 N. Grandwood Dr., Gurnee	I, II, III, IV	7	Month	\$	\$
10.	Grandwood Park Well #8	37016 N. Deer Trail Dr., Lake Villa	I, II, III, IV	7	Month	\$	\$
11.	Bridlewood Reservoir & Grandwood Park Wells #6 & #7	36135 N. Woodland Ter., Gurnee	I, II, III, IV	7	Month	\$	\$
12.	Grandwood Park Water Tower & Well #11	36475 N. Grandwood Dr., Gurnee	I, II, III, IV	7	Month	\$	\$
13.	Grandwood Park Well #2	18693 W. Geier Rd., Gurnee	I, II, III, IV	7	Month	\$	\$
14.	Grandwood Park Well #3	36747 N. Center Dr., Gurnee	I, II, III, IV	7	Month	\$	\$
15.	Grandwood Park Well #4	36707 N. Hutchins Rd., Gurnee	I, II, III, IV	7	Month	\$	\$
16.	Almond Road Reservoir (JAWA)	34224 N. Almond Rd., Gurnee	I, II, III, IV	7	Month	\$	\$
17.	Route 120 Reservoir (JAWA)	18475 W. Hwy. 120, Grayslake	I, II, III, IV	7	Month	\$	\$
18.	Wildwood Well #2	33103 N. Mill Rd., Grayslake	I, II, III, IV	7	Month	\$	\$
19.	Wildwood Wells #3 & #7	32850 N. John Mogg Rd., Grayslake	I, II, III, IV	7	Month	\$	\$
20.	Wildwood Wells #4 & #8	18471 W. Gages Lake Rd., Grayslake	I, II, III, IV	7	Month	\$	\$
21.	Northeast Central Pump Station	33978 N. Hwy. 45, Grayslake	I, II, III, IV	7	Month	\$	\$
22.	Highland Lake Well #2	34408 N. Circle Dr., Round Lake	I, II, III, IV	7	Month	\$	\$
23.	Bradley Road Reservoir	28357 N. Ballard Dr., Lake Forest	I, II, III, IV	7	Month	\$	\$
24.	Countryside Manor Wells #2 & #3	30153 N. Park Ave., Libertyville	I, II, III, IV	7	Month	\$	\$
25.	Countryside Manor Well #1	30449 N. Center Ave., Libertyville	I, II, III, IV	7	Month	\$	\$
26.	Sprucewood Lane Lift Station	15741 W. Spucewood Ln., Libertyville	I, II, III, IV	7	Month	\$	\$
27.	Countryside Manor Water Tower & Booster Station	30109 N. Park Ln., Libertyville	I, II, III, IV	7	Month	\$	\$
28.	Des Plaines River Water Reclamation Facility	800 Krause Dr., Deerfield	I, II, III, IV, VI	7	Month	\$	\$
29.	Des Plaines River Water Reclamation Facility (Prairie Grass)	800 Krause Dr., Deerfield	VI Prairie Grass	1	Per Year	\$	\$
30.	Pekara Wells #2 & #4	14908 W. Walnut Ave., Deerfield	I, II, III, IV	7	Month	\$	\$

Bid Item	Site Description	Address	Service Type	Qty	Unit	Unti Price	Extension
31.	Pekara Well #5	20630 N. Juneway Ave., Deerfield	I, II, III, IV	7	Month	\$	\$
32.	North Libertyville Estates Levee	16287 W. Des Plaines Dr., Libertyville	V. Field Mowing	8	Month	\$	\$
33.	Round Lake Sanitary District, STP Site	600 Sunset Ave., Round Lake Beach	VI Prairie Grass	1	Per Year	\$	\$
34.	Hawthorne Water Tower & Well #1	515 Hawthorne Pkwy., Vernon Hills	I, II, III, IV	7	Month	\$	\$
35.	Corporate Woods Reservoir & Well #3	394 Hwy 45, Vernon Hills	I, II, III, IV	7	Month	\$	\$
36.	Gregg's Landing Reservoir	1805 N. Crenshaw Circle, Vernon Hills	I, II, III, IV	7	Month	\$	\$
37.	Brooks Farm Well	25710 W. Brooks Farm Rd., Ingleside	I, II, III, IV	7	Month	\$	\$
38.	Brooks Farm Water Tower	34441 N. Wilson Rd., Round Lake	I, II, III, IV	7	Month	\$	\$
39.	Vernon Hills West Pump Station	25 Cherokee Rd., Vernon Hills	I, II, III, IV	7	Month	\$	\$
40.	Milwaukee Ave., Lift Station	10 N. Milwaukee Ave., Vernon Hills	I, II, III, IV	7	Month	\$	\$
41.	Diamond/Sylvan Lake Water Reclamation Facility	26055 N. Midlothian Rd., Mundelein	I, II, III, IV	7	Month	\$	\$
42.	Ela Lift Station	20139 W. Hwy. 22 Kildeer	I, II, III, IV	7	Month	\$	\$
43.	Portwine Rd. Lift Station	2790 W. Lake Cook Rd., Riverwoods	I, II, III, IV	7	Month	\$	\$
44.	Route 22 Lift Station	5500 IL Route 22, Long Grove	I, II, III, IV	7	Month	\$	\$
45.	Port Clinton Rd. Lift Station	5467 Port Clinton Rd., Long Grove	I, II, III, IV	7	Month	\$	\$
46.	Old McHenry Rd. Lift Station	23328 N. Old McHenry Rd., Lake Zurich	I, II, III, IV	7	Month	\$	\$
47.	North Cedar Crest Dr. Lift Station	39166 N. Cedar Crest Dr., Lake Villa	I, II, III, IV	7	Month	\$	\$
48.	South Cedar Crest Dr. Lift Station	38820 N. Cedar Crest Dr., Lake Villa	I, II, III, IV	7	Month	\$	\$
49.	Seafarer Dr. Lift Station	402 W. Seafarer Dr., Third Lake	I, II, III, IV	7	Month	\$	\$
50.	Middleton Pkwy Lift Station	26219 N. Middleton Pkwy, Mundelein	I, II, III, IV	7	Month	\$	\$
51.	Acorn Lane Lift Station	26290 N. Acorn Ln., Mundelein	I, II, III, IV	7	Month	\$	\$
52.	Maple Ave. Lift Station	26312 N. Maple Ave., Mundelein	I, II, III, IV	7	Month	\$	\$
53.	West Shore Dr. Lift Station	19521 West Shore Dr., Mundelein	I, II, III, IV	7	Month	\$	\$
54.	Chevy Chase Rd. Lift Station	26900 N. Chevy Chase Rd., Mundelein	I, II, III, IV	7	Month	\$	\$
55.	Arbor Vista Lift Station	32514 N. Forest Dr., Grayslake	I, II, III, IV	7	Month	\$	\$
56.	Lakeside Dr. Lift Station	34240 N. Lakeside Dr., Grayslake	I, II, III, IV	7	Month	\$	\$
57.	Butterfield Water Tower	1140 N. Butterfield Rd., Vernon Hills	I, II, III, IV	7	Month	\$	\$
58.	Denny's Restaurant Lift Station	690 E. Town Line Rd., Vernon Hills	I, II, III, IV	7	Month	\$	\$
59.	Creek View Dr. Lift Station (Sugar Creek)	1101 Creek View Dr., Vernon Hills	I, II, III, IV	7	Month	\$	\$
60.	Deerfield Rd. Lift Station	3501 Deerfield Rd., Riverwoods	I, II, III, IV	7	Month	\$	\$
61.	Lakes of Long Grove Lift Station (Three Lakes Dr.)	21870 N. Three Lakes Dr., Long Grove	I, II, III, IV	7	Month	\$	\$
62.	Arlington Heights Rd. Lift Station	20940 N. Arlington Heights Rd. Long Grove	I, II, III, IV	7	Month	\$	\$
63.	Teal Ln. Lift Station	5811 Teal Ln., Long Grove	I, II, III, IV	7	Month	\$	\$
64.	Half Day Rd. Lift Station	1330 S. Milwaukee Ave., Vernon Hills	I, II, III, IV	7	Month	\$	\$
65.	Beechwood (Midland) Dr. Lift Station	51 W. Midland Dr., Round Lake Park	I, II, III, IV	7	Month	\$	\$

Bid Item	Site Description	Address	Service Type	Qty	Unit	Unti Price	Extension
66.	Chesney Dr. Lift Station	25463 W. Chesney Dr., Lake Villa	I, II, III, IV	7	Month	\$	\$
67.	Dering Ln. Lift Station	24925 W. Dering Ln., Lake Villa	I, II, III, IV	7	Month	\$	\$
68.	Checker Road Lift Station	1782 Checker Rd., Long Grove	I, II, III, IV	7	Month	\$	\$
69.	Forest Lake Meter Pit	24160 Old McHenry Road, Kildeer	I, II, III, IV	7	Month	\$	\$
70.	Saunders Rd. Lift Station	1795 Saunders Rd, Riverwoods	I, II, III, IV	7	Month	\$	\$
71.	Arden Shores	2980 Bayshore Dr., Lake Bluff	I, II, III, IV	7	Month	\$	\$
72.	Countryside Lake Well #1	27505 N. Thorntree Rd., Mundelein	I, II, III, IV	7	Month	\$	\$
73.	Countryside Lake Well #3/4	26312 N. Midlothian Rd., Long Grove	I, II, III, IV	7	Month	\$	\$
74.	Diamond Lake Rd. Lift Station	25960 N. Diamond Lake Rd., Mundelein	I, II, III, IV	7	Month	\$	\$
75.	South Deliver Structure	10 N. Milwaukee Ave., Vernon Hills	I, II, III, IV	7	Month	\$	\$
76.	LRSD Big Hollow LS.	33335 N. Fish Lake Rd., Ingleside	I, II, III, IV	7	Month	\$	\$
77.	LRSD Forest LS.	34925 N. Forest Ave., Ingleside	I, II, III, IV	7	Month	\$	\$
78.	LRSD Blackhawk LS.	Corner of Rollins Rd. and Blackhawk Rd., Ingleside	I, II, III, IV	7	Month	\$	\$
79.	LRSD Ramington LS.	105 Telluride LN, Volo	I, II, III, IV	7	Month	\$	\$
80.	LRSD JCYS LS.	26700 W. Nippersink Rd., Ingleside	I, II, III, IV	7	Month	\$	\$
81.	LRSD Volo LS.	26854 W. Belvidere Rd., Volo	I, II, III, IV	7	Month	\$	\$
82.	Mill Creek Place	16750 Ancona Ave., Old Mill Creek	I, II, III, IV	7	Month	\$	\$
83.	Hawthorne Reservoir Vernon Hills	292 Townline Rd., Vernon Hills	I, II, III, IV	7	Month	\$	\$
84.	Brookside Reservoir	36118 N Brookside Dr., Gurnee	I, II, III, IV	7	Month	\$	\$
85.	South Circle Well	34097 N Circle Dr., South Round Lake	I, II, III, IV	7	Month	\$	\$
<b>TOTAL BID AMOUNT FOR FROUP A</b>							<b>\$</b>

