

Amy Smith
Shelia Harper
Commerce Department
CITY OF NORTH LITTLE ROCK, ARKANSAS



700 West 29th Street, North Little Rock, AR 72114
P.O. Box 5757 North Little Rock, AR 72119
501-975-8881Phone

INVITATION TO BID

Bid Number: 24-3868 Date Issued: July 15, 2024

Date & Time Bid Opening: Monday, October 7, 2024 10:30 A.M.

2025 TREE TRIMMING BID North Little Rock Electric Department - North Little Rock, AR

Please direct questions to: Andy Johnson
ajohnson@nlr.ar.gov
O: 501-992-4057
M: 501-517-6144

Bob Beck
rbeck@nlr.ar.gov
O: 501-992-4025
M: 501-951-0321

If you are obtaining this bid from our website, please be reminded that addendums may occur. It is therefore advisable that you review our listings (www.nlr.ar.gov) for attachments including any changes to the bid.

The City of North Little Rock encourages participation of small, minority, and woman-owned business enterprises in the procurement of goods, services, professional services, and construction, either as a general contractor or sub-contractor. It is further requested that whenever possible, majority contractors who require sub-contractors, seek qualified small, minority, and woman-owned businesses to partner with them.

The City of North Little Rock is committed to fair and equal opportunity in employment and service delivery regardless of race, color religion, gender, age, disability, sexual orientation, gender identity or expression, genetic information, marital status, national origin, or veteran status. This policy statement reinforces and communicates that commitment to employees.

EXECUTION OF BID

Upon signing this page, the organization certifies that they have read and agree to the requirements set forth in this bid including conditions set forth and pertinent information requests.

Name of Firm: _____ Phone No.: _____

Business Address: _____

Signature of Authorized Person: _____

Email of Authorized Person: _____

Print Name: _____ Title: _____ Date: _____, 2024

UNSIGNED BID COVER SHEET WILL BE REJECTED.

GENERAL TERMS AND CONDITIONS FOR THE CITY OF NORTH LITTLE ROCK, AR

1. When submitting an "Invitation to Bid," the bidder warrants that the commodities covered by the bid shall be free from defects in material and workmanship under normal use and service. In addition, bidder must deliver new commodities of the latest design and model, unless otherwise specified in the "Invitation to Bid."
2. Prices quoted are to be net process, and when an error is made in extending total prices, the City may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.
3. Discounts offered will be taken when the City qualifies for such. The beginning date for computing discounts will be the date of invoice or the date of delivery and acceptance, whichever is later.
4. When bidding other than the brand and/or model specified in the "Invitation to Bid," the brand and/or model number must be stated by that item in the "Invitation to Bid," and descriptive literature be submitted with the bid.
5. **REJECTION**
 - A. The City reserves the right to reject any or all Bids, to waive any minor informality or irregularity in any Bid, to negotiate changes and/or modifications with the lowest responsible bidder and to make award to the response deemed to be the most advantageous to the City. Bidders shall be required to comply with all applicable federal, state and local laws.
 - B. The City reserves the right to cancel request for bids without penalty with it is in the best interest of the City. Notice of Cancellation shall be inserted on the City's website (www.nlr.ar.gov).
 - C. Any Bid not conforming to the specifications or requirements set forth by the City in this Bid Request may be rejected.
 - D. Bids may be also rejected if they are made by a Bidder that is deemed un-responsible due to lack of qualifications, capacity, skill, character, experience, reliability, financial stability or quality of services, supplies, materials, equipment or labor.
 - E. The City of North Little Rock reserves the right to reject any and all bids, to accept in whole or in part, to waive any informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by the bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the City of North Little Rock may accept the bid for the lesser amount whether reflected by the extension or by the correct multiple of the unit price
6. The Purchasing office reserves the right to award items, all or none, or by line item(s).
7. Quality, time and probability of performance may be factors in making an award.

