

**Borough of Closter**  
**Shade Tree Commission**  
**295 Closter Dock Road, Closter, NJ 07624**

**Request for Quote**  
**Municipal Tree Pruning**

September 28, 2018

**BASE Scope of Work**

The Borough of Closter is requesting quotes for the trimming and pruning of shade trees within the geographical area known as *Closter Voting District Six*. **The boundaries are: west side bounded by Piermont Road, south side bounded by Maple Avenue and Pine Hill Road, north side bounded by Alpine Drive and east side bounded by west side of Anderson Avenue. Piermont Road and the east side of Anderson Avenue (Alpine, NJ) are not included in this scope of work.**

Additional work will include the street trees located in the business district beginning at the intersection of Harrington Avenue and Old Closter Dock Road (190 Closter Dock Rd.) east to the Closter Borough Hall building at 295 Closter Dock Road, as well as two trees in the Borough Hall parking lot at 295 Closter Dock Road. The specifications for this work are listed below.

**Pricing must be provided in three separate line items.**

For the purpose of this quote, a shade tree is defined as any portion of a street tree trunk **within fifteen feet (15') of the curb line**. A map of the *Borough's Voting District Six* and the *Closter Business District* is enclosed.

**BASIS OF AWARD**

One overall contract will be awarded to the lowest responsible quote for all work.

**I. SPECIFICATIONS – District Six Pruning**

**A. Contractor must provide the STC supervisor with the work schedule prior to work being performed. Contractor must text the locations of work to the STC supervisor on a daily basis (morning) and contact the supervisor immediately with questions or concerns in a specific location.**

1. Compliance with A.N.S.I. Pruning Standards
2. Crown Raising: Trimming lower branches that block sidewalks or the ability of all vehicles and trucks to approach the curb line
3. Crown cleaning using Class III Pruning (Hazard Pruning) Standards
4. Young tree, defined as tree under 6" caliper, prune to develop a strong scaffold branch structure and central leader when appropriate
5. Cutting of branches that block street lighting and/or signage
6. Removal of all debris and cleanup
7. **Completion of all work on or before November 30, 2018.**

The Borough reserves the right to reject and go out for quotes again based upon budget as well modify the scope of work as needed. The Borough reserves the right to edit, change, add or remove trees and stumps as needed.

## **II. SPECIFICATIONS – Downtown Tree Pruning & Two Borough Parking Lot Trees**

Purpose: Prune trees to provide increased visibility for store fronts and signage at street level. Cut back branches that are growing into buildings, signs and streetlights. Increase visibility in parking lot.

1. Compliance with A.N.S.I. Pruning Standards
2. Crown thinning: Select removal of branches to increase air movement and light penetration into crown of tree
3. Crown pruning: cut back branches 2-3 feet away from buildings, signs and streetlights
4. Crown reduction: reduce height and sides of tree by 20%
5. **Contractor must provide the STC supervisor with the work schedule prior to work being performed. Contractor must text the locations of work to the STC supervisor on a daily basis (morning) and contact the supervisor immediately with questions or concerns in a specific location.**
6. Removal of all debris and cleanup
7. **Completion of all work on or before November 30, 2018.**
8. The Borough reserves the right to reject and go out for quotes again based upon budget as well modify the scope of work as needed.

Street trees are located in the business district beginning at the intersection of Harrington Avenue and Old Closter Dock Road (190 Closter Dock Rd.) east to the Closter Borough Hall building at 295 Closter Dock Road, as well as two trees in the Borough Hall parking lot at 295 Closter Dock Road.

In addition to the proposal, a New Jersey Business Registration Certificate, W-9, a Certificate of Insurance specifying the Borough of Closter as *Additional Insured*, and a signed, original Hold Harmless Agreement (samples are enclosed) must be provided if not currently on file with the Borough of Closter.

