CITY
OF
JOPLIN, M0

REQUEST FOR PROPOSAL PACKAGE

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2021-RFP-04

For

City of Joplin Young Tree Pruning

JOPLIN PARKS & RECREATION DEPARTMENT
3010 W 1ST STREET
JOPLIN, MO 64801

(417) 627-8879

REQUEST FOR PROPOSALS

The City of Joplin, Missouri will accept sealed proposals until 10:00 A.M., **Thursday, February 18, 2021** at the Joplin Parks and Recreation Department located at 3301 W 1ST Street, Joplin, Missouri, 64801 for the following:

City of Joplin Young Tree Pruning

Specifications are available from Jason Cowen, Parks Department by calling 417-627-8879, writing to the address indicated above, or email to jcowen@joplinmo.org. Any bids received after the specified deadline will be returned to the vendor.

The City reserves the right to evaluate all proposals, to reject any or all proposals and solicit again at a later date. The City may waive any irregularities in the proposal or negotiate variances from specifications and make awards that are in the best interests of the City. The City will have final decision in all matters regarding acceptance of proposals and issuance of awards.

The City encourages minority and female owned businesses to submit proposals on all City purchases.

Leslie Haase, CPA
Finance Director
Publication Date: **Tuesday, January 19, 2021**

General Description and Specifications

The City of Joplin is seeking proposals from individuals and firms interested in providing pruning services for young trees planted in the last five years. Most of the trees will be

less than the 8” DBH range (DBH - measured at 4.5 feet above the ground). The number of trees requiring pruning is between 900 -1,100 trees.

The intent of these specifications is to outline the minimum acceptable requirements for a targeted tree pruning for the City of Joplin. One consulting firm must perform all tasks required for the project; no sub-contracted consulting firms shall be permitted.

All work performed by the contractor shall comply with good arboreal practice for the particular species of trees being trimmed and shall be consistent with the pruning standards adopted by the International Society of Arboriculture. The contractor shall also meet the requirements of the most current ANSI A300 pruning standards.

The City’s designated representative will determine if the contractor has met all trimming requirements and payment shall not be made by the City for work that is not in accordance with the above standards.

MINIMUM QUALIFICATIONS OF C ONSULTING FIRM

1) The consulting firm must have at least five (5) years of experience pruning trees, with young tree training desirable. Contractor may be asked to provide experience with young tree training.

2) Each person employed to prune trees shall be a Certified Arborist by International Society of Arboriculture (ISA) arborist certification or Certified Forester by the Society of American Forester (SAF). It is required that the successful consulting firm have no less than three (3) Certified Arborists/Foresters on staff, and that these professionals have been employed for the company at least one year.

3) Consulting firm must be able to perform the pruning services without delay from other projects and commitments and be able to complete the scope of work based on the timeline outlined and agreed upon in the contract. Work must be completed between January 18, 2021 and April 12, 2021 unless otherwise agreed upon.

SCOPE OF WORK

1) All employees of the contractor shall be in clean, unaltered uniforms that clearly display suitable company identification. Safety gear, in accordance with ANSI Z133-2012, must be worn at all time while working (hardhat, etc.). When working within twenty-five (25) feet of moving traffic, a brightly colored safety vest must be worn.

2) Only hand tools without any motor, hydraulic, electric or any form of non-human power will be used for this project. Pole pruners, pole saws, loppers, etc. must be provided by the contractor.

3) Trees must be pruned to excurrent (central stem) shape when possible. Dead and rubbing branches are to be removed, along with any “suckers” from the base of the tree. Secondarily, the tree should be raised, within reason, to provide clearance for the mowers (10 feet). Professional opinion should be used to provide the most value to the tree.

4) Smaller, decurrent trees (i.e. Cercis canadensis) are to be raised as appropriate to the species and size of the plant at time of pruning. Raising the crown to 10 feet may not be feasible. Professional judgement must be used, but the City retains the right to request additional work if deem appropriate by the City's representative.

5) No more than 1/3rd of the live crown is to be removed from each tree. Priority should be given to removing rubbing branches, establishing a central leader and scaffolding the branches. Raising the lowest limbs should only be done if the 1/3 rule can be followed.