8. Bid quotes submitted will remain firm for 30 calendar days from bid opening date; however, the prices may remain firm for a longer period of time if mutually agreeable between bidder and the Department of Commerce.
9. Bidder must submit a completed signed copy of the front page of the "Invitation to Bid" and must submit any other information required in the "Invitation to Bid."
10. In the event a contract is entered into pursuant to the "Invitation to Bid," the bidder shall not discriminate against any qualified employee or qualified applicant for employment because of race, sex, color, creed, national origin or ancestry. The bidder must include in any and all subcontracts a provision similar to the above.
11. Sales or use tax is not to be included in the bid price, but is to be added by the vendor to the invoice billing to the City. Although use tax is not to be included in this bid, vendors are to register and pay tax direct to the Arkansas State Revenue Department.
12. Prices quoted shall be "Free on Board" (F.O.B.) to destination at designated facility in North Little Rock. Charges may not be added after the bid is opened.
13. In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders or split in any proportion between them at the discretion of the Department of Commerce.
14. Specifications furnished with this Invitation are intended to establish a desired quality or performance level, or other minimum dimensions and capacities, which will provide the best product available at the lowest possible price. Other than designated brands and/or models approved as equal to designated products shall receive an equal consideration.
15. Samples of items when required, must be furnished free, and, if not called for within 30 days from date of bid opening, will become property of the City.
16. Bids will not be considered if they are:
 1. Submitted after the bid's opening time.
 2. Submitted electronically or faxed (unless authorized by Purchasing Manager).
17. Guarantees and warranties should be submitted with the bid, as they may be a consideration in making an award.
18. **CONSTRUCTION**
 - A. Contractor is to supply the City with evidence of having and maintaining proper and complete insurance, specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability and Property Damage. All premiums and cost shall be paid by the Contractor. In no way will the City be responsible in case of accident.
 - B. When noted, a Certified check or bid bond in the amount of 5% of total bid shall accompany bid.
 - C. A Performance Bond equaling the total amount of any bid exceeding \$50,000.00 must be provided for any contract for the repair, alteration or erection of any public building, public structure or public improvement (pursuant to Arkansas Code Annotated Section 22-9-203).
19. **LIQUIDATED DAMAGES** – Liquidated damages shall be determined at the time of contract negotiations, based upon the construction contract price and stated time

period set for completion of the project. Liquidated damages shall be assessed beginning on the first day following the maximum delivery or completion time entered on this bid form and/or provided for by the plans and specifications.

20. **AMBIGUITY IN BID** - Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance by the bidder with specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the City.
21. The bid number should be stated on the face of the sealed bid envelope. If it is not, the envelope will have to be opened to identify.
22. Whenever a bid is sought seeking a source of supply for a specified period of time for materials and services, the quantities of usage shown are estimated ONLY. No guarantee or warranty is given or implied by the participants as to the total amount that may or may not be purchased from any resulting contracts. These quantities are for the bidders information ONLY and will be used for tabulation and presentation of bid and the participant reserves the right to increase or decrease quantities as required.
23. The City of North Little Rock will follow procedures to check bidder eligibility through the federal System for Award Management (S.A.M.) as outlined in 2 C.F.R. § 200. This will be completed prior to the award of any contract in which federal grant funds will be expended.
24. Respondents acknowledge and understand that upon award of the winning Bid, the Respondent will be required to review and sign a contract with the City of North Little Rock, which will contain additional terms and conditions, prior to providing any services to the City. In the event of any discrepancy or contradiction between the bid documents, Terms and Conditions or other such documents, the provisions in the contract shall take precedence.
25. Additional information or bid forms may be obtained from:

COMMERCE DEPARTMENT, 700 West 29th Street, P.O. Box 5757, North Little Rock, Arkansas
72119 (501)975-8881 www.nlr.ar.gov

Bidding documents must be submitted on or before the bid's opening date and time. Unless noted, bids must be sealed and mailed or delivered to:

**Amy Smith, Purchasing Manager
Commerce Department
700 W. 29th Street, 3rd Floor
North Little Rock, AR 72114**

INVITATION FOR BID

2025 TRIM TRIMMING BID North Little Rock Electric Department North Little Rock, AR

1.0 PURPOSE

The intent of this Invitation For Bid is to secure, on a competitive basis, the cost of trimming trees designated by the North Little Rock Electric Department (hereinafter referred to as "NLRED") in need trimming.

