

Request for Proposal for Vermilion Regional Airport Tree Mitigation 2024 Vermilion County, Illinois

PART 1: INTRODUCTION

You are hereby invited to submit a proposal based upon the requirements and conditions set forth in this RFP.

Proposal Submission:

Proposals for the tree mitigation project of Vermilion Regional Airport, located at 22633 N. Bowman Ave. Suite 1, Danville, Illinois will be received by the Vermilion Regional Airport Authority to the attention of Tess Cook, Airport Manager until 2:00 p.m. local time on Tuesday, August 20, 2024. See attachment B for a map of the location to deliver the Proposal.

To schedule a **mandatory pre-bid walkthrough** of the tree pruning location contact Tess Cook, Airport Manager, at manager@vrairport.com or 859-221-6827.

Bids will be publicly opened and read at 4:15 p.m. local time on Tuesday, August 20, 2024, in the FBO conference room at 22633 N. Bowman Ave. Danville, IL. See attachment B for FBO location.

Fee Proposal:

In a separate sealed envelope labeled "Proposal for DNV Tree Mitigation 2024", submit one (1) bid for the work describe in this RFP. The quote may follow the Itemized Cost Proposal Sheet (attachment D) or may be formatted as it normally would according to the company.

Mailing/Delivery Adress:

*Tess Cook, Airport Manager
22633 N. Bowman Ave., Suite 1
Danville, IL 61834*

Inquiries:

Questions pertaining to the RFP should be directed in writing, no later than 72 hours prior to proposal submission to:

Tess Cook, Airport Manager

Manager@vrairport.com

859-221-6827

Table Of Contents

Part 1: Introduction1
 Table of Contents2

Part 2: Scope of Services3
 Objective/Scope3
 Tree Pruning3
 Project Schedule3
 Job Performance Requirements3

Part 3: Instructions, Information, and Requirements4
 General Information4
 Special Issues and Requirements4
 Insurance Requirements4
 Proposal Selection4

Part 4: Bid/ Proposal Content5
 Lump Sum Bid Form5

Attachments:
 A. Maps of the Tree Cluster6
 B. Airport Buildings Map.....7
 C. Desired Tree Height8
 D. Itemized Cost Proposal Sheet9
 E. Bid Packet Checklist10

PART 2: SCOPE OF SERVICES

Objective/Scope of Services

The Contractor agrees to provide the highest quality commercially accepted methods, procedures and controls for tree pruning and maintenance consistent with the International Society of Arboriculture Pruning Standards Best Management Practices (BMPs), ANSI A300 Standards and information in standard arboriculture industry references.

The Contractor shall furnish tree services by qualified site managers, and tree worker crews to provide tree pruning, removal, and maintenance activities that comply with this scope of services. The Contractor shall provide all equipment, materials, and labor as necessary to perform the work described in this document in a safe, efficient, and legal manner.

Tree Pruning

The goal of this project is to mitigate the trees at the approach end of Runway 3 near the intersection of Poland Road and Bowman Avenue in order to meet FAA part 77 standards for aircraft approach.

Mitigation should follow this scope:

- **Tree #1006 and #1022: pruned/topped** according to their desired height in *Attachment C: Desired Tree Height*
- **All other trees listed: full tree removal.**

Tree pruning and maintenance services shall be performed according to the most current editions of the following benchmark standards: American National Standards Institute (ANSI) A300 Part 1 Pruning Standards; ANSI Z133 Safety Standards; ISA Best Management Practices: Tree Pruning

Project Schedule

RFP Proposal Due Date	August 20, 2024, at 2 p.m.
Award of Contract	August 20, 2024 (<i>Tentative</i>)
Start Work	Within Two Weeks of Contract Award. Coordinate with airport manager.

Job Performance Requirements

1. **Debris and Chip Disposal:** The Contractor is responsible for the disposal of all logs, limbs, chips, and debris generated by the work described off airport property and off the property the trees are on.
2. **Access:** Contractor shall notify Tess Cook and Barbara Bonacorsi in writing (Email) of intent to access private property to mitigate trees a minimum of 3 days in advance.
3. **Site Clean-Up:** The Contractor shall chip all tree limbs and tree debris from sites and dispose of debris off airport property and off the property the trees are on. Site cleanup shall include removal of sawdust, small twigs, chips, leaves, trunks, and limbs from the street, and private property with appropriate tools for the job.
4. **Protection of Property:** The Contractor shall take all necessary precautions to eliminate damage to adjacent trees and shrubs, or other real and/or personal property.
5. **Repairs and Corrective Actions:** Any unauthorized private property damaged or altered in any way during the performance of the work under this contract shall be reported promptly to the Airport Manager and shall be rectified in an approved manner back to its former condition, prior to damage, at the Contractor's expense as soon as possible.

