



**Request for Bid for  
Contractual Mowing Services**

Streamwood Park District  
Administrative Building  
777 S Bartlett Rd  
Streamwood, Illinois 60107

# **TABLE OF CONTENTS**

**SECTION I.....page 3**  
**Advertisement for Bid**

**SECTION II..... page 4**  
**Instructions to Bidders**

Invitation to Bid, Requirements, Bid Opening, Sales Tax Exemption, Requirements of Bidder

**SECTION III.....pages 5 - 11**  
**General Conditions**

General, Award Selection, Prevailing Wage, Contract Terms, Insurance Requirements, Payment and Penalties, Equipment and Supplies, Safety, Walk-Through/Reports/Review, Uniforms, Litter and Trash Removal, Hours of Work, Inspection Tour of Park Locations

**SECTION IV.....pages 12 - 17**  
**Bid and Performance Specifications**

Scope and Project Locations, Performance Specifications, Mowing Times, Trash and Debris Pickup, Protection of Utilities, Protection of Resident Property, Mowing and Trimming Detail, Safety, Equipment, Supervision, Contractor Identification, Penalties, Concurrent Operations, Fee Assessment

**SECTION V.....pages 18-44**  
**Appendices**

Cover Letter, Bidder's Information, Contractual Mowing Agreement, Bid Tally Sheet, Bid Worksheet, Sexual Harassment Policy, Illinois Drug Free Workplace, Anti-Collusion Affidavit, Equal Employment Opportunity, Law Compliance, Project References, Proposed Mowing Schedule, Proposed Equipment, Proposed Staff, Account References, Company History Disclosure, Bidder Information, Mowing Maps, Park Map

# **I. ADVERTISEMENT FOR BID**

## **LEGAL NOTICE**

NOTICE is hereby given that the Streamwood Park District (the “District”) is accepting sealed bids for Contractual Mowing Services for various locations throughout the District. Instructions to Bidders, Specifications and other documents relevant to the scope and terms of the Bid may be obtained at the District, Administrative Building at 777 South Barlett Road, Streamwood, IL 60107, Monday through Friday from 7:00 a.m. until 3:30 p.m. To obtain electronic versions of the bid packet, please contact Eddie Segueda, Mowing Supervisor via e-mail at [Esegueda@spdcare.com](mailto:Esegueda@spdcare.com) for more information.

Bids must be received no later than 10:00 a.m. and will be opened and read aloud on Friday, March 20, 2026 at 10:00 a.m. at the Streamwood Park District, Administrative Building located at 777 South Barlett Rd, Streamwood, IL 60107.

No bids will be withdrawn without the written consent of the District. If a bid is withdrawn, the Bidder will not be permitted to submit another bid for the same project. Only bids in compliance with the provisions of the Bid Documents will be considered. Bids considered firm for a period of sixty (60) days. The District reserves the right to reject any or all bids or portions of bids/portions of work and to waive any technicalities in the bidding if it should be deemed in the public interest.

Bids shall not include federal excise tax or state tax. An exemption certificate will be furnished on request of the bidder.

If you have any questions contact Eddie Segueda, Mowing Supervisor at (630) 483-3110 or [esegueda@spdcare.com](mailto:esegueda@spdcare.com).

## II. INSTRUCTIONS TO BIDDERS

### **INVITATION TO BID**

Plans and specifications will be available beginning Wednesday, March 4, 2026 at 7:00 a.m. and are available for pick-up at the Administrative Building located at 777 S. Bartlett Road, Streamwood, IL 60107. There is no charge for copies of bidding documents. To obtain electronic versions of the bid packet, please contact Eddie Segueda, Mowing Supervisor via e-mail at [esegueda@spdcares.com](mailto:esegueda@spdcares.com) for more information.

Proposals are to be enclosed in a sealed envelope addressed to: **Streamwood Park District, 777 South Bartlett Road, Streamwood, IL 60107, Attention: Eddie Segueda** and marked on the outside "**SEALED BID: MOWING SERVICES BID 2026.**"

The Streamwood Park District Board of Commissioners reserves the right to waive any irregularities and to accept or reject any proposal.

**BID OPENING:** Friday, March 20, 2026 at 10:00 a.m. in the Administrative building located at 777 South Bartlett Road Streamwood, IL 60107 .

The Bid may be awarded at the Streamwood Park District Board Meeting on March 24, 2026 at 7:00 p.m. at 550 S Park Blvd, Streamwood, IL 60107.

### **Sales Tax Exemption**

The Streamwood Park District is a tax-exempt park district. Proof of tax-exempt status is available upon request. Taxes should not be included in the bid price.

### **Requirements of Bidder**

**THE FOLLOWING INFORMATION MUST BE ATTACHED TO THE PROPOSAL FORM. FAILURE TO COMPLETE THE FORMS FOUND IN THIS BID DOCUMENT WILL RESULT IN DISQUALIFICATION OF THE BIDDER.**

1. List five contracted mowing accounts your organization has in progress, giving the name of the project address, owner and telephone number.
2. List contracted mowing accounts your organization has done in the past five years which are comparable in scope, giving the name of the project, project description, project address, owner and telephone number.
3. List all names your company has done business under in the past ten years.
4. Include bid proposal form.
5. Include all supporting legal documentation.

\*Please return your signed Bid Form, Contractor's Certification of Eligibility, Affidavit of Experience, Sexual Harassment Provision, List of Suppliers, Account References (present and past), Company History Disclosure, and Bidder Information in a sealed envelope, showing the Project Name, Date and Time of Opening in the lower left-hand corner of the envelope. These forms must be filled out, signed, and returned in a sealed envelope, or your bid will not be considered. If you have any questions regarding this bid, please contact Eddie Segueda, Mowing Supervisor.

### **III. GENERAL CONDITIONS**

#### **General**

The Bidder shall become fully acquainted with the nature of the work, all sites at which work is to be accomplished and the conditions affecting the cost and performance of the work. The proposal shall include all costs associated with furnishing supervision, labor, materials, tools and equipment necessary to complete the mowing and line trimming at each site in an acceptable manner in strict accordance with these specifications.

Acreage listed is approximate. Contractor must verify actual turf acreage at each site and prepare their bids accordingly. Park boundaries on the Streamwood Park District Parks map are available within this bid package and on our website at [streamwoodparks.org](http://streamwoodparks.org).

The Bidder shall limit his use of the premises to the work indicated to allow for Owner occupancy and use by the public.

#### **Award Selection**

Bids will be awarded to the lowest responsible bidder complying with the Conditions and the Specifications presented herein. Although price is a major consideration in the award of bids, the Streamwood Park District does not award on price alone. The Streamwood Park District also considers the quality of the product, in the sole discretion of the Streamwood Park District, terms of delivery, serviceability, and any and all other factors as permitted by law.

No bids may be withdrawn after the official opening date. All bids submitted must be valid for a minimum of sixty (60) days after the date set for the bid opening. Bids are submitted to the Park District Board for approval at a regular scheduled meeting.

#### **Contract**

The Bidder to whom the Custodial Contract is awarded is required to enter into a contract, with the Streamwood Park District, substantially in the same form as the Sample Contract contained in these Bid Documents.

#### **Compliance with Law**

All labor and materials provided under this bid must comply with all federal, state, county and local laws, ordinances, rules and regulations and orders that in any manner affect the service contained herein. Additional certifications, attached as addenda, will be required in the event federal or state funds are used to fund this contract. Lack of knowledge on the part of the Bidder will in no way be cause for release of obligation. The Bidder shall, at its sole cost and obligation, be responsible for obtaining all permits required to perform its duties under the Contract. The Streamwood Park District deserves the right to reject any bid, cancel any contract and pursue any other legal remedies deemed necessary if the Park District becomes aware of a violation of any laws on the part of the Bidder.

