

REQUEST FOR PROPOSALS:

**TREE REMOVAL AND TREE TRIMMING SERVICES TO BE PERFORMED AT
SPECIFIED LOCATIONS WITHIN THE JURISDICTION OF THE CITY OF
MARENGO, IOWA**

The City of Marengo, Iowa, is seeking proposals from qualified firms and parties to perform tree removal and trimming services at specified locations within city limits. Parties interested in submitting proposals must provide all tools, equipment, fuel and manpower to perform the work consistent with this proposal and any subsequent agreement.

Expectations of services to be provided and other relevant information are outlined in the following pages of this packet. It is recommended that firms or individuals interested in submitting proposals conduct a careful review and inspection of the trees and their locations prior to submission of a proposal. A pre-bid review will allow for investigation into any obstacles or other matters related to performing the requested services and allow for the opportunity to ask specific questions of city staff.

Submitted proposals should include a price for completing each service for a specific tree and/or location, which includes: all equipment, labor, clean-up and any other costs, that are necessary to perform the requested service by location.

Proposals will be accepted until **1:00 p.m. on Friday, July 21, 2023**. It is expected that the City Council will consider awarding a contract for services to the lowest responsible bidder at the City Council Meeting on **July 26, 2023 at 6:00 p.m.** in the Council Chambers located in Marengo City Hall (153 E. Main St.).

If you have any questions regarding items in the proposal, please contact Lonnie Altenhofen, Public Works Director, at 319-642-3232.

Proposals should be submitted to: City of Marengo
Attn: Tree Proposal
153 E. Main St.
Marengo, Iowa 52301

Scope of Services:

- *Tree Removal* – proper utility notification (if necessary); communication with adjacent property owners (if necessary); coordination with city officials if barricades or signage is needed; complete removal of entire tree including stump (grinding/removal/cleanup); hauling of all debris to a site designated by the city (within city limits); cleanup of site to complete restoration (dirt work and seeding).
- *Tree Trimming* – proper utility notification (if necessary); communication with adjacent property owners (if necessary); coordination with city officials if barricades or signage is needed; removal of limbs as identified by the Public Works Director, hauling of debris to designated site (within city limits); cleanup of area to a condition acceptable to the city
- *Stump Grinding/Removal* – proper utility notification (if necessary); communication with adjacent property owners (if necessary); coordination with city officials if barricades or signage is needed; complete removal of stump; hauling of all debris to a site designated by the city (within city limits); cleanup of site to complete restoration (dirt work and seeding).

Required Commitments by Contractors:

- Contractors submitting proposals pursuant to this Request for Proposal shall be required to commit to the completion of the work on or before **May 1, 2024**.
- Contractor is to repair, replace or otherwise correct, at their cost, any damage to the City’s property caused by the contractor or the contractor’s employees or subcontractors.
- Contractor is to acknowledge that they, and their employees or subcontractors, are not employees of the City of Marengo.

Contractor’s Responsibilities:

- Contractor is to obtain and maintain liability insurance with the following minimum coverage:

General Liability	\$1,000,000	per occurrence
	\$2,000,000	general aggregate limit
Workers’ Compensation	\$250,000	per occurrence

The selected firm shall provide certificates of insurance showing the above insurance being in effect through the life of this agreement to the City Administrator upon award

Main Proposal

Location	Description of Work	Price
659 W. Pine	complete removal of tree (Ash) and stump	\$
255 W Adams	complete removal of tree (Ash) and stump	\$
691W Randolph	complete removal of tree (Ash) and stump	\$
202 W South (x3)	complete removal of tree (Ash) and stump	\$
355 W Marion (x2)	complete removal of tree (Ash) and stump	\$
200 W Hilton.	complete removal of tree (Maple) and stump	\$
368 W Hilton	Complete removal of tree (Ash) and stump	\$
680 W Washington	Complete removal of tree (Ash) and stump	\$
392 W Washington	Complete removal of tree (Ash) and stump	\$
699 E Washington	Complete removal of tree (Ash) and stump	\$
695 E Main (x2).	Complete removal of tree (Ash) and stump	\$
347 E Main.	Complete removal of tree (Maple) and stump	\$
982 Jefferson	Complete removal of tree (Ash) and stump	\$
960 Eastern	Complete removal of tree (Ash) and stump	\$
601 Marengo (x3)	Complete removal of tree (Ash) and stump	\$
625 Marengo (x2)	Complete removal of tree (Ash) and stump	\$
748 Marengo	Complete removal of tree (Ash) and stump	\$
600 Court	Complete removal of tree (Ash) and stump	\$
605 Court	Complete removal of tree (Ash) and stump	\$
195 Garfield (x3)	Complete removal of tree (Ash) and stump	\$
Cemetery	Removal of Pine stump	\$
TOTAL BID		\$

TOTAL BID = \$ _____

To the City of Marengo, Iowa:

Pursuant to and in compliance with the advertisement for requests for proposals and the instructions relating thereto, the undersigned offers and agrees, if this offer is accepted, to provide all labor, supervision, equipment, tools, insurance, materials, and other components necessary to perform tree trimming/removal and stump grinding/removal services to the City of Marengo specifications. The undersigned further agrees that if this proposal is accepted, he/she will complete all work by May 1, 2024.

Name _____

Address _____

Signature

Date

Disclaimer

The City of Marengo reserves the right to reject any or all proposals, and reserves the right to waive any informalities, irregularities or inconsistencies when deemed in the best interest of the City of Marengo.