
**INVITATION FOR BID
CHICAGO RIDGE PARK DISTRICT**

1. INVITATION

The Chicago Ridge Park District (hereinafter referred to as “Park District”) invites sealed bids from qualified contractors for lawn and landscaping maintenance at Park District-owned park facilities.

2. PROJECT LOCATION

The Project Location consists of the following parks and facilities owned and operated by the Park District, hereinafter collectively referred to as “Parks”:

- Freedom Park 6200-6288 Birmingham Street (8 acres)
- Commissioners Park 10700 Menard Avenue (5 acres)
- Jenkins Memorial Park 10700 Oak Avenue (2 1/2 acres)
- Tower Park 6504 Ridge Drive (1 acre)
- Guardian Park 6621 104th Street (1 acre)
- O’Connell Park 7118 99th Street (1/2 acre)
- Frontier Park 9807 Sayre Avenue (1 acre)
- Ball Fore 6701 W. 107th Street (1/4 acre)

3. SCOPE OF WORK

The Contractor shall furnish all labor, materials, equipment, supervision, and incidentals necessary to complete mowing, trimming, and edging and related site work at the Park District’s Parks in accordance with the following Plans and Specifications:

A. WEEKLY MAINTENANCE

1. Weekly lawn mowing, trimming and edging.
2. Mowing will be done to maintain a blade height of 2”-3”. All lawns shall be mowed as weather conditions dictate.
3. Trimming around lights, signs, trees, fence lines and structures will occur with each mowing visit. This shall be performed so that no damage to the above-mentioned objects as well as turf areas is done.
4. Trimming edges of all curbs, walkways and pavements will be performed on a weekly basis to maintain a neat and clean appearance.

B. MAINTENANCE & CLEAN-UP

1. Trash and other debris will be picked up before the area is mowed.
2. All grass clippings will be blown off curbs, sidewalks and parking lots after each

mowing visit.

3. Grass clippings will not be bagged. All clippings will be mulched or dispersed evenly on lawn area.

4. Any leaves or branches will be removed during each mowing visit.

C. SERVICE LOGISTICS & REQUIREMENTS

1. Mowing will occur weekly on Mondays, weather permitting.

2. In case of inclement weather, mowing will be rescheduled to next available day.

3. Any week that mowing services are not provided will not be billed.

4. Mowing services will begin May 4th, 2026 and end September 30, 2026. The Park District reserves the right to extend services to October 31, 2026, if necessary.

5. Mowing can begin as early as 7:00 a.m.

5. Contractor shall comply with all applicable Village of Chicago Ridge Codes and Ordinances and Park District Standards.

6. Contractor shall perform all work in accordance with the Illinois Prevailing Wage Act.

The Park District reserves the right to adjust quantities, locations, and sequencing of work within Park District-owned property and to adjust work locations within Park District-owned property.

4. BID PREPARATION & SUBMISSION

Submitted bids shall be signed by an authorized representative of the Contractor. Bids shall be made in accordance with common, professional practice, and the Park District will not provide forms. The signatures must be executed by a duly authorized officer of the bidder's organization, and the name of the officer and title printed below. If any base bid, alternative bid, or unit price is omitted, the Park District reserves the right to reject the entire bid. No bids containing conditional or qualifying statements will be accepted.

A. BID SUBMISSION REQUIREMENTS

Bids shall include lump-sum pricing for major work components, unit pricing where applicable, a proposed project schedule, proof of required insurance, confirmation of prevailing wage compliance, and references for similar public-sector projects.

Bidders are encouraged to schedule a walk-through with Paul Rupert, Park District Maintenance Supervisor, (708) 932-4042 or paulru@chicagoridgeparks.com prior to submitting sealed bids.

B. SEALED BID PROCESS

Maintenance Supervisor Paul Rupert shall serve as the designated custodian of the Bids. Bids may be submitted via either e-mail or via hand delivery.

If a Bid is submitted via e-mail, then it must be submitted to paulru@chicagoridgeparks.com. The Bid must be functionally sealed, either via password protection, encryption, or a secure procurement platform that locks access until opening. Any bids submitted via e-mail that fail to adhere to these requirements shall not be considered.

If a Bid is submitted via hand delivery, then it must be delivered to the Frontier Fieldhouse, 9807 Sayre Avenue, Chicago Ridge, Illinois 60415, care of Supervisor Rupert.

The Park District agrees to preserve confidentiality and equal treatment to all parties until the public bid opening.

