



NOTICE OF AWARD

Date: February 19, 2021

Company: Alpine Tree Service, LLC

Project: On-Call Tree Maintenance Services RFQ-4872-21-KH

Alpine Tree Service (Contractor) has been awarded the City of Grand Junction On-Call Tree Maintenance Services RFQ-4872-21-KH. The Contractor shall be paid in accordance with the fee schedule set forth in the solicitation document. Contract pricing shall be:

Tree Pruning (price per diameter inch at 4.5 ft)

- <8" DBH \$20
- 9 – 16" DBH \$25
- 17 – 24" DBH \$35
- 25 – 32" DBH \$45
- 33 – 40" DBH \$55
- >41" DBH \$65

Tree Removal (price per diameter inch at 4.5 ft)

- <8" DBH \$30
- 9 – 16" DBH \$40
- 17 – 24" DBH \$50
- 25 – 32" DBH \$60
- 33 – 40" DBH \$70
- >41" DBH \$80

Stump Removal (price per diameter inch at 6 in above ground level)

- <8" DBH \$16
- 9 – 16" DBH \$16
- 17 – 24" DBH \$17
- 25 – 32" DBH \$18
- 33 – 40" DBH \$19
- >41" DBH \$20

Please notify Robert Davis, City of Grand Junction Parks Maintenance Supervisor 970-254-3825 or robd@gjcity.org with additional questions. As the Project Manager, Rob will be the contact person from this point forward.

CITY OF GRAND JUNCTION, COLORADO

DocuSigned by:
Kassy Hackett
E998F221BE93450
Kassy Hackett, Purchasing Intern

SUPPLIER ACKNOWLEDGEMENT

Receipt of this Notice to Award is hereby acknowledged:

Company: Alpine Tree Service, LLC

By: DocuSigned by:
Charles Thompson, Alpine Tree Service Charles Thompson, Alpine Tree Service

Title: Owner

Date: 2/19/2021 | 17:57 EST



Purchasing Division

REQUEST FOR QUOTE

RFQ-4872-21-KH
ON-CALL TREE MAINTENANCE SERVICES

Responses Due:

February 19, 2021 prior to 2:00pm

kassyh@gjcity.org

Purchasing Representative:

Kassy Hackett, Purchasing Intern

City of Grand Junction

Phone (970) 244-1546

kassyh@gjcity.org.

*****Submittal by EMAIL is required for this quote*****

1. SCOPE

- 1.1 The City of Grand Junction is soliciting competitive quotes from qualified and interested companies to provide on-call tree maintenance services for tree pruning, tree removal, and stump grinding within parks, public right-of-way, and other public ground throughout the city.
- 1.2 Each service: pruning, removal and stump grinding, will be quoted separately and may or may not be awarded separately.
- 1.3 **The Owner:** The Owner is the City of Grand Junction, Colorado and is referred to throughout this Solicitation. The term Owner means the Owner or his authorized representative.

2. GENERAL REQUIREMENTS & SPECIFICATIONS

- 2.1 **Delivery of Quotes:** Offerors shall submit their quote via email to the Purchasing Representative prior to the date, and time as stated on cover page of this RFQ. Late quotes will not be considered.
- 2.2 It is the Owner's intention to develop a pool of two to three vendors to choose from for this award.
- 2.3 Award(s) shall be based upon the lowest responsive and responsible Offeror that meets the required specifications and demonstrated capabilities.
- 2.4 All prices submitted by Offeror on the attached response form shall include: shipping (FOB Destination, Freight Pre-Paid and Allowed), labor, tools, materials and equipment, and supplies.
- 2.5 **Invoicing**
 - 2.5.1 Each completed Work Request shall be invoiced separately.
 - 2.5.2 All invoicing shall be submitted no later than fourteen (14) calendar days after the completion of the Work Request. All invoice resubmissions shall be submitted within seven (7) calendar days of the resubmission request.
 - 2.5.3 Invoices shall be submitted via email to forestry@gjcity.org
 - a) For Work Request invoices, invoices shall contain the Work request number and the address of work.
 - 2.5.4 Body of invoice must contain at a minimum:
 - a) Work Request number
 - b) Property Address or Park location of work
 - c) Date of completion
 - d) Total price

NOTE: *Payment may be delayed if the above information is omitted from any submitted invoice.*

2.6 **General Specifications**

- 2.6.1 The contractor will be required to provide the necessary labor, tools, equipment and supplies to perform the required services.
- 2.6.2 All tree pruning shall be in accordance with the International Society of Arboriculture (ISA) and OSHA as interpreted by the City Forester. If tree pruning

practices are not in accordance with ISA and OSHA standards or to the reasonable satisfaction of the City Forester and/or his/her representative, it shall result in the possible termination of contract.

