



June 4, 2026

June 2026 CITY TREE REMOVAL AND PRUNING

INVITATION TO BID

1. GENERAL INFORMATION AND SUBMISSION REQUIREMENTS

Please note, the City of Auburn is updating its online bid notification system to better communicate with those interested in bidding on City Projects. To receive notifications bidders need to register in the City's [Vendor Self Service \(VSS\) System](#).

Those already registered in VSS will need to add their NIGP commodity codes. Previously entered codes were removed from all vendor records in VSS during the system update. Please note, NIGP commodity codes are required for vendors to receive bid notifications.

Sealed bids will be received by the City of Auburn, Alabama, until 2:00 p.m., local time, on **Monday, June 22, 2026** in the Office of the City Manager, 144 Tichenor Avenue, and then be publicly opened and read for furnishing all labor, materials and equipment necessary for the completion of the following project:

June 2026 City Tree Removal and Pruning

The project consists of removal of eight (8) trees, and the pruning of six (6) trees.

Bid specifications are attached. The City is requesting bid pricing on the following: all labor, equipment, and materials necessary for tree removal, stump grinding, and tree pruning according to the scope of services and specifications herein. Please direct any questions to Orum Snow, Urban Forestry Specialist, at 334.501.3022 or osnow@auburnalabama.org.

Bids must be submitted upon the attached forms furnished by the City of Auburn, Alabama. No bids may be withdrawn for a period of thirty (30) days after the scheduled closing time for the receipt of bids. A sealed envelope containing the original proposal and one (1) copy must be delivered or mailed to:

Purchasing Officer, City of Auburn
144 Tichenor Avenue, Suite 5
Auburn, AL 36830

The envelope must be plainly marked on the outside as follows:

BID: June 2026 City Tree Removal and Pruning
OPENING: 2:00 p.m. local time
DATE: Monday, June 22, 2026

2. CONTRACT AWARD

The City reserves the right to select the lowest responsible bidder as the best interest of the City may require, to award the purchase contract from any of the bids, to reject any or all bids, and to waive any informalities in bids received. Bid will be good for thirty (30) days after being opened by the City of Auburn, Alabama.

Award of the contract, if to be awarded, will be made within thirty (30) calendar days after opening of bids to the lowest responsible bidder whose proposal complies with the requirements of the invitation to bid. Should no award be made within the thirty (30) days, all proposals will be rejected unless the successful bidder agrees in writing to a stipulated extension in the time limit for award. The successful bidder will be notified by letter, mailed to the address shown on his proposal, that his bid has been accepted and that he has been awarded the contract.

3. E-VERIFY AND NO-BOYCOTT CLAUSE

All bidders are required to be compliant with the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, No. 2011-535 Code of Alabama (1975) § 31-13-9 as amended May 16, 2012, regarding employment practices. For all bidders that employ persons in the State of Alabama, documentation of enrollment in E-Verify should be included with the bid and will be required as a condition for the award of any contract. All bidders are advised that the award of the contract is conditioned on the bidder not knowingly employing, hiring for employment or continuing to employ an unauthorized alien within the State of Alabama. The awarded contract will contain a provision whereby the bidder pledges not to violate federal immigration law.

Legislative Act 2016-312 (the "Act") prohibits the City from entering into contracts with any business entity that is actively engaged in or plans to engage in the boycott of a person or an entity based in or doing business with a jurisdiction with which the State can enjoy open trade; unless such business entity provides the goods or services for at least 20 percent (20%) less than the lowest business entity in compliance with the Act. All bidders understand and agree that in the awarded contract, the lowest responsive bidder must either certify that it is in compliance with the Act and agree that it will not violate the act during the term of the contract; or agree to offer the

goods or services for at least 20 percent (20%) less than the lowest business entity certifying compliance with the Act.

4. LOCAL PREFERENCE

The City elects to utilize the Local Preference Zone as established under Section 41-16-50(a) of the Code of Alabama 1975. In the event a bid is received for services to be contracted from a person, firm, or corporation deemed to be a responsible bidder having a place of business within the Lee County, Alabama and the bid is no more than five percent (5%) greater than the lowest responsible bidder, the City of Auburn may award the contract to the resident responsible bidder.

