

**VILLAGE OF HOFFMAN ESTATES
NOTICE TO BID**

The Village of Hoffman Estates Department of Public Works is accepting sealed bids for the proposed work officially known as the **“2023 PARKWAY TREE PLANTING PROGRAM”**.

Sealed bids will be received at the Office of the Village Clerk of the Village of Hoffman Estates (1900 Hassell Road) Cook County, Illinois, **until 10:00 a.m., January 26, 2023**. All bids will be publicly opened immediately thereafter.

It is the responsibility of the bidder to meet the specified opening time; and any bid not so received will be returned unopened. Bids must be identified as such on the outside of the sealed envelope. This can be done by marking the envelope "SEALED BID" and with the following information: Company's name, address, item bid, date, and time of opening.

Bids must be accompanied by a bid deposit in the form of a bid bond, certified check, or, bank cashier's check in the sum of \$2,000 for 2023 services. Following bid award, the successful bidder shall submit a labor and materials performance bond in the amount of 100% of the 2023 lump sum services bid.

Specifications and complete bid documents may be obtained from the Office of the Village Clerk. Further information regarding this bid may be obtained by contacting Nick Lackowski, Village Forester at (847) 490-6800.

The Village of Hoffman Estates strongly encourages minority firms and women’s business enterprises to apply. If subcontracts are to be let, the primary contractor shall take these same affirmative steps to solicit bids from minority and women’s firms.

The Village of Hoffman Estates reserves the right to waive any/all informality, or to reject any/all bids and/or parts thereof; and to accept that bid which it deems most favorable to Hoffman Estates after all bids have been examined and canvassed.

By the Order of the Mayor and Board of Trustees of the Village of Hoffman Estates.

Bev Romanoff
Village Clerk

January 3, 2023

(date)

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