



REQUEST FOR PROPOSALS

CITY OF ECORSE

Tree Trimming, Tree Removal, Stump Removal, and Brush Clearing

Issued By:

City of Ecorse
3869 W. Jefferson, Ecorse, MI 48229

Issue Date: Wednesday, September 2, 2026

Proposal Due Date: Tuesday, September 22, 2026 at 10:00 a.m.

Contact:

David Hall
DPW Director
dhall@ecorsemi.gov
313-386-2520

TREE TRIMMING, TREE REMOVAL, STUMP REMOVAL, AND BRUSH CLEARING

GENERAL CONDITIONS

All information requested of the vendor shall be entered in the appropriate space on the form. Failure to do so may disqualify your offer.

In order to be considered, bid documents must be received and time stamped in the City of Ecorse (City) Clerk's Office located at 3869 W. Jefferson Ave., Ecorse, Michigan 48229 by **Tuesday, September 22, 2026, at 10:00 a.m.**

Questions will be accepted until Thursday, September 24, 2026 at 4:00 p.m. Contact David Hall, DPW Director at dhall@ecorsemi.gov or 313-386-2520, or Brent Kraft at Giffels Webster at bkraft@giffelswebster.com or 248-598-5178.

Each bid submittal shall be accompanied by a Bid Guarantee in the form of a cashier's check in the amount of Two Thousand, five hundred (\$2,500) Dollars, payable to the City of Ecorse, as surety for the acceptance of the bid. A bid bond will not be accepted. Cashier's checks will be held for up to 30 days or until the project is awarded and the contract is signed, whichever duration is shorter.

All information shall be entered in ink or typewritten. Mistakes may be crossed out and corrections inserted before submission of your bid. Corrections shall be initialed in ink by the person signing the bid. Corrections and/or modifications received after the closing time specified will not be accepted.

All bids shall be signed by an authorized officer or employee of the bidder. Submit bids in a sealed envelope with "Tree Trimming, Tree Removal, Stump Removal, and Brush Clearing" clearly written on the front of the envelope. Do not include taxes in your bid prices, as the City is a tax-exempt entity.

Recommendation for award of the Tree Trimming, Tree Removal, Stump Removal, and Brush Clearing Contract is anticipated to be presented at the September 29, 2026 City of Ecorse Council Meeting. The City's normal payment terms are thirty (30) days in connection with the bid. Time will be computed from the date correct invoices are received in the City of Ecorse Department of Public Works Office.

The City reserves the right:

1. To award bids received on the basis of individual items, or groups of items, or on the entire list of items,
2. To reject any or all bids, or any part thereof,
3. To waive any irregularities in the bids,
4. To accept the bid that is in the best interest of the City.
5. To award bids to multiple contractors.

Upon entering into the Contract with the City the Contractor must include Material Safety Data Sheets, if applicable, for materials as required by MIOSHA to the City.

GENERAL INFORMATION AND SPECIFICATIONS

CONTRACT:

The bidder, whose proposal is accepted, shall be required to sign and execute a Contract within ten (10) days of the date of the City's notification of acceptance. Failure to execute the Contract as specified shall result in forfeiting all rights under the bid including the Bid Guarantee.

The Contract shall be firm and binding for a period of two (2) years. Upon mutual agreement between the parties and a contract modification, the contract may be extended for additional years. The City reserves the right to award this contract to multiple contractors.

ASSIGNMENT:

The assignment of the Contract or any of the Contractor's right or interest therein, shall be prohibited without full prior knowledge and written consent of the City.

EQUIPMENT AND STORAGE:

The Contractor shall furnish all equipment required for the performance of his obligation under the Contract.

A visit to inspect equipment will be made by the City prior to awarding of bids. Failure to pass City inspection of equipment may be cause for disqualification from further consideration.

The type of equipment proposed to be used by the Contractor shall be approved at the time of executing the Contract documents.

The Contractor shall submit a list of all available equipment to be utilized for tree, brush and stump services.

The Contractor shall provide evidence that an approved equipment storage yard and maintenance building is available. In the event the storage yard and maintenance building are to be located within the City, the Contractor shall show evidence that such facilities comply with all applicable City Ordinances.