- 2.6.3 The diameter of each tree shall be measured at Breast Height (DBH), 4.5 feet above ground.
- a) Upright, fairly straight trees shall be measured at 4.5 feet above ground.
 - b) Trees on a slope shall be measured at 4.5 feet above ground at the midpoint of the trunk.
 - c) Leaning trees shall be measured at 4.5 feet above ground at the midpoint trunk.
 - d) For split trunk trees that fork below 4.5 feet from the ground, DBH shall be measured at the narrowest point below the fork.
 - e) Multi-stem trees, which are trees that have more than one trunk at 4.5 feet above ground and originating from a common trunk or common root system, will be measured as follows:
 - i. Each stem will be measured at 4.5 feet above ground using the above rules.
 - ii. All diameters will be converted to cross-sectional areas and aggregated to a cumulative cross-sectional area.
 - iii. The cumulative cross-sectional area will be used to determine the aggregate DBH measurement for the multi-stem tree.

2.7 Personnel

- 2.7.1 All workers assigned by the contractor for servicing a City job shall be adequately and properly trained to perform their work properly and safely.
- 2.7.2 All personnel shall wear a company-identifying uniform, or clothing with a company logo clearly visible.
- 2.7.3 A qualified supervisor or foreman shall be present at the site when work is being performed. At least one (1) member of the on-site team must be fluent in English and able to answer questions or concerns from the City Forester representative and/or property owners.
- 2.7.4 The contractor is responsible for supplying equipment and staff capable of completing work in a safe and efficient manner.

2.8 Safety

- 2.8.1 The contractor shall be responsible for being fully familiar with and conforming to the requirements and guidelines set forth by the Occupational Safety and Health Act and any regulations or directives adopted there under.
- 2.8.2 Under no condition shall it be considered proper to leave the site with severed or partially cut limbs still in the trees.
- 2.8.3 Whenever larger tree sections are being cut in a tree that may endanger the public or property, such materials shall be secured by ropes and lowered safely in a controlled matter.
- 2.8.4 Any injury to person or damage to any improvement, vehicle, tree, or structure located upon or underneath any PUBLIC OR PRIVATE STREET shall be promptly reported to the City Forester and arrangement made to make restitution or repairs. Any injury to person or damage to any improvement, vehicle, tree, or structure located upon or underneath PRIVATE PROPERTY shall be promptly reported to the City Forester and to the property owner, and arrangements made to make restitution or repairs. If the contractor fails to act promptly, the City may seek recovery of losses, damages, and costs from the contractor's insurance company. The City reserves the right to withhold a portion or the entire payment until the contractor can provide proof that restitution or repairs have been made.

2.9 Equipment

- 2.9.1 The contractor's business name and phone number shall be posted in letters and numbers not less than two (2") inches in height, on a contrasting background, on the two (2) sides of ALL vehicles, trailers, self-propelled, drawn, or towed equipment operated by the contractor for use in any City work. The business name, address and phone number, or business name and phone number must be visible and readable from a distance of at least 60 (sixty) feet. Failure to post aforementioned signage on vehicles and equipment can be grounds for agreement termination.
- 2.9.2 The use of climbing spurs or spike shoes in the act of PRUNING trees is prohibited and shall result in the termination of the agreement, and possible revocation of the license.
- 2.10 **License**
 - 2.10.1 The contractor must possess a tree service license with the City. Licenses must be retained throughout the life of the contract; failure to do so may result in the termination of the contract. The contractor shall maintain a current copy of its tree service license on file with the City Forester.
- 2.11 **Barricades and Traffic Control Plans**
 - 2.11.1 Adequate barricades, warning devices, and signage shall be furnished and placed as necessary for the safety of persons and vehicles along local residential streets. Rules from the Grand Junction Department of Public Works must be followed.
 - 2.11.2 Work along higher volume collector and arterial streets will require submission and approval of an official traffic control plan, and contractor will be allowed to add this cost to work requested with proof of invoicing from a local certified traffic control contractor.
 - 2.11.3 Street and sidewalk warning devices shall be in position as required when work is being performed on trees near streets.
 - 2.11.4 Unless the tree work is totally barricaded or otherwise protected, at least one responsible tree worker shall coordinate safe operations on the ground when work is in progress or possible hazards exist. Pedestrian and vehicles shall be allowed to pass through the work areas under condition of safety and with as little inconvenience and delay as possible.
- 2.12 **Clean-up**
 - 2.12.1 Clean-up of branches, logs, or any other debris resulting from any tree service operation shall be promptly and completely accomplished by the end of the working day on all trees, unless otherwise specified by the work request. Tree debris shall be disposed of in an appropriate manner. The work area shall be kept safe at all times until the clean-up operation is completed. Under no condition shall the accumulation of bushes, limbs, logs, or other debris be allowed upon a public street right-of-way that may result in a public hazard.
 - 2.12.2 Contractor will be held responsible for the cost of full cleanup of any chemical spills and the proper disposal of all containers, spill material and clean-up material.
- 2.13 **Completion Scheduling**
 - 2.13.1 Work shall be completed no later than the completion date specified in the Work Request or amended Work Request, weather-permitting and subject to any time extensions that the City Forester may grant in writing. The standard completion date will be twenty-one (21) calendar days from the date of request for contract services. The contractor is obligated to exercise due diligence in making good progress on the work and within the specified time period. If the contractor is unable to perform the work within the timeframe allotted, the contractor is obligated to promptly notify the City Forester and the work may be re-assigned to another contractor.

