ARLINGTON COUNTY, VIRGINIA OFFICE OF THE PURCHASING AGENT

INVITATION TO BID NO. 21-DPR-ITB-283

ADDENDUM NO. 1

Arlington County Invitation to Bid No. 21-DPR-ITB-283 for Tree Services is amended as follows:

<u>Reference Bid Due Date</u>: Change to: <u>ELECTRONIC SEALED BIDS WILL BE RECEIVED BY ARLINGTON COUNTY VIA VENDOR REGISTRY UNTIL 1:00 P.M. ON THE 4th DAY OF NOVEMBER 2020.</u>

PUBLIC BID OPENING ON NOVEMBER 4, 2020 AT 1:00 P.M.:

Join Public Bid Opening Microsoft Teams Meeting +1 347-973-6905 United States, New York City (Toll) Conference ID: 852 405 272#

<u>Bid Form is hereby replaced in its entirety with the Revised Bid Form</u>. Bid response **Must** be on the "Revised Bid Form".

The following clarifications are made as a result of vendor inquiries:

- 1. Could you provide current pricing that the County pays for these services? Answer: Yes. See current prices attached to this Addendum No. 1.
- 2. Could you clarify if the due date is 11/4 or 11/2 (on bid paperwork)? Answer: The bid due date is November 4, 2020 at 1:00 pm.
- Is there an annual budget/estimate of usage?
 Answer: Annual budget not available. Estimate of current work is attached with the current prices attached to this Addendum No. 1
- 4. Can you provide prior year quantities and \$ spend for similar services? Answer: See current prices attached to this Addendum No. 1.
- 5. Can you clarify if/how section B will factor into contract award?

 Answer: Section B and C are for information and additional work purpose not specified in Section

 A. The County will award the contract to the lowest responsive and responsible Bidder determined by the Grand Total of Section A (items I, II, III) on the Bid Form.

The balance of the solicitation remains unchanged.

Arlington County, Virginia

Tomeka Price, VCO, VCA
Procurement Officer

tprice@arlingtonva.us

Tomoka Price

RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR BID:

BIDDER ACKNO	OWLEDGES RECEIPT OF ADDENDUM NUMBER 1.		
FIRM NAME:			
AUTHORIZED SIGNATURE: _		DATE:	

ARLINGTON COUNTY, VIRGINIA

INVITATION TO BID NO. 21-DPR-ITB-283

REVISED BID FORM

SUBMIT ONE FULLY COMPLETED AND SIGNED BID FORM ELECTRONICALLY VIA VENDOR REGISTRY

BIDS WILL BE OPENED AT 1:00 P.M., ON NOVEMBER 4, 2020

FOR PROVIDING <u>TREE SERVICES</u> PER THE TERMS, CONDITIONS AND SPECIFICATIONS OF THIS SOLICITATION

A Tree Services - Prices bid shall be inclusive of all labor, material, and equipment necessary for the provision of tree services.

#	ITEM DESCRIPTION	UNIT OF MEASURE	NON-EMERGENCY UNIT PRICES	EMERGENCY UNIT PRICES
S	ECTION I. TREE REMOVAL (To be conside	red for an awa	ard in this Section all it	tems must be bid)
Α	Up to 6" DBH	EACH	\$	\$
В	Over 6" to 12" DBH	EACH	\$	\$
С	Over 12" to 18" DBH	EACH	\$	\$
D	Over 18" to 24" DBH	EACH	\$	\$
Е	Over 24" to 30" DBH	EACH	\$	\$
F	Over 30" to 36" DBH	EACH	\$	\$
G	Over 36" to 42" DBH	EACH	\$	\$
Н	Over 42" DBH	EACH	\$	\$
	Section I. Tree R	EMOVAL TOTAL	\$	\$
#	ITEM DESCRIPTION	UNIT OF MEASURE	NON-EMERGENCY UNIT PRICES	EMERGENCY UNIT PRICES
Section	on II. Tree Pruning Services (To be co	nsidered for ar	n award in this Section	all items must be bid)
Α	Up to 6" DBH	EACH	\$	\$
В	Over 6" to 12" DBH	EACH	\$	\$
С	Over 12" to 18" DBH	EACH	\$	\$
D	Over 18" to 24" DBH	EACH	\$	\$
Е	Over 24" to 30" DBH	EACH	\$	\$
F	Over 30" to 36" DBH	EACH	\$	\$
G	Over 36" to 42" DBH	EACH	\$	\$
Н	Over 42" DBH	EACH	\$	\$
	Section II. Tree Pruning S	ervices Total	\$	\$
#	ITEM DESCRIPTION	UNIT OF MEASURE	NON-EMERGENCY UNIT PRICES	EMERGENCY UNIT PRICES
Sec	tion III. Stump Removal (To be consi	dered for an a	ward in this Section al	l items must be bid)
Α	Stump removal/grinding	INCH	\$	\$
	Section III. Stump R	emoval Total	\$	\$
	GRAND TOTAL OF SECTION	\$	\$	

