



Solicitation Information
8/23/2012

RFQ #7457979

TITLE: TREE AND SHRUB REMOVAL/TRIMMING
MPA 372

Submission Deadline: SEPTEMBER 13, 2012

1:00 p.m. (Eastern Time)

PRE-BID/ PROPOSAL CONFERENCE: YES

Mandatory: NO

Location: Rhode Island Department of Administration
Division of Purchases' bid Room, 2nd Floor
One Capitol Hill
Providence, RI

Date: 8/30/12 – 2:30 p.m.

SURETY REQUIRED: YES

BOND REQUIRED: YES

Lisa Hill
Chief Buyer - DOT

Vendors must register on-line at the State Purchasing Website at www.purchasing.ri.gov

NOTE TO VENDORS:

Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

STATE OF RHODE ISLAND
DIVISION OF PURCHASES
BID NO. 7457979
TREE AND SHRUB TRIMMING/ REMOVAL - MPA 372

The State of Rhode Island is seeking to establish pricing agreements with qualified vendors to provide all labor, equipment and materials necessary to perform statewide tree trimming and removal work as necessary. Locations may be various state-owned, leased facilities, or roadways. The services will include, but not be limited to, removal of trees, trimming trees, clearing deadwood, removing stumps, stump grinding, trimming/planting shrubs, providing screened loam and grass seed to fill void created by stump removals, hydro seeding, and removal/disposal of debris from site. It is the intention of the State to issue multiple awards from this solicitation.

The objective of this Master Price Agreement is to provide state agencies the ability to engage the services specified, as needed, for both scheduled work and unscheduled work. All rates are to be inclusive of labor, equipment, material and administrative fees. To accommodate all needs that may be encountered throughout the term of the agreement(s) resulting from this award, the following levels of service are required:

1. Tier I Services- these are services which are scheduled in advance for various trimming and/or removal of trees, shrubs, limbs, stumps, etc., removal and/or planting of shrubs. The State, at its option, may elect to solicit bids from multiple vendors awarded on the MPA for individual work orders. Vendors are required to look at the work and submit their pricing within 72 hours of agency notification of work.

2. Tier II Services- this level of service is considered an emergency operation and requires immediate response, resulting in the vendor halting their current operations to perform the required work. Emergency Services require immediate response from the vendor whenever called upon including regular business hours, and non-business hours (after 4:00 p.m, Monday through Friday, Saturdays, Sundays and Holidays). Generally speaking, this level of service will be limited to isolated areas within the State. Examples of a Tier II Service call would be a fallen tree across a roadway, a vehicular accident impacting a tree that would necessitate attention to eliminate an immediate hazard to the public, and maintain safe passage of motor vehicles as determined by appropriate agency staff. Tier II services may be necessary at anytime and the vendor is expected to be ready to respond 24 hours per day/7 days per week/365 days per year. Response time for Tier II Services shall be within two hours of notification. In such instances, the State reserves the right to utilize the vendor who can respond and complete the required work in the most expeditious fashion.

STATE OF RHODE ISLAND
DIVISION OF PURCHASES
BID NO. 7457979

TREE AND SHRUB TRIMMING/ REMOVAL - MPA 372

3. Tier III Services –this level of service is required when a severe situation arises such as a regional weather event or other disaster and the resulting damage has regional impact. This type of regional situation will require immediate response time and may require a longer duration of service(s) from the vendor(s). In the event that a regional event is predicted the State, at its sole option, may elect to schedule the anticipated services in advance. For situations like this, the State will pay a “stand-by” rate to retain as many crews as may be necessary to be on-call solely to the State of Rhode Island agency paying the “stand-by” rate, and respond/react as needed. Response time for this level of service is within two (2) hours, and may require up to a twelve (12) hour workday. At this level of service, subcontract is allowed to provide the number of crews requested by the State of Rhode Island.

Tier III Services will be implemented when one of the following two situations occur: a) an Emergency Declaration is issued by the Governor or b) authorization by the Chief Purchasing Officer or Purchasing Agent in accordance with State of Rhode Island Regulation 9.6 Emergencies (37-2-21b).

In all instances, the following conditions shall apply: All work resulting from the Master Price agreement is subject to prevailing wage.

1. There will be no separate overtime rates allowed under this MPA.
 - a. The State expects that since Tier I work will be scheduled, the vendor shall bid the work based on time to complete and shall schedule the work within their regular work day.
 - b. The State expects that both Tier II and Tier III rates each will command a higher rate based upon the requirements of each level of service. It is assumed that the higher rates of these levels of service will meet or exceed the overtime rate and therefore a separate overtime rate is not required.
2. No portal-to-portal; travel time is not allowed. The vendor’s mobilization costs are considered part of their cost of doing business on this MPA.

VENDOR QUALIFICATIONS:

- I. Licenses and Certifications
 - A. OSHA 10 hour Construction Safety and Health Training.
 - B. State of Rhode Island Arborist License

STATE OF RHODE ISLAND

DIVISION OF PURCHASES

BID NO. 7457979

TREE AND SHRUB TRIMMING/ REMOVAL - MPA 372

- C. Electrical Hazard Awareness Program (EHAP) Certification (per OSHA 1910.268, 269, 331).
 - D. Insurance Certification: \$2,000,000 Automobile Liability, \$2,000,000 General Liability, Worker's Compensation in "Tree Service" classifications. All certificates of insurance must identify the State of Rhode Island as an additional insured.
 - E. Flagging and Work Zone Safety Certification.
 - F. Shall have a Rhode Island headquarters but the State will allow subcontracting as noted under the levels of service.
- II. Equipment
- A. Bucket Trucks, with a minimum aerial height of fifty five (55) feet.
 - B. Dump Trucks
 - C. Chip trucks
 - D. Brush Chippers
 - E. Self Loading Log Trucks
 - F. Small Power Equipment and Chain Saws as necessary to the tree service industry.
 - G. Crane (may be required for larger tree removals, but not a minimal qualification).
- III. Personnel
- A. Bucket Truck Operators
 - B. Saw Cutters
 - C. Loader operators
 - D. General Laborers
 - E. Climbers
 - F. Supervisors

STATEWIDE APPLICABILITY

Political subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement. All ordering and billing shall be between the vendor and the political subdivision (only).