6) Species involved in this project include (but are not limited to): *Ulmus* spp., *Quercus* spp., *Carpinus caroliniana*, *Liriodendron tulipifera*, *Platanus occidentalis*, *Cercis canadensis*, *Acer* spp., *Taxodium distichum,* etc.

7) Brush pickup will be provided by the City. Contractor will either leave brush at each tree or in small piles nearby. The contractor will be required to notify the City daily of the location of these brush piles for the City to pick them up in a timely manner.

PROPOSAL EVALUATION PROCESS

Proposals, which the City determines in its sole discretion, that are deemed responsive to this RFP, will be reviewed and evaluated by the City. Proposals will be evaluated, in part, according to whether the Contractor meets the minimum qualification and submits a proposal complying with all of the requirements of this RFP.

Evaluation of vendor proposals will be based on the following criteria:

- 30% Methodology - that the vendor will use to conduct work outlined in RFP and evidence of ability to perform the work described herein.

- 35% Cost of proposal – must contain a cost for each project/process recommended as well as a "not to exceed" amount.

- 15% Experience – previous experience performing related projects of complex nature, including, but not limited to, similar size and type of organization.
- 15% References – will be based on references submitted as part of RFP but can include clients not submitted.

- 5% Staff - capability and availability of professional staff to serve the City of Joplin in a competent and timely manner.

The City of Joplin reserves the right to reject any qualification and/or modify the requested qualifications as it sees fit.

In applying these criteria specifically to this RFP, firms will be evaluated based upon the following:

1) The capacity and capability of the firm to perform the work in question, including specialized services, within the time limitations;

2) The past record of performance of the firm with respect to such factors as control of costs, quality of work, and ability to meet schedules;

3) The firm's familiarity with the area in which the project is located;

INFORMATION / ASSISTANCE TO BE PRO VIDED BY THE CITY

1) Street maps of the areas to be pruned.

2) Right-of-way width or other information that will enable the contractor to determine if trees are located on public property.

3) Have daily contact with City personnel.

4) Brush and/or other debris generated will be picked up by the City.

Please contact Jason Cowen at (417) 627-8879 or jcowen@joplinmo.org if you have any questions concerning this RFP.

Sincerely,

Jason Cowen
Parks Maintenance Superintendent

CITY OF JOPLIN

BID FORM

Description: City of Joplin Tree Young Tree Pruning

Company: _____

Address: _____

_____

_____

Telephone: _____

Signature: _____

Mark bid envelopes: "BID #2021-RFP-04, City of Joplin Tree Young Tree Pruning, Thursday, February 18, 2021 "

Unauthorized Aliens Workers Act

The successful bidder will have to sign an agreement that they are enrolled and participating a Federal Work Authorization Program ("FWAP") that ensures that all of its employees or agents or subcontractors have the legal right to work in the United States, as defined in 8 U.S.C. 1324a(h)(3) and RSMo § 285.525-285.555, and that it will maintain this compliance for the entire duration of its contract with the City of Joplin, and will provide an Affidavit of Compliance to the City stating the same.

AFFIDAVIT OF COMPLIANCE
(Missouri Unauthorized Alien Workers Act)

My name is _____ (name) _____ and I am the _____ (Title) _____ of _____ (Company Name) _____. I hereby represent, affirm and certify to the City of Joplin that my company does not knowingly employ any person who is an unauthorized alien in connection with contracted services with the City. I further affirm that my company is actively enrolled and participating in a federal work authorization program with respect to all employees working in connection with the contract services provided to the City.

