



NOTICE OF AWARD RENEWAL 5350-24-KH

February 13, 2024

Teddy Hildebrandt
T4 Tree Service
2393 F-1/2 Road
Grand Junction, CO 81505

SOLICITATION DESCRIPTION: Second (of Three) Annual Renewal for
RFP-4969-21-SH Private Ash Tree Assistance Services

Dear Mr. Hildebrandt,

You are hereby notified that your firm's contract has been renewed to provide the **Private Ash Tree Assistance Services** for the City of Grand Junction as needed from **February 2024 to February 2025**. This will be the second of three renewals allowed under the original contract.

This extension continues to include the same terms and conditions as the original contract. The contract has been established using the Scope of Service in the original solicitation noted above.

If you have any questions or need to discuss this extension, please call me at 970-244-1513.

Sincerely,

Kassy Hackett, Buyer

SUPPLIER ACKNOWLEDGEMENT

Receipt of this Extension is hereby acknowledged:

Contractor: _____

By: _____

Title: _____

Date: _____



NOTICE OF AWARD RENEWAL 5157-23-SH

December 8, 2022

Teddy Hildebrandt
T4 Tree Service
2393 F-1/2 Road
Grand Junction, CO 81505

SOLICITATION DESCRIPTION: FIRST (of Three) ANNUAL RENEWAL FOR
RFP-4969-21-SH Private Ash Tree Assistance Services

Dear Mr. Hildebrandt,

You are hereby notified that your firm's contract has been renewed to provide the **Private Ash Tree Assistance Services** for the City of Grand Junction as needed from **February 23, 2023 to February 23, 2024**. This will be the first of three renewals allowed under the original contract.

This extension continues to include the same terms and conditions as the original contract. The contract has been established using the Scope of Service in the original solicitation noted above.

If you have any questions or need to discuss this extension, please call me at 970-244-1513.

Sincerely,
Susan J. Hyatt, C.P.M, CPPB
City of Grand Junction
Purchasing Division

SUPPLIER ACKNOWLEDGEMENT

Receipt of this Extension is hereby acknowledged:

Contractor: T4 Tree Service
By: Teddy Hildebrandt / Teddy Hildebrandt
Title: Owner
Date: 12/9/22



CITY OF GRAND JUNCTION, COLORADO

CONTRACT AMENDMENT

This CONTRACT made and entered into this 22nd day of February, 2022 by and between the City of Grand Junction, Colorado, a government entity in the County of Mesa, State of Colorado, hereinafter in the Contract Documents referred to as the "Owner" and T4 Tree Service hereinafter in the Contract Documents referred to as the "Contractor."

WITNESSETH:

WHEREAS, the Owner advertised that sealed Bids would be received for furnishing all labor, tools, supplies, equipment, materials, and everything necessary and required for the Project described by the Contract Documents and known as RFP-4969-21-SH Private Ash Tree Assistance Services.

WHEREAS, the Contract has been awarded to the above named Contractor by the Owner, and said Contractor is now ready, willing and able to perform the Work specified in the Notice of Award, in accordance with the Contract Documents;

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, the mutual covenants hereinafter set forth and subject to the terms hereinafter stated, it is mutually covenanted and agreed as follows:

ARTICLE 1

Contract Documents: It is agreed by the parties hereto that the following list of instruments, drawings, and documents which are attached hereto, bound herewith, or incorporated herein by reference constitute and shall be referred to either as the "Contract Documents" or the "Contract", and all of said instruments, drawings, and documents taken together as a whole constitute the Contract between the parties hereto, and they are fully a part of this agreement as if they were set out verbatim and in full herein:

The order of contract document governance shall be as follows:

- a. The body of this contract agreement
- b. Solicitation Documents for the Project and all Addenda; **RFP-4969-21-SH**
- c. Contractors Response to the Solicitation
- d. Work Change Requests (directing that changed work be performed);
- e. Field Orders
- f. Change Orders.

ARTICLE 2

Definitions: The clauses provided in the Solicitation apply to the terms used in the Contract and all the Contract Documents.

ARTICLE 3

Contract Work: The Contractor agrees to furnish all labor, tools, supplies, equipment, materials, and all that is necessary and required to complete the tasks associated with the Work described, set forth, shown, and included in the Contract Documents as indicated in the Solicitation Document.

ARTICLE 4 – Amended February 22, 2022

Contract Time: Contractor shall respond to requests for treatment from residential property owners/homeowners and shall provide documentation and verification of tree treatment or replacement qualification to the City. After contact by the residential property owner and work has been confirmed by the Contractor, Contractor shall treat the trees within fourteen (14) days with trunk injection treatments. Contractor shall work in coordination with the City to receive payments and provide information on qualifying replacement trees as noted in the original RFP document. This program for Private Ash Tree Assistance Services shall begin on Arbor Day, April 29, 2022 and run through December 31, 2022. Residential property owners/homeowners shall be treated on a first come first served basis.

ARTICLE 5 – Amended February 22, 2022

Contract Price and Payment Procedures: The Contractor shall accept as full and complete compensation for the performance and completion of all of the Work specified in the Contract Documents, as the same are amended in this Article 5: **a) a lump sum minimum payment of Two Hundred Twenty Five dollars (\$225.00) will be charged to each residential property owner/homeowner electing the treatment of said owners tree if tree is less than 20.5 inches diameter at DBH (Diameter Breast Height) as stated in the original RFP document; or b) Eleven dollars (\$11.00) per inch for trees greater than 20.5 inch diameter at DBH (11.00/in. dia.) for each residential property owner electing the treatment of said owners tree(s). Any residential property owner/homeowner that elects the service will be responsible for paying one half the cost of the trunk injection treatment and the City will bear the cost for the other half, up to \$60,000 total for the 2022 calendar year.** This Contract contains unit price pay items, and the Contract Price shall be adjusted in accordance with the actual quantities of items completed and accepted by the Owner at the unit prices quoted in the Solicitation Response. The amount of the Contract Price is and has heretofore been appropriated by the Grand Junction City Council for the use and benefit of this Project. The Contract Price shall not be modified except by Change Order or other written directive of the Owner. The Owner shall not issue a Change Order or other written directive which requires additional work to be performed, which work causes the aggregate amount payable under this Contract to exceed the amount appropriated for this Project, unless and until the Owner provides Contractor written assurance that lawful appropriations to cover the costs of the additional work have been made.

ARTICLE 6

Contract Binding: The Owner and the Contractor each binds itself, its partners, successors, assigns and legal representatives to the other party hereto in respect to all covenants, agreements and obligations contained in the Contract Documents. The Contract Documents constitute the entire agreement between the Owner and Contractor and may only be altered,

amended or repealed by a duly executed written instrument. Neither the Owner nor the Contractor shall, without the prior written consent of the other, assign or sublet in whole or in part its interest under any of the Contract Documents and specifically, the Contractor shall not assign any moneys due or to become due without the prior written consent of the Owner.

ARTICLE 7

Severability: If any part, portion or provision of the Contract shall be found or declared null, void or unenforceable for any reason whatsoever by any court of competent jurisdiction or any governmental agency having the authority thereover, only such part, portion or provision shall be effected thereby and all other parts, portions and provisions of the Contract shall remain in full force and effect.

IN WITNESS WHEREOF, City of Grand Junction, Colorado, has caused this Contract to be subscribed in its behalf; and the Contractor has signed this Contract the day and the year first mentioned herein.

