



**CHICAGO HEIGHTS
PARK DISTRICT**

1400 Chicago Road, Chicago Heights, IL 60411

Office: (708) 755-1351 Fax: (708) 755-0940

Member: Illinois Association of Park District

Jessica Mangiaracina, Park Board President

Illinois Park & Recreation Association

Dr. Shari Demitrowicz, Superintendent

Notice of Request for Proposal

UNIT PRICED TREE REMOVAL, STUMP REMOVAL (STUMP GRINDING), AND TREE PRUNING

Chicago Heights Park District

Chicago Heights, Illinois

The Chicago Heights Park District will receive sealed Proposals prior to 11:00 a.m. on October 29th, 2025, at Chicago Heights Recreation Center 1400 Chicago Rd, Chicago Heights IL, 60411. Proposals will be publicly opened at 11:01 a.m. October 29th, 2025, at the Chicago Heights Recreation Center located at 1400 Chicago Rd, Chicago Heights, IL, 60411.

Any Proposals received after this time and date will be returned to the Proposer unopened.

Proposal documents and specifications will be made available free of charge beginning on October 17, 2025, at 1400 Chicago Rd, Chicago Heights, IL, 60411. All Proposers requesting documents and specifications shall request to be registered on the Proposer's List.

All Proposals shall be received in a sealed envelope, plainly marked with:

- the title of the Proposal
- the Proposer's full legal name
- the Proposer's address
- the Proposer's contact information including phone number and email.



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An Equal Opportunity Employer



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SCOPE OF WORK: The Chicago Heights Park District is requesting proposals from qualified contractors to provide tree removal, stump removal (stump grinding), and tree pruning services in selected locations on Chicago Heights Park District property, located throughout the City of Chicago Heights. The estimated number of trees and stumps to be removed is 240 and the number of trees to be pruned is 500. This work shall take place between November 1, 2025, and April 1, 2026. The Owner reserves the right to expand or reduce the Scope of Work.

All bids must contain the following:

- The bidder must provide proof of a bid bond in the amount equal to five percent (5%) of the total project cost.
- The bidder shall also submit a sworn notarized statement that they will comply with the Illinois Prevailing Wage Act and pay all laborers, workers, and mechanics employed on the project no less than the prevailing wage in the subject area. (820 ILCS 130/2, et seq.)
- The bidder shall submit a detailed bid proposal outlining the approach, timeline, materials, and costs.

All questions or requests for additional information shall be received in writing and shall be directed to Shari Demitrowicz, sdemitrowicz@chparkdistrict.net.

The Form of Contract the Owner will expect the successful Proposer to execute is included in the Proposal specifications. The Owner will not accept any Proposer's Form Agreement, and by submitting a Proposal, the Proposer acknowledges the Owner expressly rejects the Proposer's Form Agreement, and the Owner's contract expressly supersedes any other purchase order, contract, agreement, or invoice.

Sincerely,

Dr. Shari Demitrowicz

Superintendent

sdemitrowicz@chparkdistrict.net



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