

Request for Proposal

Tree Removal and Trimming

City of Albion MI

The City of Albion MI, is seeking bids for 2023-2024 tree removal. All trees are located within the City Limits near the street right of way, City Parks, and Riverside Cemetery, beginning 7/1/2023 through 6/30/2024

Scope of Work

- *Top trees (where needed)
- *Chip and remove all brush (The City does have a spot to dispose of trees, brush and chips)
- *Contractor is responsible for all traffic control (where needed)
- *All wood and debris must be removed from pavement and sidewalks after tree is cut down
- *Stumps must be ground off at 2"-4" below ground level and grindings removed

The City of Albion requests an "Emergency Response" plan, with special hourly rates that could apply outside the scope of normal tree removal. Please include rates for this procedure.

Tree Removal

- *Total number of trees to be removed is 25
- *The City of Albion will work with contractor to negotiate irregular sized (large) trees when requested
- *Contractor will allow special request in an emergency

Tree Trimming Location and Quantity

- *The City of Albion will provide a list of trees to the contractor providing addresses of tree locations.
- *The contractor has the right to keep any or all wood desired
- *Quantity of trees per request shall be no less than 4

Qualifications

- *Contractor must supply the City of Albion with proof of liability insurance no less than one million dollars, and list the city as an additional insured.

*Contractor is held liable for any and all damage to Municipal or Private Proprieties during tree removal procedures

*Contractor must supply the City of Albion with three references

Removal Deadline

*Contractor agrees to remove trees requested within 7 working days of notification from the City (weekends excluded).

Bid Submittal

*Interested Contactors must turn in a **sealed** "lump sum" bid with proof of insurance and three references to Albion City Hall, 112 W. Cass Street, Albion Michigan 49224 (Monday – Friday, 8:00 am. - 4:30pm.) Bids must be clearly marked "Tree Bid". Proposal sheets can be picked up @ City Hall or emailed upon requests.

* Bidding will begin Monday May 8th 2023, bids will close on Thursday May 25th 2023 @ 4:30 pm.

* Bid opening will be Tuesday May 30th @ 1:00 pm, the public is invited, Albion City Hall 112 W. Cass Street Albion Michigan, in the Mayor's Office.

* The City of Albion will consider proposals at 7:00 p.m. on June 5th, 2023.

Reservations

*The City of Albion has the right to accept any bid or reject any and all bids

*The City of Albion reserves the right to terminate this contract at will.

Questions

*Contact: Kevin O'Brien, Albion Public Services Director

Ph. 517-629-7200, or email @ kobrien@cityofalbionmi.gov