### **Prevailing Wage Act**

The Illinois Prevailing Wage Act does not apply to work set forth hereunder and to the Contractor.

### **Fair Employment**

Bidder's signature on the Bid Form will be construed as acceptance of and willingness to comply with all provisions of the acts of the General Assembly of the State of Illinois relating to wages of laborers, preference to citizens of the United States and residents of the State of Illinois, and discrimination and intimidation of employees. Provisions of said acts are herein incorporated by reference and become a part of this Proposal and Specifications.

### **Equal Opportunity**

In connection with the performance of work under this contract, the Bidder agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, pregnancy, physical condition, developmental disability, sexual orientation, or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment of compensation, and selection for training, including apprenticeship. The Bidder further agrees to take affirmative action to ensure Equal Employment Opportunities. The Bidders agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the Equal Opportunity Clause.

### **Drug-Free Work Place Act**

At the time of contract, the Contractor will make certification required in the Contract and will comply with all provisions of the Drug-Free Workplace Act that are applicable to the Company. False certification or violation of the requirements of the Drug-Free Workplace Act may result in sanctions including but not limited to suspension of the Contract with the Streamwood Park District, termination of the Contract and debarment of contracting with the Streamwood Park District for at least one (1) year but not more than five (5) years.

### **Hazard Communication**

All on-site contractors shall be informed of chemical hazards to which their employees could possibly be exposed while working for the Streamwood Park District. Upon request, this information is made available to the contractors by the Parks Manager. It is the contractor's responsibility to train their own employees on Hazardous Communications. It is the responsibility of the contractor to inform the Streamwood Park District of any hazardous substances brought and stored on Park District property. The contractor must also provide a Safety Data Sheet for such chemicals.

### **Warranty/Guarantee**

The Bidder warrants to the Streamwood Park District that the labor and materials furnished under the Contract will be of good quality and new unless otherwise required or permitted under the Specifications, that the work and materials will be free from defects not inherent in the quality required or permitted, and that the work will conform to the requirements of the Specifications. Work and materials not conforming to the Specifications, including substitutions not properly approved and authorized, may be considered defective and will be rejected by the Streamwood Park District. This warranty excludes remedy for damage or defect caused by abuse, modifications, not executed by the Bidder, improper or insufficient maintenance, improper operation, or normal wear and tear and normal usage.

### **Non-Barred Bidding**

The Bidder must certify that it is not barred from bidding on this contract as a result of a conviction for the violation of state laws prohibiting bid rigging or bid rotating by executing the included certification.

***The Bidder, by signing the Bid Form, acknowledges, understands, and abides by all of the above "General Conditions."***

### **Term of the Contract**

Successful Bidder is required to enter into a contract for Contractual Mowing Services at the various locations specified within this contract. The term of this contract shall be for a period of one (1) year. The contract performance will be for the terms of April 1, 2026 through November 30, 2026. The District shall have the right to extend this contract for the 2027 and 2028 seasons, for the lump sum price submitted by the bidder at the bid opening.

### **Termination of the Contract**

The Streamwood Park District may terminate the contract upon breach by the Bidder, which remains uncured following thirty (30) days written notice to the Bidder, or without cause after sixty (60) days written notice to the Bidder.

### **Insurance Requirements**

Contractor shall obtain insurance of the types and in the amounts listed below.

#### **A. Commercial General and Umbrella Liability Insurance**

Contractor shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence.

CGL insurance shall be written on Insurance Services Office (ISO) occurrence form CG 00 01 10 93, or a substitute form providing equivalent coverage, and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

Streamwood Park District shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 10 01, 01 30 09 97, 20 37 10 01 or a substitute providing equivalent coverage, and under the commercial umbrella, if any. This insurance shall apply as primary insurance with respect to any other insurance or self-insurance afforded to Streamwood Park District.

#### **B. Business Auto and Umbrella Liability Insurance**

Contractor shall maintain business auto liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident. Such insurance shall cover liability arising out of any auto including owned, hired and non-owned autos.

Business auto insurance shall be written on Insurance Services Office (ISO) form CA 00 01, CA 00 05, CA 00 12, CA 00 20, or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage equivalent to that provided in the 1990 and later editions of CA 00 01.

#### **C. Workers Compensation Insurance**

Contractor shall maintain workers compensation as required by statute and employers liability insurance. The commercial umbrella and/or employers liability limits shall not be less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

If the Streamwood Park District has not been included as an insured under the CGL using ISO additional insured endorsement CG 20 10 under the Commercial General and Umbrella Liability Insurance required in this Contract, the Contractor waives all rights against the Streamwood Park District and its officers, officials, employees, volunteers and agents for recovery of damages arising out of or incident to the Contractor's work.

## **D. General Insurance Provisions**

### **1. Evidence of Insurance**

Prior to beginning work, Contractor shall furnish the Streamwood Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the Streamwood Park District prior to the cancellation or material change of any insurance referred to therein. Written notice to the Streamwood Park District shall be by certified mail, return receipt requested.

Failure of the Streamwood Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Streamwood Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Streamwood Park District shall have the right, but not the obligation, of prohibiting Contractor or any from beginning work until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Streamwood Park District.

Failure to maintain the required insurance may result in termination of this Contract at option of the Streamwood Park District.

Contractor shall provide certified copies of all insurance policies required above within ten (10) days of Streamwood Park District's written request for said copies.

### **2. Acceptability of Insurers**

For insurance companies which obtain a rating from A.M. Best, that rating should be no less than A VII using the most recent edition of the A.M. Best's Key Rating Guide. If the A.M. Best's rating is less than A VII or an A.M. Best's rating is not obtained, the Streamwood Park District has the right to reject insurance written by an insurer it deems unacceptable.

### **3. Cross-Liability Coverage**

If Contractor's liability policies do not contain the standard ISO separation of insured's provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

### **4. Deductibles and Self Insured Retentions**

Any deductibles or self insured retentions must be declared to the Streamwood Park District. At the option of the Streamwood Park District, the Contractor may be asked to eliminate such deductibles or self insured retentions as respects the Streamwood Park District, its officers, officials, employees, volunteers and agents or required to procure a bond guaranteeing payment of losses and other related costs including but not limited to investigations, claim administration and defense expenses.

### **5. Subcontractors**

Contractor shall not use subcontractors. On page 28, Article XIII, the Sample Custodial Agreement shows that this will be stated in the contract.

## **E. Indemnification**

To the fullest extent permitted by law, the Contractor shall indemnify and hold harmless the Streamwood Park District and its officers, officials, employees, volunteers and agents from and against all claims, damages, losses and expenses including but not limited to legal fees (attorney's and paralegals' fees and court costs), arising out of or resulting from the performance of the Contractor's work, provided that any such claim, damage, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from and (ii) is caused in whole or in part by any wrongful or negligent act or omission of the Contractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in this Paragraph. Contractor shall similarly protect, indemnify and hold and save harmless the Streamwood Park District, its officers, officials, employees, volunteers and agents against and from any and all claims, costs, causes, actions and expenses including but not limited to legal fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Contract.

Prior to beginning work, Contractor shall furnish the Streamwood Park District with a certificate(s) of insurance and applicable policy endorsement(s), executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth above.

All certificates shall provide for 30 days' written notice to the Streamwood Park District prior to the cancellation or material change of any insurance referred to therein. Written notice to the Streamwood Park District shall be by certified mail, return receipt requested.

Failure of the Streamwood Park District to demand such certificate, endorsement or other evidence of full compliance with these insurance requirements or failure of the Streamwood Park District to identify a deficiency from evidence that is provided shall not be construed as a waiver of Contractor's obligation to maintain such insurance.

Streamwood Park District shall have the right, but not the obligation, of prohibiting Contractor from beginning work until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by the Streamwood Park District.

Failure to maintain the required insurance may result in termination of this Contract at option of the Streamwood Park District.

