

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

**Request for Quote
Municipal Tree Pruning
District Four & Business District**

September 24, 2020

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 Four and Closter Business District*. **The boundaries are: north side bounded by Borough of Norwood, south side bounded by Alpine Drive, east side bounded by Anderson Avenue and west side bounded Piermont Road. Piermont Road and and the east side of Anderson Avenue are not included in this scope of work. The Closter Business District boundaries are north side bounded by Closter Dock Rd., south side bounded by Closter Dock Rd and Harrington Avenue, east side bounded by railroad tracks and west side bounded by 317 Harrington Ave.**

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 Four District* and *Borough's Business District* is enclosed.

BASIS OF AWARD

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

I. SPECIFICATIONS – District Four Pruning & Business District

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 A.N.S.I. Class III Pruning (Hazard Pruning) Standards; removal of dead wood 2" and larger
4. Young trees, defined as trees under 6" caliper, prune to develop a strong scaffold branch structure and central leader when appropriate
 - a. Remove crossed and rubbing branches
 - b. Develop a strong scaffold branch structure
 - c. Develop a central leader, when appropriate, by removing or subordinating leaders that compete with the selected leader
5. Cutting of branches that block street lighting and/or signage
6. Removal of all debris and cleanup
7. Prior notification of work area must be provided to Shade Tree Commission member
8. Prior notification of work must be made to businesses; pruning to be done in off-business/shop hours
9. Business District pruning to provide visibility for signage and clear of buildings.
10. **Completion of all work on or before February 15, 2021.**

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.

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 30, 2020.

Quotes shall be submitted, in writing, 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 Four & Downtown Business District
Insurance & Hold Harmless Agreement Samples



REV. APR. 2000
REV. FEB. 1995