

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to award contract for the 2024-2025 Contract Tree Removal Program to Advanced Tree Care, Lincolnshire, IL (low bid), in an amount not to exceed \$750,000.

**MEETING DATE:** January 22, 2024

**COMMITTEE:** Public Works & Utilities

**FROM:** Joseph Nebel, Director of Public Works  
Nick Lackowski, Village Forester

**BACKGROUND:** There is a total of approximately 3,300 publicly owned Silver Maple and Siberian Elm trees in the Village, primarily located in south-central Hoffman Estates with a small number also in the north and west. Many of these trees were planted alongside the development of parcels B and C during the 1960s and 1970s. Silver Maples were preferred at that time due to their rapid rate of growth, producing an urban forest for residents in a relatively short period of time.

A substantial number of these trees, now 50-65 years old, are beginning to show signs of decline. In addition, Silver Maples and Siberian Elms are no longer considered desirable tree species due to factors such as shallow and intrusive root systems, excessive tree litter, and susceptibility to storm damage. Recent inspections identified approximately 1,000 Silver Maple and Siberian Elm trees that meet, or are nearing, the Village’s criteria for removal. The table below provides the condition for all of the Village’s Silver Maples:

Condition Score	Number of Trees	Description
A	18	Tree is in exceptional condition with no deficiencies
B	629	Tree is in good condition with no substantial deficiencies
C	1557	Tree is in average condition with minor to moderate deficiencies
D	504	Tree is in below average condition with moderate to major deficiencies
E	413	Tree has major deficiencies, is in substantial decline, or is dead but is not a safety risk
F	8	Tree has major deficiencies, is in substantial decline, or is dead and is a potential safety risk
No Score	119	Condition of tree is unknown or has not been recently assessed
Total	3,248	

**DISCUSSION:**

The planned removal program will be coordinated by staff and performed by a contractor. Contract assistance will also improve the productivity of in-house staff when conducting tree maintenance tasks, such as trimming, other tree removals, and resident requests for service. This program will provide an opportunity for the Village to plant a diverse selection of trees as Staff intends to maintain a one-for-one replacement plan, provided that the planting site is suitable for a new tree.

Contract tree removals will be focused on Silver Maples and Siberian Elms that are currently in the F, E, and D condition categories. Forestry staff have identified trees for removal in 2024 or 2025 largely based on their condition score, beginning with those that are deceased or in significant decline. An effort has been made to avoid scheduling the removal of a large number of trees in an area in a single year to reduce the impact to surrounding residents.

The Village requested unit costs from bidders using an estimated number of trees to be removed from five size categories. The actual number of trees to be removed may vary based on available funding, tree condition, and the diameter of the trees marked for removal each year. A tabulation of received bids is provided as an attachment to this memorandum.

The low responsible bidder, Advanced Tree Care, has provided like-services to the Village in the past, including quoted tree removals & contracted tree trimming (2020 to present). Staff is confident in Advanced Tree Care's ability to perform the work as planned in a satisfactory manner. Additionally, staff has received positive feedback on Advanced Tree Care from other communities such as the Village of Schaumburg, City of Crystal Lake, and Village of Deerfield.

**FINANCIAL IMPACT:**

There is a total of \$750,000 in the Forestry General Fund operating budget for this program. The Village received favorable pricing and Staff is confident that the two-year total should not exceed this amount. While bids were based on an estimated number of trees of various sizes, actual removals will likely exceed that quantity, particularly in the larger size categories.

**RECOMMENDATION:**

Request authorization to award contract for the 2024-2025 Contract Tree Removal Program to Advanced Tree Care, Lincolnshire, IL (low bid), in an amount not to exceed \$750,000.

*Note: Bid specifications and proposals are available for review in the Trustee's Ante Room.*