C. PROJECTED TIMELINE

Deadline to Submit Sealed Bid:	April 21, 2026
Public Opening of Sealed Bids:	April 22, 2026
Expected Project Completion Date:	September 30, 2026
Potential Extension of Completion Date:	October 31, 2026

Bids will be opened at Freedom Activity Center, 6252 Birmingham Street, Chicago Ridge, Illinois 60415 on April 22, 2026 at 1:00 p.m.

D. MODIFICATION & WITHDRAWAL

Oral bids or modifications to bids will not be accepted. No bid may be withdrawn prior to the opening of the bids, unless a written request for such withdrawal showing good cause for said withdrawal is first delivered to the Park District office prior to commencement of the opening of bids. No bidder may withdraw a bid after the opening of bids.

E. EXAMINATION OF CONTRACT DOCUMENTS & SITE

1. Contract documents shall be available for PDF download from the Park District.
2. Bidders shall carefully examine the contract documents and inspect the project site to obtain knowledge of existing conditions. The bidder shall, before submitting their bid, carefully examine the contract documents which include the Advertisement for Bids, Instruction to Bidders, Bid Form, Plans, Details, Specifications, and all authorized addenda, if any. Bidder shall inspect the site of the proposed work and become familiar with all the local conditions affecting the contract and detailed requirements of construction. If their bid is accepted, they will be responsible for all errors in the proposal resulting from their failure or neglect to comply with these instructions. The Park District will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.
3. Each bidder, by submitting a bid, represents that they have examined the contract documents and inspected the site, that they understand the

provisions of the contract documents, and that they have familiarized themselves with the local conditions under which the work is to be performed. Bidders will not be given extra payment or contract time for conditions which could have been previously determined.

4. The contract documents are intended to include all job items necessary to properly complete the work. If through inadvertence or otherwise, the contract documents omit to require any work necessary for such completion, the contractor shall, nevertheless, be required to perform such work. This work shall be considered incidental to the contract. Plans and specifications are intended to be consistent with one another and with other portions of the contract documents. Work or materials called for by the plans, details and not mentioned in the specifications, special provisions or vice-versa, shall be performed in as faithful and thorough a manner as though fully covered by both.

F. PRE-BID QUESTIONS

Questions pertaining to the bid documents and the project shall be submitted to the Park District no later than **5:00 PM April 13, 2026**. Please submit all questions to Park District Supervisor Paul Rupert via email paulru@chicagoridgeparks.com.

G. ADDENDA AND/OR DISCREPANCIES

1. Should a bidder find, during the examination of the contract documents or after their visit to the site, any discrepancies, omissions, ambiguities, or conflicts in or among the contract documents, or should the bidder be in doubt as to their meaning, the bidder shall at once bring the questions to the attention of the Park District for answer and interpretation.
2. The Park District will review submitted questions and, where information sought is incorrectly shown or not clearly shown on the contract documents, plans, specifications, or for any other reason, may issue at the Park District's sole discretion, an addendum to all bidders in which the interpretation will be made. All addenda to bidders are to be incorporated in the bids and will become a part of the contract documents.
3. No oral interpretation by the Park District will be binding; only instructions in writing will be deemed valid.

H. QUALIFICATIONS OF BIDDERS

1. The bidder will be required to furnish satisfactory references from three different agencies or companies for work of this magnitude for the past five years prior to the award of the contract. The references must acknowledge that the work was done correctly according to the plans, details and specifications, the project completed on time, and all warranty work was completed in a satisfactory and timely manner. The references provided

must acknowledge that the bidder had enough experience, equipment and manpower on a daily basis to perform the work and the agency/company is willing to use this contractor on future projects

2. The Park District may take further investigation as it deems necessary to determine that the bidder has the qualifications to perform the work and is the lowest responsible bidder and may rely upon all available public information about the bidder.
3. General contractors or their subcontractors that bid all other phases of this project shall also meet the requirements referenced above.
4. The Park District reserves the right to require of any bidder such information as stated above and necessary to verify the bidder's qualifications as the lowest responsible bidder and financial status, and to withhold formal signing of the contract until such information is received.
5. The lowest bidder will be determined on the basis of the base bid, or the base bid and any combination of alternates the Owner desires to accept, all in the exercise of its discretion.