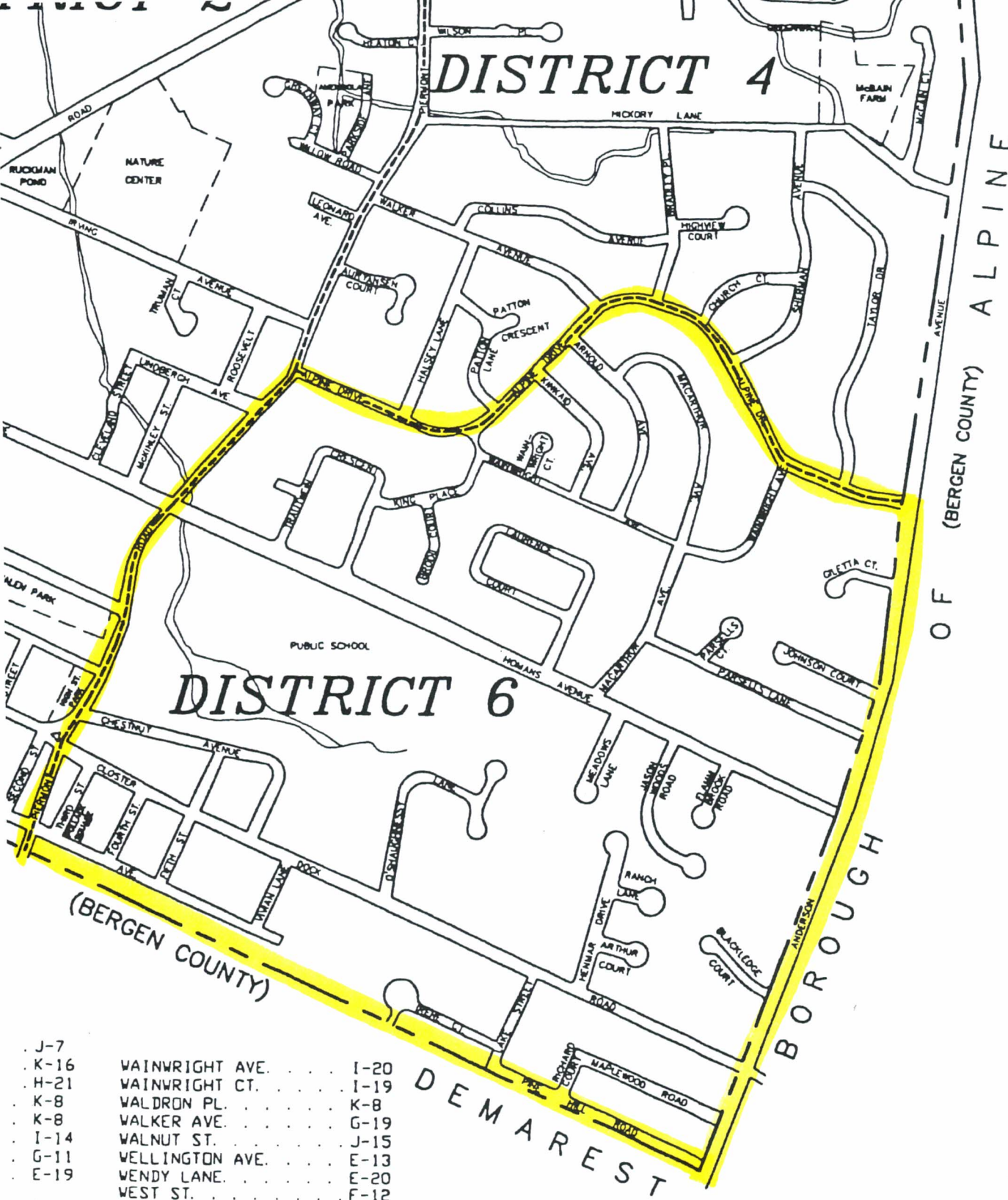
**Written quotes for the scope of work described above must be submitted in a sealed envelope, labeled “STC Municipal Tree Pruning” and received by 11:00 a.m., Friday, October 5, 2018.**

Quotes shall be submitted to the Shade Tree Commission, Attn: Leslie Weatherly, Borough of Closter, 295 Closter Dock Road, Closter, New Jersey 07624.

We appreciate your interest in our community and look forward to receiving your quote.

Sincerely,  
Leslie Weatherly  
Shade Tree Commission

Cc: Shade Tree Commission  
Enclosures: Closter Map of District One  
Insurance & Hold Harmless Agreement Samples



- J-7
  - K-16
  - H-21
  - K-8
  - K-8
  - I-14
  - G-11
  - E-19
  - I-11
  - H-21
  - K-12
  - K-16
  - I-18
  - H-17
  - J-7
  - M-7
  - D-13
  - E-21
  - I-15
  - L-18
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|------------------|------|
| WAINWRIGHT AVE.  | I-20 |
| WAINWRIGHT CT.   | I-19 |
| WALDRON PL.      | K-8  |
| WALKER AVE.      | G-19 |
| WALNUT ST.       | J-15 |
| WELLINGTON AVE.  | E-13 |
| WENDY LANE.      | E-20 |
| WEST ST.         | F-12 |
| WESTERVELT AVE.  | K-15 |
| WESTMINSTER AVE. | F-13 |
| WHITNEY ST.      | I-10 |
| WILLIAM ST.      | F-13 |
| WILLIS DR.       | K-9  |
| WILLOW RD.       | G-18 |
| WILSON PL.       | F-19 |
| YALE PL.         | D-19 |

**ELECTION DISTRICT MAP**  
**BOROUGH OF CLOSTER**  
 BERGEN COUNTY NEW JERSEY  
 SCALE: 1" = 600'  
 DECEMBER 2003  
**BOSWELL McCLAVE ENGINEERING**  
 ENGINEERS - SURVEYORS - PLANNERS  
 330 PHILLIPS AVENUE SOUTH HACKENSACK, N.J. 07606

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