

# REQUEST FOR QUOTE

## TREE MAINTENANCE SUMMER 2025

### NOTES FROM SITE VISITS ON JUNE 9 AND 10, 2025

Q. Are all the trees flagged?

A. No. Although we have tried to flag everything with orange flagging tape, there are areas where the work is obvious, long stretches of just trimming back to property line and/or that the flagging was removed by residents. Flagging was updated during the site visits over the last two days.

Q. Do all locations have septic tanks?

A. No. The locations with one (or two for 5-bedroom homes) septic tanks are Alachua/Merrillwood, Alachua/Hitchcock, Newberry/Meadowbrook, Archer/Thistle Hills East, Archer/Thistle Hills West and Waldo/Pine Tree Terrace. Further, the only active use of the septic tanks is in Archer and these have drain fields (some with lift stations) that need to be taken into consideration. The Director of Maintenance will work with the awarded contractor to ensure the locations are noted prior to commencement of work.

Q. Do you have any buried gas tanks?

A. Yes. There are LP gas tanks in the Alachua, Newberry, Archer and Waldo neighborhoods. The Director of Maintenance will work with the awarded contractor to ensure the locations are noted prior to commencement of work.

Q. Are all stumps to be ground? This could really increase costs.

A. It is our intention to have all stumps ground. However, we've added a line for a "discount" for cutting the stump to ground level (in order for a mower to go across) in place of grinding. See new pricing sheet on page 9 of this RFQ.

Q. Are permits required?

A. Yes. Please see the "Notes" addendum as listed on the ACHA website. ACHA has made a concerted effort to have all the locations checked by the appropriate agency. The notes page lists these efforts. The City of Gainesville has issued permits for their locations. It is the responsibility of the awarded contractor to make sure the required permits are secured and accounted for in the costs of the quote submitted. <https://www.acha-fl.com/wp-content/uploads/2025/05/Notes-from-the-Alachua-County-Arborist-City-of-Gainesville-Urban-Forestry-Program-and-City-of-Newberry-Community-Development-Department.pdf>

Q. Who is responsible for mitigation and tree replacement costs?

A. ACHA has requested clarification on the mitigation costs responsibility from HUD. We have not received an answer as of date. We have placed a few lines on the quote sheet for you to address any known mitigations costs.

Q. Are there any changes to the list of work from the RFQ?

A. Yes, along with the revised RFQ attached, I've listed items here. These changes are noted in **RED** on the updated RFQ

- Alachua – Merrillwood
  - i. 15326 Merrillwood Dr – remove cherry tree at the right front of unit
  - ii. 13109 NW 155<sup>th</sup> Lane – remove cherry tree at left front of unit
  - iii. 13106 NW 155<sup>th</sup> Pl – remove oak at left rear of unit
- Alachua – Hitchcock
  - i. 14111/14207 NW 157<sup>th</sup> Pl – take trees/yard back to fence line
  - ii. 14219 NW 157<sup>th</sup> Pl – remove tree right of unit
- Archer – Thistle Hills East
  - i. 13607 SW 156<sup>th</sup> Ter – “to power pole”
- Newberry – Meadowbrook
  - i. 25632/25708 NW 7<sup>th</sup> Pl - add trim to 12' back
  - ii. 25739 NW 7<sup>th</sup> Pl – add “and away from 25721” & “clean up storm debris”
  - iii. 730 NW 255<sup>th</sup> Dr – add “to trunk and 12' above”
  - iv. 720 NW 255<sup>th</sup> Dr – add “to 12' back”
- Gainesville – Linton Oaks
  - i. Add “grind old stump in from of unit #9”
- Gainesville – Phoenix
  - i. 3244 SW 25<sup>th</sup> Way – add “trim crape myrtle to 12' back”
- Gainesville – Rocky Point
  - i. 3242 SW 35<sup>th</sup> Pl – change trim palms to remove 3 palms at south end of building (two at corner and one by meter) remove root balls
- Gainesville – Pine Forest
  - i. 208 NE 41<sup>st</sup> Pl – change 10 pine trees to 9. One has already been removed

Q. If we grind the stumps, do we need to remove the ground up material?

A. All ground up material and cut tree debris must be removed. Further, all areas need to be raked out, vehicle and equipment rutting repaired and repairs completed on any broken concrete or asphalt.

Q. Will we be able to get interim payments?

A. Yes. Please provide the two parts of the quote sheets with your submission. We will use these to make periodic estimated payments for fully completed work.

### **IMPORTANT REMINDERS**

- Questions regarding this procurement must be emailed to [Ron@acha-fl.com](mailto:Ron@acha-fl.com) by Monday June 16, 2025 at 4:00pm.
- Quotes with all requested documents must be received by **4:00pm EST on Tuesday June 24, 2024**. This is a date later than that noted in the original RFP.
- Proposals may be emailed, mailed or hand delivered.
  - Emailed quotes must include all documents. Please note **“RFQ – Tree Maintenance Summer 2025”** in the subject line.
  - All mailed or hand delivered proposals must be in a sealed envelope and clearly marked **“RFQ – TREE MAINTENANCE SUMMER 2025”** on the cover. The ACHA mailing address is 703 NE 1<sup>st</sup> Street Gainesville, FL 32601.
- ACHA is not responsible for delays in the receipt of your proposal regardless of the form of delivery.

### **The following forms need to be completed and returned with your proposal**

- ❖ Quote Sheets (part one and part two)
- ❖ Proof of Insurance including Workman’s Compensation and General Liability (ACHA will need to be listed as both “Additionally Insured” and “Certificate Holder” if awarded a contract for services)
- ❖ Copy of Business License, FEIN# and DUNS# if assigned
- ❖ List of equipment to be used, staffing capabilities and sample work plan

Thank you

Ron Hall

Director of Operations

352-372-2549 x512 office phone

352-373-4097 fax

[ron@acha-fl.com](mailto:ron@acha-fl.com) e-mail