Contractor shall provide certified copies of all insurance policies required above within 10 days of Streamwood Park District's written request for said copies.

### **Full Owner Occupancy**

The Owner will occupy the site during the entire period of the contract, Contractor shall cooperate fully with the Owner or his representative during operations to minimize conflicts and to facilitate Owner usage. Contractor shall perform the work so as not to interfere with the Owner's operations.

### **Payment and Penalties**

Payment will be made on a monthly basis for work performed. A penalty will be imposed for work not performed or not meeting the standards of the specifications in the contract documents. The Streamwood Park District shall deduct money from monthly payment.

The Streamwood Park District representative will inspect the premises to confirm all work herein specified is satisfactorily completed after each scheduled work time. **If any work completed does not meet the standards of the District's staff, or if the Bidder fails to perform tasks as stated in the contract documents, the Bidder will be billed for time spent properly completing the task at the rate of \$50 per hour with a \$50 minimum.** In the event that the Streamwood Park District representative finds it necessary to exercise the aforementioned back charge option, the Bidder will be provided the notice of the unsatisfactory work on a per occurrence basis.

### **Bidder's Representative**

**Bidder shall, at all times utilize competent employees, who are at least 18 years of age, to perform the specified work. Bidder shall provide a competent on-site Site Supervisor who possesses good command of the English language (speaking, reading and writing) at all times when the Bidder is providing work.** The name of each Site Supervisor and work crew members shall be provided to the Owner in writing, complete with phone number for Park District use in the event of emergency situations. The Site Supervisor shall be authorized to act on behalf of the Bidder and to supervise the work in a manner that will comply with all requirements of the plans and specifications by the Owner. At all times, Bidder will maintain such control over the activities of its employees to insure proper performance of the work.

### **Equipment and Supplies**

The Bidder is responsible for all staff, equipment, and supplies necessary to mow and line trim each specified location.

### **Safety**

The Bidder and its associated staff must provide and enforce proper safety methods while working on Streamwood Park District property, including, but not limited to, personal protective equipment (ear protection, eye protection, clothing suitable for their scope of work) as well ensure their equipment complies with local, state, and federal safety standards (rollover bars and safety chutes for mowers with chutes).

### **Walk-Through/Reports/Review**

Mandatory monthly meetings between the Bidder and Owner to assess site conditions and inspection of mowing and line trimming will take place to ensure quality standards are upheld.

### **Uniforms**

Employees shall wear uniforms with company identification patch at all times while working on the premises.

### **Litter and Trash Removal**

Streamwood Park District staff removes all litter and garbage from each park once per week at minimum. All mowing contractors must pick up litter at each site prior to mowing and line trimming. It is unacceptable for the contractor to mow and/or line trim over pieces of garbage or litter. Upon completion of mowing and line trimming at each site, the turf and hardscapes must be litter and garbage free. Trash receptacles are available at each site to dispose of any garbage or litter that is collected. Recycling bins are not provided in public parks. Any garbage, litter, or other refuse may be placed in the garbage receptacles onsite. For large items or high volumes of trash collection can be disposed of in District-provided dumpsters and can be accessed by contacting the Parks Manager.

### **Hours of Work**

Contractor must comply with the Village of Streamwood's noise ordinance available at [Streamwood.org](http://Streamwood.org). Contractor must receive written approval to mow and line trim outside of permissible working hours.

### **Inspection Tour of Park Locations**

Bidders should visit the sites and take such other steps as may be reasonably necessary to ascertain the nature and location of the work, and the general and local conditions, which can affect the work or the cost thereof. Failure to do so will not relieve Bidders from responsibility for estimating properly the difficulty or cost of successfully performing the work. In addition, the maps, acreage, and information provided in the bid specifications are estimates of boundaries, acres, etc. It is the sole responsibility of the bidders to make sure all information is accurate.

#### IV. BID AND PERFORMANCE SPECIFICATIONS

##### Scope and Project Locations

Bidder shall furnish all labor, equipment, and materials to meet to grass mowing and trimming needs of the District as outlined on the bid form. Bid items shall be delivered to the District in accordance with the following specifications. See project locations below; **please note acres are approximate and bidder is responsible for verifying the acres:**

PARK LOCATIONS			
No.	Park Name	Address	Turf Acres <sup>1</sup>
1	Anniversary Park	164 LaSalle Road	1.30
2	Autumn Chase Park	205 Merryoaks Road	2.24
3	Bartlett Park	5 Edgewood Drive	2.82
4	Berkley Park	315 Berkley Place	2.31
5	Brookstone Park <sup>9</sup>	48 Brookstone Drive	1.04
6	Buchanan Park	40 Buchanan Lane	0.63
7	Buckskin Park	132 Buckskin Lane	0.17
8	Butterfly Park	1010 Woodland Heights Blvd	1.42
9	Challenger 7 North Park	461 Wellington Drive	2.27
10	Challenger 7 South Park	500 E. Shagbark Lane	9.03
11	Columbia 7 Park	417 Wildflower Way	0.54
12	Countryside Park	15 W. Schaumburg Road	0.87
13	Creekside Park	501 Madison Drive	0.27
14	Forest Ridge Park	165 Black Hill Drive	0.37
15	Friendship USA Park	510 Newberry Drive	3.38
16	Glenbrook Park	124 W.Greenmeadows Blvd.	9.13
17	Grow Park	107 Grow Lane	0.50
18	Jaycee Park <sup>7</sup>	621 Deerfield Drive	0.54
19	Kiddie Corner Park	1560 McKool Avenue	0.51
20	Little Creek Park <sup>2</sup>	30 White Fence Trail	2.51
21	Marquette Woods Park	2 Cranberry Court	0.39
22	Meadows Park	1120 East Avenue	3.91
23	Moraine Woods Park	11 Moraine Drive	0.24
24	Oak Ridge Park	1011 Oak Ridge Drive	2.78
25	Park Place Family Recreation Center <sup>8</sup>	550 S. Park Blvd.	4.90
26	Ridge Park <sup>3</sup>	18 Ridge Circle	2.81
27	Southwicke Park	15 Southwicke Drive	1.37
28	Streamwood Park	Access between 11 and 13 Ash Court	1.14
29	Sullivan Park	112 Nettle Lane	0.62
30	Sunnydale Park	1011 Sunnydale Boulevard	0.67

31	Sunny Hill Park <sup>5</sup>	30 W. Irving Park Road	14.72
32	Surrey Woods Park <sup>6</sup>	599 Ascot Lane	2.93
33	Tree Nursery Park	610 S. Bartlett Road	2.00
34	Veteran's Park	415 Hillside Drive	5.34
35	Vine Park <sup>7</sup>	1007 Vine Street	2.26
36	Walnut Park	208 Walnut Drive	0.26
37	Waterton Park	2 Waterton Drive	0.08
38	Woodland Park	549 Ridge Circle	2.15
			90.42
<b>Year One (1) Totals</b>			
<b>Total Weekly Acres:</b>		<b>90.42</b>	

<b>NOTES:</b>
<sup>1</sup> <b>Turf Acres: Acres are approximate and bidder is responsible for verifying the acres.</b>
<sup>2</sup> <b>Little Creek: Bid to include area between the two existing white fences on the north and northeast side. Entrance in between the fences in located on the northside of the fence in the middle.</b>
<sup>3</sup> <b>Ridge Park: Wetland in center of park, noted on supplemental mowing map, must not be mowed.</b>
<sup>5</sup> <b>Sunny Hill Park: Zero grass clipping or debris are allowed inside the Splash Pad fencing. Turf inside the Splash Pad fencing must be line trim then push-mowed and clippings must be bagged and collected.</b>
<sup>6</sup> <b>Surrey Woods Park includes a turf space to the southeast of the park. See map in Appenices Section</b>
<sup>8</sup> <b>Park Place Family Recreation Center must be cut twice per week, on Mondays and Fridays or as agreed upon by Contractor and Role Supervisor</b>
<sup>9</sup> Brookstone Park includes the Whispering Pond Pathway

## PERFORMANCE SPECIFICATIONS

It is the intent of these specifications for the Contractor to provide a high level of service in grass mowing services. The following statements indicate the general standards and workmanship to be furnished under this Contract.