For Informational Purposes:

B Hourly rates - All costs associated with response and mobilization for hourly or daily work, such as trail clearing, or time-based emergency response shall be included in the hourly rate for non-emergency and emergency services. Time worked shall be calculated as time spent on the job at the worksite only. Portal to portal charges is not allowed.

CREW COST PER HOUR DURING WORKING HOURS, INCLUDING THE COST OF STANDARD EQUIPMENT IDENTIFIED IN THE SOLICITATION:

#	LABOR CATEGORY	NON-EMERGENCY HOURLY RATE	EMERGENCY HOURLY RATE
	Monday through Fric 7:00 AM TO 5:00 Pl		
1	WORKING FOREMAN	\$	\$
2	CLIMBER/PRUNER	\$	\$
3	GROUNDS PERSON	\$	\$
4	CERTIFIED ARBORIST	\$	\$
	Monday through Fric 5:01 PM TO 6:59 Al	-	
1	WORKING FOREMAN	\$	\$
2	CLIMBER/PRUNER	\$	\$
3	GROUNDS PERSON	\$	\$
4	CERTIFIED ARBORIST	\$	\$
	Weekends and Holid	ays	
1	Working Foreman	\$	\$
2	CLIMBER/PRUNER	\$	\$
3	GROUNDS PERSON	\$	\$
4	CERTIFIED ARBORIST	\$	\$
	SUBTOTAL OF HOURLY RATES	\$	\$
GRA	ND TOTAL OF NON-EMERGENCY AND EMERGENCY HOURLY RATES	\$	
LOC	ERT THE NUMBER OF HOURS AFTER NOTIFICATION THAT CREWS WILI ATION, FOR AN EMERGENCY RESPONSE ONLY. RECEIPT OF NOTIFICATION OF CALL OR OTHER METHOD OF COMMUNICATION. TIME PROPOSE R (4) HOURS:	TION SHALL BE WITHIN 1	HRS

C.	Additional Equipment/Rental Operator Hourly Rate	e: Ś
••	realitional Equipment, nemas operator mounty mate	· · · · · · · · · · · · · · · · · · ·

<u>Company Qualifications</u>: Bidders shall have five (5) years of experience in tree pruning, tree removal, and stump removal. The experience shall be work of similar size and scope.

<u>Project Experience</u>: Bidders shall provide a list of projects, of similar size and scope, that have been executed during the past five (5) years. Bidders' list shall include the following information to show compliance with the experience criteria:

- Contract Name
- Contract description and scope of work
- Contract manager's name, telephone number, and email address
- Final contract value

Staffing Qualifications: All key personnel proposed for this project must have experience as designated key personnel in similar size and type of projects.

THE FULL LEGAL NAME OF THE ENTITY SUBMITTING THIS BID MUST BE WRITTEN IN THE SPACE BELOW. THIS BID FORM AND ALL OTHER DOCUMENTS THAT REQUIRE A SIGNATURE MUST BE FULLY AND ACCURATELY COMPLETED AND SIGNED BY A PERSON WHO IS AUTHORIZED TO BIND THE BIDDER, OR THE BID MAY BE REJECTED.

