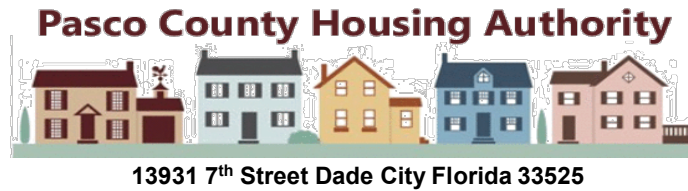


Main Office (352)567-0848  
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Hearing Impaired  
Dial 7-1-1 for Florida relay



Jeff Sklet  
Executive Director

# Pasco County Housing Authority

## Request for Quotes

### RFQ-2022-03

## Comprehensive Tree Services

ISSUE DATE: November 21, 2022

DUE DATE: December 15, 2022 by 2:00pm EST

# Table of Contents

1.0	Request for Quotes .....	3
2.0	Scope of Work .....	3
3.0	General Requirements .....	4
4.0	Opportunities for Employment for Low Income Residents .....	5
5.0	Quote Document: Comprehensive Tree Services . .....	6



## 1.0 Request for Quotes

**Date:** November 21, 2022  
**Owner:** Pasco County Housing Authority  
13931 7<sup>th</sup> Street  
Dade City, FL 33525

**Project Addresses:** Multiple Locations within Pasco County

The Pasco County Housing Authority (PCHA) is requesting quotes for tree removal, stump grinding, and tree trimming services at various owned Pasco County Housing Authority properties. Interested and qualified contractors who have successfully demonstrated their ability and experience on comparable work are invited to submit a quote. Minority and women-owned businesses are encouraged to respond.

All work performed must be compliant with latest Florida Building Code and all applicable federal, state, county and local laws and regulations.

**No quote shall be withdrawn for a period of ninety (90) days.**

## 2.0 Scope of Work

Each Contractor is required to perform their own property inspection to prepare their quotes. Trees have been marked at the properties for removal.

### Tree Services

1. All permits as required
2. Tree removal
3. Trimming & topping
4. Stump grinding of all existing and newly created stumps
5. Removal of any tree created "trip hazards"

All work to be completed in a workman like manner according to industry standards and practices. Any alteration or deviation from above scope of work and specifications involving extra costs will be executed only upon written agreement and will become a change order to the contract. This contract is subject to our standard terms and conditions.

The Contractor shall provide to PCHA all permits and permissions, these costs shall be included in the quote. If any engineering service is required to complete the work or to get a permit, the Contractor is responsible for providing it.

## 2.1. Properties to be included:

- Pasco Terrace – 11800 Pasco Terrace Port Richey, FL 34668
- Sunny Dale Villas- 6921 Meniffee Ct. New Port Richey, FL 34653
- Bonnie Dale Villas- 6525 Potter Ln. New Port Richey, FL 34653
- Cypress Villas I -20613 Blanchette Ct. Dade City, FL 33523
- Cypress Villas II- Patti Lane Dade City, FL 33523 (this property is directly next to Cypress Villas I).

## 3.0 General Requirements

### 3.1. Maintenance of Work Area:

The Contractor shall keep the working area sufficiently clear of equipment, material, and implements of service to prevent endangering persons and damage to the PCHA's property and to avoid an unsightly condition. Removal of such items shall be performed promptly upon completion of work. All debris and other waste materials shall be removed from the site and disposed of legally. The Contractor shall not use PCHA's facilities for disposal of debris and waste materials. Roofing nails are to be picked up throughout the day to avoid any safety issues.

### 3.2. Safety and Security:

The Contractor shall comply with all laws, ordinances, rules and regulations applicable to the work. The Contractor shall provide adequate protection for all persons and all PCHA's personnel within the working area or approaches thereto, and shall furnish and erect temporary barricades where necessary.

### 3.3. Access

The Contractor, its employees, subcontractors, or other representatives, have no tenancy and shall be admitted to the grounds only for the proper execution of the work under this contract. The Contractor, its employees, subcontractors, or other representatives must wear identifying company uniform and/or employee badge while working on PCHA's properties.