### PREPARATION

A mowing schedule will be negotiated with the Contractor upon awarding the contract. The Contractor must adhere to the schedule negotiated with the District. If there is **ANY** deviation from the schedule negotiated, the Contractor must notify the District via e-mail no later than 8:00 a.m. the morning the work is to be performed.

In addition, if the Contractor was unable to complete the daily schedule, as negotiated upon awarding the contract, the Contractor must e-mail the District no later than 8:00 p.m. the night the work was supposed to be completed. In addition, the Contractor must notify the District via e-mail not later than 8:00 a.m. the next morning indicating when the rest of the incomplete work is scheduled to be completed.

If the Contractor needs to make a permanent schedule change versus what was negotiated upon awarding the contract, the Contractor must receive approval, in writing, of the new proposed schedule.

It is the Contractor's responsibility to adhere to the schedule and to ensure that all scheduled mowing is completed. Allowances are made for adverse weather conditions but each site **must** be mowed and line trimmed once every seven days. Mowing and line trimming **must** be completed on the day it is started. The District reserves the right to notify the Contractor when mowing and line trimming is not necessary due to weather that has been too dry, wet, cold, or when special circumstances arise.

**If Contractor deviates from the agreed upon schedule (due to staffing, weather, equipment failure, etc.), the District must be notified in writing immediately. Accordingly, these deviations must be noted on the itemized invoice. Any deviations that do not match the itemized invoice will not be paid.**

**If no mowing is completed, no payment will be made.** If the Contractor performs part of the task and does not complete the task (i.e. does not line trim or weed the sign beds), no payment will be made until all of the work is complete. The Contractor is responsible for completing all tasks outlined in these documents every week. No exceptions will be made unless it is specifically in writing from the District. All changes must be reflected in the itemized invoice.

### MOWING TIMES

Work hours are limited to 7:00 a.m. to 6:00 p.m. Monday through Friday. All park sites are to be completed the same day, following the mowing specifications. Contractors may **NOT** mow on Saturday or Sunday without prior written approval from the District. The Village of Streamwood's ordinance will not allow mowing to begin before 7:00 a.m. on weekdays. Mowing operations can only be conducted on weekends with prior written permission from the Park District between 9:00 a.m. and 4:00 p.m. on Saturday and 10:00 a.m. and 4:00 p.m. on Sunday.

### TRASH AND DEBRIS PICK UP

Before mowing any site that Contractor will survey the entire area and pick up all glass, litter and debris including, but not limited to light branches and twigs. Excessive amount of trash and debris is the District's responsibility. If there is excessive trash and debris, the Contractor **must** contact the District immediately for clean-up, as it is unacceptable to mow litter or debris of any type that would detract from the cleanliness or safety of the site. If the Contractor mows over trash and debris, the Contractor must clean up the site again. Any heavier limbs downed by storms or other causes are the District's responsibility. The Contractor will notify the District immediately if any large limbs or other damage are found.

## **PROTECTION OF UTILITIES**

The Contractor shall protect all utilities from damage and shall immediately contact the appropriate utility if damage should occur and shall be responsible for all claims for damage resulting from Contractor's operations.

## **PROTECTION OF DISTRICT AND RESIDENT PROPERTY**

The Contractor shall protect all District and Resident property from damage and shall immediately contact the District if there is any District or Resident property damage and shall be responsible for all claims for damage resulting from the Contractor's operations.

## **MOWING**

Mowers shall be set to cut the grass at 3.0 inches. The District reserves the right to check equipment for compliance. Height may vary upon consultation with the Park Manager and/or Superintendent of Parks and Planning.

## **TRIMMING**

Once every seven (7) days around all buildings, structures, curbs, posts, bleachers, trees, shrubs, play equipment, signs, fences, plant material, and sidewalks or pathways, where mower cannot cut, shall be done with suitable mechanical equipment to keep the grass at the same height as the rest of turf surface. Trimming shall include removal of any weeds, grass, or "suckers" as needed, by hand or mechanical means, from around tree and shrub beds or rings. Trees and shrubs shall not be "barked" or damaged by the use of mowers, trimmers or other equipment.

## **LEAVES**

Leaves shall be mulched no less than once a week. Mulching shall begin as soon as leaves begin to fall and continue until the end of the contract. Mulching of leaves shall be subject to all requirements of Final Appearance.

## **FINAL APPEARANCE**

Mowing patterns shall be such that the clippings are evenly distributed, not windrowed into noticeable deposits. The first two (2) passes of side discharge mowers around all buildings, homes, fences, play equipment, tree rings, and shrub beds, must discharge clippings away from the buildings, homes, fences, play equipment, tree rings, and shrub beds. Grass clippings will not be allowed to accumulate on areas such as playgrounds, paths, sidewalks, basketball courts, roads, parking lots, etc. Removal of clippings should be done by a mechanical device to "blow" clippings back into grass away from any structures, sidewalks, play equipment, etc. without leaving piles of grass clippings.

## **PERFORMANCE**

The Contractor will not mow, walk or use any equipment on turf areas when frost or standing water is present. Mud tracks in wet areas are acceptable, if ruts are not left in the turf.

## **SAFETY**

The Contractor will use/operate all equipment in a safe manner. All guards and shields will be kept in place to ensure the safety of workers and the public. When mowing or trimming in the presence of Park Users, the Contractor's employees shall either mow an area of the site that will not affect the user's activities, or when possible, request the users to suspend their activity temporarily so that the workers may finish. The Contractor will always remove the keys from all equipment and vehicles while they are not in use and never leave equipment running while unattended.

If there are any safety concerns related to the District and/or District property, the Contractor must notify the District immediately. Examples include, but are not limited to: tree limbs down, unsafe paths, broken equipment, etc.

## **EQUIPMENT CONDITIONS**

All over-the-road vehicles or equipment shall be identified by the contractor's name for purpose of identification. All tools or equipment required to carry out the operations within the scope of this contract shall be provided by the contractor, and shall meet the standards of the Federal Occupational Safety and Health Act and State of Illinois safety codes as may be required by law. The District reserves the right to inspect the equipment that will be used prior to award of bid.

## **FUELING AND OILING**

Equipment will be fueled and or oiled on hard surface areas only. The Contractor will immediately clean up hazardous material spills. It is the Contractor's responsibility to repair turf areas damaged by improper fueling or oiling of equipment. Disposal of any fuel, oils and/or any hazardous chemicals is the responsibility of the Contractor and shall not be left on site.

## **PUBLIC CONTACT**

The Streamwood Park District gives priority of use to its park patrons. The Contractor's vehicles and personnel shall be marked as to be easily identifiable by the park patrons. The work force of the Contractor shall be courteous to park patrons at all times. The work of the Contractor shall not interfere with scheduled events in a park and shall not, within reason, interfere with patrons' enjoyment of a park area. Any conflict or potential conflict between the work force and park patron shall be reported to the Parks Manager immediately. Rescheduling of work because of patron use shall not be grounds for failure to comply with frequency of service specified herein.

If the Contractor or representatives are contacted in some manner by residents/users of the park, the employee(s) shall be instructed to politely inform the citizens to direct their comments and/or questions to the District's Administration office at 777 South Bartlett Road, Streamwood, IL 60107 or call (630) 483-3110.

## **SUPERVISION**

The Contractor shall provide a supervisor for all landscape mowing crews and will be on site when the buildings and parks are mowed. Failure to provide a qualified supervisor will be considered a default of the Contract unless the District is given prior notice.