SUBMITTED BY: (legal name of entity)							
AUTHORIZED SIGNATU	RE:						
PRINT NAME AND TITL	E:						
ADDRESS:							
CITY/STATE/ZIP:							
TELEPHONE NO.:	E-IV ADI	IAIL DRESS:					
THIS ENTITY IS INCORPIN:	ORATED		_				
THIS ENTITY IS A:	CORPORATION			LIMITE	D PARTN	ERSHIP	
(check the applicable option)	GENERAL PARTNERSHIP			UN	INCORPO ASSOC		
	LIMITED LIABILITY COMPANY			SOLE P	ROPRIETO	ORSHIP	
IS BIDDER AUTHORIZED TO TRANSACT BUSINESS IN THE COMMONWEALTH OF VIRGINIA?				YES		NO	
SCC:	SUED TO THE ENTITY BY THE						
include a statement wit ENTITY'S DUN & BRA	m Virginia State Corporation Co h its proposal explaining why it DSTREET D-U-N-S NUMBER: (is not r					must
available) HAS YOUR FIRM OR AN	IV OF ITS PRINCIPALS REEN DEF	SΔRRFΓ)				
HAS YOUR FIRM OR ANY OF ITS PRINCIPALS BEEN DEBARRED FROM SUBMITTING BIDS TO ARLINGTON COUNTY, VIRGINIA, OR ANY OTHER STATE OR POLITICAL SUBDIVISION YES NO WITHIN THE PAST THREE YEARS?							

HAS YOUR FIRM DEFA THREE YEARS?	ULTED ON ANY	PROJEC	T IN THE	LAST	YES		NO	
HAS YOUR FIRM HAD A TRADE LICENSE, REGIS SUSPENDED IN THE PA	STRATION OR C	ERTIFICA	-		YES		NO	
HAS YOUR FIRM AND I OF ANY CRIME RELATI PAST TEN YEARS?		-			YES		NO	
HAS YOUR FIRM BEEN FOUND IN VIOLATION OF ANY LAW APPLICABLE TO ITS CONTRACTING BUSINESS (LICENSING LAWS, TAX LAWS, WAGE, AND HOUR LAWS, PREVAILING WAGE LAWS, ENVIRONMENTAL) WHERE THE RESULT OF SUCH VIOLATION WAS THE PAYMENT OF A FINE, BACK PAY DAMAGES, OR ANY OTHER PENALTY IN THE AMOUNT OF \$5000 OR MORE?							NO	
BIDDER STATUS:	MINORITY OW	/NED:		WOMAN OWNE	D: 🗖		NEITHER:	
THE UNDERSIGNED UN	NDERSTANDS AI	ND ACKN	OWLEDO	SES THE FOLLOW	ING:			
THE OFFICIAL COPY OF ELECTRONIC COPY THAT				•		NY A[DDENDA, IS	THE
POTENTIAL BIDDERS A								S OF
The undersigned acknow	wledges receipt	of the f	ollowing	Addenda:				
ADDENDUM NO). 1	DATE:		INITIAL:				
ADDENDUM NO). 2	DATE:		INITIAL:				
ADDENDUM NO). 3	DATE:		INITIAL:				
TRADE SECRETS OR PROPRIETARY INFORMATION: Trade secrets or proprietary information submitted by a Bidder in connection with a procurement transaction will not be subject to public disclosure under the Virginia Freedom of Information Act. Pursuant to Section 4-111 of the Arlington County Purchasing Resolution, however, a Bidder seeking to protect submitted data or materials from disclosure must, before or upon submission of the data or materials, identify the data or materials to be protected and state the reasons why protection is necessary.								
Please mark one	e:							
	☐ No, the bid that I have submitted does <u>not</u> contain any trade secrets and/or proprietary information.							

