



INVITATION TO BID
Oswego Tree Pruning #26-6040-03
ADDENDUM NO. 1
January 16, 2026

1. IMPORTANT INSTRUCTIONS TO BIDDERS

This addendum must be read, signed, and dated by the firm and included with the documents submitted by the firm on or before proposal closing date and time. Failure to include this addendum with the documents may result in rejection of proposal.

2. CHANGES/CORRECTIONS/ADDITIONS/DELETIONS:

a. **DELETION:**

[III. Conditions - Item E]

Bidders shall be required to comply with all applicable federal, state and local laws, including those relating to the employment of labor without discrimination on the basis of age, race, color handicap, sex, national origin or religious creed **and prevailing wages**

3. QUESTIONS:

Q1: To submit the bid a bid amount must be entered as it is a required field. The Bid Cost Sheet does not include the number of trees that will be pruned to multiply by our cost per tree (see below).

Should the dollar amount of \$0.00 be entered in bid amount field and then in the notes section list the per tree price for each DBH range?

A: Correct; 0.00 may be entered and the categorical breakout of tree DBH is provided on the Bid Cost Sheet which should be included in the submitted bid package.

Q2: Do you have a local wood chip and log dump site for us to utilize?

A: We have a local landscape supply company that currently accepts all wood chips but not logs. While they are willing to take our chips, there is a possibility that unforeseen circumstances could affect their ability to continue accepting them.

Q3: Of the 1900 trees, how many trees are in each DBH category.

A:

DBH Size Range	Percentage of Tree Inventory
0 to 3"	16.9%
4 to 12"	55.2%
13 to 22"	24.7%
23 to 32"	2.4%
33 to 42"	0.5%
43+"	0.3%

Q4: Regarding damages, please clarify.

A: [XVIII. LIQUIDATED DAMAGES] refers to failure of the contractor to complete work within reasonable time as discussed with our Village staff for this contract. Monthly lists



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will be provided for the contractor to complete, and working with Village staff, the contractor is expected to be able to work through that list in a reasonable time, understanding the given weather, outside events, etc. The idea being, if a contractor is unable to work with the Village staff and Village Arborist on a reasonable timeframe for completion of pruning list, then the contractor is susceptible to liquidated damages as outlined in the contract, to ensure compliance with timely completion. This should not be an issue, as long as, the contractor is in communication with the Village Staff and Village Arborist on updates and moving forward on working locations.

Q5: Billing will occur weekly?

A: Village Billing is typically monthly to align with our Village's board meetings. We are okay with weekly billing also. A reminder: any work completed must first be assigned by Village staff as outlined on the monthly list or per coordinated event, prior to the contractor conducting any work. At no time shall the contractor perform any unauthorized work that is not outlined by Village staff and arborist ahead of time.

Q6: Is this a prevailing wage job?

A: This is considered maintenance work; the Village does not require prevailing wage for the job.

Q7: How many trees will be assigned on each list?

A: The monthly list can vary depending on the needs of the Village. A list could contain as few as 10 trees or less, while some large-scale projects may include 200 or more trees.

Q8: Approximately how many trees and/or lists will be assigned per year?

A: There will be a list provided each month, as required by the Village. The contractor will be given work by the Village Staff and Arborist which includes the details to determine the exact location, Tree ID, tree type, DBH, etc. outlined per tree on the list. The exact locations and the number of trees will vary month to month.

Q9: Will the trees in the monthly list be assigned near each other, or will the list cover the entire village?

A: That will vary. The trees in the monthly list could be in a single subdivision or section of the Village or scattered. Please see Scope of Work attachment, **Project Area Tree Pruning Locations**: The following list is subject to change per Village Arborist and staff. The Contractor will be notified of changes. The project areas will include Address, Tree ID, Common Name (if needed) and DBH.

Q10: Can you provide a detailed tree inventory for bidding purposes?

A: A percentage breakout is provided, as the actual tree count varies with additional trees being installed and/or removed as we are currently building half a dozen new subdivisions.



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4. CLARIFICATIONS:

- a. **Prevailing wage is not required for the job.**

5. ACKNOWLEDGMENT

The firm acknowledges receipt of this Addendum and understands its content with the Invitation to Bid Documents. An updated Bid Document is attached with updated contract language: **IT Oswego Tree Pruning 2026 v2**

6. SIGNATURE AND DATE

Authorized Signature

Date