<b>BID PRICING SHEET FOR GROUP B – LAKE COUNTY DIVISION OF TRANSPORTATION</b>							
Bid Item	Site Description	Address	Service Type	Qty	Unit	Unti Price	Extension
86.	Admin. and Maint. Complex	600 W. Winchester Rd., Libertyville	I, II, III, IV	7	Month	\$	\$
<b>TOTAL BID AMOUNT FOR FROUP B</b>							<b>\$</b>

<b>BID PRICING SHEET FOR GROUP C – LAKE COUNTY FACILITIES VARIOUS SITES</b>							
Bid Item	Site Description	Address	Service Type	Qty	Unit	Unti Price	Extension
87.	Libertyville Campus	Libertyville, IL	VI – #4	1	Annual	\$	\$
88.	Winchester House	1125 N. Milwaukee Ave., Libertyville	I, II, III, IV	7	Month	\$	\$
89.	LC Sheriff Hwy Patrol Station & LC 911 Dispatch Center	1301 N. Milwaukee Ave., Libertyville 1303 N. Milwaukee Ave., Libertyville	I, II, III, IV	7	Month	\$	\$
90.	Central Permit Facility – Excluding all native planting areas	500 W. Winchester Rd., Libertyville	I, II, III, IV, VII	7	Month	\$	\$
91.	Mundelein Branch Court - Excluding all native planting areas	105 E. Route 83, Mundelein	I, II, III, IV, IX	7	Month	\$	\$
92.	Round Lake Beach Branch Court	1792 N. Nicole Lane, Round Lake Beach	I, II, III, IV, IX	7	Month	\$	\$

Bid Item	Site Description	Address	Service Type	Qty	Unit	Unti Price	Extension
93.	Park City Branch Court – Excluding all native planting areas	301 S. Greenleaf St., Park Clty	I, II, III, IV, VII, IX	7	Month	\$	\$
94.	Children’s Advocacy Center	123 N. O’Plaine Rd., Gurnee	I, II, III, IV	7	Month	\$	\$
95.	Parking Deck	18 N. County St., Waukegan	I, II, III, IV	7	Month	\$	\$
96.	Admin. Tower & Courts Complex – Excluding all native planting areas	18 N. County St., Waukegan	I, II, III, IV, VII, VIII, VIII	7	Month	\$	\$
97.	Babcox Justice Center – Excluding all native planting areas	20 S. County St., Waukegan	I, II, III, IV, VIII	7	Month	\$	\$
98.	Coroner’s Office & Adjacent Property	26 N. Martin L. King Jr. Ave., Waukegan	I, IV	7	Month	\$	\$
99.	Court Tower	301 Washington St., Waukegan	I, II, III, IV, VIII	7	Month	\$	\$
100.	Reserved Parking	120 S. MLK Ave., Waukegan	I, II, III, IV	7	Month	\$	\$
101.	Public Defender	15 S. County St., Waukegan	II, III, IV	7	Month	\$	\$
102.	Multi-Dept. Storage Facility	646 W. Winchester Road, Libertyville	I, II, III, IV	7	Month	\$	\$
103.	Depke Juvenile Justice and Hulse Detention Center	24647 N. Milwaukee Ave., Vernon Hills	I, II, III, IV, IX	7	Month	\$	\$
<b>TOTAL BID AMOUNT FOR FROUP C</b>							<b>\$</b>
<b>TOTAL BID AMOUNT FOR FROUP A, B &amp; C</b>							<b>\$</b>

<b>BID PRICING SHEET FOR UNIT PRICE ITEMS</b>			
<b>Item No.</b>	<b>Description</b>	<b>Unit of Measure</b>	<b>Cost</b>
1.	Replace damage with installation of sod, per specifications herein	Per square foot	\$
2.	Replace damage with installation of seed and seed blanket, per specifications herein	Per square foot	\$
3.	Provide high mowing (3" to 5") of vacant property	Per half-acre	\$
4.	Provide high mowing of (3" or 5") pf vacant property	Per Full acre	\$
5.	Provide & apply hardwood mulch cover	Per cubic yard	\$
6.	Perform open mowing	Per square foot	\$
7.	Perform tight mowing	Per square foot	\$
8.	Perform prairie grass mowing and weed control (service Type VI)	Per ½ acre	\$
9.	Labor rate for watering	Per hour	\$
10.	Labor rate for additional services (Labor to provide services beyond the scope of the contract, on a hourly basis)	Per hour	\$
11.	Dethatching	Per ½ acre	\$
12.	Aeration	Per ½ acre	\$
13.	Top dressing (Provide and apply ½" of pulverized top soil, consisting of a mixture of sandy loam.)	Per ½ acre	\$
14.	Fertilization with non-phosphorus fertilizer	Per Acre	\$
15.	Site burn of native plantings	Per Acre	\$
16.	Cultivating planting beds for locations not included in this bid	Per square foot	\$
17.	Tree removal (Less than 6" diameter tree)	Per tree	\$
18.	Tree removal (6" to 15.9" diameter tree)	Per inch	\$
19.	Tree removal (16" to 29.9" diameter tree)	Per inch	\$
20.	Tree removal (over 30" up to a maximum of 52" diameter tree)	Per inch	\$
21.	Tree removal (all trees over 52" diameter tree)	Per tree	\$
22.	Tree stump removal (all trees less than 30" diameter tree)	Per tree stump	\$
23.	Tree stump removal (all trees over 30" up to a maximum of 52" diameter tree)	Per tree stump	\$
24.	Tree stump removal (all trees over 52" diameter)	Per tree stump	\$
25.	Tree trimming/pruning over 15 ft. tall during normal working hours	Per hour Per worker	\$ \$
26.	Tree trimming/pruning over 15 ft. tall during non-working hours (over-time hourly rate)	Per hour Per worker	\$ \$
	Enter the typical total number of workers in each tree trimming crew		Worker

**PLANT MATERIAL** - Contractor shall submit two UNIT PRICES in the spaces provided. One price is to provide the specified plant. The second price shall include the price to provide the specified plant including any materials used in installing each plant, and the labor to install each plant. These plants may be installed at any of the location sites specified herein, or at other Lake County site.

Item No.	Botanical Name	Common Name	Size	Unit Price Plant Only	Unit Price Plant Installed
27.	Stella de Ora	Daylily	1 Gallon	\$	\$
28.	Elegans	Hosta	1 Gallon	\$	\$
29.	Hemerocallis 'Stella de Oro'	Stella de Oro Daylily	1 Gallon	\$	\$
30.	Hosta hybrids	Hosta	1 Gallon	\$	\$
31.	Dicentra spectaballis	Bleeding Heart	1 Quart	\$	\$
32.	Coreopsis verticillate	Threadleaf Coreopsis	1 Quart	\$	\$
33.	Delphinium hybrid 'Blue Jay'	Pacific Giant Larkspur	1 Quart	\$	\$
34.	Ipomoea batatas	Sweet Potato Vine	1 Quart	\$	\$
35.	Iris sibiria 'Ruby'	Iris	1 Quart	\$	\$
36.	Nepetta mussini	Catmint	3"	\$	\$
37.	Rudbeckia fulsida 'Goldsturn'	Goldstrum Blackeyed Susan	1 Quart	\$	\$
38.	Sedum spectabile 'Autumn Joy'	Autumn Joy Sedum	1 Gallon	\$	\$
39.	Liatris spicata	Spike Gayfeather	1 Quart	\$	\$
40.	Begonia Semperflorens-Cultorum hybrids	Wax Begonia	1 flat (36 each)	\$	\$
41.	Echinacea purpurea	Purple Coneflower	1 Quart	\$	\$
42.	Viola x wittrockianna	Pansy	1 flat (36 each)	\$	\$
43.	Impatiens walleriana	Impatiens	1 flat (36 each)	\$	\$
44.	Verbena x hybrida, V. bonariensis	Verbena	1 flat (36 each)	\$	\$
45.	Petunia x hybrida	Petunia	1 flat (36 each)	\$	\$
46.	Pelargonium x hortorum	Geranium	1 flat (36 each)	\$	\$
47.	Ipomoea tricolor	Morning Glory	1 flat (36 each)	\$	\$
48.	Antirrhinum majus	Snapdragon	1 flat (36 each)	\$	\$
49.	Matthiola incana	Stock	1 flat (36 each)	\$	\$
50.	Torenia fournieri	Wishbone Flower	1 flat (36 each)	\$	\$
51.	Tulipa hybrids	Tulip	Each bulb	\$	\$
52.	Narcissus hybrids	Daffodils	Each bulb	\$	\$
53.	Rosa Hybrids	Miniature Roses	1 Gallon	\$	\$
54.	Hydrangea sp.	Hydrangea	1 Gallon	\$	\$
55.	Heuchera	Purple Place	1 flat (36 each)	\$	\$
56.	Heuchera	Green Spice	1 flat (36 each)	\$	\$
57.	Heuchera	Black berry Jam	1 flat (36 each)	\$	\$
58.	Sedum	Little Missy	1 flat (36 each)	\$	\$
59.	Sedum	Salsa Verde "Makinoi"	1 flat (36 each)	\$	\$



**1. INTENT**

The intention is to purchase services from a qualified contractor(s), to provide Lawn Care and Landscape Services at Multiple Lake County Sites, as described herein. There are 103 individual sites included in this bid. These services have been split into three (3) Groups:

Group A, Lake County Public Works consists of 85 sites.