_____

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Affiant

Location : Cunningham Park

Area of focus is northeast of 26th and Maiden Lane

Approximately 150 trees are eligible for pruning



Location: Ronnie Cruz Greenwa y

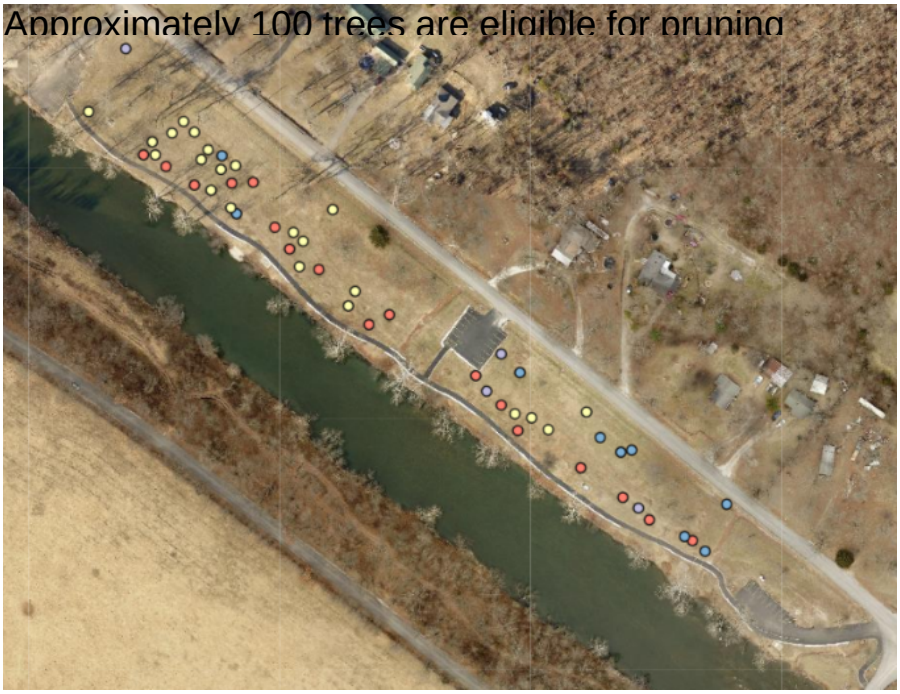
Area of focus is a trail spur between Murphy Boulevard and 15th Street

Approximately 175 trees are eligible for pruning



Location: McIndoe Park

Area of focus is along McIndoe Park, along Glendale Road



Park area west of low water bridge



Park area east of low water bridge

Location: Parr Hill Park

Area of focus is Parr Hill Park, located between 15th and 18th Streets, between Kansas and Massachusetts Avenue

Approximately 125 trees are eligible for pruning



Location: Cedar Ridge Park

Location: McClelland Park

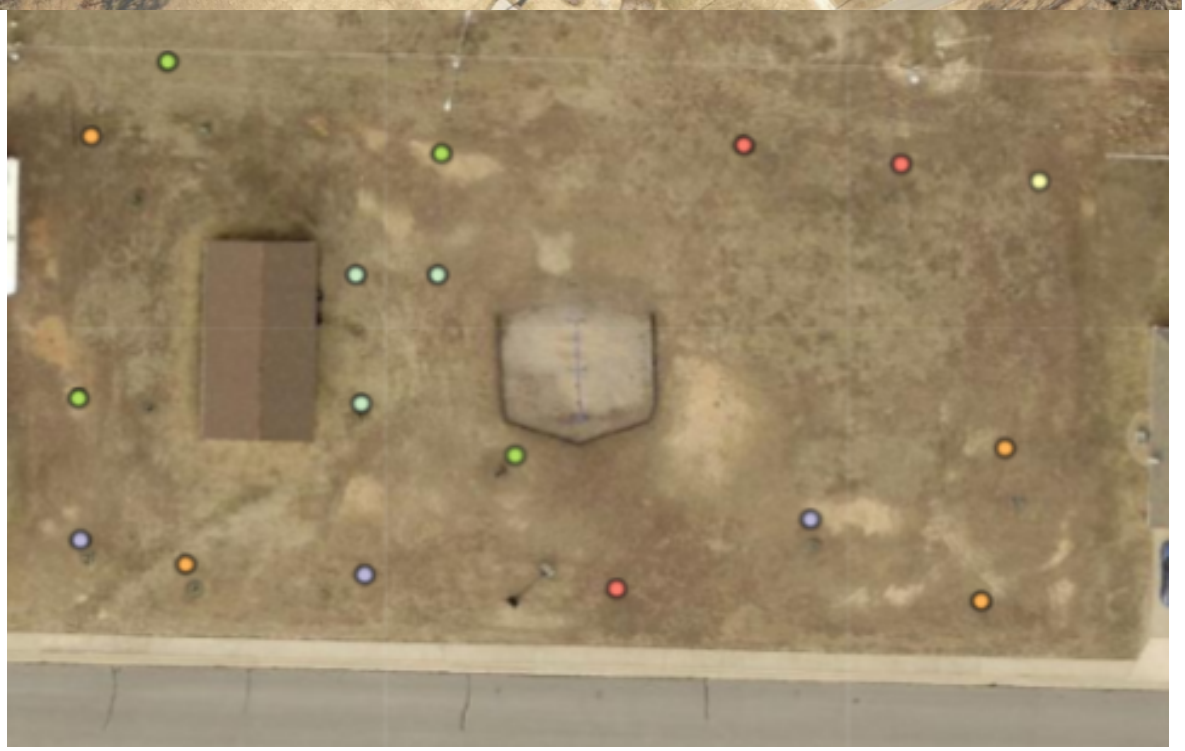
Area of focus is the park located between 28th and 29th Streets, just west of Heartland Avenue