The Contractor shall provide reference that can indicate that he has the capability of responding to emergencies within four (4) hours.

1. **Scope of Work**

To provide As-Needed and Emergency Services including all labor and equipment necessary to perform tree, brush and stump maintenance, clearing and removal services on specified trees and brush on City of Ecorse property, including street rights-of-way, city alleys and easements as specified herein. Since this work is of a potentially dangerous nature, and requires special expertise, it is to be performed by a contractor that derives a majority of its annual income from arboricultural work and whose employees are highly trained and skilled in all phases of tree services.

2. **Definitions**

ANSI Z133: Safety Standard

ANSI A300: Part 1 – Trimming

Contractor: The company that has been awarded the contract for Tree Trimming and Tree Removal, Stump Removal and Brush Clearing.

Development: A subdivision of residential homes of a uniform size on lots of a uniform size that are typically constructed by a single builder. A development normally has streets spaced at regular intervals and posted speed limits of 25 mph or less.

Director of Public Works: The City representative, or his designee, who will administer this contract.

Scheduled Work: Work provided by work order to the Contractor to be completed during Standard Work Hours (M-F, 8am to 5pm)

Emergency Work: A tree removal or the removal of one or more limbs in order to mitigate a hazardous condition and provide safe passage through the right of way.

City: City of Ecorse.

3. **Work Procedures**

Equipment: All bidders must have in their possession or available to them by formal agreement at the time of bidding: trucks, chippers, hand tools and other equipment, and supplies which are necessary to perform the work as outlined in these specifications.

Tree Location: Work is limited to trees located on City property, street right of ways, alleys, and easements.

Supervision: Contractor must have a competent person in charge of his work at all times to whom the Director of Public Works may issue directives and who shall accept and act upon such directives. Failure for this person to act on said directives shall be sufficient cause to give notice that the Contractor is in default of contract unless such directives would create potential personal injury or safety hazards.

Inspections: The Director of Public Works may inspect work at its discretion. Immediate correction of any work not done to industry standards as noted by the City will be communicated to the Contractor and will be performed by the contractor at no additional expense to the City.

Tree Damage: Climbing irons, spurs, or spikes are not used on trees to be pruned.

Traffic Control: The Contractor shall be solely responsible for traffic control on Development streets and shall provide the necessary warning devices, barricades, and personnel needed to give safety, protection, and warning to vehicular traffic within the work area. The City will be responsible for traffic control on non-development streets.

Safety: All work shall conform to the latest revision of American National Standards Institute Standard Z133.

Disposal of Debris: All debris, including clean wood chips, logs, stumps, and other material must be properly disposed of by the Contract.

4. **Work Specifications**

Safety Plan

The contractor shall provide the owner a copy of their company's safety plan, which meets the health and safety standards.

Tree Trimming

General: Conform to latest revision of ANSI A300. This work will typically take place in a Development, which has street trees planted at regular intervals.

Crown Cleaning: Prune out all dead and dying limbs, and weakly attached branches. Clumps of water sprouts (or suckers) shall be removed, depending on the tree structure and the need for new foliage growth because of previous damage.

Crown Raising/Clearance: Trees shall be pruned to maintain a 14-foot clearance over the streets and alleys and an 8-foot clearance over sidewalks. A live crown ratio of at least 50% on each tree must remain after Trimming.

Unforeseen Conditions: If, while Trimming a tree, a problem is discovered which suggests that the tree should be removed, the Contractor shall notify the Director of Public Works and wait for a decision before resuming work on that tree.

Equipment and Labor: The tree Trimming crew shall, at a minimum, consist of a bucket truck with operator, a chipper with operator and two ground labors. Contractor must employ an ISA Certified Arborist and/or a Certified Tree Worker, who is on the work site at all times.

Tree and Stump Removals

General: Tree and stump removals will be performed and paid based on the 2020 Michigan Department of Transportation (MDOT) Standard Specifications for Construction. When removing a tree (Pay Item Tree, Rem), the cost provided shall include the removal or grinding of the stump. The stump removal price (Pay Item Stump, Rem) is only used when there is not tree associated with the removal of the stump. The work may take place in a development, on a non-development street in the City; in City Parks, alley ways, or other open space and in a City easement. Restore all disturbed areas with topsoil to grade, grass seed and mulch.