Group B, Lake County Division of Transportation consists of 1 site.

Group C, Lake County Facility Operations consists of 17 sites.

Bidders are not required to submit a bid for all Groups; however, bidders shall submit a bid price for all items within a Group for which the bidder submits a bid.

**2. SUBMISSION OF BIDS**

Bids will be accepted until July 18, 2024 at 11:00 a.m. CST, at the via the Lake County Purchasing Portal.

**3. SUBMITTALS**

For your bid to be considered responsive, please see the below list of submittals. A responsive bidder is defined as a person who has submitted a bid that conforms in all material respects to the requirements set forth in the invitation for bids.

- Original "Invitation to Bid" including signed form with Total Bid Amount.
- Electronic copy of the complete bid submission.
- Contractor Qualification Form.
- Reference Form.
- Value Added Services.
- Statement of Sustainability.
- Addendum Acknowledgement Form.
- Vendor Disclosure Form.
- Vendor Certification Form.
- Fertilizer Schedule in accordance with the specifications.

**1. BACKGROUND**

Lake County is located in northeast Illinois, between the Chicago and Milwaukee metropolitan areas. Lake County is home to about 736,000 residents. Lake County is committed to open government and transparency, and the County Board's sound fiscal policies have allowed the County to maintain fiscal stability and to achieve AAA bond ratings from Standard & Poor's and Moody's.

**2. AWARD**

Lake County intends to award this contract to the lowest responsive and responsible bidder who is in compliance with the specifications, terms, conditions contained herein. The Contractor shall have specific experience supplying similar service to other customers with similar volume. Lake County reserves the right to request additional information subsequent to the bid date for evaluation purposes. Lake County reserves the right to split award this bid by item, in whole or in part if determined to be in the best interest of the County.

**3. ENTIRE AGREEMENT**

This bid document contains our terms and conditions and constitute the entire agreement between Lake County and the awarded bidder. Modifications and exceptions taken to the terms and conditions contained herein must be formally accepted in writing by both parties.

**4. BID PRICE**

The bid price for each service provided shall be all inclusive including all labor and equipment usage, as stated in the Specifications section, herein, and includes but is not limited to:

- All transportation charges to and from destination.
- All premiums on insurance, bonds, material or service costs.
- All current or future surcharges on fuel or any other commodity.
- All other overhead charges of every kind and nature

Bidders shall submit Bid Prices to provide Lawn Care and Landscape Services, at each listed location. The bid price at each location shall be based on the specific SERVICE TYPE as required for each location, as stated in the Site Locations Specifications section, herein.

Service shall be performed during a seven (7) month period starting April 15 and ending November 14, each year that this contract is in effect. Bidders shall submit seven (7) monthly invoices during the contract period. Bidders are also required to submit a Unit Price for all Unit Price items on the Bid Sheet.

**5. SITE INSPECTIONS**

Bidders are encouraged to view all sites prior to submitting a bid. Contractors are warned that No allowance will be made for not having visited the sites or for not being familiar with existing conditions to be encountered in the work.

**6. ESTIMATED SQUARE FOOTAGE**

The square footage indicated are estimates of the total area covered by this bid. The County does not guarantee any specific amounts and shall not be held responsible for any deviation. The County reserves the right to add or subtract locations during the contract period. This contract shall cover the County's requirements whether more or less than the estimated quantities included herein. All orders received by the Contractor during the term of the contract shall be filled in accordance with the terms and conditions set forth herein. Lake County reserves the right to add or delete locations to this contract. Pricing of additional locations will be negotiated with the Contractor.

**7. TERM**

This contract shall be in effect for a two (2) year period from the date of award. Lake County reserves the right to renew this contract for three (3) additional one (1) year period(s), subject to acceptable performance by The Bidder. At the end of any contract term, Lake County reserves the right to extend this contract for a period of up to sixty (60) days for the purpose of getting a new contract in place. For any year beyond the initial year, this contract is contingent on the

appropriation of sufficient funds; no charges shall be assessed for failure of the County to appropriate funds in future contract years.

## **8. PRICE ESCALATOR**

Prices throughout the initial term of the contract shall remain firm/fixed. Written requests for price revisions after the initial term and subsequent renewals shall be submitted at least sixty (60) days in advance of the annual contract period. Requests must be based upon and include documentation of the actual change in the costs of the components involved in the contract and shall not include overhead and profit. Changes in the contract price shall be made in the amount of the actual change in Contractor cost or the percentage increase in the U.S. Average Consumer Price Index for the Midwest Urban - per category "All Items," whichever is less. Surcharges for fuel and/or other costs shall not be allowed. Manufacturer and/or Warehouse Distributor's price sheets or an equivalent document showing the new pricing may be considered sufficient documentation for a price increase. The County reserves the right to reject any price increase and to terminate the contract.

## **9. TERMINATION**

Lake County reserves the right to terminate this bid as set forth below.

### 1. Termination for Convenience:

Lake County reserves the right to terminate this Agreement, or any part of this Agreement, with or without cause, upon 30 days' written notice. In case of such termination, Consultant shall be entitled to receive payment from Lake County for work completed to the date of termination in accordance with the terms and conditions of this Agreement.

### 2. Termination Due to Material Breach:

In the event that this Agreement is terminated due to the Consultant's material breach, Lake County shall be entitled to purchase substitute items or services elsewhere and charge Consultant with losses the County incurs, including attorney's fees and expenses, notwithstanding any damage limitations the parties may agree to elsewhere.

### 3. Termination Due to Lack of Appropriations:

If sufficient funds are not appropriated by the Lake County Board to continue the services under this Agreement, then Lake County may terminate this Agreement. Lake County agrees to give written notice of termination to Consultant at least 30 days prior to the end of the last fiscal year for which appropriations were made. Lake County shall remit payment for all work completed and approved or accepted by the County, to the date of termination. Termination under this subsection shall not entitle the Consultant to contractual damages of any kind.

### 4. Termination Due to Force Majeure Events:

(1) If a Force Majeure Event prevents a party from complying with any one or more obligations under this agreement, that inability to comply will not constitute breach if (1) that party uses reasonable efforts to perform those obligations, (2) that party's inability to perform those obligations is not due to its failure to (A) take reasonable measures to protect itself against events or circumstances of the same type as that Force Majeure Event or (B) develop and maintain a reasonable contingency plan to respond to events or circumstances of the same type as that Force Majeure Event, and (3) that party complies with its obligations under section 16(d)(3), below.

(2) For purposes of this agreement, "Force Majeure Event" means, with respect to a party, any event or circumstance, whether or not foreseeable, that was not caused by that party and any consequences of that event or circumstance.

(3) If a Force Majeure Event occurs, the noncomplying party shall promptly notify the other party of occurrence of that Force Majeure Event and may terminate the Agreement based on it, with an obligation to pay only for services performed prior to the Force Majeure Event.

## **10. SUBSTITUTIONS**

No substitutions will be allowed during the term of the contract without the express permission of the Lake County Purchasing Division. The Contractor may request permission to substitute items of equal or higher quality when sufficient inventories of an ordered item are not available for delivery within the time required by the using agency.

**11. PRECEDENCE**

Where there appears to be variances or conflicts, the following order of precedence shall prevail: Lake County Specifications; Lake County General Terms & Conditions, Lake County Invitation for Bids Terms & Conditions and the Contractor’s Bid Response.

**12. INVOICES AND PAYMENT**

- A. At the start of this contract, the County will issue a purchase order for the work and bidder shall submit invoices detailing the products and services provided and identify the purchase order number on all invoices.
- B. Bidder shall maintain records showing the actual time its employees and agents devoted to the project, and the costs incurred. Bidder shall permit a representative from Lake County to inspect and audit all of Bidder’s data and records for the work and services provided under this contract. Bidder shall make these records available at reasonable times during the contract period and for one year after the end of the contract.
- C. All payments shall be made in accordance with the Illinois Local Government Prompt Payment Act, which generally requires approval of a vendor’s bill within 30 days of receiving the invoice for the services contained in it, and payment within an additional 30 days (50 ILCS 505/1 et seq.).

Lake County’s fiscal year ends on November 30. Invoices for services the bidder has rendered up until November 30 of each year must be received by Lake County on or before January 15 of the subsequent calendar year.

Other than the timeframe for payments related to the end of Lake County’s fiscal year, as stated above, Lake County shall not be held financially liable for payment of any services rendered if the invoice for such services is not sent to the County within 90 days from the date the services were provided.

If this contract is terminated prior to its expected expiration date, the bidder must submit all invoices to Lake County no later than 30 days after the effective date of the termination.

Payment for invoices received beyond the time periods in this subsection will be denied, absent an agreement to the contrary. Failure of the bidder to invoice the County in the timeframes noted in this section shall constitute the bidder’s waiver of the bidder’s right to payment.

Invoices shall be sent to the following address:

Lake County Facilities and Construction 18 N. County St. Waukegan, IL 6008	Lake County Public Works 650 W. Winchester Road Libertyville, IL 60048	Lake County Division of Transportation 600 W. Winchester Road Libertyville, IL 60048
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**13. UNBALANCED BIDDING**

Bidders shall not submit a bid which contains irregularities of any kind, including unbalanced bids. By an unbalanced bid, it is meant that one or more separate items are substantially out of line with the current market price for the materials and/or work covered hereby. The County reserves the right not to award any items or to negotiate unit prices that appear excessive or unbalanced.

**14. INDEMNIFICATION**

Bidder agrees to indemnify and defend Lake County (its employees, elected officials, executives, and agents) from all claims, actions, demands, judgments or liabilities, fines, penalties, and expenses, including without limitation reasonable legal fees and expert costs, arising out of this bid and arising from the bidder’s (its employees’, executives’, and agents’) actions, whether negligent, reckless, or intentional. Lake County shall provide notice to bidder promptly of any such claim, suit, or proceeding, and will assist bidder, at bidder’s expense, in defending any such claim, suit, or proceeding.

**15. CONFIDENTIALITY**

Bids are subject to the Illinois Freedom of Information Act (FOIA) once an award is made. As such, all bidders responding are asked to submit one redacted copy of their bid that can be used by the County to respond to any future FOIA requests for the bid.