2.0 COMPETITION INTENDED

It is the City of North Little Rock's (hereinafter referred to as the "City") intent that this Invitation for Bid (IFB) permit competition.

3.0 INSTRUCTIONS TO BIDDERS

3.1 Submission of Bids

Before submitting a bid, read the ENTIRE solicitation. Failure to read any part of this solicitation will not relieve a bidder of the obligations. The Bidder is responsible for being familiar with all conditions, instructions, and documents governing this project and bid. Failure to make such investigation and preparations shall not excuse the Vendor from performance of the duties and obligations imposed under the terms of this bid. Pricing must be submitted on Invitation For Bid front page and the designated location. On the front of the envelope when submitting a bid, include Bid number and project title: **2025 Tree Trimming Bid #24-3868**. Bids must be received by the Commerce Department BEFORE the hour specified on the opening date. Bids may be either mailed or hand delivered to:

Commerce Department
City of North Little Rock
Attn: Amy Smith
700 West 29th Street, 3rd Floor
North Little Rock, AR 72114

The City is not responsible for delays from the US Post Office or any other courier. *Faxed and emailed bids will not be accepted.*

3.2 Questions and Inquiries

Questions and inquiries, both verbal and written, will be accepted from any and all bidders. The City is the sole point of contact for this solicitation unless otherwise instructed herein. Unauthorized contact with other City staff regarding the IFB may result in the disqualification of the bidder. Inquiries pertaining to the Invitation for Bid must give the IFB number, title and acceptance date.

Material questions will be answered in writing with an Addendum provided, however, no questions will be taken after 10:00 a.m. on Monday, September 23, 2024. It is the responsibility of all bidders to ensure that they have received all Addendums. Addendums can be downloaded from www.nlr.ar.gov.

Contact the following person for questions regarding the bid's scope of work:

Andy Johnson
ajohnson@nlr.ar.gov

Bob Beck
rbeck@nlr.ar.gov

3.3 Firm Pricing for City Acceptance

Bid price must be firm for the City's acceptance for a minimum of sixty (60) days from bid opening date. See Pricing Sheet Attachment "1".

3.4 Authority to Bind Firm in Contract

Bids MUST give full firm name and address of bidder. Failure to manually sign bid may disqualify it. Person signing bid should show TITLE or AUTHORITY TO BIND THE FIRM IN AN AGREEMENT. Firm name and authorized signature must appear on cover page of bid.

3.5 Late Bids

LATE bids will not be OPENED.

3.6 Basis for Award

The award will be made to the lowest responsive, qualified and responsible bidder based upon the prices and meeting the specifications.

- a) The City reserves the right to cancel invitations for bids or requests for proposals without penalty when it is in the best interest of the City. Notice of cancellation shall be addressed on the City's website under current Bids.
- b) The City reserves the right to reject any and all bids, to waive any minor informality or irregularity in any bid, to negotiate changes and/or modifications with the lowest responsible bidder and to award the bid to bidder deemed to be the most advantageous to the City. Bidders shall be required to comply with all applicable federal, state and local laws, including those relating to employment of labor without discrimination on the basis of age, race, color, handicap, sex, national origin or religious creed.
- c) Any bid not conforming to the specifications or requirements set forth in the bid request may be rejected.
- d) Bids may also be rejected if they are made by a bidder that is deemed unresponsive due to a lack of qualifications, capacity, skill, character, experience, reliability, financial

stability or quality of services, supplies, materials, equipment or labor.

3.7 Negotiation with the Lowest Responsible Bidder

Unless all bids are cancelled or rejected, the City reserves the right to negotiate with the lowest responsive, qualified, responsible bidder to obtain a Contract price within the funds available whenever such low bid exceeds the available funds. Negotiations with the low bidder may include both modifications of the low price and the specifications/scope of work to be performed.