Equipment and Labor: The Director of Public Works shall approve the labor and equipment required by the Contractor to remove the tree. Contractor must employ an ISA Certified Arborist and/or a Certified Tree Worker, who is on the work site at all times.

Emergency Work: The Contractor shall have qualified personnel who are able to respond and perform a tree removal or the removal of one or more damaged limbs in the event of an emergency.

Clean-up

General: All cut limbs shall be removed from the crown upon completion of the Trimming. Clean-up of branches, logs, wood chips or any other debris resulting from any tree trimming or tree removal shall be promptly and properly accomplished. The work area shall be kept safe at all times until the clean-up operation is completed.

Disposal of Debris: All debris, including clean wood chips, logs, stumps, and other material must be properly disposed of by the Contractor.

5. Bid Guarantee:

Each bid submittal shall be accompanied by a cashier's check in the amount of Two Thousand, five hundred (\$2,500) Dollars, payable to the City of Ecorse, as surety for the acceptance of the bid. Cashier's checks will be held for up to 30 days or until the project is awarded and the contract is signed, whichever duration is shorter.

6. Performance Bond

The Contractor whose proposal is accepted will furnish at his own expense, concurrently with the executed Contract, a Performance Bond in the amount of Twenty-Five Thousand (\$25,000.00) Dollars.

All Performance Bonds are made out in favor of the Treasurer, City of Ecorse, 3869 West Jefferson Avenue, Ecorse, Michigan 48229, release of which is conditioned upon the faithful performance of the Contractor's duties as set forth in this Contract document.

Should the Contractor fail, neglect, or refuse to perform his duties under the Contract, the City may declare the Contractor in default. The City shall immediately notify the bonding company of said default. All costs incurred by the City due to non-performance of the Contractor shall be paid to the City by the bonding company based on invoices submitted by the City. Should the bonding company fail to proceed within 60 days to complete the Contract requirements, the City shall have the right during this period to advertise for bids and to retain a new qualified Contractor to perform the duties and services as set forth in this Contract. Any costs incurred by the City under the new Contract which exceed the current Contract shall be paid in the bonding company.

7. Insurance

The Contractor shall not commence work under this Contract until he has obtained the insurance required within this Contract. All bonds as listed above and all insurance coverage shall be with insurance carriers acceptable to the City of Ecorse. If any coverage is written with a deductible or self-insured retention, the Contractor shall be solely responsible for said deductible or self-insured retention. The purchase of insurance and the furnishing of a certificate of insurance shall not be a satisfaction of the Contractor's indemnification of the City of Ecorse. The Contractor shall procure and maintain during the life of this Contract the following coverage:

Workers' Compensation Insurance in accordance with all applicable Statutes of the State of Michigan. Coverage shall include Employers Liability Coverage.

Commercial General Liability Insurance on an "Occurrence" basis with limits of liability not less than \$2,000,000 per occurrence and/or aggregate combined single limit.

Personal injury, Bodily Injury, and Property Damage. Coverage shall include the following extensions:

- (A) Contractual Liability
- (B) Products and Completed Operations
- (C) Independent Contractors Coverage
- (D) Broad Form General Liability Extensions or Equivalent
- (E) Coverage for Explosion, Collapse, and Underground Hazards.

Motor Vehicle Liability Coverage, including Michigan No-Fault Coverage for all vehicles used in the performance of the Contract. Limits of Liability shall not be less than \$1,000,000 per occurrence combined single limit Bodily Injury and Property Damage.

Additional Insured: Commercial General Liability Insurance as described above shall include an endorsement stating the following shall be an "Additional Insured": The City of Ecorse, including all elected and appointed officials and employees and Anderson, Eckstein, and Westrick, Inc.