Please refer to the FOIA statute, 5 ILCS 140/1 et seq., and specifically Section 7 therein, for explanation of information that may be redacted. For example, information exempt from disclosure in response to a FOIA request includes but is not limited to: highly personal or objectionable information; trade secrets and commercial or financial information claimed as proprietary, privileged or confidential, the disclosure of which would cause your business competitive harm; valuable formulae, computer geographic systems, designs, drawings and research data when disclosure of the same would produce private gain or public loss; certain construction related technical documents; and information associated with automated data processing operations that, if disclosed, would jeopardize system or data security.

If no redacted copy is provided, the Lake County Purchasing Division reserves the right to determine what information should be redacted as proprietary, privileged, or confidential in response to a FOIA request. A bidder who fails to provide a redacted copy of its proposal waives its right to maintain any claims against Lake County, its agents, or employees for disclosure of this information.

#### **16. ASSIGNMENT**

Any Agreement entered into as a result of this bid shall not be assigned, delegated, or modified without the express written consent of both parties. The Agreement supersedes all other agreements, oral or written, between the parties with respect to the subject matter of the Agreement.

If Lake County agrees that the bidder may assign, delegate, or subcontract the work under the Agreement, bidder shall remain contractually liable to Lake County unless otherwise agreed in writing.

#### **17. ADDENDA**

Any and all changes to the specifications and terms and conditions of this Bid are valid only if they are included by addendum issued by Lake County Purchasing. Bidders shall acknowledge addenda by signing the enclosed Addendum Acknowledgement form. Failure of any bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted. All addenda as issued shall become part of the bid documents. It is the vendor's responsibility to check for addendums, posted on the website at <http://lakecountypurchasingportal.com> prior to the submittal due date. No notification will be sent when addendums are posted unless there is an addendum issued within three business days of the submittal due date.

#### **18. ADDITIONAL INFORMATION**

Should the bidder require additional information about this bid, please submit questions on our website at <http://lakecountypurchasingportal.com> by selecting the bid number and addendum link. Questions may also be submitted via email to [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov). All questions shall be submitted no less than seven (7) days prior to the bid opening date. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

#### **19. NON-ENFORCEMENT BY THE COUNTY**

The Contractor shall not be excused from complying with any of the requirements of the Contract because of any failure on the part of the County, on any one or more occasions, to insist on the Contractor's performance or to seek the Contractor's compliance with any one or more of said terms or conditions.

#### **20. CHANGE IN STATUS**

The Contractor shall notify Lake County immediately of any change in its status resulting from any of the following: (a) vendor is acquired by another party; (b) vendor becomes insolvent; (c) vendor, voluntary or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (d) vendor ceases to conduct its operations in normal course of business. Lake County shall have the option to terminate its contract with the vendor immediately on written notice based on any such change in status.

#### **21. JOINT PURCHASING**

The purchase of goods and services pursuant to the terms of this Contract shall also be offered for purchases to be made by other governmental units, as authorized by the Governmental Joint Purchasing Act, 30 ILCS 525/0.01, et seq. (the "Act"). All purchases and payments made under the Act shall be made directly by and between each governmental unit

and the successful Bidder. The Bidder agrees that Lake County shall not be responsible in any way for purchase orders or payments made by the other governmental units. The Bidder further agrees that all terms and conditions of this Contract shall continue in full force and effect as to the other governmental units during extended terms. The credit or liability of each governmental unit shall remain separate and distinct. Disputes between Bidders and governmental units shall be resolved between the immediate parties.

The Bidder and the other governmental units may negotiate such other and further terms and conditions to this Contract ("Other Terms") as individual projects may require. To be effective, Other Terms shall be reduced to writing and signed by a duly authorized representative of both the successful Bidder and the other governmental unit.

The Bidder shall provide the other governmental units with all required documentation set forth in the solicitation including but not limited to: performance and payment bonds, Certificates of Insurance naming the respective governmental unit as an additional insured and certified payrolls to the other governmental unit as required.

## **22. REPORTING REQUIREMENTS**

All awarded vendors will identify and report the type of ownership— L/W/MBE, and/or not L/W/MBE for any work that they or their approved subcontractors will perform. In addition, Lake County requests that all awarded vendors provide an accounting of employees assigned throughout the term of the contract in regards to their home address and ethnicity. Lake County may use any data collected to report on potential of businesses and workers benefitting from County contracts.

Lake County launched a **Buy Local. Build Local. Work Local.** initiative in 2013 to increase the outreach and procurement opportunities for businesses located within Lake County, including women-owned businesses and minority-owned business enterprises (L/W/MBE). The overarching objective is to maximize participation from these businesses in the County's procurement process, in accordance with applicable law. The County will take all necessary and reasonable steps to assure that business enterprises defined as L/W/MBE shall have a fair opportunity to participate in County contracts. As part of its Economic Opportunity Program (EOP) commitment the County will make every effort to achieve the following objectives:

- (a) To ensure nondiscrimination in the award and administration of contracts;
- (b) To create a level playing field on which L/W/MBEs can compete fairly for contracts by providing any necessary training and assistance in bid preparation;
- (c) To ensure that the County's EOP is narrowly tailored in accordance with applicable law;
- (d) To establish a means for firms identifying themselves as L/W/MBEs to register for procurement opportunities and work cooperatively with contracted firms to report on measures that demonstrates the County's commitment to its EOP; and,
- (e) To help remove barriers to the participation of L/W/MBEs through notification of contract opportunities.

Successful proposers are encouraged to work with Workforce Development to post any and all opportunities for employment on County contracts. Lake County's Workforce Development mission is to foster and ensure the economic prosperity of the Lake County community by maximizing the potential of businesses and workers. As such, Workforce Development provides a key resource for job seekers and employers.

State law mandates an open and competitive bidding process and requires that publicly procured contracts be awarded to the lowest responsible and responsive bidder with no demonstrated preference based on the bidder's location, race and gender.

## **23. DEBARMENT AND SUSPENSION WITH LAKE COUNTY**

The Lake County Purchasing Ordinance § 33.125 through 33.126 defines the County's Authority and Decision to Debar.

The bidder certifies to the best of his or her knowledge and belief that the bidder:

- A. Is not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency.

- B. Has not within a 3-year period preceding this contract been convicted of or had a civil judgment rendered against it for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State, or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property;
- C. Is not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- D. Has not, within a three-year period preceding this contract, had one or more public transactions (Federal, State, or local) terminated for cause or default.

Bidder agrees that, during the term of this Agreement, Bidder shall report to the County's contract administrator, within 10 days, any allegations to or findings by the National Labor Relations Board (NLRB) or Illinois Labor Relations Board (ILRB) that Bidder has violated a statute or regulation regarding labor standards or relations. If an investigation by the County results in a final determination that the matter adversely affects Consultant's responsibilities under this Agreement, then the County may terminate this contract.

#### **24. NON-DISCRIMINATION**

During the term of this agreement, Bidder agrees to and shall comply with (1) the Equal Opportunity Employer provisions of Section 2000e of Chapter 21, Title 42 of the United States Code and Federal Executive Order Number 11246, as amended by Executive Order 11375, and (2) Chapter 33 of Title III of the Lake County Code of Ordinances (titled "Purchasing").

Uniform Administrative Requirements; Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200

1. Debarment and Suspension. This Agreement is covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the Contractor is required to verify that none of the Licensor's principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

Contractor must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction in enters into.

This certification is a material representation of fact relied upon by Lake County. If it is later determined that the Contractor does not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to Licensor, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

Contractor agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000 subpart C throughout the period of any contract that may arise. Licensor agrees to include a provision requiring such compliance in its lower tier covered transactions.

2. Access to Records. Contractor agrees to provide Lake County, the U.S. Department of Treasury, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the Licensor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, and transcriptions.

Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

No language in this contract is intended to prohibit audits or internal reviews by the Treasury Department or the Comptroller General of the United States.

Contractor agrees to retain all records covered by this section through December 31, 2031, or such longer period as necessary for the resolution of any litigation, claim, negotiation, audit or other inquiry involving the contract.

3. No Obligation by Federal Government. The Federal Government is not a party to this Agreement and is not subject to any obligations or liabilities to the non-Federal entity, Contractor, or any other party pertaining to any matter resulting from the contract.
4. Program Fraud and False or Fraudulent Statements or Related Acts. Contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the Contractor's actions pertaining to this Agreement.
5. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352). Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.



The undersigned shall require that the language of this attestation be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly to the tier above.

A failure to follow self-certification procedures may result in a civil penalty. Per 31 U.S. Code § 1352 Any person who fails to file or amend a declaration required to be filed or amended under subsection (b) of this section shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended. Contractors who apply or bid for an award of \$150,000 or more shall comply with the following provisions:
  - i. Clean Air Act
    1. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
    2. The Contractor agrees to report each violation to the LCHD and understands and agrees that the LCHD will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
    3. The Contractor agrees to include these requirements in each subcontract exceeding \$150,000 financed in whole or in part with Federal assistance.
7. Procurement of Recovered Materials. In the performance of this Agreement, Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired –
  1. Competitively within a timeframe providing for compliance with the contract performance schedule;
  2. Meeting contract performance requirements; or
  3. At a reasonable price.

Information about this requirement, along with the list of EPA designated items, is available at EPA's Comprehensive Procurement Guidelines web site, <https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>.

Contractor also agrees to comply with all other applicable requirements of Section 6002 of the Solid Waste Disposal Act.

8. Contractor Work Hours and Safety Standards Act. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

In the event of any violation of the above clause the contractor or any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the above clause, in the sum of \$27 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause above.

Lake County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages.

The contractor or subcontractor shall insert any subcontracts the clauses set forth in this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier contractor.