3.8 Debarment

By submitting a bid, the bidder is certifying that bidder is not currently debarred by the City, or in a procurement involving federal funds, by the Federal Government.

3.9 W-9 Form Required

Each bidder shall submit a completed W-9 form with their bid.

3.10 City Business/Privilege License

Contractor must hold a current Business/Privilege License with the City of North Little Rock or with any City within the State of Arkansas and a copy of the business/privilege license must be provided with the bid.

3.11 Acknowledgement of Contract

Respondents acknowledge and understand that upon award of the winning bid, the selected bidder will be required to review and sign a contract/agreement with the City of North Little Rock prior to providing any services to the City.

3.12 Subcontracts

The Contractor is fully responsible for all work performed under this Contract even if some of the work is performed by subcontractors.

No subcontract, which the Contractor entered into with respect to performance under this Contract, shall in any way relieve the Contractor of any responsibility for performance of its duties. Contractor must notify the City if he/she intends to use a subcontractor and get City's approval of the subcontractor.

4.0 SCOPE OF WORK

1. Definitions

- a) Clearing Area – the space no less than fifteen feet (15') from the electric utility centerline, from ground to twenty feet (20') above the highest conductor.

- b) Tree – a plant having a permanently erect woody main stem or trunk, a definitely formed crown of foliage, and a mature height of at least 13 feet.
- c) Vine – any type of plant whose stem climbs by tendrils or twining onto a support structure or creeps along the ground.

2. Term of Project

For circuit bids (Bid Sheets #1-7), all awarded projects shall be completed prior to December 31, 2025, unless extended by written agreement of the parties under the same terms and conditions. Bid awarding for the following year may be affected for a Contractor requiring a project extension from the previous year.

For the time and equipment bid (Bid Sheet #9), NLRED may award multiple bidders. The purpose of this bid is to have a Contractor periodically cover call, service orders and routine work during time of abnormally high work volume, employee sickness, vacation, emergency or other circumstances that would render the need for additional help. Awarding this work will largely be dependent on a Contractor's availability during NLRED's time of need. These prices will also be used during non-FEMA storm events. An NLRED representative will notify Contractor of official start and stop time. It is not NLRED's intention to award work in this manner regularly. When work is awarded, it is intended to be temporary.

3. Inspection of Project Sites

Bidders are highly encouraged to inspect Project sites and inform themselves of all the conditions under which the work is to be performed concerning the site of the work, the obstacles that may be encountered, and all other relevant matters concerning the work to be performed, and the type of removals required under this Scope of Work. The Project sites are defined as the electric utility right-of-way where the following circuits are located: F26, I33, I34 & I35, J37, J38, J39, and J41. The attached maps provide circuit measurements in miles **FOR REFERENCE** and may be used to identify and locate the circuits. Measurements are made using the GPS coordinates of every pole in the circuit in question. All measurements were executed by NLRED's Geographical Information System (GIS) Administrator. **BIDS ARE TO BE BY THE CIRCUIT'S WORK LOAD, NOT LINE MILES.**

4. Clearing Methods

Tree trimming and pruning shall be performed in accordance with modern arboricultural standards. Drop-crotching, directional trimming and "Collar" cuts will always be utilized to minimize stubbing, round-overs and flat top trimming practices.

5. Mechanized Equipment

All use of mechanical equipment must be approved by NLRED before use.

Mechanized equipment operators shall adhere to the same clearance requirements described in Section 6 below, to the greatest extent possible. Stubs created using mechanized equipment shall not exceed 18" in length. Trimming with mechanical tree saws (such as, Jarraf) shall be performed to a height equal to a full boom extension or twenty feet (20') above conductor, whichever is greater.

