



Date: September 15, 2022

To: Interest Bidders

Project: 2022-2023 Tree Maintenance

General: The City of Maquoketa is requesting sealed competitive bids for a variety of tree and stump removals throughout the City. There may be one bid awarded for bid items #1 thru #24 and one bid awarded for bid items #25-29. Depending on the bid results each section may be awarded separately. The different tree and stump removals are dependent on location and the work being done.

License: Successful bidder must have a Current Tree Trimmers' License with the City of Maquoketa.

Tree Trimming/Removal – Specifications:

1. The bidder will contact all utilities that have overhead utility lines in the vicinity of the trees to be removed or trimmed. The bidder will make the necessary arrangements with the employees of the utilities in order to ensure that no utility lines are damaged.
2. The bidder will contact Iowa One Call at 1-800-292-8989 to have all utility lines located before beginning any work.
3. The bidder will furnish and use barricades to warn pedestrians and automobiles in areas where they will be working. The bidder shall not close any street without first giving at least a 48-hour notice to and gaining the approval of the police chief and public works director. Maquoketa public works department will **NOT** provide assistance with traffic control. **TYPE III BARRICADES** must be used to close off the block where the work is taking place along with orange cones. The street where the work is taking place will be closed during the tree removal operation.
4. The bidder will only work on those trees that have been marked for removal or trimming. Trees scheduled for removal will be numbered with white paint on the tree unless otherwise noted. Trees will be marked by 3:00 p.m. on **Monday, September 19, 2022.**
5. **** Due to the current state of these (6) trees, they will need to be removed first. The bold and ** locations on the bid sheet indicate these priority trees. These (6) priority trees will have a removal completion date of Wednesday, November 30, 2022.**
6. Bidder will be responsible for all clean up and removal of all wood and debris to a privately-owned and properly zoned location. **CLEAN UP OF WOOD AND DEBRIS MUST BE COMPLETED AT THE END OF EACH DAY.**

7. Bidders with questions should call City Hall (652-2484) and City Staff will contact the public works director.

8. The bidder will be held responsible for any property damage caused by their work.

Stump Removal – Specifications:

1. Bid price is to include removal of stumps to a depth no less than six (6) inches below grade. The contractor will be responsible for removing all grindings and debris from the hole of the removed stump. The City will be responsible for back filling the holes of the removed stumps.
2. If the adjoining sidewalk must be removed to perform the tree removal/stump grinding operation, please contact public works beforehand so arrangements can be made to remove the sidewalk.

Insurance: During the term of the project, the Contractor shall maintain, at their sole expense, the following insurance policies. Even if the City has an insurance certification on file, all bids **MUST** be accompanied with a copy of:

General Aggregate	\$2,000,000
Products And Completed Operations Aggregate	\$1,000,000
Personal And Advertising Injury	\$500,000
Each Occurrence	\$500,000
Fire Damage (Any One Fire)	\$50,000
Medical Expenses	\$5,000

Bids due: Bids must be completed and received at City Hall prior to **Friday, October 7 at 11:00 a.m.** Sealed bids marked **“Tree Maintenance 2022-2023”** are to be dropped off or sent to the City of Maquoketa, 201 East Pleasant Street, Maquoketa, Iowa 52060. The City reserves the right to reject all quotes, either all or in part, waive informalities and select the bid that best suits its application. The City Council may award the bid at the council meeting on Monday, October 17, 2022. A notice to proceed will be mailed to successful bidder. Work can begin upon notice to proceed.

Completion of Work: All work must be completed no later Friday, March 17, 2023.

Acknowledgment:

I acknowledge that the City of Maquoketa reserves the right to accept or reject all bids and the right to accept all or part of the bid that I have submitted. Please initial that you have read and understand the above statement: _____

I acknowledge that I am licensed with the City and have insurance coverage as required by section 6-14-10 of the Maquoketa Code of Ordinances.

I will notify City Hall, the Maquoketa Police Department and The Public Works Department prior to beginning any of the tree removal process and will use Type III Barricades to close off the street.

I hereby certify that the bids submitted are for a “not-to-exceed” amount and include all cost for labor, insurance, and all incidental costs. I further certify that I have inspected each of the trees and stumps listed on the attached bid sheet.

I certify that I understand and will abide by all of the terms and conditions enumerated in the City of Maquoketa, Iowa Tree “Maintenance Program 2022-2023” document herein.

I hereby agree to have all work completed on or before Friday, March 17, 2023.

Signature: _____

Signed this _____ day of _____, 2022.

Name of Company & Contact: _____

Address: _____

City, State and Zip: _____

Phone #: _____ Alternate # _____

City of Maquoketa

Primary Bid #1 thru #24 – Trees/Stumps for Removal
(all trees and stumps have the number marked on them in spray paint)

Company Name: _____

Number	Address & Notes	What?	Bidding Amount
1	216 E. Maple	Tree & stump	
2	216 E. Maple	Tree & stump	
3	222 S. Matteson – Middle Tree	Tree & stump	
4	413 S. Matteson	Tree & stump	
5	414 S. Matteson	Tree & stump	
6	212 S. Niagara	Tree & stump	
7	402 S. Niagara	Tree & stump	
8	404 S. Niagara	Tree & stump	
9	506 S. Niagara	Tree & stump	
**10	207 S. Prospect	Tree & stump	
11	315 S. Prospect	Tree & stump	
**12	5th Ward behind home base	Tree & stump	
**13	5th Ward near playground	Tree & stump	
14	Grove St. Ball Field	Tree & stump	
15	416 S. Clark	Tree & stump	
16	416 S. Clark	Tree & stump	
17	311 W. Quarry	Tree & stump	
18	409 N. Niagara	Tree & stump	
19	314 N. Otto	Tree & stump	
**20	1st Ward Park – Near restrooms N Side	Tree & stump	
**21	1st Ward Park – Near restrooms – S Side	Tree & stump	
**22	210 Western Ave.	Tree & stump	
23	402 School St.	Tree & Stump	
24	402 School St.	Tree & stump	
Total Bid for #1-24			

City of Maquoketa – Section II
Bid #25 thru #29 – Trees for Removal
(all trees and stumps have the number marked on them in spray paint)

Company Name: _____

Number	Address & Notes	What?	Bidding Amount
25	512 S. 2 nd St.	Stump Removal Only	
26	512 S. 2 nd St.	Stump Removal Only	
27	317 S. 4 th (on Locust Side)	Stump Removal Only	
28	S. 4 th & Maple	Stump Removal Only	
29	5 th Ward	Stump Removal Only	
Total Bid for #25-29			

Grand Total for All of Bid #1 thru #29 \$ _____

In the section below, bidder may propose an alternative bid for consideration if he/she can suggest a more economical way of structuring his bid for any section:

SEALED BIDS ARE DUE BY 11:00 A.M. ON FRIDAY, October 7, 2022.

BIDS ARE GOOD 30 DAYS FROM DATE OF OPENING.

Mail or Drop off at: City of Maquoketa, 201 East Pleasant Street Maquoketa, IA 52060

Label your sealed envelope: "Tree Maintenance 2022-2023"