Cancellation Notice: Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating that thirty (30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction, and/or Material Change shall be sent to:

CITY OF ECORSE
Director of Public Works
3869 West Jefferson Avenue, Ecorse, Michigan 48229
(313) 386-2520

Proof of Insurance: The Contractor shall supply sample certificates of insurance with submission of their bid as verification that the Contractor can meet the insurance requirements in this invitation to bid. **FAILURE TO DO SO MAY DISQUALIFY YOUR BID.** At the time the Contract is returned for execution, original certificates are to be provided as follows:

- a. Four (4) copies of Certificate of Insurance of Contractor's Workers' Compensation Insurance;
- b. Four (4) copies of Certificate of Insurance of Contractor's Commercial General Liability Insurance;
- c. Four (4) copies of Certificate of Insurance of Contractor's Motor Vehicle Liability Insurance.

8. Quantities

Payment will be made based on the actual hours the labor and equipment are utilized and actual units completed.

9. Hold Harmless Provision

The Contractor will indemnify and save harmless the City and all its officers, agents, and employees from any actions, liabilities, or claims resulting from the performance of the contract.

10. Form of Bid:

All bids must be on the form provided by the City. A bidder may not withdraw his bid for a period of sixty (60) days after the bid opening.

11. Bid Award:

The determination of the low bidder shall be determined in accordance with the quantities set forth on the "Proposal Form". The selection of the low bidder shall be at the sole discretion of the City. The City specifically reserves the right to waive technicalities, to reject any or all bids or items here in, and to make the award that is in the best interests of the City.

12. Qualifications:

Bidders submitting proposals must have previous experience in tree Trimming and removal. **The bidder shall submit a minimum of three (3) references with their bid.**

13. Term:

The Contract shall be firm and binding for a period of two (2) years, upon the date of the signed contract. Upon mutual agreement between the parties and a contract modification, the contract may be extended for additional year(s).

14. Scheduled Services:

Work associated with routine tree Trimming and tree removal shall be commenced within fifteen (15) days of notification by the City.

15. Emergency Services:

In the event of an emergency the Contractor shall have the capability to provide the labor and equipment required to commence work to remove a tree or remove one or more dead or damaged limbs within four (4) hours after notification by the City.

ALL PROPOSALS ARE TO BE SUBMITTED ON THE ATTACHED BID FORMS

The Contractor shall complete and submit a proposal including all identified items below and within this request for proposal.

Overall Ability to Perform the Required Services:

Submit the company qualifications as follows:

1. Business Name.
2. Primary Contact and/or Signatory
3. Address
4. Phone, Fax and E-Mail
5. Business Type, i.e. LLC, Inc., etc.
6. Business License and State
7. Number of Year in Business
8. Number of Year in Business performing similar work for municipal clients
9. Submit a list of Sub-Contractors/Consultants, if applicable, and when they would typically be used
10. Submit staff experience and qualifications for key individuals
11. Submit information detailing your firms historical related experience with municipal clients including the scope of work provided.
12. A descriptive listing of all equipment available immediately
13. Three names and addresses of references of similar contracts performed by the bidder during the previous one-year period.
14. Proof of Insurance.

**TREE TRIMMING, TREE REMOVAL, STUMP
REMOVAL, AND BRUSH CLEARING**
City of Ecorse

Proposal Form

The undersigned, as bidder, declares that he has familiarized himself with this project; also, that he carefully examined the specifications which he understands and accepts as sufficient for the purpose of the services and agrees that he will contract with the City of Ecorse to furnish labor, material, tools, and equipment necessary to do all the work specified.

The undersigned hereby agrees that if this foregoing proposal shall be accepted by the City of Ecorse that he will, after being notified to proceed, furnish the required Bonds and Insurance Requirements with ten (10) calendar days.

The City of Ecorse reserves the right to reject any or all bids, to waive any informalities in the bidding and to accept any bid it deems in the best interest of the City.

Company Name: _____

Name of Authorized Representative: _____
(Please Print)

Signature of Authorized Representative: _____

Address _____

City _____ State _____ Zip _____

Telephone No. _____ Cell Phone No. _____

E-mail Address: _____

All prices bid shall be firm and binding for the Contract period of two years.