☐ Yes, the	e bid that I have submitted does contain trade secrets and/or proprietary information.
	Yes, you must clearly identify below the exact data or materials to be protected <u>and</u> list I applicable page numbers of the bid that contain such data or materials:
_	
_	
St	ate the specific reason(s) why protection is necessary:
_	
is necessary, you	o identify the data or materials to be protected or to state the reason(s) why protection will not have invoked the protection of Section 4-111 of the Purchasing Resolution. In the award of a contract, the bid will be open for public inspection consistent with
by (1) any act of odefined in Virgini	NON-COLLUSION: The undersigned certifies that this bid is not the result of or affected collusion with another person engaged in the same line of business or commerce (as a Code §§ 59.1-68.6 et seq.) or (2) any act of fraud punishable under the Virginia uds Act (Virginia Code §§ 18.2-498.1 et seq.).
Provide the nam communications r	I AND MAILING ADDRESS FOR DELIVERY OF NOTICES The and address of the person who is designated to receive notices and other egarding this solicitation. Refer to the "Notices" section in the draft Contract Terms and permation regarding the delivery of notices.
NAME:	
ADDRESS:	
E-MAIL:	
BIDDER NAME:	

REFERENCES

Bidders should provide three (3) references for similar services that have been provided by the Bidder within the past five (5) years. The County reserves the right to evaluate the quality of the Contractor's work through site visits with the Contractor's references.

REFERENCE 1:	Contact Name:
	Organization:
	Phone Number:
	E-mail Address:
	Contract/Project Name:
	Contract/Project Dates (from-to):
	Contract/Project Description:
REFERENCE 2:	Contact Name:
	Organization:
	Phone Number:
	E-mail Address:
	Contract/Project Name:
	Contract/Project Dates (from-to):
	Contract/Project Description:
REFERENCE 3:	Contact Name:
	Organization:
	Phone Number:
	E-mail Address:
	Contract/Project Name:
	Contract/Project Dates (from-to):
	Contract/Project Description:

BIDDER NAME:	
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INSURANCE CHECKLIST

CERTIFICATE OF INSURANCE MUST SHOW ALL COVERAGE AND ENDORSEMENTS MARKED "X". COVERAGES REQUIRED.

COVERAGES REQUIRED	COVERAGE MINIMUM(S)
_X_1. Workers' Compensation	Statutory limits of Virginia
X_3. Commercial General Liability	\$1,000,000 CSL BI/PD each occurrence, \$2 Million annual aggregate
_X_4. Premises/Operations	\$500,000 CSL BI/PD each occurrence, \$1 Million annual aggregate
 _X_5. Automobile Liability	\$1 Million BI/PD each accident, Uninsured Motorist
X_6. Owned/Hired/Non-Owned Vehicles	\$1 Million BI/PD each accident, Uninsured Motorist
X 7. Independent Contractors	\$1 Million CSL BI/PD each occurrence, \$1 Million annual aggregate
X_8. Products Liability	\$1 Million CSL BI/PD each occurrence, \$1 Million annual aggregate
X_9. Completed Operations	\$1 Million CSL BI/PD each occurrence, \$1 Million annual aggregate
	ertificate)\$1 Million CSL BI/PD each occurrence,
	\$1 Million annual aggregate
_X_11. Personal and Advertising Injury Liability	\$1 Million each offense, \$1 Million annual aggregate
12. Umbrella Liability	\$1 Million Bodily Injury, Property Damage, and Personal Injury
13. Per Project Aggregate	
14. Professional Liability	
a. Architects and Engineers	\$1 Million per occurrence/claim
	\$2 Million per occurrence/claim
c. Medical Malpractice	\$1 Million per occurrence/claim
	\$1 Million per occurrence/claim
	\$1 Million per occurrence/claim
	\$1 Million BI/PD each accident, Uninsured Motorist
17. Motor Cargo Insurance	, , ,
	\$1 Million Bodily Injury, Property Damage per occurrence
	\$500,000 Comprehensive, \$500,000 Collision
	\$
	Endorsement to CGL
	\$
	Provide Coverage in the full amount of Contract, including any amendments
	Endorsement to CGL
-	Federal Statutory Limits
 _X_26. Carrier Rating shall be A.M. Best Co.'s Rati	•
	terial change in coverage shall be provided to County at least 30 days prior to
action.	
X 28. The County shall be an Additional Insured of	on all policies except Workers Compensation and Auto and Professional Liability.
	ling coverage of on-site cleanupBI/PD \$3 Million per occurrence/\$6 Million
	Aggregate
a. Should the work require to clean up	o, remediation, and/or removal of bio-solids, bio-hazards waste, and any hazardous or
toxic material via transportation rec	·
	on per occurrence with MCS-90 and CA 9948(or equivalent) endorsements specifically
, .	referenced in the certificate of insurance
31. Cyber insurance	\$2Million per occurrence/Aggregate
32. OTHER INSURANCE REQUIRED:	
INSURANCE AGENT'S STATEMENT:	
	ne Offeror named below and have advised the Offeror of required coverages
not provided through this agency.	to offer of framewastow and have davised the offer of required coverages
not provided through this agency.	
AGENCY NAME:	AUTH. SIGNATURE:
AULINCI IVAIVIL.	AUTII. SIGNATUNE.
DIDDED'S STATEMENT.	
BIDDER'S STATEMENT:	Combined in company of the combined of the com
If awarded the Contract, I will comply with all C	contract insurance requirements.
DIDDED MANAE	AUTH CICALATURE
BIDDER NAME:	AUTH. SIGNATURE:

A. UNIT PRICES FOR TREE/STUMP REMOVAL BY DIAMETER CLASS

		REMOVAL OF		REMOVAL OF
DESCRIPTION	EST. %	TREE/STUMP	REMOVAL OF	EACH STUMP
MEASURED AT 4.5'DBH	OF WORK*	COMBINED.	EACH TREE	AT 6" HT
1. CLASS A. (6" TO 12")	5	s 204 44	s 154. 44	<u> 50</u>
2. CLASS B. (OVER 12" TO 18")	5	s 42444	s.350.44	s 74
3. CLASS C. (OVER 18" TO 24")	20	\$ <u>1444</u> 44	\$1,340.44	s 104
4. CLASS D. (OVER 24" TO 30")	25	\$ 1494 ⁴⁴	s 1,340.44	s 154
5. CLASS E. (OVER 30" TO 36")	15	s 1544 44	s 1,330,44	s 214
6. CLASS F. (OVER 36" TO 42")	10	\$ 1644 44	\$ 1,400.44	5 244
7. CLASS G. (OVER 42" TO 48")	15	\$ 170444	51,460.44	s 244
8. CLASS H. (OVER 48")	5	\$ 170444	\$1,460.44	s 244

A STANDARD SERVICES

Note: Prices bid shall be inclusive of all labor, material and equipment necessary for the provision of tree pruning services. This contract is subject to compliance with Living Wage

#	DESCRIPTION OF TREE SIZES	UNIT PRICES YR 1	UNIT PRICES YR 2	UNIT PRICES YR 3	UNIT PRICES YR 4	UNIT PRICES YR 5	UNIT PRICES YR 6	UNIT PRICES YR 7
1	Up to 6" DBH	\$50	\$ 50	\$ 50	\$ 50	\$50	\$ 55	\$ 55
2	Over 6" to 12" DBH	\$ 95	\$ 95	\$ 95	\$95	\$95	\$100	\$ 100
3	Over 12" to 18" DBH	\$ 165	\$ 165	\$ 165	\$165	\$165	\$175	\$ 175
4	Over 18" to 24" DBH	\$250	\$250	\$250	\$250	\$250	\$275	\$ 275
5	Over 24" to 30" DBH	\$350	\$ 350	\$350	\$350	\$350	\$375	\$ 375
8	Over 30" to 36" DBH	\$450	\$450	\$ 450	\$ 450	\$450	\$475	\$475
9	Over 36" to 42" DBH	\$ 500	\$500	\$ 500	\$ 500	\$500	\$ 525	\$ 525
10	Over 42" DBH	\$600	\$600	\$ 600	\$600	\$600	\$625	\$625

B. <u>FULL CREW HOURLY RATES</u>

ALL FULL CREW SERVICES PROVIDED WHICH ARE NOT INCLUDED IN THE UNIT PRICES IN ITEM A, OR AS EMERGENCY SERVICES IN ITEM C, SHALL BE BILLED AT THE RATES BELOW. THESE RATES INCLUDE THE COST OF LABOR, AND ANY <u>STANDARD EQUIPMENT</u> NECESSARY TO PERFORM THE SERVICES REQUIRED ON WEEKDAYS FROM 7:00 AM TO 5:00 PM.