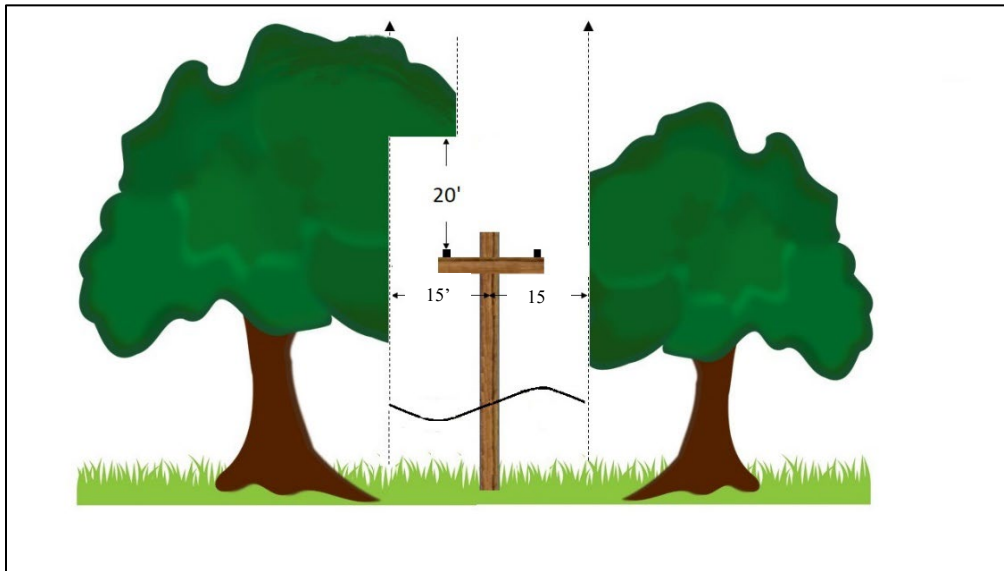
6. Clearance Requirements

Vegetation within the Clearing Area shall be cut and removed as follows:

- a) Overhanging limbs that are within twenty feet (20') of a primary conductor shall be removed. Overhanging limbs that are more than twenty feet (20') above all primary conductors will be left undisturbed *except that* dead, broken, or diseased limbs overhanging a conductor shall be removed, regardless of height.
- b) All vegetative growth capable of competing for conductor space will be removed, regardless of height. This includes:
 - i) All vegetative growth that causes binding or endangers cables, guys, or similar lines or facilities attached to poles shall be removed; and
 - ii) All vegetative growth within a three foot (3') radius shall be cleared around poles with primary lines, secondary lines and poles that lack vehicular access. Vegetation will be cut at ground level and treated with approved herbicide.
 - iii) Vines attached to poles shall be cut approximately eighteen inches (18") above the ground, then cut approximately three feet (3') higher leaving a ready visible cleared area. The remaining stump of the vine and the base of the structure shall be treated with an approved herbicide. The vines, however, shall not be removed from poles, guy wires, pole braces, and similar attachments.
- c) For removal of all vegetative growth NOT capable of competing for conductor space, mowing and/or manual cutting is the preferred method of removal. In some areas, NLRED may require the Contractor to apply herbicide after mowing and/or manual cutting. In these situations, NLRED will consult with the Contractor before ground clearing begins. In some areas, NLRED might permit just the use of herbicide for ground clearing. In these situations, the Contractor must notify and get approval from NLRED before ground clearing begins.
- d) Exceptions to the rules described in Sections 6.a through 6.c may be permitted by the NLRED based upon:
 - i) Regulatory requirement that limits clearances less than described in this document.
 - ii) Removal of sound structural limbs that would alter the shape and health of the tree.
 - iii) Ornamental vegetation that will not compete for conductor space.

No exception shall be provided that would jeopardize the safety of any person or property.

- e) In instances where a fence or wall greatly hinders routine removal, or routine removal risks extensive fence or wall damage, Contractor may cut off growth at the top of the fence with NLRED approval.
- f) The graphic depiction provided below may be used as a general reference for cutting and removal work; however, in case of any conflict between the narrative description of work in Section 6 a – e and the graphic depiction below, the narrative depiction will be controlling.