CITY OF GRAND JUNCTION, COLORADO

DocuSigned by:
By: Susan Hyatt
Title: Senior Buyer

2/23/2022

Date

T4 TREE SERVICE

DocuSigned by:
By: Teddy Hildebrandt
Title: Owner

2/23/2022

Date



**Request for Proposal
RFP-4969-21-SH**

PRIVATE ASH TREE ASSISTANCE SERVICES

RESPONSES DUE:

January 19, 2022 prior to 2:30 P.M.

**Accepting Electronic Responses Only Submitted Through the Rocky
Mountain E-Purchasing System (RMEPS)**

www.bidnetdirect.com/colorado

(Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. 800-835-4603)

NOTE: All City solicitation openings will continue to be held virtually.

PURCHASING REPRESENTATIVE:

Susan Hyatt, Senior Buyer

susanh@gjcity.org

970-244-1513

This solicitation has been developed specifically for a Request for Proposal intended to solicit competitive responses for this solicitation, and may not be the same as previous City of Grand Junction solicitations. All offerors are urged to thoroughly review this solicitation prior to submitting. Submittal by **FAX, EMAIL or HARD COPY IS NOT ACCEPTABLE** for this solicitation.

REQUEST FOR PROPOSAL

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- 1.0 Administrative Information and Conditions for Submittal**
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- 6.0 Evaluation Criteria and Factors**
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REQUEST FOR PROPOSAL

SECTION 1.0: ADMINISTRATIVE INFORMATION & CONDITIONS FOR SUBMITTAL

NOTE: It is the Firm's responsibility to read and review all solicitation documentation in its entirety, and to ensure that they have a clear and complete understanding of not only the scope, specifications, project requirements, etc., but also all other requirements, instructions, rules, regulations, laws, conditions, statements, procurement policies, etc. that are associated with the solicitation process and project/services being solicited.

- 1.1 Issuing Office:** This Request for Proposal (RFP) is issued by the City of Grand Junction. All contact regarding this RFP is directed to:

RFP QUESTIONS:

Susan Hyatt, Senior Buyer
susanh@gjcity.org

The City would like to remind all Firms, Sub-Firms, Vendors, Suppliers, Manufacturers, Service Providers, etc. that (with the exception of Pre-Bid or Site Visit Meetings) all questions, inquiries, comments, or communication pertaining to any formal solicitation (whether process, specifications, scope, etc.) must be directed (in writing) to the Purchasing Agent assigned to the project, or Purchasing Division. Direct communication with the City assigned Project Managers/Engineers is not appropriate for public procurement, and may result in disqualification.

- 1.2 Purpose:** The purpose of this RFP is to obtain proposals from qualified professional firms or individuals to provide treatment to local Ash Trees on private property.
- 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.
- 1.4 Compliance:** All participating Offerors, by their signature hereunder, shall agree to comply with all conditions, requirements, and instructions of this RFP as stated or implied herein. Should the Owner omit anything from this packet which is necessary to the clear understanding of the requirements, or should it appear that various instructions are in conflict, the Offeror(s) shall secure instructions from the Purchasing Division prior to the date and time of the submittal deadline shown in this RFP.
- 1.5 Procurement Process:** Procurement processes shall be governed by the most current version of the City of Grand Junction [Purchasing Policy and Procedure Manual](#).
- 1.6 Submission:** Each proposal shall be submitted in electronic format only, and only through the Rocky Mountain E-Purchasing (BidNet Colorado) website, www.bidnetdirect.com/colorado. The uploaded response shall be a single PDF document with all required information included. This site offers both "free" and "paying" registration options that allow for full access of the Owner's documents and for electronic submission of proposals. (Note: "free" registration may take up to 24 hours to process. Please Plan accordingly.) Please view our "Electronic Vendor Registration

Guide” at <http://www.gjcity.org/501/Purchasing-Bids> for details. (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline. **800-835-4603**).

Please join the virtual opening for Private Ash Tree Assistance Services RFP-4969-21-SH on Wednesday January 19, 2022 at 2:30 P.M.

Please join the meeting from your computer, tablet or smartphone.
<https://global.gotomeeting.com/join/462094629>

You can also dial in using your phone.

United States: +1 (669) 224-3412

Access Code: 462-097-629

- 1.7 Altering Proposals:** Any alterations made prior to opening date and time must be initialed by the signer of the proposal, guaranteeing authenticity. Proposals cannot be altered or amended after submission deadline.
- 1.8 Withdrawal of Proposal:** A proposal must be firm and valid for award and may not be withdrawn or canceled by the Offeror for sixty (60) days following the submittal deadline date, and only prior to award. The Offeror so agrees upon submittal of their proposal. After award this statement is not applicable.
- 1.9 Acceptance of Proposal Content:** The contents of the proposal of the successful Offeror shall become contractual obligations if acquisition action ensues. Failure of the successful Offeror to accept these obligations in a contract shall result in cancellation of the award and such vendor shall be removed from future solicitations.
- 1.10 Addenda:** All questions shall be submitted in writing to the appropriate person as shown in Section 1.1. Any interpretations, corrections and changes to this RFP or extensions to the opening/receipt date shall be made by a written Addendum to the RFP by the City. Sole authority to authorize addenda shall be vested in the City of Grand Junction Purchasing Representative. Addenda will be issued electronically through the Rocky Mountain E-Purchasing website at www.bidnetdirect.com/colorado and on the City's website at www.gjcity.org/501/Purchasing-Bids. Offerors shall acknowledge receipt of all addenda in their proposal.
- 1.11 Exceptions and Substitutions:** All proposals meeting the intent of this RFP shall be considered for award. Offerors taking exception to the specifications shall do so at their own risk. The Owner reserves the right to accept or reject any or all substitutions or alternatives. When offering substitutions and/or alternatives, Offeror must state these exceptions in the section pertaining to that area. Exception/substitution, if accepted, must meet or exceed the stated intent and/or specifications. The absence of such a list shall indicate that the Offeror has not taken exceptions, and if awarded a contract, shall hold the Offeror responsible to perform in strict accordance with the specifications or scope of services contained herein.

- 1.12 Confidential Material:** All materials submitted in response to this RFP shall ultimately become public record and shall be subject to inspection after contract award. **“Proprietary or Confidential Information”** is defined as any information that is not generally known to competitors and which provides a competitive advantage. Unrestricted disclosure of proprietary information places it in the public domain. Only submittal information clearly identified with the words **“Confidential Disclosure”** and uploaded as a separate document shall establish a confidential, proprietary relationship. Any material to be treated as confidential or proprietary in nature must include a justification for the request. The request shall be reviewed and either approved or denied by the Owner. If denied, the proposer shall have the opportunity to withdraw its entire proposal, or to remove the confidential or proprietary restrictions. Neither cost nor pricing information nor the total proposal shall be considered confidential or proprietary.
- 1.13 Response Material Ownership:** All proposals become the property of the Owner upon receipt and shall only be returned to the proposer at the Owner’s option. Selection or rejection of the proposal shall not affect this right. The Owner shall have the right to use all ideas or adaptations of the ideas contained in any proposal received in response to this RFP, subject to limitations outlined in the entitled “Confidential Material”. Disqualification of a proposal does not eliminate this right.
- 1.14 Minimal Standards for Responsible Prospective Offerors:** A prospective Offeror must affirmably demonstrate their responsibility. A prospective Offeror must meet the following requirements.
- Have adequate financial resources, or the ability to obtain such resources as required.
 - Be able to comply with the required or proposed completion schedule.
 - Have a satisfactory record of performance.
 - Have a satisfactory record of integrity and ethics.
 - Be otherwise qualified and eligible to receive an award and enter into a contract with the Owner.
- 1.15 Open Records:** Proposals shall be received and publicly acknowledged at the location, date, and time stated herein. Offerors, their representatives and interested persons may be present. Proposals shall be received and acknowledged only so as to avoid disclosure of process. However, all proposals shall be open for public inspection after the contract is awarded. Trade secrets and confidential information contained in the proposal so identified by offer as such shall be treated as confidential by the Owner to the extent allowable in the Open Records Act.
- 1.16 Sales Tax:** The Owner is, by statute, exempt from the State Sales Tax and Federal Excise Tax; therefore, all fees shall not include taxes.
- 1.17 Public Opening:** Proposals shall be opened virtually immediately following the proposal deadline. Offerors, their representatives and interested persons may attend virtually. See Section 1.6 for details. Only the names and locations on the proposing firms will be disclosed.