9. Domestic Preference for Procurements

As appropriate and to the extent consistent with law, Lake County, to the greatest extent practicable under a Federal award of American Rescue Plan dollars, provides a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products)

a) For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

10. Prohibition on Certain Telecommunications

The proposed equipment will not utilize covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

11. Minority and Women Business Enterprises.

Contractor hereby agrees to comply with the following when applicable: The requirements of Executive Orders 11625 and 12432 (concerning Minority Business Enterprise), and 12138 (concerning Women's Business Enterprise), when applicable. Accordingly, the contractor hereby agrees to take affirmative steps to assure that women and minority businesses are utilized when possible as sources [12] of supplies, equipment, construction and services. Affirmative steps shall include the following:

1. Including qualified women's business enterprises and small and minority businesses on solicitation lists.
2. Assuring that women's enterprises and small and minority businesses are solicited whenever they are potential sources.
3. When economically feasible, dividing total requirements into smaller tasks or quantities so as to permit maximum participation by small and minority business, and women's business enterprises.
4. Where the requirement permits, establishing delivery schedules which will encourage participation by women's business enterprises and small and minority business; and
5. Using the services and assistance of the Small Business Administration, and the U.S. Office of Minority Business Development Agency of the Department of Commerce; and the North Carolina Office for Historically Underutilized Businesses.

For the purposes of these requirements, a Minority Business Enterprise (MBE) is defined as an enterprise that is at least 51 percent owned and controlled in its daily operation by members of the following groups: Black, Hispanic, Asian or Pacific Islander, American Indian, or Alaskan Natives. A Women Business Enterprise (WBE) is defined as an enterprise that is at least 51 percent owned and controlled in its daily operation by women. Additionally, an MBE or WBE qualifies if it is currently certified as a North Carolina "historically underutilized business" under N.C.G.S. §143-128.4(a) and qualifies as a "small business" if it is independently owned and operated and is qualified under the Small Business Administration criteria and size standards at 13 C.F.R. Part 21.

12. Assurances of Compliance with Title VI of the Civil Rights Act of 1964

Contractor and any subcontractor, or the successor, transferee, or assignee of contractor or any subcontractor, shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. §§ 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 C.F.R. Part 22, which are herein incorporated by reference and made a part of this contract. Title VI also provides protection to persons with "Limited English Proficiency" in any program or activity receiving

federal financial assistance, 42 U.S.C. §§ 2000d et seq., as implemented by Treasury's Title VI regulations, 31 C.F.R. Part 22, and herein incorporated by reference and made a part of this contract.

13. Publications

Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury.

14. Increasing Seat Belt Use in the United States.

Pursuant to Executive Order 13043, 62 Fed. Reg.19216 (Apr. 18, 1997), contractor is encouraged to adopt and enforce on-the-job seat belt policies and programs for your employees when operating company-owned, rented or personally owned vehicles.

15. Reducing Text Messaging While Driving.

Pursuant to Executive Order 13513, 74 Fed. Reg. 51225 (Oct. 6, 2009), contractor is encouraged to adopt and enforce policies that ban text messaging while driving and establish workplace safety policies to decrease accidents caused by distracted drivers.

16. Conflicts and Interpretation.

To the extent that any portion of this Addendum conflicts with any term or condition of this contract expressed outside of this Addendum, the terms of this Addendum shall govern.

All Contracts may be subject to change

The Contractor must obtain, for the Contract term and any extension of it, insurance issued by a company or companies qualified to do business in the State of Illinois with an A.M. Best Rating of at least A- VIII and provide the County with a Certificate of Insurance 15 days before the start of the project., and thereafter annually for contracts/ projects that will last more than one year. Insurance in the following types and amounts is necessary:

Commercial General Liability Insurance

In a broad form on an occurrence basis shall be maintained, to include, but not be limited to, coverage for property damage, bodily injury (including death), personal injury and advertising injury in the following coverage forms where exposure exists:

- Premises and Operations
- Independent Contractors
- Products/Completed Operations – up to 2 years after each project completion
- Liability assumed under an Insured Contract/ Contractual Liability
- Personal Injury and Advertising Injury

With limits of liability not less than:

\$ 1,000,000 Each Occurrence

\$ 1,000,000 Products-Completed Operations

\$ 1,000,000 Personal and Advertising injury limit

\$ 2,000,000 General aggregate; the CGL policy shall be endorsed to provide that the General Aggregate limit applies separately to each of the contractor's projects away from premises owned or rented to contractor.

Automobile Liability Insurance

Automobile liability insurance shall be maintained to respond to claims for damages because of bodily injury, death of a person, or property damage arising out of ownership, maintenance, or use of a motor vehicle. This policy shall be written to cover any auto whether owned, leased, hired, or borrowed.

The Contractor's auto liability insurance, as required above, shall be written with limits of insurance not less than the following:

\$ 1,000,000 Combined single Limit (Each Accident)

Excess/ Umbrella Liability

Excess/ Umbrella liability insurance shall be written with the umbrella follow form and outline the underlying coverage, limits of insurance will be based on size of project:

\$ 2,000,000 per occurrence limit (minimum, and may be higher depending on the project)

Workers Compensation (Coverage A) and Employers Liability (Coverage B)

Workers Compensation Insurance covering all liability of the Contractor arising under the Worker's Compensation Act and Worker's Occupational Disease Act at limits in accordance with the laws of the State of Illinois. Employers' Liability Insurance shall be maintained to respond to claims for damages because of bodily injury, occupational sickness, or disease or death of the Contractor's employees, with limits listed below:

Employers Liability

- a) Each Accident \$1,000,000
- b) Disease-Policy Limit \$1,000,000
- c) Disease-Each Employee \$1,000,000

Such Insurance shall contain a waiver of subrogation in favor of Lake County.

Liability Insurance Conditions

Contractor agrees that with respect to the above required insurance:

- a) The CGL policy shall be endorsed for the general aggregate to apply on a “per Project” basis;
- b) The Contractor’s insurance shall be primary & non-contributory over Lake County’s insurance in the event of a claim.
- c) Contractor agrees that with respect to the above required insurance, Lake County shall be named as additional insured, including its agents, officers, and employees and volunteers and be provided with thirty (30) days’ notice, in writing by endorsement, of cancellation or material change. A blanket additional insured ISO endorsement is preferred for Contractors who have multiple projects with the County.
- d) Lake County shall be provided with Certificates of Insurance and should include the appropriate corresponding ISO form endorsements evidencing the above required insurance, prior to commencement of this Contract and thereafter with certificates evidencing renewals or replacements of said policies of insurance at least thirty (30) days prior to the expiration of cancellation of any such policies. No manuscript endorsements will be accepted. Any hard copies of said Notices and Certificates of Insurance and Endorsements shall be provided to:

Lake County  
Purchasing Division  
18 N. County 9th Floor  
Waukegan, Illinois 60085  
Attn: Lake County Purchasing Agent

- e) Electronic copies of Notices, Certificates of Insurance and Endorsements can be emailed to Purchasing@lakecountyil.gov in place of hard copies.

Failure to Comply: In the event the Contractor fails to obtain or maintain any insurance coverage required under this agreement, Lake County may purchase such insurance coverage and charge the expense to the Contractor.

**GENERAL SERVICES**

1. All services to be performed by trained, properly supervised personnel in accordance with accepted horticultural practices.
2. Materials shall be applied at manufacturer's recommended rates.
3. Lake County encourages contractors to use environmentally safe products and will consider alternate bids utilizing Green" products and "Green" practices.
4. Sufficient personnel and equipment shall be provided to complete all operations in a timely fashion.
5. Clean-up of the entire site to remove miscellaneous accumulated debris, branches, and leaves shall be part of every visit by a maintenance crew.
6. The contractor shall conduct an initial site inspection at the beginning of each season to identify any pre-existing damage occasioned during the passage of winter months. In the event of any such damage, recommendations will be made for the correction of these damages.
7. During the period of the contract, the Contractor shall inspect the grounds frequently, not less than weekly, and shall perform applicable lawn maintenance tasks as required to maintain and promote a maximized level of healthy growth of plant materials and to most effectively create an environment necessary to protect and improve Lake County's investment.
8. Work tasks shall include, but not limited to the following:
  - A general clean-up shall be performed one (1) time in the spring and one (1) time in the fall of each year, for the purpose of removing all plant debris and leaves from shrub, tree beds and all fine turf areas.
  - All turf areas and planting beds shall be policed for debris prior to each mowing. All such debris shall be removed and properly disposed of by the contractor.
  - Cut and trim lawn, weekly. Turf grass shall be cut as conditions dictate to ensure a height of between 2" to 3", according to generally accepted horticultural requirements. Mowing patterns will be alternated on a weekly basis to lessen soil compaction and turf rutting.
  - Contractor shall provide a schedule of the specific day of week that service will be performed at each site. The contractor shall adhere to this schedule, weather permitting.
  - Trim shrubs and evergreens, at a minimum of 2 times per season.
  - Edge and cultivate plant beds, monthly.
  - Remove debris from area around buildings, every mowing.
  - Provide and apply fertilizer applications, as specified below.
  - Provide and apply weed-killer application, as specified below.
  - All areas around posts, buildings, trees, and fences shall be trimmed weekly to ensure a consistent turf height.
  - Perimeters of all turf areas fronting on sidewalks, curbing, and beds shall be edged weekly to remove any grass encroaching onto the paving surfaces or into the beds.
  - In existing areas where mulch is present, Contractor shall replenish all bark chips around all trees and shrubs annually, to a minimum depth of 3", leaving all tree root crowns open. These mulch areas shall also be maintained monthly. **DO NOT MULCH UP TO THE TREE TRUNK.**
  - Unit Price Item 2.0 shall apply to any new areas where there is currently no mulch. After authorization from the site contact to provide mulch, Hardwood Mulch Cover may be applied at the square foot price bid. **DO NOT MULCH UP TO THE TREE TRUNK.**
  - All beds shall be routinely cultivated on a routine basis to present a neat and weed-free appearance, monthly at a minimum.
  - Hedges shall be pruned routinely in order to provide a neat appearance.