Approximately 35 trees are eligible for pruning

Area of focus is south of Glendale Road

Approximately 35 trees are eligible for pruning





Location: Dover Hill

Area of focus is southwest of the Main Street/Murphy Blvd. Intersection

Approximately 185 trees are eligible for pruning



Location: Mineral Park

Area of focus is southeast of East Pool Street and North Landreth Avenue

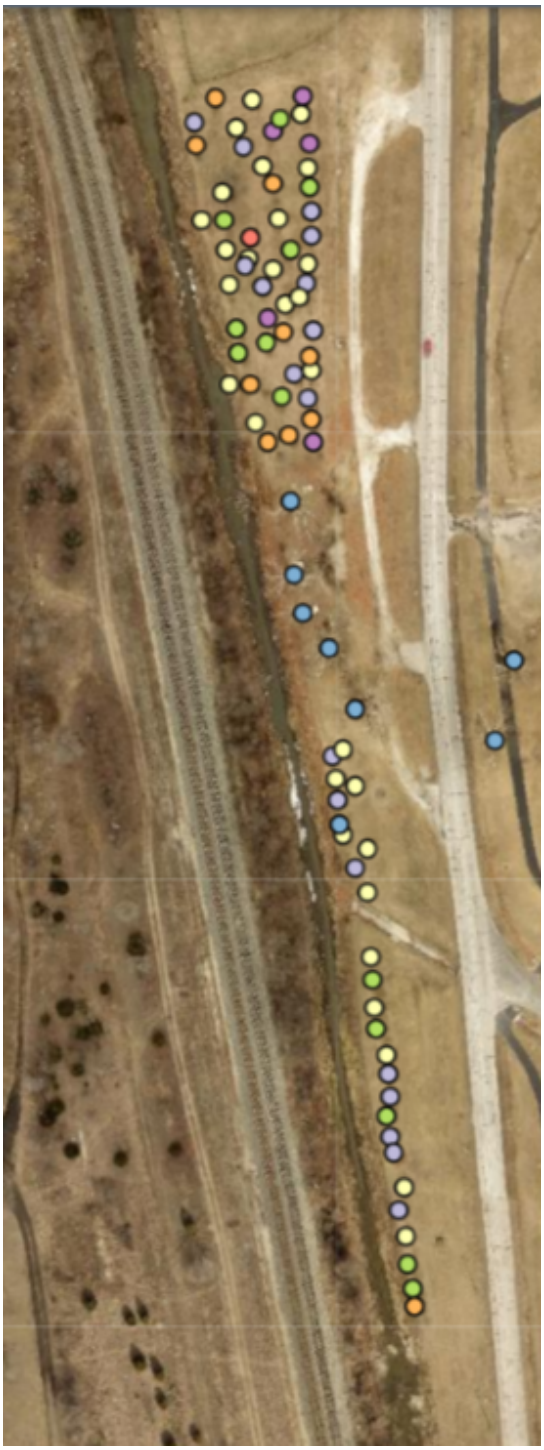
Approximately 20 trees are eligible for pruning



Location: North Murphy Boulevard

Area of focus is west of Murphy Boulevard between Main and Pool Streets

Approximately 75 trees are eligible for pruning



Location: South Mur phy Boulevard

Area of focus is northeast of the corner of Murphy Boulevard and 4th Street

Approximately 150 trees are eligible for pruning

