City of Antigo
Invitation for Bid
Updated Tree Inventory

The City of Antigo will accept sealed bids for an updated tree inventory of
regularly maintained parkland, cemeteries, and city right-of-way with an accuracy tolerance +/- 5 feet

Bids will be accepted until **Wednesday, February 15, 2023 at 10:00 am**

Bids can be submitted online or at City Hall:
https://www.antigo-city.org/antigo-city-bids-quotes-rfps/

Please refer any questions to:
Telephone: 715.623.3633 extension-131 or e-mail: srepp@antigo-city.org

The City of Antigo reserves the right to reject any or all bids and to accept the bid deemed the most
advantageous to the City of Antigo.

City of Antigo
Park and Recreation Department
700 Edison Street, Antigo, WI 54409
715.623.3633 extension-131/154 • www.antigo-city.org

Project Summary Overview
Provide a comprehensive GIS based inventory of trees located on regularly maintained parkland, cemeteries, and city right-of-way with an accuracy tolerance +/- 5 feet. Below is the link to our current inventory showing locations of the approximately 2,900 trees that were previously inventoried in 2016.
https://maps.ags.ruekert-mielke.com/Html5Viewer/index.html?viewer=AntigoCity.AntigoPublic

Description of Services
The consultant hired will conduct the inventory and update to existing records with a completion date no later than September 30, 2023 The tree inventory must meet the Wisconsin Department of Natural Resources Minimum Requirements for Grant Funded Urban Forest inventories. A project scope, detailing the equipment and methodology the consultant intends to use for the tree inventory shall be included.

Geographic Information Systems (GIS) map files, provided by the City, will be used as a base map for the tree inventory. GIS map files include: orthophotography, street rights-of-way lines, property lines, pavement edges, sidewalks, structures, lakes, rivers, and streams.

A summary of the bidders' education, training, practical experience, certifications, professional memberships, etc., relevant to the project must be included with proposal.

A minimum of three (3) references (with contact information) of similar projects should be included with the proposal.

The project agreement will be reviewed by the DNR's Regional Urban Forestry Coordinator prior to signing.

Software
The bidder shall utilize an exported geodatabase of the existing tree data to perform updates to ensure schema and domains match. Updates shall be performed to the following attributes:
- a) Species (both common name and Latin name)
- b) Cultivar/Variety (separate field as species, if applicable)
- c) Location (either by Street Name and Address or by GPS or Point Location and Spatial Join Using City Supplied Electronic Shape Files).
- d) Diameter at Breast Height (integer or to the nearest tenth of an inch)
- e) Condition Rating
- f) Inventory Date or Year (xx/xx/xxxx; e.g. 06/18/1987)
- g) Year Planted (if available or estimated); Preference: year, in xxxx format (e.g. 2011)
- h) Trees planted with DNR funds (if known)

- i) Tree ID (numeric value)
- j) Growth Space
- k) Height Class
- l) Clearance Issue
- m) Utilities Present
- n) Available planting site with recommended tree size (small/medium or large)
- o) Comments
- p) Memorial Tree
- q) Comments
- r) Pruning Need and Due Date
- s) Treatment Need and Due Date
- t) Other Need and Due Date
- u) Street Side

v)   Special Conditions (listed below):

Basal Suckers	Basal Wound	Concreted Cavity	Cavity/Decay
Crown Dieback	Consider Removal	Codominant Trunks/Stems	Decay Fungus Present
Dead Leader	Deep Planted	Deadwood	Hanger
Invasives Around	Included Bark	Improperly Mulched	Improperly Pruned
Low Branched	Low Crotched	Large Leader Decay	Lost Main Limb/Leader
Leaning	Lightning Struck	Mechanical Damage	Multi-Stemmed
Nutrient Deficiency	Overgrowing Growth Space	Overshadowed	Poor Location
Pest Problem	Poor Structure	Root Damage	Raised Planter
Root Rot	Suckers Present	Topped	Trunk Split
Trunk Wound	Utility Pruned	Wooded Area	Weak Growth

Total Project Cost (inventory only do not include GIS application updates) $_____

Business Name: _____

Contact Name and Job Title: _____

Address: _____

Phone: _____

e-mail: _____

Signature: _____   Date: _____

_____

Please include name, phone number, address, and email for three references:

Reference #1: _____

_____

Reference #2: _____

_____

Reference #3: _____

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