



CITY OF BISHOP

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www.cityofbishop.com

Request For Proposals

Tree Trimming and Removal Services

Release: 6 May 2020

Closes: 2 June 2020

Contact: Deston Dishion, Director of Public Works

General: The City of Bishop requests proposals for tree trimming and removal services.

Background: The City periodically needs to trim or remove trees on or near City property. The City intends to contract with a firm to perform this work on an on-call basis for a period of three years with the possibility of up to two one year extensions.

Scope of Work: Tree trimming and removal work could consist of tasks ranging from pruning small trees in the City Park to removing large trees, including stumps and roots, along city streets with traffic control required.

1. The contract for the work would generally follow the attached professional services agreement including insurance requirements. The agreement could be edited as needed.
2. Individual work assignments would be arranged through Work Orders. Work Orders would establish the scope, cost, a not-to-exceed cost of the work, if different, and schedule for individual work assignments. A template for Work Orders is attached.
3. The basis of cost for the work would be hourly for equipment and materials with normal incidentals included.
4. The work would include the complete removal and disposal of all cut materials.
5. The firm's work must be under the direction of an International Society of Arboriculture (ISA) certified arborist or a consulting arborist that is a member of the American Society of Consulting Arborists (ASCA).
6. Work would be to American National Standards Institute (ANSI) A300 standards.
7. Work that impacts shoulders of city streets shall include "Shoulder Work Ahead" signs and include traffic cones placed around the affect portion of shoulder.
8. Written traffic control plans approved by the city will be required for work that impacts lanes of city streets. Traffic control plans will include signs and other devices, and include detours and flaggers, if necessary.

9. For the purposes of the California Labor Code the services under the contract are not public works.
10. In emergencies, the firm must be able to respond to tree trimming and removal needs within 12 hours. For non-emergencies response must be within 5 days.

Proposal: A qualifying proposal must address the entire scope of work and include:

1. Brief description of firm, contact person, address, telephone number, and e-mail address.
2. A full listing of equipment and personnel types that could be used for on-call work for the city including hourly rates. Provide this information on the attached Equipment and Personnel Rates form. This form will be the basis of compensation under the contract.
3. Description of approach to removal of a hypothetical Elm tree on the right of way of a minor residential street in the city. Assume the tree is 50 feet high and 3 feet in diameter at breast height and the tree would be removed to 15 inches below ground level.
4. Cost estimate for the removal of hypothetical Elm tree. Provide cost estimate on attached Hypothetical Tree Removal Cost form using information on Equipment and Personnel Rates form.
5. The proposal should include other information to demonstrate the firm's ability to provide all items of the scope of work.
6. Three references.

Proposals are due no later than 1500 (3:00 pm) on the closing date for this Request for Proposals. Send proposals to:

Deston Dishion
Director of Public Works
City of Bishop
377 West Line Street
Bishop, California 93514
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Proposals shall be submitted either in a sealed envelope (3 paper copies and 1 electronic copy) or by email which is clearly marked with the title of the Request for Proposal.

1. **Selection Process:** Brief description of firm, contact person, address, telephone number, and e-mail address.
2. A full listing of equipment and personnel types that could be used for on-call work for the city including hourly rates. Provide this information on the attached Equipment and Personnel Rates form. This form will be the basis of compensation under the contract.

3. Description of approach to removal of a hypothetical Elm tree on the right of way of a minor residential street in the city. Assume the tree is 50 feet high and 3 feet in diameter at breast height and the tree would be removed to 15 inches below ground level.

The City will attempt to negotiate a contract with the highest rated firm. The City reserves the right to reject any or all proposals, to waive minor irregularities in said proposals, or to negotiate minor deviations with the successful firm.

City of Bishop
 Tree Trimming and Removal Services
Hypothetical Tree Removal Cost

Type	Hours	Hourly	Cost
Personnel:			
Personnel Subtotal			
Equipment:			
Equipment Subtotal			
Total Hypothetical Cost			

