

Village of Almont
Downtown Development Authority (DDA)
Bid Package
Removal and Replanting of Evergreen Tree on NW corner of Main St.
and W. St. Clair St.

The Village of Almont Downtown Development Authority (DDA) is seeking proposals for Removal and Replanting of Evergreen Tree on NW Corner of Main St. and W. St. Clair St.

Following are the specifications:

- Removal of existing tree and dig out stump.
- Quoted price to include planting, fertilizer, planting materials, and labor and delivery charges.
- Tree to be a 10-12 foot Black Hill Spruce
- Pricing to be broken down as follows:
 1. Removal of tree
 2. Cost to dig up the stump
 3. Cost of the actual tree
 4. Clean up and brown mulch to be spread in complete area
- Photo of the 10-12 foot Black Hill Spruce tree.
- Successful bidder must organize with DDA and Speedway for removal of the tree.
- Successful bidder will obtain any and all permits required by State or Local government.
- The contractor shall provide necessary supervision and at the DDA's request, make an inspection with the DDA representative to ascertain compliance with the specifications of the agreement. The contractor agrees to reexecute any work which does not conform to the specifications, warrants the work performed, agrees to remedy any defects resulting from faulty materials or workmanship.
- Proposals should include a list of any nursery intending to supply the necessary plant materials. The DDA reserves the right to inspect plant materials before awarding this contract and at any time during this contract. The DDA encourages the use of a local nursery. Final plant selection will be approved by the Almont DDA.
- The Almont DDA reserves the right to award the entire bid specifications to an individual contractor.
- The Contractor shall take all necessary precautions to conduct the work in a safe manner to prevent injury to persons or damage to property. Any damage, caused by the Contractor to DDA or private property will require restitution by the contractor for repairs/replacement to same. If damage does occur, the DDA shall be notified immediately.
- The DDA has the right to discontinue services, withhold payment or terminate the contract immediately if the work is not satisfactory and completed in a timely manner.
- The successful bidder must present liability and workman's compensation insurance documentation.
- Billing in accordance with the bid and must be invoiced within 30 days of completion of the work. Invoices must be submitted to the DDA office at 817 N. Main Street, Almont, MI 48003. Payments to be made monthly after approval by the full DDA Board.
- Bid proposals must include company name, address, contact person and list of references.

Bid Format:

Proposals shall be presented in an envelope marked: "Removal and Replanting of Evergreen Tree on the NW Corner of Main St. and W. St. Clair St. – ATTN: K. Schall". Bids shall be addressed to the Village of Almont DDA, 817 N. Main St., Almont, MI 48003. Bids are due by May 21, 2019 at 10:00 am where they will be publicly opened and read at the DDA offices at 817 N. Main Street, Almont, MI. If there are any questions, please contact Kim Schall at (810) 798-8125. Consideration of all proposals will be conducted at the Almont DDA Board meeting on Wednesday May 22, 2019 at 7:00 pm at the Almont Village Offices, 817 N. Main St., Almont, MI. This meeting is open to the public.

Company Qualifications

- 1) Company must provide three referrals for similar projects.
- 2) Company must state their business qualifications in the horticulture field.
- 3) Company must be willing to provide successful plant care maintenance advice to the DDA staff and plant maintenance provider.

Bid Criteria

The Almont DDA reserves the right to reject any and all bids, to waive any formalities and to select the company and bid in any manner deemed to be in the best interest of the Almont DDA. The company selected shall agree not to discriminate against any employee or applicant for employment because of sex, race, age, religion, color, national origin, or disability status.