## **VEHICLE AND EMPLOYEE IDENTIFICATION**

All mowing staff must wear their own company logo wear that will identify them as employees. In addition, there must be a company logo on either the truck or the trailer while mowing District property that will let residents know who is mowing their parks.

## **PROBLEMS/COMPLAINTS**

The Contractor shall meet with the Parks Manager and/or Superintendent of Parks and Planning once a month to discuss schedules problems, needs, and mutual areas of concern. A formalized system of communication between the Contractor and the District shall be determined by both parties once the bid has been awarded. The Contractor shall provide the District with emergency phone numbers for problems which shall be available 24 hours a day, seven days a week.

## **PENALTIES**

If the Contractor does not complete the tasks outlined in this document in a timely and sufficient manner the District reserves the right to hold back payment until the work is completed in a satisfactory manner. If the Contractor does not complete the task in a timely manner the District reserves the right to complete the task and the cost will be deducted from the monthly bill. If problems are persistent and/or cause a disruption in park operations, the District reserves the right to immediately cancel the Contract.

**The Contractor shall be responsible for any additional costs incurred by the District in performing the remainder of the Contract at the Contractor's rate, as stated in the bid documents. The cost incurred by the District will be deducted from the monthly invoice for non-compliance of contractual duties that are subsequently completed by District staff or other contractors. If there are no invoices to deduct the amount incurred by the District, the District will send the Contractor the invoice due for additional costs incurred.**

### **CONCURRENT OPERATIONS**

This contract is a non-exclusive contract with the District. The District reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be construed as being consistent with the terms of this contract and shall not be cause for the Contractor to cease performance of work as directed.

### **FEE ASSESSMENT**

Contractor fees should represent all of the cost of services scheduled; including, but not limited to: total labor, all equipment/materials for grass mowing services as outlined above, payroll and payroll taxes, all insurance and supervision. As noted above, the Contractor may only invoice the District if all of the work has been completed.

### **SPECIFICATION COMMENTS, QUESTIONS AND/OR CONCERNS**

Any questions concerning these specifications should be directed to:

Eddie Segueda, Mowing Supervisor  
Streamwood Park District  
777 South Bartlett Road  
Streamwood, IL 60107  
(630) 483-3110  
esegueda@spdcares.com

**V. APPENDICES**

**COVER LETTER**

Name of Contractor  
Address of Contractor  
City, State and Zip Code of Contractor  
Phone Number of Contractor  
E-mail of Contractor

Date

Streamwood Park District  
Attn Eddie Segueda  
777 South Bartlett Road  
Streamwood, IL 60107  
Ph: (630) 483-3110  
esegueda@spdcares.com

Dear Eddie:

Please find our attached Contractual Grass Mowing Services Bid for the mowing season of 2026, with the possible extension of 2027 and 2028 for the Streamwood Park District (District).

If the bid is awarded, we look forward to working with the District on developing a mowing schedule for the 2026 mowing season. The bid includes all costs of labor, material, equipment, allowance, fees, permits, guarantees, applicable taxes, insurance and contingencies, with overhead and profit necessary to produce a complete project, or to complete those portions of the work covered but the Specifications on which proposal is made including all trades, without further cost to the District (owner).

We reserve the right to withdraw this bid if the district does not accept it within sixty (60) days. Thank you for the opportunity to bid on this project.

Sincerely,

Name of Contractor (in addition to a signature above)  
Title of Contractor

**BIDDER INFORMATION**

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

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

City/State/ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Bidder's Printed Name: \_\_\_\_\_

Bidder's Title: \_\_\_\_\_

Bidder's Signature: \_\_\_\_\_

## CONTRACTUAL MOWING AGREEMENT (SIGNED UPON CONTRACT AWARD)

This Agreement made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by and between \_\_\_\_\_, hereinafter called the “CONTRACTOR” and the DISTRICT, hereinafter called the “OWNER”.

WITNESSED, that the CONTRACTOR and the OWNER for the consideration stated here-in agree as follows:

ARTICLE I – SCOPE OF WORK: The CONTRACTOR shall provide all of the materials and perform all of the work described in the specifications entitled: 2026 CONTRACT MOWING SERVICE and in strict accordance with the requirements of all of the component parts of this Agreement as noted under Article V, all of which are attached hereto and made a part hereof.

ARTICLE II – TIME OF COMPLETION: This work to be performed under this agreement shall be commenced in April 2026 and shall be completed in November 2026.

ARTICLE III – CONTRACT PRICE: The OWNER shall make payments to the CONTRACTOR for the completed performance of work included in this agreement in compliance with the prices as noted in the proposal dated and in accord with subsequent approved agreement change orders subject to all of the provisions of the component parts of this agreement.

ARTICLE IV – COMPLIANCE WITH LAW: The CONTRACTOR shall comply with all statutes, rules and regulations of all Federal, State and Local Agencies having jurisdiction over the proposed improvement at the time the proposal was submitted to the OWNER. Any and all costs associated in complying with said statutes, rules and regulations in effect at the time proposals were submitted and due shall be included within the costs of the proposal submitted.

ARTICLE VI – COMPLIANCE WITH ADA: In addition to the obligations set forth in Article IV, the contractor confirms that the materials and/or products listed in the proposal for bid do comply with the Americans with Disabilities Act, Title II, the ADA Accessibility Guidelines, the Illinois Accessibility Code, and all rules and regulations promulgated with reference thereto. In addition, if the contractor is obligated by this agreement to install the materials and/or products, the contractor shall install the materials and/or products in compliance with the Americans with Disabilities Act, Title II, ADA Accessibility Guidelines, the Illinois Accessibility Code, and all rules and regulations promulgated with reference thereto. All costs of compliance with said statutes, rules and regulations in effect at the time the contractor submitted its bid have been included in the contract price.

ARTICLE VII – COMPONENT PARTS OF THIS AGREEMENT: This agreement consists of the following component parts, all of which are as fully a part of this agreement as if herein set out verbatim, or if not attached, as if attached hereto:

- Bid Notice
- Instructions to Bidders
- Invitation to Bid
- Performance Specifications
- Prevailing Wage Statement
- Insurance Requirements
- Cover Letter
- Bid Information Form
- Contractual Mowing Agreement
- Bid Tally Sheet **containing all totals for the initial year and the two (2) optional renewal years**
- Bid Worksheet **containing all totals for the initial year and the two optional renewal years.**

- Sexual Harassment Form
- Illinois Drug Free Workplace Form
- Bid Rigging/Anti-Collusion Affidavit
- Equal Opportunity and General Policies Form
- General Law Compliance Form
- Project References Form
- Estimated Weekly Mowing Schedule
- Proposed Equipment
- Proposed Staff
- Company References
- Addenda (if any)

In the event that any provisions in any of the above component parts of the agreement conflict with any provision in any other component parts, the provision in the component part last enumerated above shall govern over any other component part which precedes it numerically, except as may otherwise specifically stated.

ARTICLE VIII – Contractor shall not assign in whole or part any work: The contractor shall not assign in whole or in part of this contract without the express written consent of the District. Contractor shall not subcontract any portion of the work.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in the original counterparts the day and year first above written.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in three (3) original counterparts the day, month and year first above written.

CONTRACTOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

OWNER: STREAMWOOD PARK DISTRICT

ADDRESS: 777 S. BARTLETT RD, STREAMWOOD, IL 60107

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**STREAMWOOD PARK DISTRICT  
REQUEST FOR BID  
Contractual Grass Mowing Services**



**BID TALLY SHEET**

**Bid Opening Date:** Friday, March 20, 2026

**Bid Opening Time:** 10:00 a.m.

**Bid Opening Location:** Administrative Building, 777 South Bartlett Road,  
Streamwood, IL 60107

**CONTRACTOR'S NAME:**

**TOTAL PRICE**

Year One (1): \_\_\_\_\_

Year Two (2): \_\_\_\_\_

Year Three (3): \_\_\_\_\_

Total Bid: \_\_\_\_\_

PARK LOCATIONS				2026 Amount		2027 Amount		2028 Amount	
No.	Park Name	Address	Turf Acres <sup>1</sup>	Bid Price Per Week	Total 2026 (34cuts)	Bid Price Per Week	Total 2026 (34 cuts)	Bid Price Per Week	Total 2026 (34 cuts)
1	Anniversary Park	164 LaSalle Road	1.30		\$0.00		\$0.00		\$0.00
2	Autumn Chase Park	205 Merryoaks Road	2.24		\$0.00		\$0.00		\$0.00
3	Bartlett Park	5 Edgewood Drive	2.82		\$0.00		\$0.00		\$0.00
4	Berkley Park	315 Berkley Place	2.31		\$0.00		\$0.00		\$0.00
5	Brookstone Park <sup>9</sup>	48 Brookstone Drive	1.04		\$0.00		\$0.00		\$0.00
6	Buchanan Park	40 Buchanan Lane	0.63		\$0.00		\$0.00		\$0.00
7	Buckskin Park	132 Buckskin Lane	0.17		\$0.00		\$0.00		\$0.00
8	Butterfly Park	1010 Woodland Heights Blvd	1.42		\$0.00		\$0.00		\$0.00
9	Challenger 7 North Park	461 Wellington Drive	2.27		\$0.00		\$0.00		\$0.00
10	Challenger 7 South Park	500 E. Shagbark Lane	9.03		\$0.00		\$0.00		\$0.00
11	Columbia 7 Park	417 Wildflower Way	0.54		\$0.00		\$0.00		\$0.00
12	Countryside Park	15 W. Schaumburg Road	0.87		\$0.00		\$0.00		\$0.00
13	Creekside Park	501 Madison Drive	0.27		\$0.00		\$0.00		\$0.00
14	Forest Ridge Park	165 Black Hill Drive	0.37		\$0.00		\$0.00		\$0.00
15	Friendship USA Park	510 Newberry Drive	3.38		\$0.00		\$0.00		\$0.00
16	Glenbrook Park	124 W.Greenmeadows Blvd.	9.13		\$0.00		\$0.00		\$0.00
17	Grow Park	107 Grow Lane	0.50		\$0.00		\$0.00		\$0.00
18	Jaycee Park <sup>7</sup>	621 Deerfield Drive	0.54		\$0.00		\$0.00		\$0.00
19	Kiddie Corner Park	1560 McKool Avenue	0.51		\$0.00		\$0.00		\$0.00
20	Little Creek Park <sup>2</sup>	30 White Fence Trail	2.51		\$0.00		\$0.00		\$0.00
21	Marquette Woods Park	2 Cranberry Court	0.39		\$0.00		\$0.00		\$0.00

22	Meadows Park	1120 East Avenue	3.91		\$0.00		\$0.00		\$0.00	
23	Moraine Woods Park	11 Moraine Drive	0.24		\$0.00		\$0.00		\$0.00	
24	Oak Ridge Park	1011 Oak Ridge Drive	2.78		\$0.00		\$0.00		\$0.00	
25	Park Place Family Recreation Center <sup>8</sup>	550 S. Park Blvd.	4.90		\$0.00		\$0.00		\$0.00	
26	Ridge Park <sup>3</sup>	18 Ridge Circle	2.81		\$0.00		\$0.00		\$0.00	
27	Southwicke Park	15 Southwicke Drive	1.37		\$0.00		\$0.00		\$0.00	
28	Streamwood Park	Access between 11 and 13 Ash Court	1.14		\$0.00		\$0.00		\$0.00	
29	Sullivan Park	112 Nettle Lane	0.62		\$0.00		\$0.00		\$0.00	
30	Sunnydale Park	1011 Sunnydale Boulevard	0.67		\$0.00		\$0.00		\$0.00	
31	Sunny Hill Park <sup>5</sup>	30 W. Irving Park Road	14.72		\$0.00		\$0.00		\$0.00	
32	Surrey Woods Park <sup>6</sup>	599 Ascot Lane	2.93		\$0.00		\$0.00		\$0.00	
33	Tree Nursery Park	610 S. Bartlett Road	2.00		\$0.00		\$0.00		\$0.00	
34	Veteran's Park	415 Hillside Drive	5.34		\$0.00		\$0.00		\$0.00	
35	Vine Park <sup>7</sup>	1007 Vine Street	2.26		\$0.00		\$0.00		\$0.00	
36	Walnut Park	208 Walnut Drive	0.26		\$0.00		\$0.00		\$0.00	
37	Waterton Park	2 Waterton Drive	0.08		\$0.00		\$0.00		\$0.00	
38	Woodland Park	549 Ridge Circle	2.15		\$0.00		\$0.00		\$0.00	
			90.42		\$0.00		\$0.00		\$0.00	
<b>Year One (1) Totals</b>						<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>
<b>Total Weekly Acres:</b>		<b>90.42</b>								

**SEXUAL HARASSMENT POLICY**

The undersigned, on behalf of the entity making this proposal or bid, certified that a written sexual harassment policy is in place, pursuant to Public Act 87-1257, effective July 1, 1993, 775 ILCS 5/2-105 A.

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

1. The illegality of sexual harassment;
2. The definition of sexual harassment, under State law;
3. A description of sexual harassment, utilizing examples;
4. The vendor’s internal complaint process including penalties;
5. The legal recourse, investigative and complaint process available through the Department of Human Rights and the Human Rights Commission;
6. Directions on how to contact the Department and Commission;
7. Protection against retaliation as provided by 6-101 of the Act.

**IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER AND AWARD MADE UNDER THE TERMS AND PROVISION OF THIS BID.**

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**ILLINOIS DRUG FREE WORK PLACE STATEMENT**

1. Notify employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited in the work place.
2. Specifying the actions that will be taken against employees for violating this provision.
3. Notifying the employees that, as a condition of their employment to do work under the contract with the District, the employee will:
  - a. Abide by the terms of the statement.
  - b. Notify the undersigned of any criminal drug stature conviction for a violation occurring in the work place not later than five (5) days after such a conviction.
4. Establishing a drug free awareness program to inform employees about:
  - a. The dangers of drug abuse in the work place.
  - b. The policy of maintaining a drug-free work place.
  - c. Any available drug counseling, rehabilitation or employee assistance program.
  - d. The penalties that may be imposed upon an employee for drug violations.
5. The undersigned shall provide a copy of the required statement to each employee engaged in the performance of the contract with the District, and shall post the statement in a prominent place in the work place.
6. The undersigned will notify the District within ten (10) days of receiving notice of an employee's conviction.
7. Make a good faith effort to maintain a drug free work place through the implementation of these policies.
8. The undersigned further affirms that within thirty (30) days after receiving notice of a conviction of a violation of the criminal drug statue occurring in the work place, he shall:
  - a. Take appropriate action against such employee up to and including termination; or
  - b. Require the employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposed by a federal, state, or local health, law enforcement, or other appropriate agency.

**IT IS EXPRESSLY UNDERSTOOD THAT THE FOREGOING STATEMENTS AND REPRESENTATIONS AND PROMISES ARE MADE AS A CONDITION TO THE RIGHT OF THE BIDDER TO RECEIVE PAYMENT UNDER ANY AWARD MADE UNDER THE TERMS AND PROVISIONS OF THIS BID.**

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**BID RIGGING/ANTI-COLLUSION AFFIDAVIT**

I, \_\_\_\_\_ (Individual), having been first duly sworn on oath, do depose and state that I presently reside at:

\_\_\_\_\_  
(Address/City/State/Zip),

and that I am the duly authorized principal, officer or agent of:

\_\_\_\_\_  
(Name of Contractor)

and do hereby certify to the District, its Board Members, officers and employees that neither I nor

\_\_\_\_\_  
(Name of Contractor)

are barred from bidding on the contract for which this bid is submitted, as a result of violation of either Section 33E-3 ("Bid-rigging") or Section 33E-4 ("Bid-rotating") of Article 33E of the Criminal Code of 1961 of the State of Illinois approved July 28, 1961, as amended.