STATE OF RHODE ISLAND
DIVISION OF PURCHASES
BID NO. 7457979
TREE AND SHRUB TRIMMING/ REMOVAL - MPA 372

BID SUBMISSION

A pre-bid conference will be held as follows:

Date: August 30, 2012

Time: 2:30 p.m

Location: Rhode Island Department of Administration
Division of Purchases – 2nd Floor Bid Room
One Capitol Hill
Providence, RI

The bid opening date and time will be September 13, 2012 at 1:00 p.m. at the Division of Purchases located at the above address.

Bid submission must include a list of all currently owned or leased equipment that may be utilized in conjunction with the resulting contract awards.

Successful bidders will be required to furnish insurance certificates within five (5) days of request.

Questions concerning this solicitation may be e-mailed to Lisa Hill at lisa.hill@purchasing.ri.gov . Questions will be received through September 6, 2012 at 12:00 p.m.

STATE OF RHODE ISLAND
 DIVISION OF PURCHASES
 BID NO. 7457979
 TREE AND SHRUB REMOVAL/TRIMMING MPA 372

TREE AND SHRUB REMOVAL/TRIMMING - MPA 372
 EFFECTIVE PERIOD: 10/1/12 - 9/30/13 WITH OPTION TO RENEW FOR ONE ADDITIONAL TWELVE MONTH TERM

Bid Opening Date and Time: 9/13/12 - 1:00 P.M.

Pre-bid Conference will be held as follows:.

Date: 8/30/12
 TIME: 2:30 P.M.
 LOCATION: DEPARTMENT OF ADMINISTRATION
 DIVISION OF PURCHASES - 2ND FLOOR BID ROOM
 ONE CAPITOL HILL
 PROVIDENCE, RI

The scope of work, described elsewhere in this solicitation, shall be the basis for pricing for the Service Tiers I, II, and III. Bidders need not respond to every service tier to be considered.

For the purposes described for Tier I Services, and in the attached scope of work, regular work hours are defined as M-F 7:00 a.m. to 3:30 p.m.

TIER I SERVICES:

- 1 TIER I SERVICE - Price per hour for a crew consisting of 3 men,
 1 Bucket, 1 Chip Truck, and 1 Chipper

- 2 TIER I SERVICE - Price per hour overtime for a crew consisting of 3
 men, 1 Bucket, 1 Chip Truck and 1 Chipper.

UOM	Unit Price	Total (UP X UOM)
HRS	\$ _____	\$ _____
HRS	\$ _____	\$ _____

1

2

STATE OF RHODE ISLAND
 DIVISION OF PURCHASES
 BID NO. 7457979

TREE AND SHRUB REMOVAL/TRIMMING MPA 372

14 TIER I SERVICE Crane, Suitable for tree work--minimum 25 ton capacity with 100 feet of boom HRS \$ _____ \$ _____ 14
 Crane work may be subcontracted
 Other associated materials at cost plus _____% including but not limited to shrubs, mulch, bushes, trees

TIER II SERVICES:

For description and applicable conditions of Tier II Services, see attached scope of work

15 TIER II SERVICE - Price per hour for a crew consisting of 3 men, 1 bucket, 1 chip truck and 1 chipper HRS \$ _____ \$ _____ 15

16 TIER II SERVICE - Price per hour for tree climber HRS \$ _____ \$ _____ 16

17 TIER II SERVICE - Price per hour for self loading log truck w/ operator HRS \$ _____ \$ _____ 17

18 TIER II SERVICE - Price per hour for flagger HRS \$ _____ \$ _____ 18

19 TIER II SERVICE Crane, Suitable for tree work--minimum 25 ton capacity with 100 feet of boom HRS \$ _____ \$ _____ 19
 Crane work may be subcontracted

Other associated materials at cost plus _____% including but not limited to shrubs, mulch, bushes, trees

TIER III SERVICES

STATE OF RHODE ISLAND
DIVISION OF PURCHASES
BID NO. 7457979
TREE AND SHRUB REMOVAL/TRIMMING MPA 372

For description and applicable conditions of Tier III Services, see attached Scope of Work.

- 20 TIER III SERVICE - Price per hour for a crew consisting of 3 men,
1 bucket, 1 chip truck and 1 chipper
HRS \$ _____ \$ _____ 20
- 21 TIER III SERVICE - Price per hour for tree climber
HRS \$ _____ \$ _____ 21
- 22 TIER III SERVICE - Price per hour for flagger
HRS \$ _____ \$ _____ 22
- 23 TIER III SERVICE - Price per hour for self loading log truck w/ operator
HRS \$ _____ \$ _____ 23
- 24 TIER III SERVICE Crane, Suitable for tree work--minimum 25 ton capacity with 100
feet of boom
Crane work may be subcontracted
HRS \$ _____ \$ _____ 24
Other associated materials at cost plus _____% including but not limited to
shrubs, mulch, bushes, trees
- 25 TIER III SERVICE Price per hour for retaining a crew in advance of an anticipated
event, as described in the Tier III scope of work
HR \$ _____ \$ _____ 25

Questions concerning this solicitation may be addressed to Lisa Hill, Division of Purchases at
lisa.hill@purchasing.ri.gov