

Request for Proposals for Tree And Stump Removal Walling's Road and I-77

City of Broadview Heights

Proposals Due:

January 18, 2024

12:00 PM

**CITY OF BROADVIEW HEIGHTS
MAYORS OFFICE
9543 BROADVIEW ROAD
BROADVIEW HEIGHTS, OHIO 44147**

REVISED

REQUEST FOR PROPOSALS FOR TREE AND STUMP REMOVAL WALLING’S ROAD AND I-77 FOR THE CITY OF BROADVIEW HEIGHTS, OHIO

SECTION 1. GENERAL INFORMATION

This document solicits Requests for Proposals (RFP) to complete Tree and Stump Removal in the public right of way of Walling’s Road for the City of Broadview Heights, Ohio.

Contract Administration

Address all correspondence regarding this RFP to:

Eugene Esser, City Engineer
City of Broadview Heights
9543 Broadview Road
City of Broadview Heights, Ohio 44147
Phone: (440) 838-4705

All firms/consultants who receive this RFP are requested to register their name and email address by sending an email to Eugene Esser, City Engineer, epesser@broadview-heights.org. Any revisions or corrections to this RFP after posting will be communicated to those registered. Failure to register your contact information may result in nonparticipation of the RFP process. A proposal will not be considered if it fails to include all requested information as detailed in this original RFP and any subsequent modifications.

Any requests for additional information that may be needed for the preparation of the proposal should be directed to Eugene Esser, City Engineer, epesser@broadview-heights.org. All questions must be received before **January 12, 2024**. Questions received after that time will not be addressed.

Submittal of Proposal

Proposals must submit one (1) hardcopy to:

Sam Alai, Mayor
City of Broadview Heights
9543 Broadview Road
Broadview Heights, Ohio 44147

Proposals Due January 18, 2024 by 12:00 pm

Acceptance of Proposal Contents

The contents of this RFP will be included as part of the contractual obligations if a contract ensues.

SECTION 2: OVERALL SCOPE OF SERVICES

The City of Broadview Heights is requesting a lump sum bid for tree removal on Walling's Road. The following itemized list outlines the scope of trees to be removed. The contractor will be responsible for complete removal of all trees shown on the attached plans (Sheet 1-4 – CUY-77-4.79). The following is an estimate of trees and stumps that need to be removed.

Less than 12" - Tree or smaller	60
Less than 12"- Tree stump removal	0
12" - 24" Tree Removal	24
12" - 24" Tree Stump Removal	2
25" – 36" Tree	2
25" – 36" Tree Stump Removal	1
Maintenance of Traffic	LS
Clearing and Grubbing of Site	LS

PROJECT TIMELINE:

The project timeline will run from approximately bid award through **March 29, 2024**. It is anticipated that the tree clearing company will be selected within 1 week after deadline to submit bids. A pre-proposal meeting, on-site, will be held on January 10, 2024, **at 9:00 a.m. at the Church parking lot (5055 E. Wallings Rd) on the northeast corner of Walling's and I-77** to 'walk through' the upcoming project.

SECTION 3: PROPOSAL

The proposal submitted shall contain only the information requested below.

Proposal Format

The submittal should follow the Table of Contents below:

General Information- Provide information about the company/contractor along with a brief history (not more than 1 page).

Proposed Project Team and Experience-

Identify person(s) involved in this project and what their specific roles will be.

Describe three (3) similar projects completed in the last five (5) years. Please provide individuals specific to these projects as well as references and contact information for each.

Schedule- Provide a schedule from start to completion including a list of tasks and milestones along with approximate dates and deliverables of each.

Additional Information- Any other relevant information that may be useful for this project.

Cost- Please provide lump sum cost for the project on the form provided. Work is subject to Ohio

Prevailing Wage Rates.

SECTION 4: CONTRACTOR SELECTION

Process

City of Broadview Heights staff will evaluate and rank all submitted proposals. Selection will be based on lowest and best bid.

The City reserves the right to reject any and all proposals or to request more information from any or all of the firms/individuals.

SECTION 5: CONTRACT TERMS AND CONDITIONS

Upon selection of a CONTRACTOR, an agreement or contract for services shall be entered into by the City OF Broadview Heights. It is expected that the contract will provide for compensation for actual work completed on a not to exceed basis.

Deletion of specific components will be at the discretion of the City of Broadview Heights. If, for any reason, the consultant is unable to fulfill the obligations under the contract in a timely and proper manner, the City reserved the right to terminate the contract by written notice. In this event, the CONTRACTOR shall be entitled to just and equitable compensation for any satisfactory work completed to that point at the discretion of the City Council.

The CONTRACTOR shall not assign or transfer any interest in the contract without prior written consent of the City of Broadview Heights.

The CONTRACTORS contract shall be governed by the laws of the State of Ohio.

Subsequent submittals - Upon award of this Contract, the Successful CONTRACTOR must submit the following additional required forms:

W-9

Proof of Worker's Compensation Insurance coverage or exemption Proof of Disability Benefits or exemption

Liability Insurance – General Liability

PROPOSALS MUST BE RECEIVED PRIOR TO **JANUARY 18, 2024, 12:00 PM**

City of Broadview Heights, Ohio

**Tree and Stump Removal Project
Walling's Road and I-77**

ITEM NO.	DESCRIPTION	LUMP SUM BID PRICE
1	FURNISHING ALL SERVICES, SUPPLIES, MATERIALS AND EQUIPMENT FOR TREE CLEARING AND STUMP REMOVAL IN ACCORDANCE WITH PROJECT PLANS AND SPECIFICATIONS	
<p>TOTAL WRITTEN BID PRICE</p> <p>_____ AND _____</p> <p>_____</p>		