- All trees, 3" diameter and less, and lawn evergreens shall be root fed with liquid or water soluble plant food to stimulate root growth on an as needed basis, to promote and maintain vigor and growth.
- PRODUCTS / RECYCLING YARD WASTE AND DEBRIS - Lake County encourages Contractors to use environmentally safe products. All bids shall include an explanation of the Bidder's methods of recycling yard waste and debris generated from these services. If off-site disposal locations are used to dispose of this material, please list all disposal sites.
- SUSTAINABLE GREEN PRODUCTS AND GREEN PRACTICES - The intent of the project is to create a sustainable landscaped environment that is regionally appropriate, utilizes sustainable materials and construction practices, conserves water resources, minimizes waste, minimizes power use, and protects indoor and outdoor air quality. Lake County will consider alternate bids utilizing "Green" products and "Green" practices. If the use of "Green" products and "Green" practices either decreases or increases the bid prices, bidders may submit an alternate bid. Alternate bids shall be submitted on a separate sheet (s) and shall include a listing of any "Green" products and an explanation describing any "Green" practices utilized in the alternate bid, in the performance of these services. Lake County reserves the right to select portions of alternate bids.
- TOXIC SUBSTANCES - The Contractor shall comply with the Illinois Toxic Substance Disclosure to Employees Act for any substance(s) produced, used, or stored in any manner where Lake County employees may be exposed. At least forty-eight (48) hours prior to any potential exposure, the Contractor must furnish "Material Safety Data Sheets", for any substance covered by this Act, to the Department of Human Resources, Risk Department, 18 N. County Street, 6th Floor, Waukegan, Illinois 60085, and to the Department where the service is being performed. The Department of Human Resources may require the Contractor to post signs or placards which identify the toxic substance(s) present. Refer questions concerning the compliance with this Act to the Manager of Risk Reduction and Control, Department of Human Resources, (847) 377-2700. Contractor to notify the appropriate County Department(s) at least forty-eight (48) hours prior to usage of any chemicals (fertilizer, pesticide, fungicide, etc.)
- WEED CONTROL - Weed Control is a part of this contract. Non-Phosphorus fertilization is only included as a Unit Price Item, herein.
- USE OF LAKE COUNTY PUBLIC WORKS BIOSOLIDS - Lake County Public Works will begin production of a Class A biosolid product that will have beneficial use. The successful bidder shall use a portion of this Class A product in their landscaping activities.

**LAWNCARE & LANDSCAPE SERVICES**

**SERVICE TYPE**

**JUNE 2024**

<b>SERVICE TYPE # I. SPRING &amp; FALL CLEAN-UP, MOWING, EDGING, FERTILIZING, AERATIONS, GYPSUM AND HERBICIDE APPLICATIONS</b>	
Spring Clean-Up	Spring clean-up operations will be completed as soon as seasonal conditions permit and will be completed no later than May 14th. The following items will be included as part of spring-clean up:
1.	Rake/sweep all turf areas as required.
2.	Hand rake, blow, or otherwise remove leaves and winter debris from all planting beds and landscaped areas.
3.	Sweep/blow clean all drives, walks, sidewalks, patio areas and steps of landscape debris.
4.	All debris to be removed off site. Surrounding natural and wild areas will not be used for disposal.
5.	Provide two running irrigation inspections before June 15 at 18 N. County St Complex, Park City Traffic Branch Courthouse and Depke Juvenile Justice Center.
6.	All parking lots and Parking deck will have curb lines backpack blown and street cleaner swept once (1) by May 20th. Work to be performed on Saturdays only.
Turf & Berm Mowing	
7.	All mowing operations will be in a neat and orderly manner. Equipment shall be moved onto and off of turf area so as to minimize track marks and not detract from the finished turf.
8.	All turf areas will be mowed evenly, as required, to keep an overall height of 2" to 3". This operation will be weekly, unless conditions dictate otherwise.
9.	All maintenance equipment shall be kept in tune and adjusted at all times.
10.	All maintenance equipment will be operated in a manner that will prevent property damage or personal injury. The contractor will be responsible for damage caused by improper use of equipment.
11.	All turf adjoining hard surfaces, cultivated beds, or other obstructions will be maintained through edging and trimming.
12.	Turf next to building foundations, posts and fences shall be trimmed the same height as the adjoining turf. This will be completed whenever turf is mowed.
13.	All clippings and debris generated from mowing and edging will be cleared from all sidewalks, streets, and site entrances prior to completion of daily operations.
14.	Grass clippings are to be mulched wherever possible.
Sidewalk/Concrete Surface Edging	
15.	All turf adjoining concrete sidewalks and driveways shall be edged twelve (12) times during the growing season. Edging operations shall begin in May and continue in even intervals through the summer.
16.	All areas connected to hard surfaces need to be repaired for any damage caused by winter salting.
Fertilization	
17.	Beginning the first year of the contract, Contractor shall provide soils tests performed by an authorized laboratory at least once every three years to determine fertility and pH requirements of turf areas. Submit soil test analysis and recommendations to Owner.
18.	Fertilize landscape turf areas with a well-balanced, slow release fertilizer as required to provide vigorous deep rooting and a healthy green appearance year-round. Determine fertilizer application rates and materials from soil test results. Generally, turf fertilizer should not exceed a 3-1-2 nutrient (N-P-K) ratio.
19.	Submit a fertilizer schedule, listing proposed materials, application rates and application times with your Proposal and immediately prior to performing the work. Contractor shall provide pricing for use of slow-release chemically based or "bridge" fertilizer AND natural organic fertilizer. Owner may choose a schedule that includes either one or both types of fertilizer.
20.	Approved fertilizer schedule must include three to three (3) applications per year (or less if supported by soil test results), no more than one pound of



	nitrogen per thousand square feet per application, and no more than four pounds of nitrogen per thousand square feet applied annually. Nitrogen applications in excess of four pounds per thousand annually are allowed only if supported by soil test results.										
Aeration											
21.	Admin Tower and Courts Complex Washington Street turf area provide double core aeration with turf seeding and Milorganite feralization at a rate of 32lbs per 2,500 sq ft.										
	<table border="1"> <tr> <td>Turf Seed Mix</td> <td>by weight/1,000 sq.ft.</td> </tr> <tr> <td>Kentucky bluegrass blend</td> <td>1 to 3 lb</td> </tr> <tr> <td>Kentucky Bluegrass/perennial ryegrass mix (80:20)</td> <td>3 to 4 lbs</td> </tr> <tr> <td>Kentucky Bluegrass/fine fescue mix (50:50)</td> <td>3 to 5 lbs</td> </tr> <tr> <td>Tall fescue blend</td> <td>6 to 9 lbs</td> </tr> </table>	Turf Seed Mix	by weight/1,000 sq.ft.	Kentucky bluegrass blend	1 to 3 lb	Kentucky Bluegrass/perennial ryegrass mix (80:20)	3 to 4 lbs	Kentucky Bluegrass/fine fescue mix (50:50)	3 to 5 lbs	Tall fescue blend	6 to 9 lbs
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Gypsum Application											
22.	LCFCS Sites; amend turf areas adjacent to sidewalks one to two feet where heavy deicing salts are applied during the Winter months. Apply gypsum once in the Fall if soil PH is less than seven (7).										
Herbicide Application	All turf areas will receive the following applications:										
23.	Broadleaf Weed Control – Two (2) applications of “Speed Zone” or Equivalent, per season.										
24.	Applications will follow this tentative schedule, weather permitting: April/May – Broadleaf weed control for post and pre-emergent July/ August– Broadleaf weed control for post-emergent										
25.	Bid Price – The total, for all Herbicide Applications throughout the season, shall be divided by seven (7) and bid with the monthly amount for Service Type I.										
Fall Clean Up	Fall clean-up operations will be completed as part of the last week's services as noted in this proposal's period coverage. Fall clean-up shall be completed by November 14, weather permitting.										
26.	Rake and collect all leaves and miscellaneous debris around site.										
27.	Clean all walks and parking areas of landscape debris.										
28.	Remove all debris off site.										
29.	Provide one irrigation winterization before November 1st at 18 N County St Complex, Park City Traffic Branch Courthouse and Depke Juvenile Justice Center.										
30.	All parking lots and parking deck will have curb lines backpack blown and street cleaner swept once (1) by November 15th. Work to be performed on Saturdays only.										
<b>SERVICE TYPE # II. SHRUB MATERIAL AND SHRUB BED SERVICES</b>											
Fertilizer	All shrub beds will receive one (1) application of a complete analysis granular fertilizer, applied in the spring.										
Weed Control	Pre-emergent and post emergent weed control in shrub beds will be applied one (1) time each season. Selective herbicides will be applied at the manufacturer’s recommended rate, along with the fertilizer application. Beds will be inspected weekly for weed material. Spot weeding of beds will be accomplished through hand pulling or cultivation. April/May: Edge beds, cultivate beds, apply pre-emergent weed control, manual weed removal. May-October: Cultivate beds, apply post-emergent, non-selective weed control, manual weed removal. October: Edge beds, cultivate beds, manual weed removal.										
Pruning	All deciduous and evergreen shrubs below 6 feet shall be properly pruned one (1) time each growing season at the proper time, dependent upon the plant species and variety. Pruning will achieve: Removal of diseased, dead, or otherwise injured wood. Prune to eliminate branches that touch structures, keeping in mind the plant's natural form and symmetry to the existing material. Deciduous plant material shall be properly pruned after flowering where applicable. Pruning efforts will be directed toward control of terminal growth, removal or crossover branching and overall control of height.										