2.14 Tree Pruning

- 2.14.1 Tree pruning will focus on “cleaning” and “clearance” techniques as defined and detailed below:
- a) Cleaning shall consist of selective pruning to remove one or more of the following three parts: dead, diseased, and/or broken branches.
 - b) Clearance pruning shall consist of raising the crown over the street / alleys (14’) and sidewalk (8.5’).
- 2.14.2 The contractor shall follow lowest impact (to natural resources, agricultural resources, and recreational resources) methods of access and application while accessing City Parks, including the least amount of vehicle use required on site. Any changes in scheduled activities must be arranged through the City Forester or City Forester representative.
- 2.14.3 A pruning cut that removes a branch at its point of origin shall be made close to the trunk or parent limb without cutting into the branch bark ridge or collar or leaving a stub. Flush cuts shall not be made. The contractor shall prune previously existing stubs, and prune interfering and rubbing branches.
- 2.14.4 The contractor shall prune to provide clearance for regulatory signs, traffic signals, traffic vision, and pedestrian/streetlights as directed by the City Forester or City Forester representative.
- 2.14.5 The contractor shall prune dead wood equal to or greater than two inches (2”).
- 2.14.6 The contractor shall prune broken, hanging, and/or poorly attached limbs equal to or greater than two inches (2”) in diameter.
- 2.14.7 The contractor shall prune interfering and rubbing branches equal to or greater than two inches (2”) or have obvious defects that compromise structural integrity.
- 2.14.8 The contractor shall prune obviously hazardous live limbs that are equal to or greater than two inches (2”) in diameter.
- 2.14.9 When pruning to a lateral, the remaining lateral branch shall be large enough to assume the terminal role, at least one-third the size. Such cuts shall be considered proper only when the remaining limb is vigorous enough to maintain adequate foliage to produce woody growth capable of sealing the affected pruning cut within a reasonable time frame as defined by the City Forester or City Forester representative.
- 2.14.10 Tree limbs shall be removed and controlled in such a manner as to cause no damage or injury to people, animals, property, other parts of the tree, or other plants.
- 2.14.11 Limb removal shall be made by using at least three (3) cuts:
- a) An undercut beyond the branch collar of the limb to be removed,
 - b) A cut on top of the limb beyond the undercut so that portion of the limb will break away without tearing the bark on the remaining limb,
 - c) A final cut on the outside of branch collar.
 - d) The first two (2) cuts are to be repeated as often as necessary on the same limb when removing large limbs.
- 2.14.12 The use of climbing spurs or spike shoes in the act of PRUNING trees is prohibited and shall result in the possible termination of contract.
- 2.14.13 All tools must be in clean, safe and proper working order, and insect and disease free before working in a tree under a City pruning contract. All tools used on a tree known to contain an infectious tree disease shall be properly disinfected after each pruning cut and prior to the next use of the tool.
- 2.14.14 The contractor shall notify the City Forester upon discovery of trees with extensive internal decay that could compromise the structural integrity of trees being pruned when not removing the portion of tree containing said cavity/ies.