7. Tree Removal

- a) Any tree that is less than eight inches (8") in diameter when measured at a height of four and one-half feet (4.5') above ground and within the Clearing Area shall be removed as part of the contract pricing in Bid Sheets #1 - #7.
- b) Any tree listed below shall be removed as part of the additional contract pricing (fixed price removal) in Bid Sheet #8.
 - i) Any tree that is equal to or greater than eight inches (8") in diameter when measured at a height of four and one-half feet (4.5') above ground and within the Clearing Area.
 - ii) Any tree in publicly accessible locations where children could climb and contact conductors (such as schools, parks or similar areas).
 - iii) Any tree that is dead, dying, diseased, decayed, or leaning and endangers the safe operation of energized conductors, regardless of whether it is within the Clearing Area or not.

- iv) Any tree that is located such that the clearance requirements described in Section 6 above cannot be met (e.g., side trimming tree trunks within five feet (5') of primary conductor).
- c) Tree removals shall be as close to ground level as possible. Stumps capable of re-sprouting shall be treated with an approved herbicide with dye. Stump treatments shall be done according to label recommendations with a minimum of a 95% efficacy in the following growing season. Any necessary treatments the following growing season will be done at contractor expense.
- d) Trees shall not be removed when a service drop is the only line involved. Contractors should notify the Customer that NLRED will lower the line while the customer removes the tree.

8. Wood and Waste Disposal

- a) Any dumping related fees are the sole responsibility of the Contractor.
- b) All brush, wood, limbs, and other debris shall be removed and disposed of **within 24 hours** after it was trimmed, unless authorized by the NLRED. On the last working day of each week, all brush, wood, limbs, and other debris shall be removed and disposed of before leaving for the weekend.
- c) In very limited areas identified by the NLRED, chipped and or shredded material may be left in the right-of-way. No material will be left in any right-of-way in any place or manner that would impair drainage or likely result in material being transported by storm water to drainage structures, private property, or nearby roads.
- d) Contractors shall locate and use dumping facilities that meet State, Federal and Local requirements.

9. Herbicides

Herbicides are only to be used in the situations and manners listed below:

- a) Clearing of poles as described in Section 6.b.ii.
- b) Removal of vines as described in Section 6.b.iii.
- c) Ground clearing as described in Section 6.c.
- d) Removal of trees as described in Section 7.c.
- e) Contractor must guarantee 100% coverage of all herbicide work at the time of application and a minimum of 95% efficacy in the following growing season. Any retreatments of areas in the following growing season will be done at contractor expense.

- f) Herbicides must be approved by the NLRED prior to use in the field. Herbicide application will be done in accordance with all label directions and in compliance with all local, Federal and State Laws.

10. Bid Specifications

Bid Sheets #1 - #7 (circuit bids) will reflect the price for clearing identified circuits in accordance with this bid solicitation. **Bid price needs to be a single amount that reflects the price to clear the whole circuit, not a price per mile.** Circuit and map information is shown below.

Bidders are encouraged to submit bids on all bid sheets. NLRED may restrict the number of bids awarded to a Contractor based on the Contractor's understood capabilities to complete the work.

Bid Sheet #8 will reflect fixed price tree removals as described in Section 7.b of the Scope of Work. If a bid is submitted for Bid Sheets #1 - #7, a bid must also be submitted for Bid Sheet #8. The price submitted for Bid Sheet #8 will apply to all circuit bids awarded to bidder.

Bid Sheets #1 - #7 will be evaluated in conjunction with Bid Sheet #8 and awarded individually. If insufficient funds are available to complete all work contemplated by Bid Sheets #1 - #7, bid pricing may be negotiated or Bid Sheets will be eliminated one at a time until funds are sufficient.