	Evergreen and deciduous hedges shall be trimmed two (2) times per season during the months of June and August. All pruned material shall be removed from the Lake County property and disposed of properly.
Insect & Disease Control	Spray applications for disease or insect activity will be addressed on an "as needed" basis, targeting specific areas for treatment at an additional cost. Application shall be made only after approval from the owner. The property will be regularly monitored for seasonal or expected problem areas. The owner will be notified of any excessive problem situations requiring treatments and a written proposal for these treatments will be provided. All applications will be made by properly licensed personnel and following the manufacturer's recommended rates and directions. License information and material data safety sheets will be provided upon request.
<b>SERVICE TYPE # III. TREES AND ORNAMENTALS SERVICES</b>	
Fertilizer	All deciduous trees and ornamentals will receive one (1) application of complete analysis granular fertilizer in spring.
Pruning	All deciduous and ornamental trees below 15 (fifteen) feet shall be pruned to eliminate dead, diseased, or damaged wood. Sucker material will be removed on an on-going basis. Additional pruning operations, such as shaping and dormant pruning, will be performed as an additional service only upon approval of a predetermined cost.
<b>SERVICE TYPE # IV. GROUNDCOVER AND PERENNIAL BED SERVICES</b>	
1.	All groundcover and perennial beds will be cleared of debris as part of the spring clean-up operations. Ornamental grasses and perennial material left from fall will be removed at the plant crown and disposed of off-site. All Native flowers/plants landscape bed will be thinned appropriately by June 15th to keep all urban beds well manicured and not overgrown.
2.	Applicable groundcover will be trimmed as required throughout the growing season to keep a presentable appearance.
3.	Applicable perennials, such as daylilies and hosta, will be cut and removed at the plant crown as part of fall clean-up operations. Debris will be disposed of off-site.
4.	One (1) application of compost shall be applied annually.
5.	Weed Control will consist of once a monthly mechanical pulling and four spot (4) selective herbicide treatments.
<b>SERVICE TYPE # V. FIELD AND LEVEE MOWING</b>	
1.	All mowing operations will be in a neat and orderly manner. Equipment shall be moved onto and off of turf area so as to minimize track marks.
2.	All turf areas will be mowed evenly, as required, to an overall height of 2.5-3 inches. Public Works Supervisors will direct the frequency of this service on an as needed basis, but work will be performed prior to grass exceeding eight (8) inches in height.
3.	All maintenance equipment shall be kept in tune and adjusted at all times.
4.	All maintenance equipment will be operated in a manner that will prevent property damage or personal injury. The contractor will be responsible for damage caused by improper use of equipment.
5.	Grass clippings are to be mulched wherever possible. Additional or excessive clippings shall be removed off site only upon approval from the owner at a pre-approved cost.
6.	All mowing and hand trimming will be done to the water's edge. At the North Libertyville Estates Levee, the service area will extend on homeowners side to property lines and rivers side, to 10 feet from toe or the water's edge.
<b>SERVICE TYPE # VI. PRAIRE GRASS MOWING AND WEED CONTROL</b>	
1.	Prairie Grass Mowing, of converted prairie areas, will be a one (1) time service in the spring, cut with the mower blade height not exceeding 6"
2.	Weed Control will consist of (3) spot selective, herbicide treatments throughout prairie areas, for control of the following: <ul style="list-style-type: none"> <li>a. Cut Leaf Teasel</li> <li>b. Burdock</li> <li>c. Purple Loose Striffe</li> <li>d. Canadian Thistle</li> <li>e. Bull Thistle</li> </ul>

	<ul style="list-style-type: none"> <li>f. Reed Canary Grass</li> <li>g. Buckthorn</li> <li>h. Multi Flora Rose</li> <li>i. Phragmites</li> </ul>
3.	This Bid Price will include the total for Prairie Grass Mowing and Weed Control. Prairie Grass Mowing will be performed one (1) time per year as specified. Weed Control will be performed with three (3) spot selective, herbicide treatments as specified.
4.	An annual cutting down of the field that surrounds the Libertyville campus on the west and north sides.
<b>SERVICE TYPE # VII. BIOSWALE MOWING AND WEED CONTROL</b>	
1.	Bioswale Mowing will be a two (2) times service once in the spring (May) and once in the fall (November), cut with the mower blade height not exceeding 6"
2.	Weed Control will consist of once a month mechanical pulling and four spot (4) selective herbicide treatments, for control of the following: <ul style="list-style-type: none"> <li>a. Cut Leaf Teasel</li> <li>b. Burdock</li> <li>c. Purple Loose Striffe</li> <li>d. Canadian Thistle</li> <li>e. Bull Thistle</li> <li>f. Reed Canary Grass</li> <li>g. Buckthorn</li> <li>h. Multi Flora Rose</li> <li>i. Phragmites</li> </ul>
3.	This Bid Price will include the total for Prairie Grass Mowing and Weed Control. Prairie Grass Mowing will be performed one (1) time per year as specified. Weed Control will be performed with three (3) spot selective, herbicide treatments as specified.
<b>SERVICE TYPE # VIII. GREEN ROOF</b>	
1.	As part of the spring clean-up turn over soil in areas that have moss or other lichen growing and thin smaller plants to allow growing more room.
2.	Weed Control will consist of once a month hand pulling.
3.	Clean any trash found in the area.
<b>SERVICE TYPE # VIII. SEASONAL FLOWER PLANTERS</b>	
1.	Plant Summer Annual between June 1 <sup>st</sup> to June 15 <sup>th</sup> Canna, Alocasia, Pennisetum, Coleus, Begonia, Zinnia, Angelonia, Sunpatiens, Lantana, Ipomea and Verbena All Summer Annual shall be removed by October 15 <sup>th</sup>
2.	Plant Winter Green Mix before November 15 <sup>th</sup> ; Mixed greens, branches, Eucalyptus, artificial berries and Ting All Winter Green Mix shall be removed by April 1 <sup>st</sup>
3.	Weed Control will consist of once a month hand pulling.
<b>SERVICE TYPE #IX. SEASONAL FLOWER POTS</b>	
1.	Plant the following between June 1 <sup>st</sup> to June 15 <sup>th</sup> Canna, Alocasia, Pennisetum, Coleus, Begonia, Zinnia, Angelonia, Sunpatiens, Lantana, Ipomea and Verbena All seasonal flowers shall be removed before October 15 <sup>th</sup>
2.	Weed Control will consist of once a month hand pulling

**LAWNCARE & LANDSCAPE SERVICES****UNIT PRICE SERVICES****JUNE 2024****1.0 - TURF-DAMAGED AREAS**

Turf-damaged areas are areas located in the parkways at various locations throughout Lake County. A number of turf-damaged areas are restored in the spring and again in the fall. This repair is made to restore excavated areas, as a result of underground repairs made by the Department of Public Works.

Turf Repair will be bid as a Square Foot Unit Price, as listed on the Bid Sheet. Upon request, Contractor will submit a written quotation, based on the Unit Price bid. This repair will only be performed after receipt of written authorization from the requesting department. The scope of the Turf Repair shall include the following four (4) tasks.

1.	The work includes: disposal of unsuitable soil, addition of a minimum of 4" pulverized topsoil, installation of sod or seed and seed blanket, as directed by the owner.
2.	All material shall be installed according to ILCA standards. All pruning of plant material after installation will be according to ISA and ALCA standards.
3.	The work site shall be clean and left in an orderly manner at the end of each day of operation.
4.	The contractor shall be responsible for watering material thoroughly during installation. The owner shall be responsible for watering thereafter.

**2.0 - HARDWOOD MULCH COVER**

Bidders shall submit a Unit Price, per Square Foot, to provide and apply HARDWOOD MULCH COVER, in any new areas where there is no mulch, to a minimum depth of 3" under trees and shrubs, only as directed, and when authorized prior to the application.

**3.0 - OPEN MOWING**

Bidders shall submit a Unit Price, Per Square Foot, for Open-Mowing Only. This price will be used to determine the price to add additional locations, or to delete sections of existing service areas, covered with this Contract. Open-Mowing is defined as mowing an area of lawn that is without any Landscape Bedding Areas. This price includes the cost for mowing only. The Open-Mowing total will be combined with the Tight-Mowing total, if any exists, to determine the total price of a new location.

**4.0 - TIGHT MOWING**

Bidders shall submit a Unit Price, Per Square Foot, for Tight-Mowing. This price will be used to determine the price to add additional locations, or to delete sections of existing service areas, covered with this Contract. Tight-Mowing is defined as mowing an area of lawn that includes Landscape Bedding Areas in the space. This price includes the cost for mowing plus all detailing and trimming of the Landscape Bedding Areas, in the space. The Tight-Mowing total will be combined with the Open-Mowing total, if any exists, to determine the total price of a new location.

**5.0 - PRAIRE GRASS MOWING AND WEED CONTROL (SERVICE TYPE VI)**

Prairie Grass Mowing will be a one (1) time service in the spring, cut with the mower blade height not exceeding 6". This Unit Price Item will including cutting and Weed Control consisting of (3) spot selective, herbicide treatments throughout prairie areas, for control of the following:

- a. Cut Leaf Teasel
- b. Burdock
- c. Purple Loose Striffe
- d. Canadian Thistle
- e. Bull Thistle
- f. Reed Canary Grass
- g. Buckthorn
- h. Multi Flora Rose
- i. Phragmites

This Unit Price will be bid based on One-Half (1/2) Acre increments.

**6.0 - LABOR RATE FOR ADDITIONAL SERVICES**

Additional services performed, beyond the scope of this contract, will be bid as an Hourly Rate. These additional services may only be performed after receipt of written authorization.

**7.0 - PLANT MATERIAL**

Contractor shall submit 2 UNIT PRICES in the spaces provided on the Unit Price Bid Sheet. One price is to provide the specified plant. The second price shall include the price to

provide the specified plant including any materials used in installing each plant, and the labor to install each plant. These plants may be installed at any of the location sites specified herein, or at other Lake County site.

**8.0 - TREE REMOVAL and TREE TRIMMING**

Contractor shall submit a UNIT PRICE for Tree Removal Services.

The following unit prices will be used to calculate the price for Tree Removal Services. Tree Stump Removal is excluded from this unit price. A separate unit price item will cover the price for tree stump removal. The price bid for Tree Removal includes the contractor providing Traffic Control, if necessary. In most cases, these trees are located within a Lake County property, and Traffic Control is not needed. The total per tree is calculated by multiplying the tree diameter by the Per Inch Amount.

**TREE REMOVAL UNIT PRICES**

GROUP 1	Less Than 6" Diameter Tree is a price for the tree.
GROUP 2	6" - 15.9" Diameter Tree is a price per inch.
GROUP 3	16" - 29.9" Diameter Tree is a price per inch.
GROUP 4	Over 30" up to a maximum of 52" Diameter Tree is a price per inch.
GROUP 5	All Trees Over 52" Diameter Tree is a price for the tree.

**TREE TRIMMING UNIT PRICE, HOURLY RATE, PER WORKER**

GROUP 6	Normal Hourly Rate for Tree Trimming, per hour.
GROUP 7	Over-time Hourly Rate for Tree Trimming, per hour.

Contractors are asked to enter the typical total number of workers in each Tree Trimming Crew, on the Unit Price Bid Sheet.



