

SUMMARY OF WORK

PART 1 – GENERAL

1.01 SECTION INCLUDES

A. The Work of the Contract is entitled:

Town of Lanesborough
Tree Management Services
83 North Main Street
Lanesborough, MA 01237

B. The Project consists of the Town of Lanesborough Tree Management Services for FY 2024.

1.02 WORK INCLUDED

Furnish all labor, equipment and materials necessary to provide various tree management services including chipping, pruning, stump grinding, removal of hazardous trees including the transport and disposal of all wood, brush and debris resulting from such operations, and as necessary responding to emergencies. Below is an estimated number of hours needed.

Skyworker w/ chipbox	60 hours
Foremen	30 hours
1 st Class Operator	60 hours
Ground Person	60 hours
Chipper	20 hours
Stump grinding	20 hours
Chain Saws	60 hours
Emergency Work	20 hours

The above estimated quantities are approximate and the Town shall have the right to increase or decrease these amounts depending on the demand for services. Also, when determining the number of hours worked on each particular job, the Town will only pay from the time the Contractor arrives at the work site to the time work is completed; travel time to and from the work site will not be compensated.

Traffic control may be required during tree management operations in any work zone which could impact vehicular or pedestrian traffic. The Contractor is responsible for placing advanced warning signs, traffic safety cones, and all other warning devices approaching and in the work zone. It will be at the discretion of the Chief of Police, with regards to public safety, as to whether traffic control detail officers will be required for each work site location. The Contractor is responsible for verifying the particular location of all work with the Chief of Police in advance so that his determination of traffic control requirements can be made. Traffic control detail officers required for these operations will be paid for by the Town, but must be scheduled through the Lanesborough Police

Department. The Police Department requires a minimum 24-hour notification prior to scheduling traffic control detail officers.

1.03 CONTRACTOR USE OF PREMISES

A. CONTRACTOR cannot make use of any private property, without the written consent of the OWNER(S), a copy of which must be furnished to the Town.

1.04 PREVAILING WAGE

A. Prevailing Wage Rates as determined by the Commissioner of Department of Labor and Workforce Development under the provision of the Massachusetts General Laws, Chapter 149, Section 26 to 27G, as amended, apply to this project. It is the responsibility of the bidder, before bid opening, to request any additional information on Prevailing Wage Rates for those tradespeople who may be employed for the proposed work under this contract. See attached prevailing wage rates for information.

1.06 INSURANCE

Prior to the execution of a contract, the successful bidder shall furnish to the Town certificates of insurance which evidence the maintenance of the following insurance policies:

Commercial General Liability

Bodily Injury Liability:	\$1,000,000.	per occurrence
Property Damage Liability:	\$ 500,000.	per occurrence
(or combined single limit)	\$1,000,000.	per occurrence

Automobile Liability

Bodily Injury Liability:	\$1,000,000.	per occurrence
Property Damage Liability:	\$ 500,000.	per occurrence
(or combined single limit)	\$1,000,000.	per occurrence

Workers Compensation Insurance - Coverage for all employees in accordance with Massachusetts General Laws.

All Certificates of Insurance shall include the Town of Lanesborough as an additional named insured and shall require a thirty-day notice of cancellation to the Town.

This project is being bid under Chapter 30B of the Massachusetts General Laws and will be subject to the provisions of that statute.

1.05 PAYMENT BOND

A. The Selected Contractor shall furnish a payment bond of 50% is required if contract is greater than \$25,000.

ADVERTISEMENT FOR BIDS
TREE MANAGEMENT SERVICES FY 2024

The Town of Lanesborough invites written quotes for Tree Management Services for FY 2024 for emergency and non-emergency services including furnishing all labor, equipment and materials necessary to provide various tree management services including chipping, pruning, stump grinding, removal of hazardous trees including the transport and disposal of all wood, brush and debris resulting from such operations, and as necessary responding to emergencies. The complete bid packet can be found at: https://cms5.revize.com/revize/lanesboroughma/business/bid_opportunities.php

Bids are subject to M.G.L. c. 149 §44A-J and to minimum wage rates as required by M.G.L. C. 149 §26 to 27H inclusive. The project is subject to the provisions of M.G.L, Chapter 30, §39M. The project workers shall also be OSHA 10 Certified.

A Payment Bond for 50% of the amount of the Contract will be required of the successful Bidder in the event of project is greater than \$25,000.

Written quotations will be received until 10:00 a.m. Wednesday, August 17, 2023 and shall be clearly marked "Quote for Tree Management Services" and will be publicly opened, forthwith at the Town Offices, 83 North Main Street, Lanesborough, MA 01237.

The Town of Lanesborough reserves the right to waive irregularities and to reject any or all bids if it is in the public interest to do so. The preceding sentence shall not be construed to limit the Town of Lanesborough's right to accept or reject bids in accordance with Massachusetts Law.

Ms. Gina M. Dario
Town Administrator

July 20, 2023

OSHA TRAINING

Pursuant to G.L. c. 30, §39S, the Contractor hereby certifies under penalties of perjury as follows:

- (1) Contractor is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed in the work;
- (2) All employees to be employed at the worksite will have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration at the time the employee begins work and they shall furnish documentation of successful completion of said course with the first certified payroll report for each employee; and
- (3) All employees to be employed in the work subject to this contract have successfully completed a course in construction safety and health approved by the United States Occupational Safety and Health Administration that is at least 10 hours in duration.

COMPLETE AND SIGN BELOW:

Authorized Person's Signature

Date

Print Name & Title of Signatory

Name of Contractor

Bid Proposal

Having fully examined, read, and in understanding of the specifications for this job and being familiar with all of the conditions surrounding the proposed work, the undersigned proposes to furnish all labor, equipment and materials necessary to furnish various tree management services to the Town of Lanesborough.

	<u>Estimated Hours</u>	<u>Hourly Rate</u>	<u>Category Cost</u>
Skyworker w/ chipbox	60 hours	\$ _____ /hr	\$ _____
Foremen	30 hours	\$ _____ /hr	\$ _____
1 st Class Operator	60 hours	\$ _____ /hr	\$ _____
Ground Person	60 hours	\$ _____ /hr	\$ _____
Chipper	20 hours	\$ _____ /hr	\$ _____
Stump grinding	20 hours	\$ _____ /hr	\$ _____
Chain Saws	60 hours	\$ _____ /hr	\$ _____
Emergency Work	20 hours	\$ _____ /hr	\$ _____

TOTAL BID \$ _____

(Add all the items in the right-hand column.)

The lowest bid will be selected based on the lowest dollar value of the Total Bid.

Signature/Title Date

Company/Firm Name Phone

Street City/Town State ZIP