State of Illinois  
County of \_\_\_\_\_.

Signed (or subscribed or attested) before me on \_\_\_\_\_ (date) by  
\_\_\_\_\_ (name of person).

(seal)

\_\_\_\_\_  
Signature of notary public

**EQUAL EMPLOYMENT OPPORTUNITY  
GENERAL POLICIES OF EMPLOYMENT**

The Contractor and all subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex or national origin. The Contractor also agrees that all of the Contractors employees are authorized to work in the United States.

The Contractor shall take affirmative action to ensure that all applicants are employed, and that employees are equally treated during employment, without regard to their race, religion, color, sex or national origin. Such action shall include, but not to be limited to the following:

1. Employment, upgrading, demotion and transfer.
2. Recruitment or recruitment advertising.
3. Layoff or termination.
4. Rates of pay or other forms of compensation.
5. Selection for training including apprenticeship.

The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of non-discrimination.

The Contractor and all subcontractors shall, in all solicitations or advertisements for employees placed by them or on their behalf; state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex or national origin.

Comply with all terms of the Equal Employment Opportunity Clause of the Illinois Fair Employment Practices Commission.

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

**GENERAL LAW COMPLIANCE**

All project construction Work shall comply with all State and Municipal Laws and Regulations, and with all Local Ordinances and Rules pertaining to this Work. Such Laws, Regulations, Ordinances and Rules shall be considered a part of these Specifications.

All successful Contractors must comply with the provisions of the Illinois Human Rights Act (Act) dealing with equal employment opportunities (Section 2-105,775 ILCS5/2-105) including equality of employment opportunity and the regulations of the Department of Human Rights of the State of Illinois and also must provide for the adoption and implementation of written Sexual Harassment Policies. The Contract with the successful Bidder will provide for this requirement. The Statutory provisions setting forth what such policies shall include as a minimum under the Act are on file with the District and available to the Contractor upon request.

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE: \_\_\_\_\_

## PROJECT REFERENCES

**Failure to complete will result in disqualification of Bid.** Please submit at least five (5) references for similar maintenance contracts completed within the past two (2) years.

**Reference One (1):**

Account Name: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

Email/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

**Reference Two (2):**

Account Name: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

Email/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

**Reference Three (3):**

Account Name: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

Email/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

**Reference Four (4):**

Account Name: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

Email/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

**Reference Five (5):**

Account Name: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_

Email/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion: \_\_\_\_\_

**PROPOSED MOWING SCHEDULE**

PARK LOCATIONS				2026 Schedule
No.	Park Name	Address	Turf Acres <sup>1</sup>	Monday - Friday 7AM-6PM
1	Anniversary Park	164 LaSalle Road	1.30	
2	Autumn Chase Park	205 Merryoaks Road	2.24	
3	Bartlett Park	5 Edgewood Drive	2.82	
4	Berkley Park	315 Berkley Place	2.31	
5	Brookstone Park <sup>9</sup>	48 Brookstone Drive	1.04	
6	Buchanan Park	40 Buchanan Lane	0.63	
7	Buckskin Park	132 Buckskin Lane	0.17	
8	Butterfly Park	1010 Woodland Heights Blvd	1.42	
9	Challenger 7 North Park	461 Wellington Drive	2.27	
10	Challenger 7 South Park	500 E. Shagbark Lane	9.03	
11	Columbia 7 Park	417 Wildflower Way	0.54	
12	Countryside Park	15 W. Schaumburg Road	0.87	
13	Creekside Park	501 Madison Drive	0.27	
14	Forest Ridge Park	165 Black Hill Drive	0.37	
15	Friendship USA Park	510 Newberry Drive	3.38	
16	Glenbrook Park	124 W.Greenmeadows Blvd.	9.13	
17	Grow Park	107 Grow Lane	0.50	
18	Jaycee Park <sup>7</sup>	621 Deerfield Drive	0.54	
19	Kiddie Corner Park	1560 McKool Avenue	0.51	
20	Little Creek Park <sup>2</sup>	30 White Fence Trail	2.51	
21	Marquette Woods Park	2 Cranberry Court	0.39	
22	Meadows Park	1120 East Avenue	3.91	
23	Moraine Woods Park	11 Moraine Drive	0.24	
24	Oak Ridge Park	1011 Oak Ridge Drive	2.78	
25	Park Place Family Recreation Center <sup>8</sup>	550 S. Park Blvd.	4.90	
26	Ridge Park <sup>3</sup>	18 Ridge Circle	2.81	
27	Southwicke Park	15 Southwicke Drive	1.37	
28	Streamwood Park	Access between 11 and 13 Ash Court	1.14	
29	Sullivan Park	112 Nettle Lane	0.62	
30	Sunnydale Park	1011 Sunnydale Boulevard	0.67	
31	Sunny Hill Park <sup>5</sup>	30 W. Irving Park Road	14.72	
32	Surrey Woods Park <sup>6</sup>	599 Ascot Lane	2.93	
33	Tree Nursery Park	610 S. Bartlett Road	2.00	
34	Veteran's Park	415 Hillside Drive	5.34	
35	Vine Park <sup>7</sup>	1007 Vine Street	2.26	
36	Walnut Park	208 Walnut Drive	0.26	

37	Waterton Park	2 Waterton Drive	0.08	
38	Woodland Park	549 Ridge Circle	2.15	
			90.42	
<b>Year One (1) Totals</b>				
<b>Total Weekly Acres:</b>		<b>90.42</b>		



## PROPOSED STAFF

Bidders should provide the names of suitably qualified personnel to meet the specific requirements stated in this bid. Bidders should provide the name of at least one (1) crew leader. The Proposed Staff Form is not required; however, will be taken into consideration when choosing the lowest responsible bidder.

#	Name	Title	Years of Experience
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			

## Account References (present)

(Failure to complete will result in disqualification of Bid)

Please submit five (5) mowing accounts your organization has in progress giving name/address, owner and telephone number.

1. Project Name/Address:

\_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_

2. Project Name/Address:

\_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_

3. Project Name/Address:

\_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_

4. Project Name/Address:

\_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_

5. Project Name/Address:

\_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_

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

**Bidder's Signature:** \_\_\_\_\_

## Account References (past)

(Failure to complete will result in disqualification of Bid)

Please submit at least five (5) mowing accounts your organization has done in the past five (5) years that are comparable in scope.

1. Project Name: \_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion \_\_\_\_\_

2. Project Name: \_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion \_\_\_\_\_

3. Project Name: \_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion \_\_\_\_\_

4. Project Name: \_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion \_\_\_\_\_

5. Project Name: \_\_\_\_\_

Contact Person/Title/ Phone: \_\_\_\_\_

Project Cost: \_\_\_\_\_ Date of Completion \_\_\_\_\_

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

**Bidder's Signature:** \_\_\_\_\_

# Company History Disclosure

(Failure to complete will result in disqualification of Bid)

Please list all of the names, if any, that your organization has done business under in the past ten (10) years.

1. Business Name:  
Years: \_\_\_\_\_ Reason for change: \_\_\_\_\_
  
2. Business Name:  
Years: \_\_\_\_\_ Reason for change: \_\_\_\_\_
  
3. Business Name:  
Years: \_\_\_\_\_ Reason for change: \_\_\_\_\_
  
4. Business Name:  
Years: \_\_\_\_\_ Reason for change: \_\_\_\_\_
  
5. Business Name:  
Years: \_\_\_\_\_ Reason for change: \_\_\_\_\_

( ) The undersigned company has not performed business under another name in the past ten (10) years. \_\_\_\_\_

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

**Bidder's Signature:** \_\_\_\_\_

# Bidder Information

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

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

City/State/ Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Bidder's Signature: \_\_\_\_\_  
Title

Bidder's Name: \_\_\_\_\_  
(Printed)



**West side of the creek/waterway only. School District U-46 mows the east side.**



Include between the white fences to the west toward Rosewood Drive.