1. FULL CREW COST PER HOUR, INCLUDING THE COST OF STANDARD EQUIPMENT IDENTIFIED IN THE SOLICITATION:

INDIVIDUAL CREW MEMBER PRICES. EQUIPMENT COSTS ARE NOT INCLUDED IN THE FOLLOWING RATES:

2.	WORKING FOREMAN	\$ <u>29.44</u> /HR.
3.	CLIMBER/TRIMMER	\$ 24. 44 /HR.
4.	GROUNDSPERSON	\$24.44 /HR.

C. EMERGENCY SERVICES RATES

EMERGENCY SERVICES AS SPECIFIED IN THE SOLICITATION REQUIRING A FULL CREW SHALL BE BILLED ON AN HOURLY BASIS AT THE RATES BELOW. THESE RATES SHALL INCLUDE THE COST OF LABOR, AND ANY <u>STANDARD EQUIPMENT</u> NECESSARY TO PERFORM THE SERVICES REQUIRED.

FULL CREW COST PER HOUR DURING REGULAR WORKING HOURS, INCLUDING THE COST OF STANDARD EQUIPMENT IDENTIFIED IN THE SOLICITATION:

1.	Regular Working Hours (7:00 am to 5:00 pm)	\$ 144.44 HR.
2.	Weekends (7:00 am to 5:00 pm)	\$ 144.44 /HR.
3.	Nights and County-Observed Holidays	\$ 144.44 HR.

INDIVIDUAL CREW MEMBER PRICES. STANDARD EQUIPMENT COSTS ARE NOT INCLUDED IN THE FOLLOWING RATES:

		WEEKDAYS 7AM - SPM	WEEKENDS 7AM - 5PM	NIGHTS & HOLIDAYS
4.	WORKING FOREMAN	\$ 29.44 _{/HR.}	\$ <u>29.44</u> /HR.	\$29.44 /HR.
5.	CLIMBER/TRIMMER	\$24,44 /HR.	\$ 24.44 /HR.	\$24.44/HR.
6.	GROUNDSPERSON	\$24.44/HR.	\$24.44/HR.	\$ 24.44/HR.

B EMERGENCY SERVICES

EMERGENCY SERVICES AS SPECIFIED IN THE SOLICITATION REQUIRING A FULL CREW SHALL BE BILLED ON AN HOURLY BASIS AT THE RATES BELOW. THESE RATES SHALL INCLUDE THE COST OF LABOR, AND ANY STANDARD EQUIPMENT NECESSARY TO PERFORM THE SERVICES REQUIRED.

FULL CREW COST PER HOUR DURING REGULAR WORKING HOURS, INCLUDING THE COST OF STANDARD EQUIPMENT IDENTIFIED IN THE SOLICITATION:

#	LABOR CATEGORY	HRLY RATE YR 1	HRLY RATE YR 2	HRLY RATE YR 3	HRLY RATE YR 4	HRLY RATE YR 5	HRLY RATE YR 6	HRLY RATE YR 7
INSERT NUMBER OF HOURS AFTER TELEPHONE NOTIFICATION THAT CREWS WILL BE AT THE JOBSITE LOCATION. TIME PROPOSED SHALL NOT EXCEED FOUR (4) HOURS:								HRS
WEEK	DAYS 7:00 AM TO 6:00 P	М						
1	WORKING FOREMAN	\$75	\$ 75	\$ 75	\$ 75	\$ 75	\$85	\$85
2	CLIMBER/TRIMMER	\$65	\$ 65	\$ 65	\$ 65	\$ 65	\$ 75	\$ 75
3	GROUNDSPERSON	\$ 45	\$45	\$ 45	\$ 45	\$45	50	\$ 50
WEEKENDS 7:00 AM TO 6:00 PM								
1	WORKING FOREMAN	\$ 85	\$ 85	\$85	\$ 85	\$85	\$ 85	\$ 85
2	CLIMBER/TRIMMER	\$75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75	\$ 75
3	GROUNDSPERSON	\$ 50	\$50	\$ 50	\$ 50	\$ 50	\$65	\$65
NIGHTS AND HOLIDAYS								
1	WORKING FOREMAN	\$ 150	\$150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
2	CLIMBER/TRIMMER	\$150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150
3	GROUNDSPERSON	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100