SECTION 2.0: GENERAL CONTRACT TERMS AND CONDITIONS

- 2.1. Acceptance of RFP Terms:** A proposal submitted in response to this RFP shall constitute a binding offer. Acknowledgment of this condition shall be indicated on the Letter of Interest or Cover Letter by the autographic signature of the Offeror or an officer of the Offeror legally authorized to execute contractual obligations. A submission in response to the RFP acknowledges acceptance by the Offeror of all terms and conditions including compensation, as set forth herein. An Offeror shall identify clearly and thoroughly any variations between its proposal and the Owner's RFP requirements. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance, except as outlined or specified in the RFP.
- 2.2. Execution, Correlation, Intent, and Interpretations:** The Contract Documents shall be signed by the Owner and Firm. By executing the contract, the Firm represents that they have familiarized themselves with the local conditions under which the Services is to be performed, and correlated their observations with the requirements of the Contract Documents. The Contract Documents are complementary, and what is required by any one, shall be as binding as if required by all. The intention of the documents is to include all labor, materials, equipment, services and other items necessary for the proper execution and completion of the scope of services as defined in the technical specifications and drawings contained herein. All drawings, specifications and copies furnished by the Owner are, and shall remain, Owner property. They are not to be used on any other project.
- 2.3. Permits, Fees, & Notices:** The Firm shall secure and pay for all permits, governmental fees and licenses necessary for the proper execution and completion of the services. The Firm shall give all notices and comply with all laws, ordinances, rules, regulations and orders of any public authority bearing on the performance of the services. If the Firm observes that any of the Contract Documents are at variance in any respect, he shall promptly notify the Owner in writing, and any necessary changes shall be adjusted by approximate modification. If the Firm performs any services knowing it to be contrary to such laws, ordinances, rules and regulations, and without such notice to the Owner, he shall assume full responsibility and shall bear all costs attributable.
- 2.4. Responsibility for those Performing the Services:** The Firm shall be responsible to the Owner for the acts and omissions of all his employees and all other persons performing any of the services under a contract with the Firm.
- 2.5. Payment & Completion:** The Contract Sum is stated in the Contract and is the total amount payable by the Owner to the Firm for the performance of the services under the Contract Documents. Upon receipt of written notice that the services is ready for final inspection and acceptance and upon receipt of application for payment, the Owner's Project Manager will promptly make such inspection and, when they find the services acceptable under the Contract Documents and the Contract fully performed, the Owner shall make payment in the manner provided in the Contract Documents. Partial payments will be based upon estimates, prepared by the Firm, of the value of services performed and materials placed in accordance with the Contract Documents. The services performed by Firm shall be in accordance with generally accepted professional practices and the level of competency presently maintained by other practicing professional firms in the same or similar type of services in the applicable community. The services and services to be performed by

Firm hereunder shall be done in compliance with applicable laws, ordinances, rules and regulations.

- 2.6. Protection of Persons & Property:** The Firm shall comply with all applicable laws, ordinances, rules, regulations and orders of any public authority having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss. Firm shall erect and maintain, as required by existing safeguards for safety and protection, and all reasonable precautions, including posting danger signs or other warnings against hazards promulgating safety regulations and notifying owners and users of adjacent utilities. When or where any direct or indirect damage or injury is done to public or private property by or on account of any act, omission, neglect, or misconduct by the Firm in the execution of the services, or in consequence of the non-execution thereof by the Firm, they shall restore, at their own expense, such property to a condition similar or equal to that existing before such damage or injury was done, by repairing, rebuilding, or otherwise restoring as may be directed, or it shall make good such damage or injury in an acceptable manner.
- 2.7. Changes in the Services:** The Owner, without invalidating the contract, may order changes in the services within the general scope of the contract consisting of additions, deletions or other revisions. All such changes in the services shall be authorized by Change Order/Amendment and shall be executed under the applicable conditions of the contract documents. A Change Order/Amendment is a written order to the Firm signed by the Owner issued after the execution of the contract, authorizing a change in the services or an adjustment in the contract sum or the contract time.
- 2.8. Minor Changes in the Services:** The Owner shall have authority to order minor changes in the services not involving an adjustment in the contract sum or an extension of the contract time and not inconsistent with the intent of the contract documents.
- 2.9. Uncovering & Correction of Services:** The Firm shall promptly correct all services found by the Owner as defective or as failing to conform to the contract documents. The Firm shall bear all costs of correcting such rejected services, including the cost of the Owner's additional services thereby made necessary. The Owner shall give such notice promptly after discover of condition. All such defective or non-conforming services under the above paragraphs shall be removed from the site where necessary and the services shall be corrected to comply with the contract documents without cost to the Owner.
- 2.10. Acceptance Not Waiver:** The Owner's acceptance or approval of any services furnished hereunder shall not in any way relieve the proposer of their present responsibility to maintain the high quality, integrity and timeliness of his services. The Owner's approval or acceptance of, or payment for, any services shall not be construed as a future waiver of any rights under this Contract, or of any cause of action arising out of performance under this Contract.
- 2.11. Change Order/Amendment:** No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the resulting contract. All amendments to the contract shall be made in writing by the Owner.
- 2.12. Assignment:** The Offeror shall not sell, assign, transfer or convey any contract resulting from this RFP, in whole or in part, without the prior written approval from the Owner.

- 2.13. Compliance with Laws:** Proposals must comply with all Federal, State, County and local laws governing or covering this type of service and the fulfillment of all ADA (Americans with Disabilities Act) requirements. Firm hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing, required by law.
- 2.14. Debarment/Suspension:** The Firm hereby certifies that the Firm is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Governmental department or agency.
- 2.15. Confidentiality:** All information disclosed by the Owner to the Offeror for the purpose of the services to be done or information that comes to the attention of the Offeror during the course of performing such services is to be kept strictly confidential.
- 2.16. Conflict of Interest:** No public official and/or Owner employee shall have interest in any contract resulting from this RFP.
- 2.17. Contract:** This Request for Proposal, submitted documents, and any negotiations, when properly accepted by the Owner, shall constitute a contract equally binding between the Owner and Offeror. The contract represents the entire and integrated agreement between the parties hereto and supersedes all prior negotiations, representations, or agreements, either written or oral, including the Proposal documents. The contract may be amended or modified with Change Orders, Field Orders, or Amendment.
- 2.18. Project Manager/Administrator:** The Project Manager, on behalf of the Owner, shall render decisions in a timely manner pertaining to the services proposed or performed by the Offeror. The Project Manager shall be responsible for approval and/or acceptance of any related performance of the Scope of Services.
- 2.19. Contract Termination:** This contract shall remain in effect until any of the following occurs: (1) contract expires; (2) completion of services; (3) acceptance of services or, (4) for convenience terminated by either party with a written *Notice of Cancellation* stating therein the reasons for such cancellation and the effective date of cancellation at least thirty days past notification.
- 2.20. Employment Discrimination:** During the performance of any services per agreement with the Owner, the Offeror, by submitting a Proposal, agrees to the following conditions:
- 2.20.1.** The Offeror shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, disability, citizenship status, marital status, veteran status, sexual orientation, national origin, or any legally protected status except when such condition is a legitimate occupational qualification reasonably necessary for the normal operations of the Offeror. The Offeror agrees to post in conspicuous places, visible to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