Bid Sheet #9 will reflect hourly prices for straight time and equipment. When called, crew(s) will temporarily work under the guidance of NLRED. Work may be bucket truck accessible or climbing accessible. NLRED may ask Contractor to be on-call periodically. Contractor work schedules will be negotiated with NLRED. If necessary, NLRED will provide a fenced parking area at its facility at 1400 W. Maryland, North Little Rock, for contractor's trucks and equipment. DUMP FEES will be paid by NLRED.

Bid Sheet #10 will reflect the Contractor's FEMA hourly storm rates to perform additional Vegetation Removal Services during **EMERGENCY** situations. On-system and/or off-system crews will be diverted to restoration as needed. Bidders are not required to submit a bid but are highly encouraged. Bidders do not have to be awarded any circuit bids (Bid Sheets #1 - #7) or the time and equipment bid (Bid Sheet #9) to be awarded FEMA work.

All work performed will begin at the substation or designated location and finish at the end of the circuit according to specifications, unless approved by NLRED. NLRED has drawn suggested benchmarks for each circuit. These benchmarks are negotiable after a bid is awarded. Benchmarks need to be agreed upon before any trimming occurs.

- a) Bid Sheet #1 – This bid sheet pertains to circuit F26 out of Levy 2 Substation. Map #1 shows the work areas and reference distance in

miles involved in Bid Sheet #1. From the substation to Camp Robinson Road, F26 shares pole space with other circuits. The contractor awarded Bid Sheet #1 will be responsible for trimming this double stack section to spec. F26 is suggested to have three or 4 benchmarks.

- b) Bid Sheet #2 – This bid sheet pertains to circuit I33 out of Sherwood 2 Substation. Map #2 shows the work areas and reference distance in miles involved in Bid Sheet #2. I33 is suggested to have three or four benchmarks.
- c) Bid Sheet #3 – This bid sheet pertains to circuit I34 & I35 out of Sherwood 2 Substation. Map #3 shows the work areas and reference distance in miles involved in Bid Sheet #3. I34 & I35 is suggested to have three benchmarks.
- d) Bid Sheet #4 - This bid sheet pertains to circuit J37 out of Lakewood Substation. Map #4 shows the work areas and reference distance in miles involved in Bid Sheet #4. J37 is suggested to have one benchmarks.
- e) Bid Sheet #5 - This bid sheet pertains to circuit J38 out of Lakewood Substation. Map #5 shows the work areas and reference distance in miles involved in Bid Sheet #5. From the substation to W. H Avenue, and from 909 W. B Avenue to 143 Crestview Drive, J38 shares pole space with other circuits. The contractor awarded Bid Sheet #5 will be responsible for trimming these double stack sections to spec. J38 is suggested to have one benchmarks.
- f) Bid Sheet #6 - This bid sheet pertains to circuit J39 out of Lakewood Substation. Map #6 shows the work areas and reference distance in miles involved in Bid Sheet #6. From 143 Crestview to N. Cedar Street, J39 shares pole space with another circuit. The contractor who is awarded Bid Sheet #6 will be responsible for trimming this double stack section to spec. J39 is suggested to have one benchmarks.
- g) Bid Sheet #7 - This bid sheet pertains to circuit J41 out of Lakewood Substation. Map #7 shows the work areas and reference distance in miles involved in Bid Sheet #7. J41 is suggested to have one benchmark.

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

BID SHEET #1:

F26 Circuits (Map #1)

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description.** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations.** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #1.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

BID SHEET #2:

I33 Circuits (Map #2)

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description.** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations.** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #2.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

BID SHEET #3:

I34 & I35 Circuits (Map #3)

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description:** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations:** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #3.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

**BID SHEET #4:
J37 Circuit (Map #4)**

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

1. **Work Description:** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
2. **Work Locations:** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #4.
3. **Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
4. **Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
5. **Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

**BID SHEET #5:
J38 Circuit (Map #5)**

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description:** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations:** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #5.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

**BID SHEET #6:
J39 Circuit (Map #6)**

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description:** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations:** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #6.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

