



PROFESSIONAL ON-CALL TREE TRIMMING & REMOVAL SERVICES RESPONSES TO PRE-PROPOSAL MEETING QUESTIONS

JULY 2, 2019

1. Will awarded Contractor selected for a Task Order be required to meet with MRGCD?

RESPONSE: Yes, when the Contractor is contacted for a Task Order a meeting will be coordinated (in the field or office) to go over the scope of work; then the contractor will then prepare and submit their pricing, etc. for the job, and if assigned the Task Order a Notice to Proceed will be issued.

2. Will the Contractor be required to coordinate with private property owners?

RESPONSE: Yes, there have been situations where the tree has fallen over into private property and coordination, etc. must be conducted directly with the property owner to obtain authorization to access their property.

3. Will the District be providing a specific form that would be completed by the Arborist when they submit an evaluation of a tree? The discussion with the two (2) contractors attending the pre-proposal meeting indicated that there is a standardized form International Society of Arboriculture (ISA Form) that they use, as a standard form?

RESPONSE: Under Section III Scope of Services stipulates the services shall conform to the American Standard Institute ANSI A300 and Standard Z-133.1 as currently amended. Therefore, the evaluation and forms used shall be in compliance of these standards, and if the ISA form complies that form is acceptable.

4. Will a Special Use License be required for MRGCD Project Task Orders

RESPONSE: The MRGCD will not require an MRGCD license to be issued for work that is contracted by MRGCD for any Tree Trimming and/or Removal Project Task Order with our Contractors. However, any other jobs performed by the Contractor outside the scope of the Tree Trimming and Removal Services Agreement will be required to follow the MRGCD Licensing Policy for use of our facilities, etc.

5. Will a Contractor be considered for a Task Order if a property owner has contacted one of MRGCD pooled contractor's for services at the same location of a Task Order that MRGCD is considering awarding to a contractor?

RESPONSE: It shall be the responsibility of the Contractor to disclose that information, and No the MRGCD would consider that a conflict of interest and that contractor would not be issued that task order.

6. What is the Bond amount?

RESPONSE: The bond amount for this first year contract shall be for \$75,000 and will be evaluated at each renewal.

7. Cost Response Form?

RESPONSE: A Cost Response Form was not included, because of the unknown factors on what the industry pricing standard requirements are for on-call tree trimming and removal services would be, when there is no distinct size, dimension and/or location established. We are relying on the Contractors to submit pricing for on-call services that are applicable to full turnkey services as applicable to the RFP Scope of Services.

8. MRGCD EMERGENCY CRITERIA:

The emergency procurement method (NMSA 1978, Section 13-1-127 may only be used when there exists a threat to public health, welfare, safety or property requiring procurement under emergency conditions. The existence of the emergency condition creates an immediate and serious need for services, construction or items of tangible personal property that cannot be met through normal procurement methods and the lack of which would seriously threaten:

1. The functioning of government;
2. The preservation or protection of property; (which will include but not limited to impeding the flow of water in waterways, i.e. ditches, canals, laterals, etc.)
3. or the health or safety of any person

9. **The deadline to submit Proposals for On-Call Professional Tree Trimming and Removal Services is:**

RESPONSE: 1:00 P.M. July 12, 2019

Mailing Address

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If you have any other further questions, please send via email to jeanette@mrgcd.us. Thank you.

Jeanette Bustamante, Procurement Manager