- 2.20.2.** The Offeror, in all solicitations or advertisements for employees placed by or on behalf of the Offeror, shall state that such Offeror is an Equal Opportunity Employer.
- 2.20.3.** Notices, advertisements, and solicitations placed in accordance with federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
- 2.21. Immigration Reform and Control Act of 1986 and Immigration Compliance:** The Offeror certifies that it does not and will not during the performance of the contract employ illegal alien services or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986 and/or the immigration compliance requirements of State of Colorado C.R.S. § 8-17.5-101, *et seq.* (House Bill 06-1343).
- 2.22. Ethics:** The Offeror shall not accept or offer gifts or anything of value nor enter into any business arrangement with any employee, official, or agent of the Owner.
- 2.23. Failure to Deliver:** In the event of failure of the Offeror to deliver services in accordance with the contract terms and conditions, the Owner, after due oral or written notice, may procure the services from other sources and hold the Offeror responsible for any costs resulting in additional purchase and administrative services. This remedy shall be in addition to any other remedies that the Owner may have.
- 2.24. Failure to Enforce:** Failure by the Owner at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the Owner to enforce any provision at any time in accordance with its terms.
- 2.25. Force Majeure:** The Offeror shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions, and acts of God beyond the control of the Offeror, unless otherwise specified in the contract.
- 2.26. Indemnification:** Offeror shall defend, indemnify and save harmless the Owner and all its officers, employees, insurers, and self-insurance pool, from and against all liability, suits, actions, or other claims of any character, name and description brought for or on account of any injuries or damages received or sustained by any person, persons, or property on account of any negligent act or fault of the Offeror, or of any Offeror's agent, employee, sub-Firm or supplier in the execution of, or performance under, any contract which may result from proposal award. Offeror shall pay any judgment with cost which may be obtained against the Owner growing out of such injury or damages.
- 2.27. Independent Firm:** The Offeror shall be legally considered an Independent Firm and neither the Firm nor its employees shall, under any circumstances, be considered servants or agents of the Owner. The Owner shall be at no time legally responsible for any negligence or other wrongdoing by the Firm, its servants, or agents. The Owner shall not withhold from the contract payments to the Firm any federal or state unemployment taxes, federal or state income taxes, Social Security Tax or any other amounts for benefits to the Firm. Further, the Owner shall not provide to the Firm any insurance coverage or other benefits, including Workers' Compensation, normally provided by the Owner for its employees.

- 2.28. Nonconforming Terms and Conditions:** A proposal that includes terms and conditions that do not conform to the terms and conditions of this Request for Proposal is subject to rejection as non-responsive. The Owner reserves the right to permit the Offeror to withdraw nonconforming terms and conditions from its proposal prior to a determination by the Owner of non-responsiveness based on the submission of nonconforming terms and conditions.
- 2.29. Ownership:** All plans, prints, designs, concepts, etc., shall become the property of the Owner.
- 2.30. Oral Statements:** No oral statement of any person shall modify or otherwise affect the terms, conditions, or specifications stated in this document and/or resulting agreement. All modifications to this request and any agreement must be made in writing by the Owner.
- 2.31. Patents/Copyrights:** The Offeror agrees to protect the Owner from any claims involving infringements of patents and/or copyrights. In no event shall the Owner be liable to the Offeror for any/all suits arising on the grounds of patent(s)/copyright(s) infringement. Patent/copyright infringement shall null and void any agreement resulting from response to this RFP.
- 2.32. Venue:** Any agreement as a result of responding to this RFP shall be deemed to have been made in, and shall be construed and interpreted in accordance with, the laws of the City of Grand Junction, Mesa County, Colorado.
- 2.33. Expenses:** Expenses incurred in preparation, submission and presentation of this RFP are the responsibility of the company and cannot be charged to the Owner.
- 2.34. Sovereign Immunity:** The Owner specifically reserves its right to sovereign immunity pursuant to Colorado State Law as a defense to any action arising in conjunction to this agreement.
- 2.35. Public Funds/Non-Appropriation of Funds:** Funds for payment have been provided through the Owner's budget approved by the City Council/Board of County Commissioners for the stated fiscal year only. State of Colorado statutes prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Therefore, anticipated orders or other obligations that may arise past the end of the stated Owner's fiscal year shall be subject to budget approval. Any contract will be subject to and must contain a governmental non-appropriation of funds clause.
- 2.36. Collusion Clause:** Each Offeror by submitting a proposal certifies that it is not party to any collusive action or any action that may be in violation of the Sherman Antitrust Act. Any and all proposals shall be rejected if there is evidence or reason for believing that collusion exists among the proposers. The Owner may or may not, at the discretion of the Owner Purchasing Representative, accept future proposals for the same service or commodities for participants in such collusion.
- 2.37. Gratuities:** The Firm certifies and agrees that no gratuities or kickbacks were paid in connection with this contract, nor were any fees, commissions, gifts or other considerations

made contingent upon the award of this contract. If the Firm breaches or violates this warranty, the Owner may, at their discretion, terminate this contract without liability to the Owner.

- 2.38. Performance of the Contract:** The Owner reserves the right to enforce the performance of the contract in any manner prescribed by law or deemed to be in the best interest of the Owner in the event of breach or default of resulting contract award.
- 2.39. Benefit Claims:** The Owner shall not provide to the Offeror any insurance coverage or other benefits, including Worker's Compensation, normally provided by the Owner for its employees.
- 2.40. Default:** The Owner reserves the right to terminate the contract in the event the Firm fails to meet delivery or completion schedules, or otherwise perform in accordance with the accepted proposal. Breach of contract or default authorizes the Owner to purchase like services elsewhere and charge the full increase in cost to the defaulting Offeror.
- 2.41. Multiple Offers:** If said proposer chooses to submit more than one offer, THE ALTERNATE OFFER must be clearly marked "Alternate Proposal". The Owner reserves the right to make award in the best interest of the Owner.
- 2.42. Cooperative Purchasing:** Purchases as a result of this solicitation are primarily for the Owner. Other governmental entities may be extended the opportunity to utilize the resultant contract award with the agreement of the successful provider and the participating agencies. All participating entities will be required to abide by the specifications, terms, conditions and pricings established in this Proposal. The quantities furnished in this proposal document are for only the Owner. It does not include quantities for any other jurisdiction. The Owner will be responsible only for the award for our jurisdiction. Other participating entities will place their own awards on their respective Purchase Orders through their purchasing office or use their purchasing card for purchase/payment as authorized or agreed upon between the provider and the individual entity. The Owner accepts no liability for payment of orders placed by other participating jurisdictions that choose to piggy-back on our solicitation. Orders placed by participating jurisdictions under the terms of this solicitation will indicate their specific delivery and invoicing instructions.
- 2.43. Definitions:**
- 2.43.1.** "Offeror" and/or "Proposer" refers to the person or persons legally authorized by the Consultant to make an offer and/or submit a response (fee) proposal in response to the Owner's RFP.
- 2.43.2.** The term "Services" includes all labor, materials, equipment, and/or services necessary to produce the requirements of the Contract Documents.
- 2.43.3.** "Firm" is the person, organization, firm or consultant identified as such in the Agreement and is referred to throughout the Contract Documents. The term Firm means the Firm or his authorized representative. The Firm shall carefully study and compare the Scope of Services, Addenda and Modifications and shall at once report to the Owner any error, inconsistency or omission he may discover. Firm shall not be liable to the Owner for any damage resulting from such errors, inconsistencies or omissions. The Firm shall not commence services without clarifying Drawings, Specifications, or Interpretations.