**APPENDIX – tabulation of bids**

VILLAGE OF HOFFMAN ESTATES, ILLINOIS									
TABULATION OF BIDS									
2024 Tree Removal Program									
Bid Opening Date:	Thursday, January 4, 2024	Advanced Tree Care		Central Tree		Bode Tree Care		Abbott Tree Care Professionals	
Bid Opening Time:	10:00 AM	600 Industrial Drive		14N705 US Route 20		PO Box 612		PO Box 249	
Attended By:	Nick Lackowski	Lincolnshire IL. 60069		Pingree Grove IL. 60140		Barrington IL. 60011		Wayne IL. 60184	
Title:	Village Forester								
Proposal Guarantee:	Bid Bond or Check	Bond	\$ 5,000	Bond	\$ 5,000	Check	\$ 5,000	Check	\$ 5,000
Service	Estimated Quantity	Unit Cost	Bid Total	Unit Cost	Bid Total	Unit Cost	Bid Total	Unit Cost	Bid Total
Size A (6" - 12")	10	\$ 180.00	\$ 1,800.00	\$ 295.00	\$ 2,950.00	\$ 295.00	\$ 2,950.00	\$ 305.00	\$ 3,050.00
Size B (12.1" - 18")	85	\$ 340.00	\$ 28,900.00	\$ 535.00	\$ 45,475.00	\$ 585.00	\$ 49,725.00	\$ 653.75	\$ 55,568.75
Size C (18.1 - 24")	215	\$ 600.00	\$ 129,000.00	\$ 770.00	\$ 165,550.00	\$ 840.00	\$ 180,600.00	\$ 980.50	\$ 210,807.50
Size D (24.1" - 30")	130	\$ 810.00	\$ 105,300.00	\$ 1,180.00	\$ 153,400.00	\$ 1,105.00	\$ 143,650.00	\$ 1,340.00	\$ 174,200.00
Size E (30.1" - 36")	40	\$ 1,200.00	\$ 48,000.00	\$ 1,420.00	\$ 56,800.00	\$ 1,400.00	\$ 56,000.00	\$ 1,924.50	\$ 76,980.00
Size F (36" plus)	20	\$ 1,550.00	\$ 31,000.00	\$ 1,640.00	\$ 32,800.00	\$ 1,750.00	\$ 35,000.00	\$ 2,300.00	\$ 46,000.00
Total 500									
2024 Bid Total		TOTAL:	\$ 344,000.00	TOTAL:	\$ 456,975.00	TOTAL:	\$ 467,925.00	TOTAL:	\$ 566,606.25
2025 Tree Removal Program									
Service	Estimated Quantity	Unit Cost	Bid Total	Unit Cost	Bid Total	Unit Cost	Bid Total	Unit Cost	Bid Total
Size A (6" - 12")	0	\$ 180.00	\$ -	\$ 300.00	\$ -	\$ 305.00	\$ -	\$ 315.00	\$ -
Size B (12.1" - 18")	60	\$ 340.00	\$ 20,400.00	\$ 550.00	\$ 33,000.00	\$ 590.00	\$ 35,400.00	\$ 673.50	\$ 40,410.00
Size C (18.1 - 24")	190	\$ 600.00	\$ 114,000.00	\$ 785.00	\$ 149,150.00	\$ 840.00	\$ 159,600.00	\$ 1,010.00	\$ 191,900.00
Size D (24.1" - 30")	100	\$ 810.00	\$ 81,000.00	\$ 1,200.00	\$ 120,000.00	\$ 1,105.00	\$ 110,500.00	\$ 1,380.00	\$ 138,000.00
Size E (30.1" - 36")	35	\$ 1,200.00	\$ 42,000.00	\$ 1,450.00	\$ 50,750.00	\$ 1,400.00	\$ 49,000.00	\$ 1,982.50	\$ 69,387.50
Size F (36" plus)	15	\$ 1,550.00	\$ 23,250.00	\$ 1,685.00	\$ 25,275.00	\$ 1,760.00	\$ 26,400.00	\$ 2,370.00	\$ 35,550.00
Total 400									
2025 Bid Total		TOTAL:	\$ 280,650.00	TOTAL:	\$ 378,175.00	TOTAL:	\$ 380,900.00	TOTAL:	\$ 475,247.50
Grand total 2024/2025		\$	624,650.00	\$	835,150.00	\$	848,825.00	\$	1,041,853.75



**HOFFMAN ESTATES**  
DEPARTMENT OF PUBLIC WORKS

**CONTRACT**

1. THIS AGREEMENT, made and concluded the \_\_\_\_ day of \_\_\_\_\_ (month, year) between the Village of Hoffman Estates, acting by and through its Mayor and Board of Trustees, known as the party of the first part, and Advanced Tree Care Inc (name of firm), their excutors, administrators, successors, or assigns, known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Bid/Proposal Documents hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Village Representative under it.
3. The party of the second part agrees to abide by all OSHA, IDOL and MUTCD safety requirements and all laws and statutes of the State of Illinois including but not limited to the Prevailing Wage Act (if applicable). Prevailing rates of wages are revised by the Illinois Department of Labor and are available on the Department's official website.
4. And it is also understood and agreed that the Instructions to Bidders, General Conditions, Specifications, Scope of Services, Site Maps, and Contract Proposal hereto attached are essential documents of this contract and are a part hereof.
5. IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

Attest:

\_\_\_\_\_  
Clerk  
(Seal Below)

Attest:

Deane Lucas  
Secretary

The Village of Hoffman Estates

By: \_\_\_\_\_  
Party of the First Part

(If a corporation)

Advanced Tree Care Inc  
Corporate Name

Mike Bernardi President  
President, Party of the Second Part

(If a Co-Partnership)

\_\_\_\_\_  
Co-Partner

\_\_\_\_\_  
Co-Partner

\_\_\_\_\_  
Doing business under the firm name,  
Party of the Second Part

(If an individual)

\_\_\_\_\_  
Party of the Second Part

**THIS CONTRACT FORM IS MANDATORY. PLEASE INCLUDE THREE SIGNED COPIES WITH YOUR BID DOCUMENTS.**