

**REQUEST FOR QUOTES**  
**DEADLINE: Monday, January 24, 2022**  
**EMAIL QUOTES TO: [skelly@rhinebeckny.gov](mailto:skelly@rhinebeckny.gov)**  
**or drop off quote at Town Hall**

The Town of Rhinebeck is requesting bids for tree pruning and required takedowns, if needed, for 2022. All work to be a yearly contract and scheduled in consultation with the Cemetery Administrator.

Due to the size and location of most trees, all bidders are required to be equipped with a bucket truck of at least 75' in height and a 30 ton crane to ensure the safest and most cost effective approach.

A site visit is scheduled for **Monday, January 17, 2022 at 11:30 AM** at the site (3 Mill Road, Rhinebeck, NY).

Prevailing Wage applies. PRC #: 2021012639 (See Attachment A)

Bidders are required to be a qualified and certified arborist, carrying a minimum of five million dollars liability insurance and workers compensation insurance. The awarded company must additionally insure the Town of Rhinebeck on both policies within five days of being awarded bid and prior to any work commencing.

The contract term will be for a period of ONE (1) year, commencing on or about February 1, 2022, with four (4) one (1) year options to renew. Any renewal shall be upon the existing terms and conditions, including price. Notwithstanding the foregoing, in the event that the successful Bidder incurs additional expenses that requires a price increase in subsequent years, the successful bidder may request an annual increase not to exceed the Consumer Price Index (CPI) allowable growth factor for the year and/or limited to the percentage increase in the applicable prevailing wage rate. Any such rate increase shall be mutually agreed to by the Town and the awarded vendor prior to contract renewal. The Town may terminate with or without cause at any time prior to the contractual end date.

Please submit your fees (based on the criteria below), experience, qualifications and certificate of liability insurance to this RFQ along with a signed non-collusion statement (See Attachment B). Sealed bids are to be returned to the Rhinebeck Town Clerk's Office, 80 East Market Street, Rhinebeck, NY 12572 on or **before Monday, January 24 at 12 noon**. The exterior of the envelope must clearly be marked 'bid proposal.'

Receipt of proposal does not indicate that the Town has predetermined your company's qualifications to receive a contract award. Such determination will be made after the proposal opening and will be based on our evaluation of your proposal submission compared to specific requirements and qualifications obtained in the proposal documents. The Town reserves the right to reject any and all bids. Selection of the vendor will be based on the most favorable combination but not limited to qualifications, experience, and fee structure.

Please contact Suzanne Kelly, Cemetery Administrator at [skelly@rhinebeckny.gov](mailto:skelly@rhinebeckny.gov) with any questions.

---

Full Legal Name of Company Submitting Quote: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: ( ) \_\_\_\_\_ Fax Number: ( ) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_ Web Address: \_\_\_\_\_

Federal ID No. \_\_\_\_\_

Name of Authorized Official Submitting Proposal:

\_\_\_\_\_

(Please Print or Type)

Signature of Authorized Official Submitting Proposal:

\_\_\_\_\_ Date: \_\_\_\_\_ 2022

#### WORK CRITERIA:

Per day rate for a two person crew to include 75' bucket truck, chipper, chip truck, and tools required for trimming, removing dead wood and take downs. All wood and brush cleaned up and work area raked clean \_\_\_\_\_

Additional equipment if required for large projects:

Additional laborer per hour: \_\_\_\_\_

30 ton crane per hour: \_\_\_\_\_

Log truck per hour: \_\_\_\_\_

Stump grinding per inch: \_\_\_\_\_