2.43.4. “Sub-Contractor is a person or organization who has a direct contract with the Firm to perform any of the services at the site. The term Sub-Firm is referred to throughout the contract documents and means a Sub-Contractor or his authorized representative.

2.44. Public Disclosure Record: If the Proposer has knowledge of their employee(s) or sub-proposers having an immediate family relationship with an Owner employee or elected official, the proposer must provide the Purchasing Representative with the name(s) of these individuals. These individuals are required to file an acceptable “Public Disclosure Record”, a statement of financial interest, before conducting business with the Owner.

SECTION 3.0: INSURANCE REQUIREMENTS

3.1 Insurance Requirements: The selected Firm agrees to procure and maintain, at its own cost, policy(s) of insurance sufficient to insure against all liability, claims, demands, and other obligations assumed by the Firm pursuant to this Section. Such insurance shall be in addition to any other insurance requirements imposed by this Contract or by law. The Firm shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to this Section by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

Firm shall procure and maintain and, if applicable, shall cause any Sub-Firm of the Firm to procure and maintain insurance coverage listed below. Such coverage shall be procured and maintained with forms and insurers acceptable to The Owner. All coverage shall be continuously maintained to cover all liability, claims, demands, and other obligations assumed by the Firm pursuant to this Section. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage. Minimum coverage limits shall be as indicated below unless specified otherwise in the Special Conditions:

(a) Worker Compensation: Firm shall comply with all State of Colorado Regulations concerning Workers' Compensation insurance coverage.

(b) General Liability insurance with minimum combined single limits of:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) per job aggregate.

The policy shall be applicable to all premises, products and completed operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, products, and completed operations. The policy shall include coverage for explosion, collapse, and underground (XCU) hazards. The policy shall contain a severability of interests provision.

(c) Comprehensive Automobile Liability insurance with minimum combined single limits for bodily injury and property damage of not less than:

ONE MILLION DOLLARS (\$1,000,000) each occurrence and
ONE MILLION DOLLARS (\$1,000,000) aggregate

(d) Professional Liability & Errors and Omissions Insurance policy with a minimum of:

FIVE MILLION DOLLARS (\$5,000,000) per claim

This policy shall provide coverage to protect the Firm against liability incurred as a result of the professional services performed as a result of responding to this Solicitation.

With respect to each of Consultant's owned, hired, or non-owned vehicles assigned to be used in performance of the Services. The policy shall contain a severability of interests provision.

3.2 Additional Insured Endorsement: The policies required by paragraphs (b), and (c) above shall be endorsed to include the Owner and the Owner's officers and employees as additional insureds. Every policy required above shall be primary insurance, and any insurance carried by the Owner, its officers, or its employees, or carried by or provided through any insurance pool of the Owner, shall be excess and not contributory insurance to that provided by Firm. The Firm shall be solely responsible for any deductible losses under any policy required above.

SECTION 4.0: SPECIFICATIONS/SCOPE OF SERVICES

4.1. General/Background: The purpose of this RFP is to obtain proposals from qualified professional firms.

In an effort to provide support to residential private property owners within Grand Junction, the City is working to develop a private ash tree treatment and replacement cost share program. This program is being developed to protect the benefits provided by the large number of ash trees found on private property in City limits.

The majority of Grand Junction's tree canopy cover is found on residential private property (61%), and the benefits provided have a positive impact on the entire Grand Valley. Grand Junction's urban tree canopy covers 4,650 acres of land providing \$30 million in annual savings through storm water runoff reduction, air quality improvement, and carbon sequestration. With ash trees making up an estimated 20% of the population, the expanding negative impact of ash pests is putting \$6M dollars of public benefit at risk. The exceptional drought facing Mesa County along with increasing pressure from the Lilac Ash Borer and the Ash Bark Beetle, and the looming threat from the likely arrival of the Emerald Ash Borer (EAB), taking action now is imperative.

The City is seeking applications from qualified Colorado Department of Agriculture licensed pesticide applicators to develop a preferred vendor list and secure a standard, competitive price. Residents will be responsible for half the cost of trunk injection treatment and the City would bear the cost for the other half. Selected vendors will respond to requests for treatments, provide documentation and verification of tree treatment or replacement qualification, complete trunk injection treatments with product containing Emamectin Benzoate, and work in coordination with the City to receive payments and provide information on replacement trees qualifying for City issued vouchers for tree replacement.

Property owners of Grand Junction residentially zoned parcels will also have an opportunity within this program to receive a voucher to assist with the purchase of a new replacement tree for ash trees that are not qualified for treatment. Contractors shall identify and document trees that do not qualify for treatment, and the City will provide those individuals with vouchers to offset the cost of purchasing new trees from an approved list of local nurseries.

4.2. Special Conditions/Provisions:

Selected vendors shall provide treatment of qualified ash trees located on residentially zoned parcels within Grand Junction city limits through trunk injection of any insecticide approved treatment containing a minimum of 4% Emamectin Benzoate as the active ingredient for the purpose of providing effective, temporary protection against Emerald Ash Borer. Weather permitting, the application treatment is expected to occur between May and October or as approved by the City Forester for as long as trees are translocating

1. The contractor shall possess and maintain a valid Commercial Pesticide Applicator's license from the State of Colorado. All pesticide application crews shall have at least one crew member present that has a valid Qualified Supervisor (QS) license or Certified Operator (CO) license with the Colorado Department of Agriculture. The contractor must follow all Colorado Department of Agriculture rules and regulations.

2. The contractor shall provide proof that its company has been in the business of pesticide application for a minimum of five years and shall provide proof that the company has a minimum of one year of successful trunk injection pesticide application experience.
3. Pesticide applicators shall follow all federal, state, and local applicable laws and/or regulations pertaining to pesticide use, application, and handling.
4. Prior to initiating treatments, the City Forester must approve insecticide and treatment method.
5. Treatment is to be made in accordance with manufacturer's specifications and requirements.
6. The Office of the City Forester reserves the right to request meeting times with the contractor, as well as to observe the contractor's applicator(s) to ensure good injection technique, chemical uptake, and proper safety measures and techniques.

Experience:

1. Provide no more than three (3) projects similar in scope that demonstrate expertise in delivering similar services.
2. Describe the company's experience with pesticide application.
 - a. The proposer must have a minimum of five (5) years' experience with pesticide application.
3. Describe the company's experience with successful trunk injection pesticide application with employees who will be tasked with performing work on this project.
 - a. The proposer must have a minimum of one (1) year of experience with successful trunk injection pesticide application.
4. Provide the names and contact information for three (3) references for similar projects who the City may contact.

Personnel:

1. Provide resumés for staff who will be undertaking substantial work on this project.
 - a. Resumés should depict which individuals are certified operators and/or qualified supervisors.
 - b. Resumés should include a valid Commercial Pesticide Applicator's license issued from the State of Colorado.
 - c. Resumés should demonstrate that individuals possess the minimum technical experience as described in this RFP.
2. Identify the project manager and other key staff who will provide services outlined in the scope of work.
3. Provide the name(s) and contact information for the designated contact person(s) for assignments, billing, and general contract administration.