I. TAX EXEMPT

1. The Park District is not subject to Sales Tax, Federal Excise Tax, or Illinois Retailers Occupational Tax.

J. INSURANCE AND INDEMNITY

1. Contractor shall procure and maintain for the duration of this project, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the Contractor's operation and use of the premises. The cost of such insurance shall be borne by the Contractor. Minimum Scope of Insurance. Coverage shall be at least as broad as:
 - i. Broad Form Comprehensive General Liability, or the most recent revision.
 - ii. Worker's Compensation insurance as required by statute and Employers Liability insurance.
2. Minimum Limits of Insurance - Provider shall maintain limits no less than:
 - i. General Liability: \$2,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this location or the general aggregate limit shall be twice the required occurrence limit.
 - ii. b. Workers' Compensation and Employers Liability: Workers' Compensation limits as required by statute and Employers Liability limits of \$1,000,000 per accident and \$1,000,000 per disease.
3. Deductibles and Self-Insured Retentions

- i. Any deductible or self-insured retentions must be declared to, and approved by, the Park District. At the option of the Park District, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the Park District, its officers, elected and appointed officials, employees, volunteers, and agents; or the contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.
4. Other Insurance Provisions - The policies are to contain, or be endorsed to contain, the following provisions:
 - i. General Liability: The Park District, its officers, elected and appointed officials, employees, volunteers and agents are to be covered as additional insureds as respects: liability arising out of premises owned, occupied, or used by the contractor and/or arising out of activities performed on or on behalf of the contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Park District, its officers, elected and appointed officials, employees, volunteers, or agents.
 - ii. The contractor's insurance coverage shall be primary insurance as respects the Park District, its officers, elected and appointed officials, employees, volunteers, and agents. Any insurance or self-insurance maintained by the Park District, its officer, elected and appointed officials, employees, volunteers, or agents shall be excess of the Contractor's insurance and shall not contribute with it.
 - iii. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Park District, its officers, elected and appointed officials, employees, volunteers, or agents.
 - iv. Coverage shall state that the contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Worker's Compensation and Employers Liability Coverage:
 - i. The insurer shall agree to waive all rights of subrogation against the Park District, its officers, elected and appointed officials, employees, volunteers, and agents for losses arising from the use of the premises.
6. All Coverages:
 - i. Each insurance policy required by this clause shall not be suspended, voided, canceled, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt required, has been given to the Park District.
7. Acceptability of Insurers: Insurance is to be placed with insurers licensed to do business in Illinois.
8. Verification of Coverage:
 - i. Contractor shall furnish the Park District with certificates of insurance and with original endorsements if applicable effecting coverage required by this clause. The certificates and endorsements

for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

- ii. All certificates and endorsements are to be received and approved by the Park District before the premises are occupied. The Park District reserves the right to require complete certified copies of all required policies, at any time.

9. **Indemnification**: Contractor shall, to the fullest extent permitted by law, waive any and all rights of contribution against the Park District and shall indemnify the Park District and its officers, elected and appointed officials, employees, volunteers and agents from and against all claims, damages, losses and expenses, including, but not limited to, legal fees (attorney's and paralegal's fees, expert 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 is attributable to bodily injury, sickness, disease or death, or injury to or destruction of property, other than the work itself, including the loss of use resulting therefrom, or is attributable to misuse or improper use of trademark or copyright protected material or otherwise protected intellectual property, to the extent it is caused by any wrongful or negligent act or omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. Such obligation shall not be construed to negate, abridge or otherwise reduce any other right to indemnity that the Park District would otherwise have. The Contractor shall similarly protect and indemnify the Park District, its officers, elected and appointed 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 provisions of the Contract. The indemnification obligations under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation or Disability Benefit Acts or Employee Benefit Acts. The rights and obligations of this provision shall survive the voluntary or involuntary termination of this Contract.

5. PREVAILING WAGE REQUIREMENTS

The Contractor shall comply with the Illinois Prevailing Wage Act and shall pay, and require every Subcontractor to pay, the prevailing rates of wages as established by the Illinois Department of Labor for each craft or type of work needed to execute the contract in accordance with 820 ILCS 130/.01 et seq. Contractor shall prominently post the current schedule of prevailing wages at the Contract site and shall notify immediately in writing all of its Subcontractors, of all changes in the schedule of prevailing wages. Any increases in costs to Contractor due to changes in the prevailing rate of wage during the terms of any contract shall be at the expense of Contractor and not at the expense of the Chicago Ridge

Park District. Change orders shall, however, be computed using the prevailing wage rates applicable at the time the change order work is scheduled to be performed. Contractor shall be solely responsible to maintain accurate records as required by the Prevailing Wage Act and to obtain and furnish all such certified records to Department of Labor as required by Statute or Regulation, including certified payroll. Contractor shall be solely liable for paying the difference between prevailing wages and any wages actually received by laborers, workmen and/or mechanics engaged in the Work and in every way defend and indemnify The Chicago Ridge Park District against any claims arising under or related to the payment of wages in accordance with the Prevailing Wage Act. The Chicago Ridge Park District agrees to notify the Contractor or Subcontractor of the pendency of any such claim, demand, lien or suit.

