

City of Perry, Iowa
REQUEST FOR PROPOSALS
NOTICE TO CONTRACTORS

The City of Perry, Iowa is hereby soliciting proposals from qualified tree trimming and removal contractors for projects occurring within the City of Perry for 3 years. Services required include, but are not limited to, trimming of or removal of trees in the right of way, above sidewalks, and in alleys. Project may include:

- Emergency tree trimming and removal
- CIP programmed tree projects throughout the City

The proposal submittal should include information regarding the contractor's qualifications and associated cost. A firm or group must submit a document demonstrating the following:

1. Brief history of the business.
2. A listing of staff of the business/group, including their overall experience.
3. A listing of communities you have provided similar work and community references.
4. Experience within the City of Perry.
5. A listing of available equipment cost per hour and labor cost per hour.
 - a. Please provide an average crew size and cost of anticipated hourly labor.
6. Proximity and availability to the City of Perry.
7. Proof of liability insurance and contractor registration with the City of Perry.

A qualification-based selection process will be utilized. The scoring criteria will be based on the above items 2-7. Fee information may be considered in the selection process and should be submitted with the statement of qualifications. Contractors will be rated by a selection committee on their qualifications listed in the submittals. The City of Perry may select the most qualified contractor directly from submittals, but the City of Perry reserves the option to complete interviews.

After the selection is made, the City of Perry will negotiate an on-call agreement with the selected company. The City of Perry reserves the right to reject any and/or all submittals. Submittals will become property of the City of Perry.

Inquiries should be directed to Josh Wuebker, Assistant Public Works Director, City of Perry, 1102 Willis Avenue, Perry, Iowa 50220, Phone 515-465-2481 or email josh.wuebker@perryia.org.

In consideration of current health factors, the City of Perry will be accepting electronic submittals for this request. Contractors may submit 1 original and 2 copies of their proposal, only if they are submitting paper copies, to the above referenced address no later than 2 pm on September 27, 2021. All statements shall be submitted in a sealed envelope or package and should be clearly marked "Tree Trimming/Removal Proposal" on the outside of the package along with the contractor's firm name and return address. For electronic submittals, please submit to liz.hix@perryia.org by 2 pm on September 27, 2021.