Approach:

1. Provide a detailed approach for how the company will complete the scope of work.
2. Describe the product to be used for treatment.
3. Describe the injection equipment to be used with the product.
4. Demonstrate that the company understands the work to be completed and adherence with all specifications.
5. Describe the company's capacity and ability to meet the project's goals and timelines.

4.3. Specifications/Scope of Services: Deliverables: Final Code Update documents including adoption Ordinance(s).

Contractor shall be responsible for:

- 4.3.1** Receiving calls and providing response to Grand Junction residents within 72 business hours to schedule consultations for ash tree treatment.
- 4.3.2** Verification that properties are within City limits and are designated as a residentially zoned lot to ensure cost share expectations are understood by customers (City to aid contractor as needed to education on use of City Map to easily determine these designations).
- 4.3.3** Site visits with residents to determine if ash trees are qualified for treatment.
- 4.3.4** Trunk injecting ash trees that must meet the following conditions:
 - a. Only trees of 8-inch diameter or greater shall be treated, unless otherwise authorized by the City Forester.
 - i. The DBH (Diameter Breast Height) of each tree shall be measured at 4.5 feet above ground, around the outside of the bark:
 - 1. Upright, straight trees shall be measured at 4.5 feet above ground.
 - 2. Trees on a slope shall be measured at 4.5 feet above ground on the uphill side of the trunk.
 - 3. For trees that fork below 4.5 feet from the ground, each stem shall be measured at 4.5 feet and combined for total DBH.
 - b. Only trees with 30% or less canopy decline from health or infestation shall be treated.
 - c. Do not apply pesticide extremely drought-stressed trees.
 - i. Trees located on properties with no supplemental irrigation shall not be treated without prior approval from the City Forester.
- 4.3.5** For cost share treated ash trees, the City shall be provided with accurate documentation of work performed within electronic spreadsheet documenting the following for all trees treated:
 - a. Property owner name.
 - b. Contact email and phone number.
 - c. Address of property.
 - d. Location of tree (backyard, front yard, side yard, etc.).
 - e. Tree diameter.
 - f. Tree condition rating (excellent, good, fair – see condition rating table).
 - g. Milliliters of product injected per tree.
 - h. Date of treatment.
- 4.3.6** Collecting ½ of total cost through direct payment from property owners of qualified parcels.
- 4.3.7** Submitting the City with bi-weekly or monthly aggregated invoices for the remaining 50% of the total amount due for treatments performed with documentation of properties included in that billing cycle.
- 4.3.8** Tracking the total cost contracted under the program and ensuring contact with the City Forester prior to providing service beyond an established not to exceed amount.
- 4.3.9** For ash tree replacement vouchers, the City shall be provided with accurate documentation of disqualified ash trees within electronic spreadsheet documenting the following:
 - a. Property owner name
 - b. Contact email and phone number
 - c. Address of property
 - d. Location of tree (s) (backyard, front yard, side yard, etc.)
 - e. Tree diameter

- f. Tree condition (poor, very poor, dead – see condition rating table)
- g. Date of disqualification

4.4 Pricing: Pricing for this work shall be established at a cost per diameter inch rate

4.5 RFP Tentative Time Schedule:

- | | |
|---|---------------------|
| • Request for Proposal available on or about: | December 20, 2021 |
| • Inquiry deadline, no questions after this date: | January 6, 2022 |
| • Addendum Posted: | January 10, 2022 |
| • Submittal deadline for proposals: | January 19, 2022 |
| • Owner evaluation of proposals: | January 20-26, 2022 |
| • Qualified List Finalized: | January 31, 2022 |

4.6 Questions Regarding Scope of Services:

Susan Hyatt., Senior Buyer
susanh@gjcity.org

SECTION 5.0: PREPARATION AND SUBMITTAL OF PROPOSALS

Submission: Each proposal shall be submitted in electronic format only through the BidNet website, www.bidnetdirect.com/colorado. This site offers both “free” and “paying” registration options that allow for full access of the City’s documents and for electronic submission of proposals. (Note: “free” registration may take up to 24 hours to process. Please Plan accordingly.) (Purchasing Representative does not have access or control of the vendor side of RMEPS. If website or other problems arise during response submission, vendor **MUST** contact RMEPS to resolve issue prior to the response deadline; **800-835-4603**). For proper comparison and evaluation, the City requests that proposals be formatted as directed. The uploaded response to this RFP shall be a single PDF document with all required information included. Offerors are required to indicate their interest in this Project, show their specific experience and address their capability to perform the Scope of Services in the Time Schedule as set forth herein. For proper comparison and evaluation, the City requires that proposals be formatted **A to F**.

- A. Cover Letter:** Cover letter shall be provided which explains the Firm’s interest in the project. The letter shall contain the name/address/phone number/email of the person who will serve as the firm's principal contact person with Owner’s Contract Administrator and shall identify individual(s) who will be authorized to make presentations on behalf of the firm. The statement shall bear the signature of the person having proper authority to make formal commitments on behalf of the firm. By submitting a response to this solicitation the Firm agrees to all requirements herein.
- B. Experience:** Proposers shall provide their qualifications for consideration as a professional contractor with experience in pesticide application to become a contract provider to the City of Grand Junction.
1. Provide no more than three (3) projects similar in scope that demonstrate expertise in delivering similar services.
 2. Describe the company’s experience with pesticide application.
 - a. The proposer must have a minimum of five (5) years’ experience with pesticide application.
 3. Describe the company’s experience with successful trunk injection pesticide application with employees who will be tasked with performing work on this project.
 - a. The proposer must have a minimum of one (1) year of experience with successful trunk injection pesticide application.
- C. Personnel/Qualifications:** Proposers shall provide information regarding Qualifications and Abilities of those performing this contract.
1. Provide resumés for staff who will be undertaking substantial work on this project.
 - a. Resumés should depict which individuals are certified operators and/or qualified supervisors.
 - b. Resumés should include a valid Commercial Pesticide Applicator’s license issued from the State of Colorado.
 - c. Resumés should demonstrate the individuals possess the minimum technical experience as described in this RFP.
 2. Identify the project manager and other key staff who will provide services outlined in the scope of work. Include information regarding administrative staff who can help facilitate responsiveness as mentioned in Section 4.3.1.
 3. Provide the name(s) and contact information for the designated contact person(s)

for assignments, billing, and general contract administration.

- D. Strategy and Implementation:** Describe your (the firm's) interpretation of the Owner's objectives with regard to this RFP. Describe the proposed strategy and/or plan for achieving the objectives of this RFP. The Firm may utilize a written narrative or any other printed technique to demonstrate their ability to satisfy the Scope of Services.
1. Provide a detailed approach for how the company will complete the scope of work. Explain how your firm provides quality customer service.
 2. Describe the product to be used for treatment.
 3. Describe the injection equipment to be used with the product.
 4. Demonstrate that the company understands the work to be completed and adherence with all specifications.
 5. Describe the company's capacity and ability to meet the project's goals and timelines.
 6. Provide a timeline for response once a request for service has been submitted.
- E. References:** A minimum of three (e) **references** that can attest to your experience in projects of similar scope and size. **Please also summarize the projects completed with these references including:** Client Name, Address, Contact Person, Telephone, Email Address, Dates, etc.
- F. Fee Proposal:** Provide a current price per inch rate for the services described. These rates will determine the negotiated contract fee to be established for private properties within City Limits.
- G. Additional Data (optional):** Provide any additional information that will aid in evaluation of your qualifications with respect to this project.