The Contractor is advised that the Department revises the prevailing wage rates and the Contractor/subcontractor has an obligation to check the Department's web site for revisions to prevailing wage rates. For information regarding current prevailing wage rates, please refer to the Illinois Department of Labor's website: <http://www.illinois.gov/idol/Laws-Rules/CONMED/Pages/Rates.aspx>

The Contractor shall also:

- A) Insert into each subcontract and the project specifications for each subcontract, a written stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract.
- B) Require each subcontractor to insert into each lower-tiered contract and the project specifications for each lower tiered subcontract, a stipulation that the subcontractor shall not pay less than the prevailing rate of wages to all laborers, workers, and mechanics performing work under the contract.

6. PAYMENT AND CONTRACT TERMS

The winning bidder shall enter into an Independent Contractor Agreement with the Park District. Payment shall be made based on completed and accepted work. Any changes in scope must be approved in writing by the Park District.

7. NO BIDDER RELIANCE / NO DUTY TO AWARD

Nothing contained in this Invitation for Bid shall be construed as creating any contractual, quasi-contractual, or promissory relationship between the Park District and any bidder. The Park District makes no representations or assurances that a contract will be awarded as a result of this INVITATION FOR BID.

Bidders submit bids at their own risk and expense. No bidder shall acquire any legal or equitable rights by reason of submitting a bid, and no bidder shall rely on the award of any contract unless and until a written agreement has been duly approved and executed by the Chicago Ridge Park District.

The Park District shall not be liable for any costs incurred by bidders in preparing or submitting bids, participating in interviews, or otherwise responding to this INVITATION FOR BID.

8. GOVERNING LAW; FORUM AND VENUE

This Invitation for Bid and any contract awarded pursuant to it shall be governed by and construed in accordance with the laws of the State of Illinois.

Any legal action arising out of or relating to this Invitation for Bid or any contract awarded hereunder shall be filed exclusively in the Circuit Court of Cook County, Illinois.

The parties hereby consent to personal jurisdiction and venue in Cook County, Illinois.

9. NON-COLLUSION AFFIDAVIT

Each bidder shall submit with its bid a sworn non-collusion affidavit, executed by an authorized officer of the bidder, stating that the bid is genuine and not sham or collusive; that the bidder has not colluded, conspired, connived, or agreed with any other bidder or person to put in a sham bid or to refrain from bidding; and that the bidder has not in any manner sought to secure an advantage over any other bidder.

Failure to submit a properly executed non-collusion affidavit may be grounds for rejection of the bid.

10. FREEDOM OF INFORMATION ACT (FOIA) ACKNOWLEDGMENT

Bidders acknowledge that all bids and related materials submitted to the Park District are subject to the Illinois Freedom of Information Act (5 ILCS 140).

Any claim that a portion of a bid is exempt from disclosure under FOIA must be clearly identified and accompanied by a detailed written explanation of the applicable statutory exemption. The Park District does not warrant or guarantee that any material designated as confidential will be withheld from disclosure.

11. BOARD APPROVAL CONTINGENCY

Any award of a contract pursuant to this Invitation for Bid is expressly contingent upon approval by the Board of Commissioners of the Chicago Ridge Park District at a duly noticed public meeting.

No bid shall be deemed accepted, and no contractual rights shall vest, unless and until the Board of Commissioners formally approves the award and a written contract is executed by the Park District.

12. EQUAL EMPLOYMENT OPPORTUNITY& MWBE COMPLIANCE

The successful bidder shall comply with all applicable federal and Illinois equal employment opportunity laws and regulations, including but not limited to nondiscrimination requirements. Nothing in this Invitation for Bid shall be construed as establishing mandatory minority-, women-, or disadvantaged-business participation goals unless expressly required by law or adopted by the Park District's Board of Commissioners.