Signature of Authorized Representative

PROPOSAL FORM

TABLE 1: As-Needed Scheduled Tree Trimming, Brush Clearing	Hourly Rate
Box Truck & Brush Chipper (Minimum 17-inch Drum)	
Bucket Truck (Minimum 40-foot Reach)	
Brush Hog with Tractor or Equal	
Operator	
Climber with Equipment	
Ground Laborers with Equipment	

As-Needed scheduled services shall be performed at the hourly rates listed above. These services shall be completed on an as-needed basis Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

Emergency Tree Trimming and Brush Clearing (Contractor to provide minimum of 4-hour response time.)	Hourly Rate Multiplier¹
Standard Work Hours Monday to Friday between the hours of 8:00 a.m. and 5:00 p.m.	
Overtime Work Hours Saturday, Sunday and Monday to Friday Outside of Standard Hours	
Holiday Work Hours	

¹ Enter the Hourly Rate Multiplier for the various emergency service time periods. Entering 1.0 would mean the same rates listed in Table 1. Entering 1.5 would indicate 1.5 times the rates listed in Table 1. Entering 2.0 would indicate 2.0 times the rates listed in Table 1. The City recognizes the following holidays for the purpose of this bid; New Year's Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day.

PROPOSAL FORM

As-Needed Scheduled Tree and Stump Removal	Unit Price (per each)
Tree, Rem, 6 inch to 12 inch	
Tree, Rem, 13 inch to 18 inch	
Tree, Rem, 19 inch to 24 inch	
Tree, Rem, 25 inch to 30 inch	
Tree, Rem, 31 inch to 36 inch	
Tree, Rem, 37 inch or larger	
Stump, Rem, 6 inch to 12 inch	
Stump, Rem, 13 inch to 18 inch	
Stump, Rem, 19 inch to 24 inch	
Stump, Rem, 25 inch to 30 inch	
Stump, Rem, 31 inch to 36 inch	
Stump, Rem, 37 inch or larger	

Pay Items listed above are standard MDOT Pay Items and will be performed and paid based on the 2020 Michigan Department of Transportation (MDOT) Standard Specifications for Construction. These pay items to be used for scheduled services during Standard Work Hours. All work necessary to remove trees or stumps is included in the unit prices listed above in the As-Needed Scheduled Tree and Stump Removal. No additional hourly costs will be paid above or over these prices.

The Engineer or Owner will determine the size of trees by the diameter of the trunk, measured to the nearest full inch, at a point 4 ½ feet above the ground line at the base of the tree.

For example, if the tree were to measure 12 3/8 inches it will be paid as 6 inch to 12 inch pay item. If it measures at 12 ½ inches it will be paid as 13 inch to 18 inch pay item.

To be clear, tree removal pay item includes respective stump removal.

**TREE TRIMMING, TREE REMOVAL, STUMP
REMOVAL, AND BRUSH CLEANING
CITY OF ECORSE
3869 West Jefferson Avenue
Ecorse, Michigan 48229**

CONTRACT

Articles of Agreement made and entered into this _____ day of _____,
_____ by and between _____,
hereinafter called the Contractor and the City of Ecorse, Michigan, hereinafter called the
Owner, witnessed, that the Contractor and the Owner for the considerations hereinafter
named agrees as follows:

The Contract shall be firm and binding for a period of two (2) years, upon the date of the signed
contract.

That all Contract documents, as defined in these specifications, hereto attached or herein
referred to shall be and are hereby made a part of the Agreement and Contract.

The Contractor shall, under penalty of Bond attached, furnish all labor, materials, and equipment
necessary and perform all work as set forth in his proposal in strict accordance with the
drawings, specifications, and other documents which have been made a part of this Contract in
the manner, time, and place as therein set forth.

In consideration whereof, the City of Ecorse agrees to pay the Contractor the amounts provided
in the attached proposal, being the product of the unit prices therein set forth, multiplied by
the number of units actually constructed, all in the time and manner as set forth in these
documents.

In witness whereof, said parties have hereunto set their hands and seals, the day and year first
above written.

Contractor:

Name: _____

Title: _____

Signature: _____

CITY OF ECORSE

Name: _____

Title: _____

Signature: _____