SECTION 6.0: EVALUATION CRITERIA AND FACTORS

- 6.1 Evaluation:** An evaluation team shall review all responses and select the proposal or proposals that best demonstrate the capability in all aspects to perform the scope of services and possess the integrity and reliability that will ensure good faith performance.
- 6.2 Intent:** Only respondents who meet the qualification criteria will be considered. Therefore, it is imperative that the submitted proposal clearly indicate the firm's ability to provide the services described herein.

Submittal evaluations will be done in accordance with the criteria and procedure defined herein. The Owner reserves the right to reject any and all portions of proposals and take into consideration past performance. The following parameters will be used to evaluate the submittals **(with weighted values)**:

The following collective criteria shall be worth 90%
<ul style="list-style-type: none">• Responsiveness of Submittal to the RFP (10) (Firm has submitted a proposal that is fully comprehensive, inclusive, and conforms in all respects to the Request for Proposals (RFP) and all of its requirements, including all forms and substance.)• Experience (30) (Firm has demonstrated their ability to provide pesticide application and obtain the City's goals pertaining to this specific project. See Section 5.0 Item B for details.)• Personnel/Qualifications (30) (Firm's personnel are shown to be proficient and are licensed for the successful completion of this project. See Section 5.0 Item C for details.)• Strategy & Implementation Plan (20) (Firm has provided a clear interpretation of the City's objectives in regard to the project, and a fully comprehensive plan to achieve successful completion. See Section 5.0 Item D for details.)

The following criteria shall be worth 10%
* Fees (10)

Owner also reserves the right to take into consideration past performance of previous awards/contracts with the Owner of any vendor, firm, supplier, or service provider in determining final award(s).

The Owner will undertake negotiations with the top-rated firm and will not negotiate with lower rated firms unless negotiations with higher rated firms have been unsuccessful and terminated.

- 6.3 Oral Interviews:** The Owner reserves the right to invite the most qualified rated proposer(s) to participate in oral interviews, if needed.
- 6.4 Award:** Firms shall be ranked or disqualified based on the criteria listed in Section 6.2. The Owner reserves the right to consider all of the information submitted and/or oral presentations, if required, in selecting the project Firm.

SECTION 7.0: SOLICITATION RESPONSE FORM

RFP-4969-21-SH Private Ash Tree Assistance Services

Offeror must submit entire Form completed, dated and signed.

Standard cost per inch diameter: \$ _____

(Keep in mind the actual rate charged to homeowners will be negotiated and a firm contract fee established.)

The Owner reserves the right to accept any portion of the services to be performed at its discretion

The undersigned has thoroughly examined the entire Request for Proposals and therefore submits the proposal and schedule of fees and services attached hereto.

This offer is firm and irrevocable for sixty (60) days after the time and date set for receipt of proposals.

The undersigned Offeror agrees to provide services and products in accordance with the terms and conditions contained in this Request for Proposal and as described in the Offeror's proposal attached hereto; as accepted by the Owner.

Prices in the proposal have not knowingly been disclosed with another provider and will not be prior to award.

- Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- The individual signing this proposal certifies they are a legal agent of the offeror, authorized to represent the offeror and is legally responsible for the offer with regard to supporting documentation and prices provided.
- Direct purchases by the City of Grand Junction are tax exempt from Colorado Sales or Use Tax. Tax exempt No. 98-903544. The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of _____ percent of the net dollar will be offered to the Owner if the invoice is paid within _____ days after the receipt of the invoice. The Owner reserves the right to take into account any such discounts when determining the bid award that are no less than Net 10 days.

RECEIPT OF ADDENDA: the undersigned Firm acknowledges receipt of Addenda to the Solicitation, Specifications, and other Contract Documents. State number of Addenda received: _____

It is the responsibility of the Proposer to ensure all Addenda have been received and acknowledged.

Company Name – (Typed or Printed)

Authorized Agent – (Typed or Printed)

Authorized Agent Signature

Phone Number

Address of Offeror

E-mail Address of Agent

City, State, and Zip Code

Date



Purchasing Division

ADDENDUM NO. 1

DATE: January 10, 2022
FROM: City of Grand Junction Purchasing Division
TO: All Interested Parties
RE: Private Ash Tree Assistance Services RFP-4969-21-SH

Bidders responding to the above referenced solicitation are hereby instructed that the requirements have been clarified, modified, superseded and supplemented as to this date as hereinafter described.

Please make note of the following:

Clarification/Correction. Section 3.1, item (d) has been corrected to read:

**(d) Professional Liability & Errors and Omissions Insurance policy with a minimum of:
ONE MILLION DOLLARS (\$1,000,000) per claim**

The original FIVE MILLION DOLLAR amount was posted in error.

The original solicitation for the project referenced above is amended as noted.

All other conditions of subject remain the same.

Respectfully,

A handwritten signature in blue ink that reads "Susan J. Hyatt".

Susan Hyatt, Senior Buyer
City of Grand Junction, Colorado

SECTION 7.0: SOLICITATION RESPONSE FORM

RFP-4969-21-SH Private Ash Tree Assistance Services

Offeror must submit entire Form completed, dated and signed.

Standard cost per inch diameter:

\$ 11

(Keep in mind the actual rate charged to homeowners will be negotiated and a firm contract fee established.)

The Owner reserves the right to accept any portion of the services to be performed at its discretion

The undersigned has thoroughly examined the entire Request for Proposals and therefore submits the proposal and schedule of fees and services attached hereto.

This offer is firm and irrevocable for sixty (60) days after the time and date set for receipt of proposals.

The undersigned Offeror agrees to provide services and products in accordance with the terms and conditions contained in this Request for Proposal and as described in the Offeror's proposal attached hereto; as accepted by the Owner.

Prices in the proposal have not knowingly been disclosed with another provider and will not be prior to award.

- Prices in this proposal have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition.
- No attempt has been made nor will be to induce any other person or firm to submit a proposal for the purpose of restricting competition.
- The individual signing this proposal certifies they are a legal agent of the offeror, authorized to represent the offeror and is legally responsible for the offer with regard to supporting documentation and prices provided.
- Direct purchases by the City of Grand Junction are tax exempt from Colorado Sales or Use Tax. Tax exempt No. 98-903544. The undersigned certifies that no Federal, State, County or Municipal tax will be added to the above quoted prices.
- City of Grand Junction payment terms shall be Net 30 days.
- Prompt payment discount of 0 percent of the net dollar will be offered to the Owner if the invoice is paid within 10 days after the receipt of the invoice. The Owner reserves the right to take into account any such discounts when determining the bid award that are no less than Net 10 days.

RECEIPT OF ADDENDA: the undersigned Firm acknowledges receipt of Addenda to the Solicitation, Specifications, and other Contract Documents. State number of Addenda received: _____

It is the responsibility of the Proposer to ensure all Addenda have been received and acknowledged.

T4 Tree Service

Company Name – (Typed or Printed)

Teddy Hildebrandt

Authorized Agent Signature

2393 F 1/2 Rd

Address of Offeror

Grand Junction CO 81505

City, State, and Zip Code

Teddy Hildebrandt

Authorized Agent – (Typed or Printed)

970-640-4026

Phone Number

Teddy@T4tree.com

E-mail Address of Agent

1/17/22

Date

Private Ash Tree Assistance Services Information for T4 Tree Service

My name is Teddy Hildebrandt , owner of T4 Tree Services. 2393 F ½ Rd. Grand Junction CO 81505. 970-640-4026. Teddy@T4Tree.com.