6. **Safety Standards:** PPE must be appropriate for all machinery and operations performed. All equipment to be used and all work to be performed must meet accepted current applicable industry standards for safe practices; and Contractor agrees additionally to accept the sole responsibility for complying with all City, County, State, or other legal requirements always so as to protect all people.

PART 3: INSTRUCTIONS, INFORMATION, AND REQUIREMENTS

General Information

1. **Examination of Sites:**
All interested parties should inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles which may be encountered and all other relevant matters concerning the work to be performed under this contract.
2. **Starting and Completion Requirements:**
Work shall begin under contract within two weeks of the date of notice to proceed. The Contractor shall not be entitled to any claims against the Vermilion Regional Airport Authority for damages from any cause whatsoever in the progress of the work or any portion thereof.
3. **Licensing, Certification and Labor:**
All firms submitting proposals must be registered with the Illinois Department of Revenue.
Any sub-contractors must also be registered. The winning bidder is also expected to hold any licenses necessary to work in the State of Illinois.

Special Issues and Requirements

Labor Code: The Contractor shall comply with 820 ILCS 305 Workers' Compensation Act, requiring every employer to have workers' compensation liability coverage.

Insurance Requirements

Contractor shall furnish their Certificate of Insurance as part of the bid packet. The Vermilion Regional Airport Authority, its employees, and the VRAA Board of Commissioners must be named as additional insured.

All proposals shall be submitted in writing.

All correspondence or communications in reference to this RFP shall be directed to:

Tess Cook, Airport Manager
Vermilion Regional Airport
22633 N. Bowman Ave., Suite 1
Danville, IL 61834
(859) 221-6827
Manager@VRAirport.com

All costs for preparation of the submittals shall be borne by the applicant, and submittals received shall become the property of the Vermilion Regional Airport Authority. Incomplete submittals may be rejected as non-responsive. The Vermilion Regional Airport Authority reserves the right to reject any and all proposals submitted in response to the RFP.

PART 4: BID/PROPOSAL CONTENT

VRAA Tree Mitigation RFP 2024 LUMP SUM BID FORM

Bids Due by August 20, 2024, 2:00 P.M.

Bidder's Business Name and Business Address:

Phone No. _____

E-mail: _____

Contact Name: _____

Mobile Phone #: _____

Submitted on: _____, 2024

State Contractors License No. (If Applicable)

County Contractors License No. (If Applicable)

Municipal Contractor License No. (If Applicable)

Bidder Signature

Attachment A: Map of Tree Cluster



Attachment B: Airport Buildings Map



Attachment C: Desired Tree Height

Vermilion Regional Airport

Survey Date: 11/13/2023

Point ID#	Type	Latitude	Longitude	Top Height (MSL)	Penetration (50:1 Surface)	To Be Trimmed (±5')
1004	Tree	40° 11' 24.71"	87° 36' 5.87"	702.1	26.5	30'
1006	Tree	40° 11' 24.56"	87° 36' 6.05"	711.494	35.5	40'
1008	Tree	40° 11' 24.67"	87° 36' 6.15"	696.124	20.2	25'
1010	Tree	40° 11' 24.83"	87° 36' 6.29"	695.338	19.6	25'
1012	Tree	40° 11' 24.93"	87° 36' 6.39"	684.596	9.0	14'
1014	Tree	40° 11' 24.89"	87° 36' 7.73"	697.355	20.7	25'
1016	Tree	40° 11' 24.87"	87° 36' 7.87"	698.306	21.5	26'
1018	Tree	40° 11' 24.85"	87° 36' 6.85"	693.975	17.9	23'
1020	Tree	40° 11' 24.75"	87° 36' 6.8"	690.497	14.3	19'
1022	Tree	40° 11' 24.37"	87° 36' 6.47"	698.756	22.1	27'