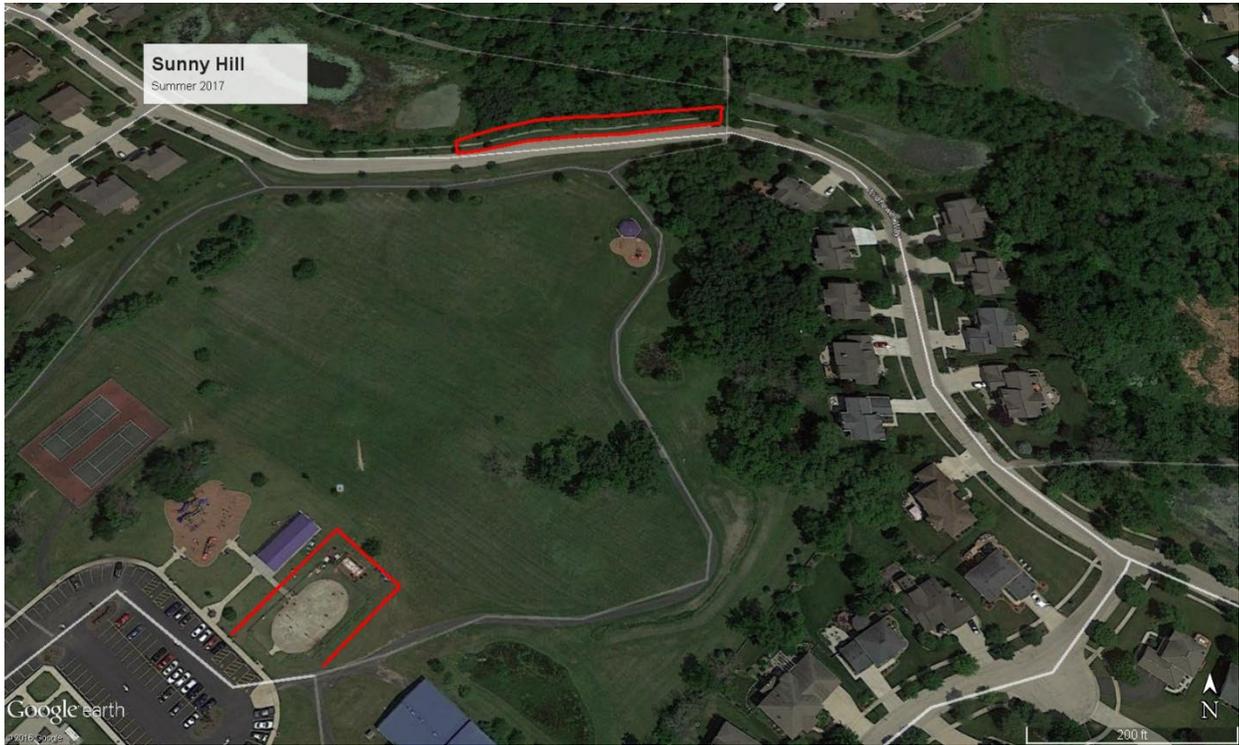


Area in blue is the no-mow natural area.

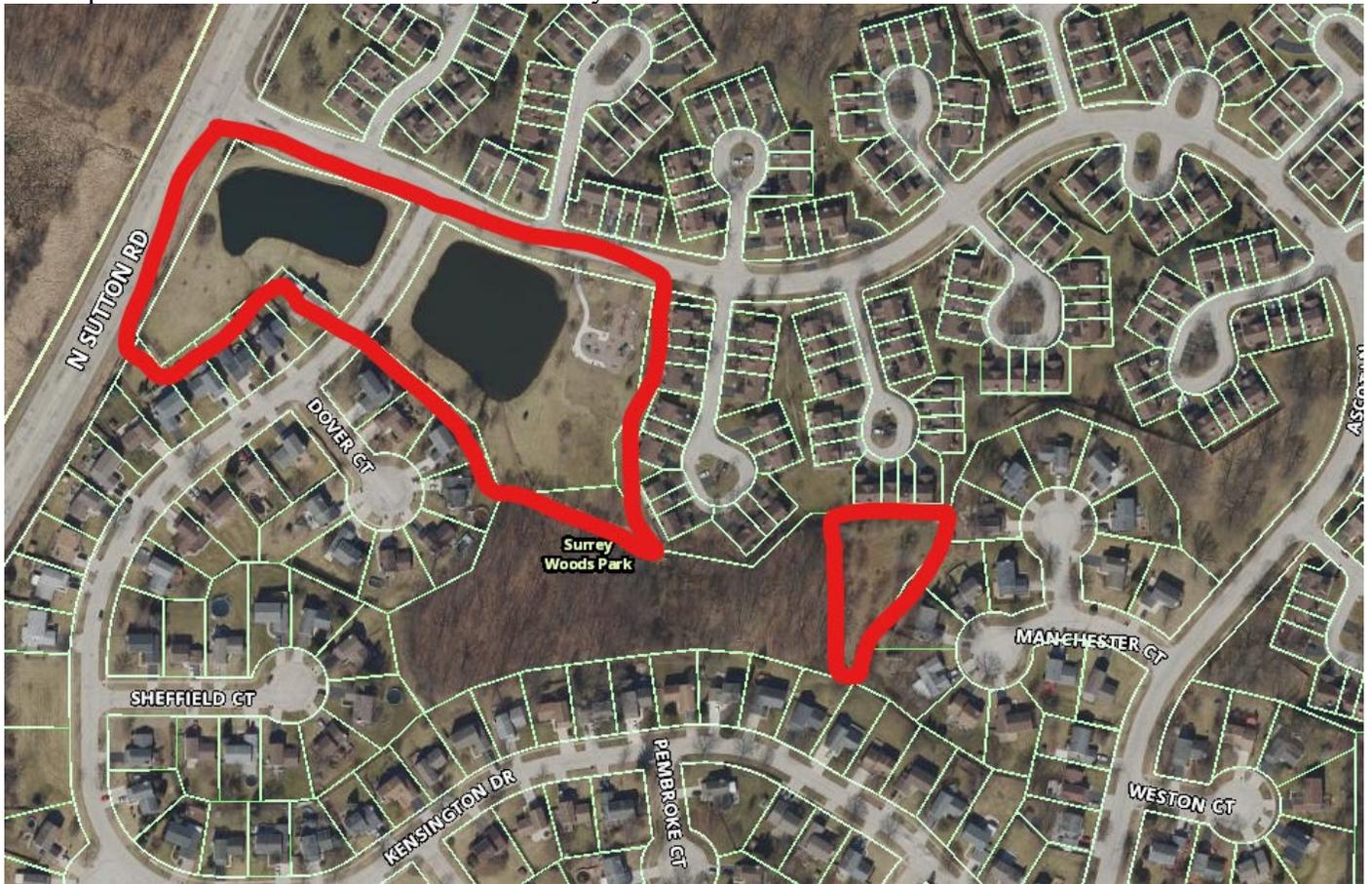




Area in yellow above is the splash pad. Do not leave ANY clippings inside the splash pad fence. Must be line trim first then mowed in the morning before 9am. Also included is the strip to the north of the park, outlined in red below.



Surrey Woods Park: We own the park space, including the areas around both ponds. We also own a lot of the forested area to the east/southeast of the park. The area highlighted in red to the west of Manchester Court in the map below must also be mowed on a weekly basis.





Brookstone Park includes the Whispering Pond Pathway in its acreage.