2.15 Tree Removal

- 2.15.1 Trees shall be removed in such a manner as to cause no damage or injury to people, property, animals, or other living plants.
- 2.15.2 All trees on the public right-of-way, in parks, or on other City-owned property designated for removal shall be removed in such a manner so that all parts of the remaining stumps will be at least 12 (twelve) inches below the surrounding ground level unless otherwise provided in writing by the City Forester. Exposed or visible roots extending from the base of all stumps shall be removed with the stump.
- 2.15.3 The contractor shall be responsible for all utility locates prior to any excavation.
- 2.15.4 Exposed or visible surface roots extending from the base of all stumps shall be removed.
- 2.15.5 The City Forester may consider seeking miscellaneous prices for stumps with extra-large/ unusual root flares or surface roots that create extreme challenges due to size, length, and/or site restrictions. The contractor must demonstrate through clear and convincing evidence that the stump creates extreme challenges.
- 2.15.6 Excavation, divots, or ruts resulting from tree or stump removal must be promptly filled in, up to the surrounding soil grade, with clean earth fill. The fill must be free of excessive debris and compacted to minimize settling. All fill material is subject to acceptance by the City Forester.
- 2.15.7 Wood debris from the stump grinding process shall be removed from the stump hole. Work will be considered complete when all wood, debris, and stumps are removed from the public right-of-way/public property.

2.16 Removal of Existing Stumps

- 2.16.1 All stumps on the public right-of-way, in parks, or on other City-owned property designated for removal shall be removed in such a manner that all parts of the remaining stumps will be at least 12 (twelve) inches below the surrounding ground level unless otherwise provided in writing by the City Forester.
- 2.16.2 The contractor shall be responsible for all utility locates prior to any excavation.
- 2.16.3 Exposed or visible surface roots extending from the base of all stumps shall be removed.
- 2.16.4 The City Forester may consider seeking miscellaneous prices for stumps with extra-large/unusual root flares or surface roots that create extreme challenges due to size, length, and/or site restrictions. The contractor must demonstrate through clear and convincing evidence that the stump creates extreme challenges.
- 2.16.5 Excavation, divots, and/or ruts resulting from tree or stump removal must be promptly filled in, up to the surrounding soil grade, with clean earth fill. The fill must be free of excessive debris and compacted to minimize settling. All fill material is subject to acceptance by the City Forester or the City Forester's representative.
- 2.16.6 Wood debris from the stump grinding process shall be removed from the stump hole.

2.17 RFQ Tentative Time Schedule

- Request for Quote available February 9, 2021
- Inquiry deadline, no questions after this date February 15, 2021
- Addendum Posted February 16, 2021
- Submittal deadline for quotes February 19, 2021

The attached form must be used for your response. Failure to comply may result in your disqualification for this procurement.

RFQ-4872-21-KH

On-Call Tree Maintenance Services

	Tree Pruning	Tree Removal	Stump Removal
	Price per diameter inch at 4.5 feet	Price per diameter inch at 4.5 feet	Price per diameter inch at 6 inches above ground level
< 8" DBH	\$	\$	\$
9 – 16" DBH	\$	\$	\$
17 – 24" DBH	\$	\$	\$
25 – 32" DBH	\$	\$	\$
33 – 40" DBH	\$	\$	\$
>41" DBH	\$	\$	\$

- City of Grand Junction payment terms shall be Net 30 days.
- The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.

(Company Name – Typed or Printed)

(Phone Number)

(Address)

(Authorized Dealer Agent – Typed or Printed)

(City, State, and Zip Code)

(Authorized Agent Signature)

(Email Address of Agent or Sales Contact)

(Date)

The attached form must be used for your response. Failure to comply may result in your disqualification for this procurement.

RFQ-4872-21-KH

On-Call Tree Maintenance Services

	Tree Pruning Price per diameter inch at 4.5 feet	Tree Removal Price per diameter inch at 4.5 feet	Stump Removal Price per diameter inch at 6 inches above ground level
< 8" DBH	\$ 20	\$ 30	\$ 16
9 – 16" DBH	\$ 25	\$ 40	\$ 16
17 – 24" DBH	\$ 35	\$ 50	\$ 17
25 – 32" DBH	\$ 45	\$ 60	\$ 18
33 – 40" DBH	\$ 55	\$ 70	\$ 19
>41" DBH	\$ 65	\$ 80	\$ 20

- City of Grand Junction payment terms shall be Net 30 days.
- The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.

Alpine Tree Service, LLC

(Company Name – Typed or Printed)

1621 CLymer Way Unit A

(Address)

Grand Junction, CO 81503

(City, State, and Zip Code)

alpinetreeservicegj@gmail.com

(Email Address of Agent or Sales Contact)

970-243-9222

(Phone Number)

Charles Thompson

(Authorized Dealer Agent – Typed or Printed)

(Authorized Agent Signature)

2/19/21

(Date)

