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**E L M H U R S T P A R K D I S T R I C T**  
**B O A R D O F P A R K C O M M I S S I O N E R S**  
**M E M O R A N D U M**

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**DATE:** January 28, 2019

**TO:** Board of Park Commissioners

**FROM:** James W. Rogers, Executive Director  
Angela Ferrentino, Director of Facilities

**RE: OLD YORK ROAD TREE REMOVAL PROJECT**

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**ISSUE**

Bids were requested for tree removal at the 0S761 Old York Road site. This project addresses the Vision 2020 Strategic Theme of Meet community need for parks, open space, and outdoor amenities.

**DISCUSSION**

In 2017, the Board acquired 0S762 Old York Road for the future development of the District's first dog park. In 2018, Upland Design was hired to conduct a site feasibility study and community outreach and develop a site master plan, which the Board approved on July 23, 2018. The District will design, engineer, bid, and construct the dog park when funding is secured. However, as part of the 2019 Capital Plan, staff recommends removing the standing dead and scrub trees creating an unattractive site for neighbors; furthermore, the removal of the trees will prepare the site for the next steps of development as funds become available. This project consists of the removal and disposal of all standing and fallen dead trees 2.5" diameter and greater located on the 3.4 acre property at Old York Rd. Approximately 18 trees will be reserved and protected from damage during removal operations.

This project was let for bid on December 7, 2018, advertised in the Elmhurst Suburban Life, and posted on the District website. Staff sent ten letters of invite/bid packages to tree contractors in the Chicagoland area. Seven contractors attended the mandatory pre-bid meeting on site. Four sealed bids were received and publicly opened on January 10, 2019. A copy of the bid tally sheet is attached.

Dawsons Tree Service Inc., of Villa Park, IL submitted the lowest responsible base bid in the amount of \$17,780, which is under the budgeted amount of \$20,000 allocated for the project in the FY19 Capital Improvement Plan.

Positive reference checks for Dawsons were received from the Village of Villa Park and Addison Township. In addition, Dawsons Tree Service, Inc. has held the annual tree maintenance contract with the District since 2015, Director of Parks Payne has been pleased with their quality of work. A records search completed with the Illinois Department of Labor (IDOL) and Dun & Bradstreet, Inc. found no violations.

**RECOMMENDATION**

That the Board of Park Commissioners (1) accept the base bid of \$17,780 from Dawsons Tree Service, Inc., Villa Park, IL as the lowest responsible bidder; and (2) authorize the Executive Director to execute said contract.

Thank you.

Attachment: Bid Tally Sheet

**2019 Old York Road Tree Planting Project**

Bid Opening: January 10, 2019, 2:00 p.m.

No.	Contractor	Bid Bond	Add. 1	Add. 2	Base Bid
1	Alvarez	✓	✓	✓	\$ 42,241.44
2	Arborwork LLC		✓	✓	\$ 49,950.00
3	BP Construction	<del>BP</del> ✓	✓	✓	\$ 29,700.00
4	Dawsons Tree Service	✓	✓	✓	\$ 17,780.00
5					\$
6					\$
7					\$
8					\$
9					\$
10					\$
11					\$
12					\$

Witness: Angel M. Santos Date: 1-10-19

Treasurer: Baiba Stemberge Date: 1/10/19