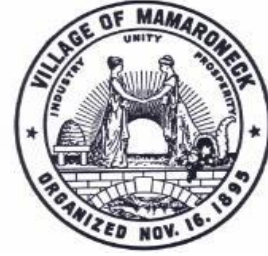


## MEMORANDUM

*Village of Mamaroneck*



To: Jerry Barberio, Village Manager

From: Daniel J. Sarnoff, Assistant Village Manager

Re: Contract #2019-03 – Tree and Dead Branch Removal

Date: June 6, 2019

P 914-777-7703

F 914-777-7760

[www.villageofmamaroneck.org](http://www.villageofmamaroneck.org)

The Village advertised for the receipt of bids for Contract #2019-03 – Tree and Branch Removal on May 22, 2019. Through the posting on Empire State Purchasing Ground (BidNet Direct), notice of the contract was sent to 190 vendors.

The bid provided for six (6) categories of work as follows:

Part 1 – Tree Removal

Part 2 – Tree Bole Removal – Utility Line Trunks (CETS)

Part 3 – Tree Trimming High Dead Branches

Part 4a – Emergency Road and Obstruction Clearing and Tree Removal (Mon. – Fri. 8am – 6pm)

Part 4b – Emergency Road and Obstruction Clearing and Tree Removal (all other times)

Part 5 – Recycling/Re-use plan

Although there are multiple components to the contract, the award is based off Part 1 pricing as the rest of the contractual items are variable in nature and it is difficult to quantify the amount of work required.

On the bid opening date, June 6, 2019, two (2) bids were received as follows:

Almstead Tree, Shrub, and Lawn Care  
58 Beechwood Avenue  
New Rochelle, NY 10801

Dom's Tree Service  
101 Harbor Road  
Port Washington, NY 11030

Upon review of the bids, Almstead is the lowest responsible bidder based on their bid response as note on the following page

Itemized Tree Removal List:

Part 1.

Complete Tree Removal	Tree Diameter Breast Height (D.B.H.)	Est. Qty.	Per Tree Unit Price
A.	up to One foot (1')	14	\$ 176
B.	from On Foot (1') up to 1' 6"	7	\$ 528
C.	from 1' 6" up to 2'	7	\$ 1056
D.	from 2' up to 2' 6"	5	\$ 1556
E.	from 2' 6" up to 3'	5	\$ 2388
F.	from 3' up to 3' 6"	1	\$ 3184
G.	from 3' 6" up to 4'"	1	\$ 3289
H.	from 4' to up to 4' 6"	1	\$ 500
I.	Over 4' 6"	1	\$ 500

The Village has experience with Almstead as they are the current contractor for the Village having been awarded Contract 2016-06(B). Staff has reviewed the contract terms with Almstead and they conveyed a clear understanding of the scope of services.

As such, Village staff recommends awarding contract 2019-03 – Tree and Dead Branch Removal to Almstead Tree, Shrub, and Lawn Care, in accordance with their unit bid pricing identified in their response which is attached for your reference.

I respectfully request that this item be placed on the agendas for both the June 10, 2019 Work Session for discussion and Regular Meeting for award consideration.

If you have any questions in regard to the above, please contact me.