

**RFP 17M8**  
**TREE MAINTENANCE SERVICES**

**FACT SHEET**

A. **Overview:** This recommendation is to establish a contract for tree maintenance services. Bids were received on March 16, 2017.

1. **Bid participation:**

20 proposals downloaded  
4 companies submitted a proposal

2. **Bids were received from:**

**Antietam Tree Service, Inc. dba: Antietam Tree & Turf (Hagerstown, MD)**  
**Mead Tree & Turf Care, Inc. (Woodbine, MD)**  
Pittman's Tree & Landscaping, Inc. (Front Royal, VA)  
The Davey Tree Expert Company, Inc. (Gaithersburg, MD)

3. **Other facts:**

- The contract term will be effective from date of award through March 31, 2019, with one two-year renewal option available.
- An average of \$34,000 is spent annually for these services.
- Selection is based on a total score of each vendor's technical and cost proposals. An analysis of the bid pricing was performed utilizing previously completed jobs as a basis of comparison.
- This contract will be administered by Gary Barkdoll, Maintenance Projects and Grounds Manager.

4. **Source of funding:** FY17 Approved Operating Budget and contingent upon Board approval of FY18 and FY19 Operating Budgets.

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B. **Recommendation:** Staff recommends the contract for RFP 17M8, Tree Maintenance Services, be awarded to Antietam Tree and Turf (Hagerstown, MD) and Mead Tree & Turf Care, Inc. (Woodbine, MD), per the attached Bid Tabulation.

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C. **Action taken by the Board (Purchasing use only):**

____ Approved	____ Denied	____ Deferred	____ Other	BL/kl
____ Date	____ Date	____ Date	____ Date	BOE Meeting 04.12.17

**RFP 17M8, TREE MAINTENANCE SERVICES**  
**SCORING SUMMARY**

<b>VENDOR</b>	<b>Final Tech Score 43 points max</b>	<b>Cost Score 60 points max</b>	<b>TOTAL SCORE 103 MAX</b>
<b>MEAD TREE AND TURF</b>	<b>36.2</b>	<b>60</b>	<b>96.2</b>
<b>ANTIETAM TREE SERVICE</b>	<b>41.7</b>	<b>53</b>	<b>94.7</b>
THE DAVEY TREE EXPERT CO.	37.8	37.4	75.2
PITTMAN'S TREE & LANDSCAPING	29.9	15.4	45.3

**Evaluation Criteria:**

Completeness of Proposal  
Business Structure  
Employee Qualification and Training  
Licensing, Insurance and Legal Issues  
References  
Value Added Services

**RFP 17M8, TREE MAINTENANCE SERVICES**  
**BID TABULATION**

Item	Description	Unit Rate	ANTIETAM TREE	MEAD TREE & TURF	PITTMAN'S TREE &	THE DAVEY TREE
			SERVICE	CARE	LANDSCAPING	EXPERT COMPANY
			Price	Price	Price	Price
A1	Supervisor / Forman	Regular Hourly Rate	\$ 45.00	\$ 45.00	\$ 46.43	\$94.00/man-hour
A2	Tree Trimmer / Climber	Regular Hourly Rate	\$ 35.00	\$ 40.00	\$ 41.54	\$90.00/man-hour
A3	Grounds man / Labor	Regular Hourly Rate	\$ 30.00	\$ 37.50	\$ 34.32	\$88.00/man-hour
A4	Arborist	Regular Hourly Rate	\$ 45.00	\$ 75.00	\$ 73.30	\$98.00/man-hour
A5	Traffic Control Manager - Certified by ATSSA or other acceptable certifying agency	Regular Hourly Rate	\$ 35.00	\$ 75.00	\$ 56.20	\$98.00/man-hour
A6	Flagger - Certified by ATSSA or other acceptable certifying agency	Regular Hourly Rate	\$ 35.00	\$ 52.50	\$ 36.65	\$98.00/man-hour
A7	Equipment Operator	Regular Hourly Rate	\$ 45.00	\$ 45.00	\$ 39.10	\$90.00/man-hour
A8	Brush Clearing	Regular Hourly Rate	\$ 35.00	\$ 40.00	\$ 235.95	\$ 90.00
A9	Equipment Rental	Regular Hourly Rate	\$ 25.00	\$ 50.00	Cost + 10%	\$40.00/man-hour
A10	Other work not identified	Regular Hourly Rate	\$ 40.00	\$ 45.00	\$ 392.51	\$92.00/man-hour
A11	Markup on materials	%	10%	10%	10%	25%
B1	Emergency Service "Off Hours" - 3 man crew	Emergency Hourly Rate	\$ 240.00	\$ 225.00	\$ 353.93	\$325.00/crew-hour
C1	Tree Removal, < 12" DBH, felling only	Each	\$ 200.00	\$ 90.00	\$ 800.00	\$ 274.00
C2	Tree Removal, < 12" DBH, felling by topping	Each	\$ 250.00	\$ 90.00	\$ 950.00	\$ 408.00
C3	Tree Removal, 12.01" - 18" DBH, felling only	Each	\$ 300.00	\$ 225.00	\$ 1,200.00	\$ 410.00
C4	Tree Removal, 12.01" - 18" DBH, felling by topping	Each	\$ 350.00	\$ 225.00	\$ 1,350.00	\$ 612.00
C5	Tree Removal, 18.01" - 24" DBH, felling only	Each	\$ 550.00	\$ 350.00	\$ 2,400.00	\$ 638.00
C6	Tree Removal, 18.01" - 24" DBH, felling by topping	Each	\$ 650.00	\$ 350.00	\$ 2,550.00	\$ 952.00
C7	Tree Removal, 24.01" - 36" DBH, felling only	Each	\$ 850.00	\$ 650.00	\$ 3,200.00	\$ 1,421.00
C8	Tree Removal, 24.01" - 36" DBH, felling by topping	Each	\$ 1,000.00	\$ 900.00	\$ 3,350.00	\$ 1,989.00
C9	Tree Removal, >36" DBH, felling only	Each	\$ 1,200.00	\$ 1,600.00	\$ 4,700.00	\$ 2,180.00
C10	Tree Removal, >36" DBH, felling by topping	Each	\$ 1,800.00	\$ 2,100.00	\$ 4,850.00	\$ 2,695.00

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**BID TABULATION**

Item	Description	Unit Rate	ANTIETAM TREE SERVICE	MEAD TREE & TURF CARE	PITTMAN'S TREE & LANDSCAPING	THE DAVEY TREE EXPERT COMPANY
			Price	Price	Price	Price
D1	Stump Grinding, <12" DBH	Each	\$ 35.00	\$ 125.00	\$ 200.00	\$ 90.00
D2	Stump Grinding, 12.0"1 - 18" DBH	Each	\$ 70.00	\$ 150.00	\$ 350.00	\$ 147.00
D3	Stump Grinding, 18.01" - 24" DBH	Each	\$ 140.00	\$ 200.00	\$ 500.00	\$ 240.00
D4	Stump Grinding, 24" - 36" DBH	Each	\$ 300.00	\$ 300.00	\$ 750.00	\$ 360.00
D5	Stump Grinding, > 36" DBH	Each	\$ 450.00	\$ 400.00	\$ 950.00	\$ 480.00
E1	70' Bucket Truck	Regular Hourly Rate	\$ 35.00	\$ 75.00	\$ 55.36	\$35.00/hour