**BID SHEET #7:
J41 Circuit (Map #7)**

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description:** Cutting and removal of all vegetative growth as described in the contract documents. Amount of work will be limited by appropriation of funds. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work Locations:** Work locations will be determined based upon the needs of North Little Rock Electric Department as indicated on Map #7.
- 3. Bid Bond.** Bidders responding to this sheet must submit a bid bond or cashier's check in the amount of 5% of the bid price as stated in A.C.A. § 22-9-203(c)(2).
- 4. Performance Bond.** Within ten (10) days of bid acceptance, contractor must furnish a surety bond in the amount equal to the amount of this contract as required in A.C.A. § 18-44-503 and § 22-9-401.
- 5. Mobilization.** Contractor shall mobilize for work within thirty days (30) days of notice by the Vegetation Manager.

PRICE: \$ _____

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

**BID SHEET #8:
FIXED-PRICE TREE REMOVAL**

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

1. **Work description and location:** Cutting and removal of all trees eight inches (8") in diameter or larger when measured at a height of four and one-half feet (4.5') above ground as described in Section 7.b.

2. **Work schedules:** Work schedules are flexible. Contractors shall mobilize for work within ten (10) days of notice by the Vegetation Manager.

PRICE:

8" – 11.99": \$ _____

12" – 15.99": \$ _____

16" – 19.99": \$ _____

20" – 23.99": \$ _____

24" – 27.99": \$ _____

28" and larger subject to Negotiated price.

**NORTH LITTLE ROCK ELECTRIC DEPARTMENT
VEGETATION REMOVAL SERVICES BID SPECIFICATIONS**

BID SHEET #9:

2-Man Dock Crew Hourly Rates (Labor & Equipment)

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below.

1. **Work description and location:** Hourly work rates for the cutting and removal of all vegetative growth that is impeding the reliable provision of electric service. Workers are expected to report directly to NLRED at 1400 W. Maryland Avenue each morning. Work can be anywhere in the NLRED service territory.
2. **Work schedules:** NLRED Vegetation Management Coordinator will assign tasks daily. Work may consist of trimming that requires climbing, bucket work or both. Dock crew may be asked to be on-call. Work for emergencies may occur at night and on weekends.
3. **Additional fees:** NLRED will provide a place for chippings to be dumped and pay dumping fees where necessary. NLRED will pay overtime at a rate of 1.5 times the given rate when applicable.

PRICE (straight time):

Hourly rate for one (1) Foreperson	\$ _____
Hourly rate for one (1) Trimmer/Climber:	\$ _____
Hourly rate for one (1) 55' Bucket Truck (with dump bed):	\$ _____
Hourly rate for one (1) Chipper	\$ _____
Hourly rate for one (1) Chainsaw:	\$ _____
Other charges related to crew:	\$ _____
Total per hour:	\$ _____

VEGETATION REMOVAL SERVICES BID SPECIFICATIONS

BID SHEET #10:

FEMA Storm Rates

The undersigned hereby states that the prices quoted herein constitute the total cost to the North Little Rock Electric Department for performance including, without limitation, all labor, insurance, royalties, transportation charges, use of all tools and equipment, overhead expenses, supervision inspection cost, all profits and all other work, services and conditions necessarily involved in the work to be done in accordance with the requirements of the general terms and conditions of this bid solicitation and the terms below. The price quoted below shall be valid for acceptance for a period of thirty (30) days and, if accepted, valid for the entire calendar year, as well as any extension period agreed to in writing by the Parties.

- 1. Work Description:** Hourly rates for cutting and removal of all vegetation growth that is impeding provision of electrical service after a weather related event or other emergency. Subject to professionalism practices established by Alex Shigo's scientific studies and ISA approved practices.
- 2. Work schedules:** Work is event driven. Contractor shall mobilize one (1) work crew within one (1) hour of notification by NLRED and be prepared to work continuously for sixteen (16) hours with an additional crew available within four (4) hours of notification
- 3. Minimum work:** NLRED will pay and receive no less than four (4) hours for each mobilization period of twenty four (24) hours.

Please attach a pricing sheet of all applicable hourly rates at straight time and overtime.