Addendum Acknowledgement Bid #24264

The undersigned acknowledges receipt of the following addendum(s):

ADDENDUM #	SIGNATURE

*I have examined and carefully prepared the submittal documentation in detail before submitting my response to Lake County.*

Bid Number: 24264

Company Name: \_\_\_\_\_

Authorized Representative: \_\_\_\_\_  
*Signature*

Authorized Representative: \_\_\_\_\_  
*Print*

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

It is the vendor's responsibility to check for addendums, posted on the website at <http://lakecountypurchasingportal.com> prior to the submittal due date. No notification will be sent when addendums are posted unless there is an addendum within three business days of the submittal due date.

If the submittal has already been received by Lake County, vendors are required to acknowledge receipt of addendum via email to [purchasing@lakecountyil.gov](mailto:purchasing@lakecountyil.gov) prior to the due date.

Submittals that do not acknowledge addendums may be rejected.

(ATTACH ADDITIONAL PAGES AS NEEDED)

**Name and address of office from which this contract will be administered**

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Project Manager \_\_\_\_\_

# Years in Business \_\_\_\_\_ (Minimum 5 years)      Number of Employees \_\_\_\_\_

Annual Sales: \$ \_\_\_\_\_      Dunn & Bradstreet \_\_\_\_\_

List employees who will be dedicated to Lake County: (Attach additional pages as necessary)

Name	Position	# Years	Responsibility/Experience	Task

**REFERENCES**

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List below other organizations (users of similar size and structure to Lake County preferred) for which these or other similar services have been provided:

Agency Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Dates of Service \_\_\_\_\_  
Project Description \_\_\_\_\_

Agency Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Dates of Service \_\_\_\_\_  
Project Description \_\_\_\_\_

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Project Description \_\_\_\_\_

Agency Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Telephone Number \_\_\_\_\_  
Contact Person \_\_\_\_\_  
Dates of Service \_\_\_\_\_  
Project Description \_\_\_\_\_



Please include any value-added services your firm provides in your response:


The County of Lake has a responsibility to balance fiscal, environmental and social considerations into its operational decision-making process. The County's commitment to green and sustainable practices and good environmental stewardship was memorialized by the Lake County Board in the County's 2013 Strategic Plan where sustainability is listed as a value and a goal. This was further strengthened in September 2020 by adopting a Net Zero Emissions goal through Joint Resolution. Therefore, we shall promote environmentally preferable purchasing, whenever practical, by procuring goods or services that lessen the destructive effects on the environment and the health and well-being of all citizens.

Consideration of the practices adopted by our contracted firms is key to magnifying the impact of the County's sustainability measures. Proposers are requested to provide a Statement of Sustainability demonstrating the methods they have incorporated into their firms. Sustainability may be one of the scoring criteria included in the evaluation rubric for the award of this contract.

#### **INSTRUCTIONS**

Please provide a narrative outlining any policies or practices implemented by your firm to reduce your carbon footprint. Your response should include, but need not be limited to:

- A copy of your firm's sustainability policy, awards and accolades.
- Practices such as waste minimization, energy/water efficiency, methods instituted to reduce pollution, green products utilized, staff education, community involvement and volunteerism.
  - o Specifically include the percentage of your firm's energy that comes from renewable sources and percentage of your fleet that is non-emitting.
- Sustainable approaches your firm may have for this specific project.
- Cost variances to incorporate a more sustainable approach to this project and any calculated life cycle costs.



# VENDOR DISCLOSURE STATEMENT

Vendor Name:			
Address:			
Contact Person:		Contact Phone #:	
Bid/RFP/SOI/Contract/Renewal:	24264		

Vendors wishing to contract with Lake County for goods and services in an amount greater than \$30,000 shall submit this form in advance of award. This disclosure statement is not required for utility companies regulated by the Illinois Commerce Commission or local units of government. Vendors shall disclose:

- A familial relationship between a Lake County elected official, department director, deputy director and manager and owners, principals, executives, officers, account managers or other similar managerial positions of the vendor's company. Familial relationship is defined as a spouse (including civil partner), child, stepchild, parent, stepparent, grandparent, in-laws (including parent, grandparent, sibling, or child), relatives and non-relatives living in the same residence, and offspring born to any aforementioned person.
- All political campaign contributions made by the vendor or an owner, principal, executive, officer, account manager, or other similar managerial position of the vendor to any county board member, county board chair, or countywide elected official within the last five years.

If there is nothing to report in a section, please state none in the appropriate space.

### FAMILIAL RELATIONSHIPS

List names and departments/agencies of Lake County employees or public officials with whom owners, principals, or officers of the vendor's company have a familial relationship and the nature of the relationship. Attach additional pages as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Name and Department/Agency of Lake County Employee/Public Official	Familial Relationship

### CAMPAIGN CONTRIBUTIONS

List campaign contributions that have been made within the last five years that exceed \$150 annually. Attach additional pages as necessary. (Provide all names or state none in the space below. Do not leave blank.)

Recipient	Donor	Description (e.g., cash, type of item, in-kind service, etc.)	Amount/Value	Date Made

Continuing disclosure is required if information changes. This Vendor Disclosure Statement form is available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

The full text of the County's Ethics and Procurement policies and ordinances are available at [www.lakecountyil.gov](http://www.lakecountyil.gov).

I hereby acknowledge that the information above is accurate and complete, that I am an authorized signer on behalf of the vendor, that I have read and understand these disclosure requirements, and that I agree to update this information if there are any related changes by submitting a new Vendor Disclosure Statement.

Authorized Signature:		Title:	
Printed Name:		Date:	

Vendors must insert "x" in the following box indicating exception and provide a brief narrative for exception.



# VENDOR CERTIFICATION FORM

Bid/RFP/SOI Number:	24264		
Vendor Name:			
Address:			
Primary Contact Name:			
Primary Contact Email Address:			
Primary Contact Phone Number:			
Project Manager Name:			
Project Manager Email Address:			
Project Manager Phone Number:			
# Years in Business:		Number of Employees:	
Annual Sales:	\$	Dunn & Bradstreet #:	
<b>Vendor Certification Statement: Please identify all of the following that apply to the ownership of this firm. This information is collected for reporting purposes only and not vendor selection. Please include a copy of the certification. (Definitions are included on the second page of Vendor Certification Form).</b>			
	Contractor certifies as a Minority – Business Enterprise (MBE)		
	Contractor certifies as a Women Business Enterprise (WBE)		
	Contractor certifies as a Veteran-Owned (VBE) Business Enterprise		
	Contractor certifies as a Persons with Disabilities Owned Business Enterprise (PDBE)		
	Contractor certifies as a Service-Disabled Veteran-Owned (SDVBE) Business Enterprise		
	Contractor certifies as a Business Enterprise Program (BEP)		
	Contractor certifies as a Small Disadvantaged Businesses (SDB)		
	Contractor certifies as a Veteran-Owned Small Business (VOSB)		
	Local Business		
	None		
Other (Specify)			
Certification Number:			
Certified by (Agency):			

**I certify that this information is accurate to the best of my knowledge and that I am authorized to provide this information on behalf of my company.**

\_\_\_\_\_  
Signature, Title

\_\_\_\_\_  
Printed Name, Title

\_\_\_\_\_  
Date

# Vendor Certification Definitions

- **Minority-owned business (MBE)**

A business concern which is at least 51% owned by one or more minority persons, or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons; and the management and daily business operations of which are controlled by one or more of the minority individuals who own it.

- **Woman-owned business (WBE)**

A business which is at least 51% owned by one or more women, or, in the case of a corporation, at least 51% of the stock in which is owned by one or more women; and the management and daily business operations of which are controlled by one or more of the women who own it.

- **Veteran-owned Business Enterprise (VBE)**

A small business (i) that is at least 51 percent owned, controlled and managed by one or more Eligible Veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Eligible Veterans.

- Eligible Veteran means a person who (i) has been either a member of the armed forces of the United States or, while a citizen of the United States, was a member of the armed forces of allies of the United States in time of hostilities with a foreign country and (ii) has served under one or more of the following conditions: (a) the veteran served a total of at least 6 months; (b) the veteran served for the duration of hostilities regardless of the length of the engagement; (c) the veteran was discharged on the basis of hardship; or (d) the veteran was released from active duty because of a service connected disability and was discharged under honorable conditions.
- Armed forces of the United States means the United States Army, Navy, Air Force, Marine Corps, Coast Guard or service in active duty as defined under 38 U.S.C. Section 101. Service in the Merchant Marine that constitutes active duty under Section 401 of federal Public Act 95-202 shall also be considered service in the armed forces for purposes of this Division.

- **Persons with Disabilities Owned Business Enterprise (PDBE)**

A small business (i) that is at least 51 percent owned, controlled and managed by one or more Persons with a Disability; or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled, and managed by one or more Persons with a Disability.

- Disability or Disabled means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

- **Service-Disabled Veteran-owned Business Enterprise (SDVBE)**

A small business (i) that is at least 51 percent owned, controlled, and managed by one or more qualified service disabled veterans or in the case of a corporation, at least 51 percent or more of the stock of which is owned, controlled and managed by one or more Service Disabled Veterans.

- Service-Disabled Veteran means an Eligible Veteran who has been found to have 10 percent or more service-connected disability by the United States Department of Veterans Affairs or the United States Department of Defense.
- Service-connected disability means a disability incurred in the line of duty in the active military, naval or air service as described in 38 U.S.C. 101(16).

- **BEP – Business Enterprise Program**

Business Enterprise Program (BEP) BEP assists businesses owned by minorities, women and people with disabilities gain access to the State of Illinois procurement process. BEP certification with the State of Illinois can also open the door to opportunities with other public and private entities which are looking for diverse suppliers.

- **Small Disadvantaged Businesses (SDB)**

A Small Disadvantaged Business (SDB) is a small business owned and controlled by socially and economically disadvantaged individuals as defined by Federal Acquisition Regulation (FAR) 19.001

- **Veteran-Owned Small Business (VOSB)**

A Veteran-Owned Small Business (VOSB) is a small business that is at least 51 percent owned by one or more veterans; or, if a publicly owned business, at least 51 percent of the stock is owned by one or more veterans. Also, one or more veterans control management and daily business operations of the firm.

- **Local business**

Lake County launched a Buy Local. Build Local. Work Local initiative in 2013 to increase the outreach and procurement opportunities for businesses located within Lake County, including women-owned businesses and minority-owned business enterprises (L/W/MBE). The overarching objective is to maximize participation from these businesses in the County's procurement process, in accordance with applicable law.