



ELIZABETHTON  
Electric

## REQUEST FOR PROPOSAL

Elizabethton Electric is requesting proposals for two (2) right of way crews to perform time and material work. Crew make up will consist of Crew Foreperson, Climber/Trimmer, and Ground person. Equipment shall consist of seventy foot reach trim lifts, Chippers with winches that are compatible with Vermeer 1500 series and Commercial quality chain saws. The contractor shall provide Elizabethton Electric with top quality personnel and equipment.

Contractor must have license, and permits for work in the Elizabethton, TN area. Contractor must additionally submit worker's compensation insurance, general liability insurance, and legal documentation to work in the State of Tennessee.

### Insurance Requirements:

The contractor shall procure and maintain for the duration of the contract, at his/her own cost and expense, insurance against claims for injuries to persons or damages to property including contractual liability that may arise in connection with the performance of the work by the contractor, his agents, representatives, Employees or subcontractors under this agreement, The insurance carrier(s) must be licensed to conduct business in the state of Tennessee.

The insurance will be evidenced by certificates of insurance. The certificate shall include wording that states Elizabethton Electric be notified thirty days prior to cancellation of the coverage or a major change in the coverage provided.

The contractor will either verify the listed coverage(s) for all subcontractors hired by the contractor to assist with the project, or the contractor will assume total financial responsibility for uninsured claims of the subcontractor. Elizabethton Electric shall be held harmless for any injuries, claims or judgments against the subcontractor. Certificates for liability coverage shall name Elizabethton Electric as an additional insured. The following coverage may be required by successful bidder prior to work being performed.

Workers' compensation: a certificate shall be provided that indicates the contractor provides workers' compensation coverage in compliance with the state laws of Tennessee.

General Liability Insurance with a minimum limit of \$1,000,000 per occurrence with \$1,000,000 annual aggregate. This insurance shall indicate on the certificate of insurance the following coverage:

- Broad Form Contractual
- Independent Contractor and sub-contractors
- Premises-Operations

Additional coverage and limits may be required based upon the particular services contracted. If such additional coverage and limits are required for a specific contract, those requirements will be described in the special conditions of the contract specifications. Further, it is highly recommended that Elizabethton Electric require the contractor to secure a standard Endorsement to their (the contractor's) general liability policy that makes the coverage limits applies PER PROJECT.

Automobile Liability Insurance with minimum limits of \$1,000,000 per occurrence unless otherwise indicated in the "special conditions" of the contract specifications. This insurance shall include bodily injury and property damage for the following coverage:

- Owned automobiles
- Hired automobiles
- Non-owned automobiles

## Conditions and specifications:

Crew foreperson shall have the ability to effectively communicate with Elizabethton Electric personnel and general public. Must be able to efficiently supervise people and manage work. Crew Foreperson shall have the ability to carry out work procedures in a safe and productive manner.

\*Climber/Trimmer Must have the ability to be directed by crew foreperson. Perform work in a safe and timely manner and to lead crew in foreperson absence. Climber/Trimmer shall be familiar with utility hardware and electrical components associated with line clearance. Climber / trimmer shall utilize good judgment and effectively communicate with co workers and public.

\* Ground Person shall utilize good judgment, be willing to learn, and keep good communication between foreperson and climber/ trimmer.

Crew(s) will be subject to call out when need arises. Crew shall respond in a timely manner to provide quality service to Elizabethton Electric Customers

### Award criteria:

Elizabethton Electric shall have the right to accept or reject any or all bids.

As provided by Statute, award will be based on the lowest and best proposal(s) with evaluation that is most advantageous to Elizabethton Electric as determined by consideration of:

1. Price
2. General reputation and performance capabilities of contractor
3. Experience
4. Conformity with terms and conditions of this request for proposal
5. References
6. Demonstration of equipment
7. Conformity with specifications
8. Familiarity of territory

## PERMISSION:

It is the responsibility of the contractor manager, supervisor, general foreperson, crew foreperson or assigned permission person to obtain written permission on right of way, removals or trimming to maintain minimum approach or encroachment of trees, limbs, underbrush that is within fifteen feet horizontal of energized conductors of 1kv or greater. Service conductors will only be trimmed to lift poles at a five foot radius of line. Any customer desiring to have trees removed past lift pole may contact E.E. with forty eight hour notice to have line dropped at no charge for tree removal at owner's expense.

## TRIMMING:

Trimming shall be in accordance with American National Standards Institute A300 and contractor shall act in accordance within standards.

Trimming shall be no less than fifteen feet on either side of center of utility power line from ground to sky. Historical preservation is the only exception. Trees meeting this criteria will be reviewed by R.O.W. Coordinator and allowance made.

Approved methods of trimming are side trimming to a supportive 3-1 limb ratio but is not limited to

Removing to trunk at branch collar of tree with no stubs left.

"L" Trimming is acceptable but shall have fifteen feet of side clearance. The bottom shall be three feet below any pole attachments. This applies to trees that are not directly under utility power lines.

Topping is permissible for trees directly under utility power line, Lateral trimming is preferred but flat topping is acceptable. Vines shall be cut and sprayed with herbicide. Guy wires, poles and other hardware shall be free of vegetation.

Tree's that present a hazard such as dead, decayed or leaning shall be removed.

**Pollarding**, or rounding over is prohibited. This type of trimming is detrimental to the health of the tree, and is discouraged.

**Herbicide**, Herbicide application will be applied and all company employees that are involved with application, shall possess certification, license and Valid charter number for this requirement.

Rate schedule is per hour for time and material crew, with strait time billing rate and overtime billing rate

General Foreperson (optional)	ST _____	OT _____
Crew Foreperson	ST _____	OT _____
Climber/Trimmer	ST _____	OT _____
Ground Person	ST _____	OT _____

**Equipment:**

Trim Lift 70'	_____
Split Dump	_____
Pick 4X4 with winch	_____
Self feeding chipper with winch	_____
4x4 Tractors with Brown Cutter	_____
Fecon Mower	_____
Jirraff	_____
Chain Saw	_____

## **Complaints:**

Contractor will answer, address and satisfy any and all complaints to their best and reasonable ability. In the event of any property damage, safety complaints, injuries that require more than first aid, all incidents shall be reported to R.O.W Coordinator and determination shall be made, if an investigation and corrective action plan shall be submitted to R.O.W. Coordinator.

## **Submitting Requirements**

Bids must be received on or before June 26, 2014 with bid opening at 2:15 PM. All bid envelopes must have license number to be considered. Bids may be mailed to Elizabethton Electric P.O. Box 790, 400 Hatcher Lane, Elizabethton, TN 37644-0790.

## **Cancellation and/or Rejection Policy:**

Elizabethton Electric and the City of Elizabethton reserves the right to reject any or all proposals, to waive informalities and to accept the proposal or proposals in its judgment is in the best interest of the City and Elizabethton Electric does not discriminate on the basis of race, creed, color, national origin, sex, religion, age or disability status in employment or the provision of services.

## **Contact Persons:**

Doug McFadden, Right-of Way Supervisor 423-213-6790

Danny Statzer, Line Superintendent 423-631-6061



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