



CITY OF ALBANY, OREGON REQUEST FOR PROPOSALS (RFP)

Public Tree Maintenance Services

Proposals Due by 2:00 p.m. (Pacific Time), Tuesday, November 16, 2021

Notice is hereby given that the City of Albany (City), Oregon, is requesting proposals for Public Tree Maintenance Services on an "as-needed" basis for a contract term of three years beginning, January 1, 2022, through December 31, 2024, with an option to extend the contract for two additional, one-year terms upon mutual agreement by the City and the Contractor.

The City desires to enter into a personal services agreement with a qualified Contractor that can demonstrate competency and experience providing the following scope of services:


- Routine tree pruning, tree takedown, stump grinding and removal
- Limb chipping, mulch removal, and other tree care related work
- Emergency mobilization
- In case of a widespread weather event provide priority service to the City of Albany
- Consultation
- Lift Truck for routine pruning services

The Request for Proposals can be downloaded from the City of Albany website at <https://www.cityofalbany.net/bids>. The City will post all addenda on the City website. Prospective proposers are solely responsible for checking the website to determine if addenda or clarifications have been issued. For questions or clarifications regarding this RFP contact Diane Murzynski, CPPO, Purchasing Coordinator, at diane.murzynski@cityofalbany.net.

Proposal responses must be submitted to procurement@cityofalbany.net, not later than 2:00 p.m. (Pacific Time), Tuesday, November 16, 2021. Submittals will be considered time-stamped and received by the City when received in the procurement email inbox. The email subject line should include the project name "Public Tree Maintenance Services".

The City may reject any proposal not in compliance with all prescribed solicitation procedures and requirements and other applicable law and may reject any or all proposals in whole or in part when the cancellation or rejection is in the best interest of the City, and at no cost to the City.

DATED THIS 18TH DAY OF OCTOBER 2021.


Diane M. Murzynski, CPPO, CPPB
Purchasing Coordinator

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