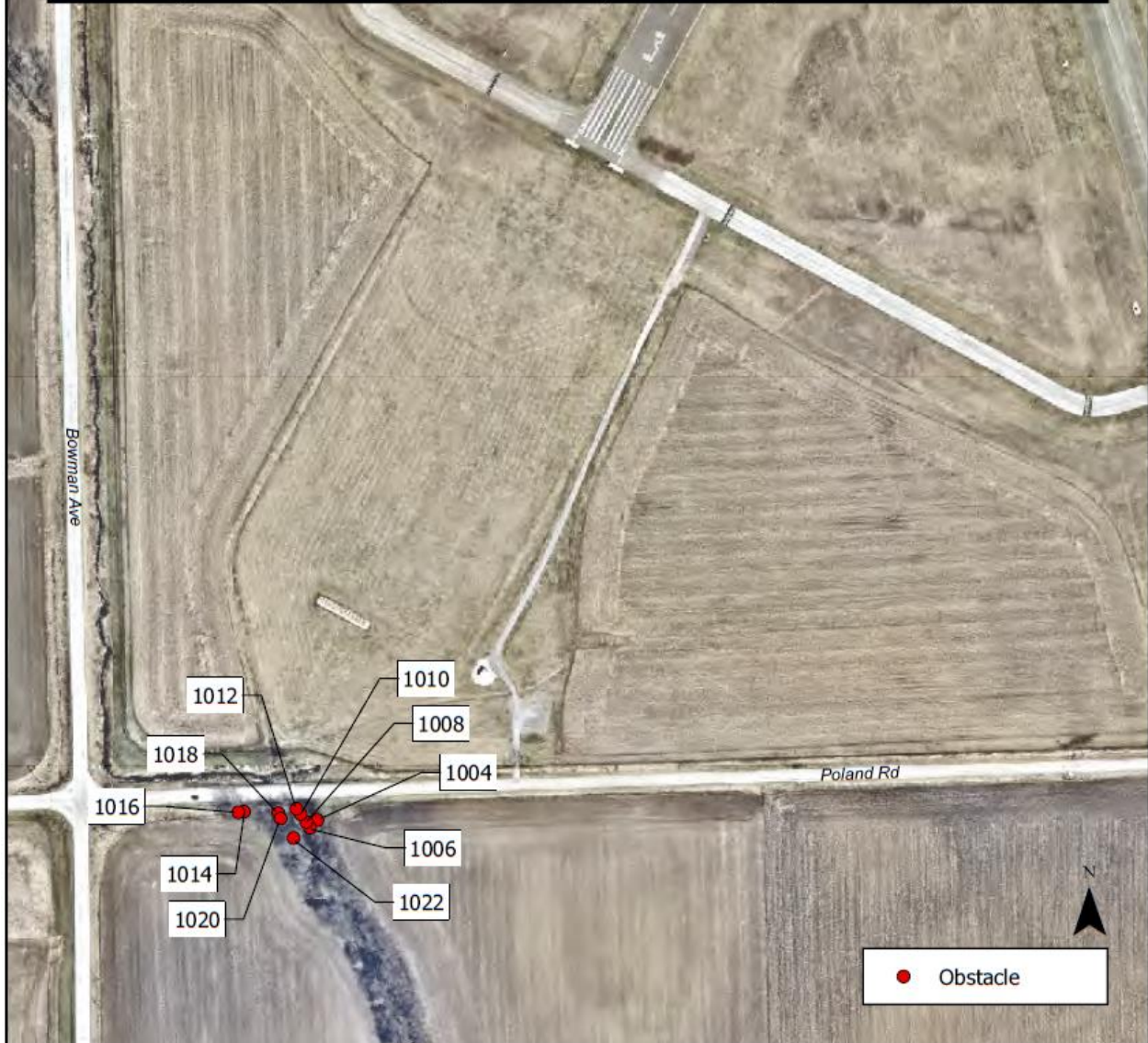


Exhibit 1: Tree Plan

Attachment D: Itemized Proposal Sheet

Single Tree Pruning Full- Point ID	TO BE TRIMMED (± 5 Feet)	UNIT PRICE
1004	Full Removal	
1006	40'	
1008	Full Removal	
1010	Full Removal	
1012	Full Removal	
1014	Full Removal	
1015	Full Removal	
1018	Full Removal	
1020	Full Removal	
1022	27'	
TOTAL:		

Attachment E: BID PACKET CHECKLIST

Initial bottom of page to certify that required documents are complete.

Bidders/Contractors should attach the following documents:

W-9 _____

Attachment D: Itemized Proposal Sheet _____

Attachment F: Bid Packet Checklist _____

Certificates Of Insurance _____

3 References (OPTIONAL) _____

Professional Or Trade Licenses Required (If Applicable) _____

List Of Proposed Subcontractors (If Applicable) _____

Disclosure Of Suspension or Revocation of License (If Applicable) _____

I certify that all required attachments are included in the bid documents.

Bidder Signature