Our company is licensed (#14068) by the Colorado Department of Agriculture to apply integrated pest management treatments on trees in this state. We are applying for this program because we are committed to saving the healthy Ash trees in the Grand Valley and acknowledge the tremendous amount of value they add to our landscape.

Experience

1. Similar projects
 - a. Colorado Mesa University - spray over over 80 Ash trees to protect against lilac ash borers and ash bark beetle.
 - b. City of Fruita - spray over 90 Ash trees on all right of ways and parks to protect against lilac ash borers and ash bark beetle
2. We have been treating Ash trees here since 2010 and are very familiar with all the problems they have. I also treated thousands of Ash and Elm trees in the front range from 2004-2008 while working for Shady Tree Service.
3. At the end of 2021, we just started trunk injecting Ash trees. Before that we sprayed and applied systemic pesticides on them for the past 12 years. We do have plenty of experience injecting trees with the same system used for EB on Ash trees. We have been trunk injecting Sycamore trees with a fungicide to control anthracnose since 2017.

Personnel/Qualifications

1. Teddy Hildebrandt - Qualified Supervisor (#8113) with CDA. 970-640-4026. I started doing trunk injections on Elm trees in Denver from 2004-2008 for dutch elm disease. Currently I have been supervising trunk injections to Sycamore trees in Grand Junction from 2017-present.
2. Seth Stowell - Certified Operator (#39487) with CDA. 970-712-2216. Seth will be the **project manager** for these treatments and is our PHC supervisor. He has been doing trunk injections on Sycamores since 2020. Seth was also the one who started trunk injections on Ash trees last summer 2021.
3. Jacob Youngblood - 209-743-6057. He will be working with Seth and assisting him when injecting Ash Trees. He is studying to become a Certified Operator at the moment.
4. Robert Rizzuto - Certified Operator (#30780) and Certified Arborist. 970-424-4964. He has been applying all of our chemicals and fertilizers since 2014. He is our tree crew supervisor but will assist Seth if needed.
5. Melissa Malott - T4 Office Supervisor. 970-778-0318. She will be in charge of all scheduling, routing and billing for this project.

Strategy and Implementation

1. To start, we have 2 office personnel to promptly answer, schedule and follow up with all customers. Once a customer calls, we will set up a meeting to look at their trees and go over the plan with them to treat if needed. The customer will receive an electronic copy

of the proposal and will need to accept it before we can start work. The office will contact them at least 24 hours before we come out. Then our assigned chemical technician will go out, inject the trees and then leave a warning flag on property and a detailed work order with the customer. After the customer is satisfied with the work, the office will then send them an invoice.

2. The chemical we will be injecting into the Ash trees will be Enamectin Benzoate.
3. The injection equipment we will be using is made by Rainbow Tree Care Science called Q-Connect Infuser.
4. We do understand the scope of work that needs to be completed and will adhere to all the requirements in order to be effective in treating these Ash trees.
5. T4 Tree Service has over 20 employees to service our trees here in the Grand Valley. Specifically, we have 5 chemical trucks and 5 full time employees that work in the plant health care department. We are very efficient when routing the jobs to be completed. We are always aware of each time sensitive application and will make sure it gets done when it's supposed to.
6. We strive to answer all calls as they come in, but if we can't our company policy is to return all phone calls the same day and respond to all emails within 24 hours. Once a customer has confirmed the work, we will be able to treat their trees in about 1-2 weeks or less.

References

1. Doug McDonald with Colorado Mesa University 1100 North Ave. Grand Junction CO 970-250-0002. dcmacdon@coloradomesa.edu
The past 3 years we have been treating over 80 Ash trees on campus for the lilac ash borer
2. Art Shires with the City of Fruita 324 N. Coulson Fruita CO 970-462-5406. ashires@fruita.org
The past 2 years we have been treating all 95 Ash trees on city right of ways and parks for lilac ash borer.
3. Steve Hillard - 887 25 Rd (Grand Junction, CO) 81506 512-213-8888. shillard@counciltree.com
For the past 5 year we have been treating Steve's trees to keep the lilac ash borers, ash bark beetles and aphids out of his Ash trees.

Fee Proposal

1. We will charge **\$11 per diameter inch** to inject Ash trees



COLORADO

Department of Agriculture

Division of Plant Industry

305 Interlocken Parkway, Broomfield, CO 80021

Tel: (303) 869-9066 Email: commercialapplicator@state.co.us

COMMERCIAL APPLICATOR ENDORSEMENT

License Number: 14068
Date Issued: 12/16/2021

Effective Date: 01/01/2022
Good Through: 12/31/2022

Mailing Address:

T 4 TREE SERVICES, LLC
2393 F 1/2 ROAD
GRAND JUNCTION, CO 81505

Home/Records Address:

2393 F 1/2 ROAD
GRAND JUNCTION, CO 81505

Doing-Business-As Name(s) (DBA)

T 4 TREE SERVICES, LLC

Contact: TEDDY D. HILDEBRANDT
Insurance Expires: 03/12/2022

Phone: (970) 640-4026
Aerial: N

This endorsement is valid for the following categories ONLY:

Agricultural:	106
Ornamental:	207
Structural:	

Qualified Supervisors

Lic. #	Last Name	First Name	MI	Lic. Expires
08113	HILDEBRANDT	TEDDY	D	01/11/2022

License Categories: 106 207

Certified Operators

Lic. #	Last Name	First Name	MI	Lic. Expires
30780	RIZZUTO	ROBERT		03/07/2022

License Categories: 207

39487	STOWELL	SETH	H	06/10/2025
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License Categories: 207



T4TREES-01

MARIP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/17/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Mountain West In & Fin Serv LLC 100 E Victory Way Craig, CO 81625	CONTACT NAME:		
	PHONE (A/C, No, Ext): (970) 824-8185	FAX (A/C, No): (970) 824-8188	
INSURED T4 Tree Service Inc. PO Box 2086 Grand Junction, CO 81502	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Secura Insurance Company		22543
	INSURER B : Pinnacol Assurance		41190
	INSURER C :		
	INSURER D :		
INSURER E :			
INSURER F :			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CP3189937	3/12/2021	3/12/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			A3191813	3/12/2021	3/12/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			CU3343068	5/1/2021	3/12/2022	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	4149257	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Errors & Omissions			CP3189937	3/12/2021	3/12/2022	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Grand Junction
250 North 5th St
Grand Junction, CO 81501

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



T4TREES-01

MARIP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/4/2022

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	INSURER(S) AFFORDING COVERAGE INSURER A: Secura Insurance Company INSURER B: Pinnacol Assurance INSURER C: INSURER D: INSURER E: INSURER F:
INSURED T4 Tree Service Inc. PO Box 2086 Grand Junction, CO 81502	NAIC # 22543 41190

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			A3191813	3/12/2022	3/12/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CU3343068	3/12/2022	3/12/2023	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input checked="" type="checkbox"/> Y <input type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	4149257	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	<input checked="" type="checkbox"/> General Liability			CP3189937	3/12/2022	3/12/2023	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Grand Junction
250 North 5th St
Grand Junction, CO 81501

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AUTHORIZED REPRESENTATIVE



T4TREES-01

MARIP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/20/2023

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INSURED T4 Tree Service Inc. PO Box 2086 Grand Junction, CO 81502	NAIC # 22543 41190

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
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A	<input checked="" type="checkbox"/> Professional			CP3189937	3/12/2023	3/12/2024	Liability \$ 1,000,000

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CERTIFICATE HOLDER

CANCELLATION

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