### 3.4. Workmanship and Labor:

Contractor shall take particular care in preserving the integrity of the adjacent sites and ensure consistency of his or her work in order to maintain the overall appearance of the community. Contractor shall minimize dust from any construction activities.

### 3.5. Warranty

Contractor shall guarantee all workmanship and materials against failure for a period of **one-year** from the date of final acceptance of the work by PCHA. Any repair shall be completed within fourteen (14) calendar days of defect notification at no additional cost to PCHA.

### 3.6. Davis-Bacon Wage/Certified Payroll

Contractor must adhere to Davis-Bacon wage determinations and complete certified payrolls for the project. Certified payroll reports must be submitted to the Pasco County Housing Authority. Wage determinations will be included at the end of this Request for Quotes.

### 3.7 Requirements

This project will have the following trades or sub-contractors:

Building  Roofing  Electrical  Mechanical  Plumbing  Gas  Paving

Owner to furnish utilities: Yes  No

All bids shall cover all costs required to complete work description. **Contractor is cautioned to verify all site conditions. It is strongly encouraged that bidders/respondents visit the site.** Descriptions are to be bid on and strictly adhered to. All quotes shall cover material required to complete entire work description.

### 4.0 Opportunities for Employment for Low Income Residents

The work to be performed under this contract is subject to the requirement that to the greatest extent feasible, Contractor will provide opportunities for training and employment for lower income residents of the project area and to award subcontracts for work in connection with the project to business which are located in, or are owned in substantial part by persons residing in the area of the project.

## 5.0 Quote Document: Comprehensive Tree Services

**PROPERTY OWNER:** Pasco County Housing Authority  
**PHONE NUMBER:** 352-567-0848  
**QUOTE DUE**  
**DATE:** December 15, 2022

Units to be occupied during the renovations: Yes

All quotes shall cover material required to complete work description. Contractor is cautioned to verify all site conditions. It is strongly encouraged that bidders/respondents visit the site. Descriptions are to be bid on and strictly adhered to. All bids shall cover material required to complete work description.

### **Additional Information**

No Lead-Based Paint shall be used on rehabilitation work either on existing surfaces or on new construction.

If plans or drawings are supplied as part of these Rehabilitation Specifications, they are complementary. Whatever is shown or reasonably referred to in the specifications is required. Scaled dimensions govern size, and large-scale drawings supersede those of smaller scale. If specifications require any clarifications which were not obtained prior to bidding, the designer's interpretation of the true intent shall govern.

**No additional cost will be paid above the contract amount when the Contractor has neglected to properly evaluate the extent of the scope work. ALL WORK SHALL MEET THE REQUIREMENTS OF THE MOST RECENT FLORIDA BUILDING CODE.**

## 5.1. Proposal - Comprehensive Tree Services

I, the undersigned contractor, having inspected the above referenced property; and having familiarized myself with the requirement set forth in the Scope of Work, rehabilitation standards, and plans of the above-referenced; and I understand the extent and character of the work to be performed, propose to furnish all labor, equipment, and material to accomplish all work as described in the scope of work. For the sum of \_\_\_\_\_ dollars (\$ \_\_\_\_\_) as follows:

Submittals provided with this Quote include:

1. Evidence of legal capacity to contract in the State of Florida (copy of contractor's license).
2. Proof of Insurance: Workers Compensation and General Liability

### Documents Incorporated by reference that are part of the Quote:

The Bidder represents that he/she has complied with all Federal, State and local requirements for licensing in conjunction with this Bid.

The Bidder further understands that the Contract, if awarded, will be offered to a responsible Bidder.

\_\_\_\_\_  
(Name of Bidder)

\_\_\_\_\_  
(Address)  
\_\_\_\_\_

\_\_\_\_\_  
(City, State and Zip Code)

\_\_\_\_\_  
(Email address)

Signature \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**\* ALL ENGINEERING/ARCHITECTURAL WORK REQUIRED TO COMPLETE THE WORK IN THIS BID PACKAGE INCLUDING BUT NOT LIMITED TO OBTAINING OF PERMITS SHALL BE THE ENTIRE RESPONSIBILITY OF THE BIDDER/RESPONDENT.**