5. LICENSING REQUIREMENTS

The successful bidder is responsible for acquiring the appropriate business licenses and permits to conduct work with the City of Auburn. In addition to the business license and permit requirements, the bidder is required to remit all applicable sales and use tax, occupational license fees, and contractors/subcontractors license fee in accordance with City ordinances and codes. In accordance with Section 39-3-5 of State Code, any non-Alabama bidders must submit a written opinion from an attorney stating the amount and criteria, if any, of local preference granted by law to non-resident businesses in his state of residence. Questions regarding business license and applicable taxes may be directed to the Revenue Office at 334.501.7239.

6. EQUAL OPPORTUNITY

The City of Auburn believes fully in equal opportunity in the provision of supplies, equipment, construction and services. Positive steps should be taken to assure that small business, minority businesses and women-owned businesses are given many opportunities to provide the above-mentioned services when economically feasible. In the case of construction projects, the City of Auburn shall rely on individuals or firms seeking to do business with the City of Auburn to ensure that such above-mentioned businesses are given ample opportunity to participate on a sub-contractual basis.

7. US SOURCING

The contractor agrees in all events to use materials, supplies and products manufactured, mined, processed or otherwise produced in the United States or its territories if the same are available at reasonable prices. If the contractor determines that said items are not available at a reasonable price, the contractor must first contact the City of Auburn and obtain approval for the use of other materials, supplies and products. In the event the contractor breaches the agreement to use domestic products, and domestic products are not used, there shall be a downward

adjustment in the contract price equal to any realized savings or benefits to the contractor.

8. PAYMENT AND INVOICING

The City of Auburn will process only one invoice per month for partial payment to the contractor. If you have any questions concerning billing, contact our accounts payable office at 334.501.7237 or 334.501.7238.

9. INSURANCE REQUIREMENTS

The Contractor will be required to provide certificates of insurance showing that it carries, or has in force, automobile liability insurance, general liability insurance, and workers' compensation insurance. Limits of liability for automobile liability insurance shall be, at a minimum, \$1,000,000.00 combined single limit. Limits of liability for general liability insurance shall be, at a minimum, \$1,000,000.00 per occurrence, \$1,000,000.00 personal and advertising injury, \$1,000,000.00 general aggregate and \$1,000,000.00 products/completed operations aggregate. General liability insurance will include coverage for contractually assumed liability and explosion, collapse, and underground (X, C & U) hazards. If the general liability insurance coverage is on a claims-made basis, the Contractor will maintain coverage in force for a period of two (2) years following completion of the work specified in the agreement at the limits specified in this paragraph. Workers' compensation insurance shall provide statutory workers' compensation coverage and employers' liability coverage with limits of, at a minimum, \$500,000.00 each accident, \$500,000.00 disease- each employee and, \$500,000.00 disease - policy limit. The Contractor will be responsible for the payment of any deductibles or self-insured retentions. The Contractor's insurance is primary. If the Contractor carries higher insurance limits than those specified, the higher insurance limits will apply.

If the CONTRACTOR is not required by law to carry workers' compensation insurance, the CONTRACTOR acknowledges that the CONTRACTOR is responsible for any workers' compensation-like benefits. The CONTRACTOR will be responsible for the payment of any deductibles or self-insured retentions. The CONTRACTOR'S insurance will be primary. If the CONTRACTOR carries higher coverage limits than those specified above, the higher coverage limits apply.

The certificate of insurance shall provide the City of Auburn, Alabama (City) with thirty (30) days written notice of cancellation of any of the coverages named in said certificate and provide the City with waivers of subrogation for the coverages listed on the certificate.

The City will be named as additional insured under the Contractor's general liability insurance and automobile liability insurance policies. The Contractor shall require certificates of insurance from subcontractors. Subcontractors will carry limits of insurance equal to or greater than those carried by the Contractor. These certificates shall evidence waivers of subrogation in favor of the Contractor and the City, and shall be made available to the City upon request.

At the City's discretion, the Contractor may be required to have in force builder's risk coverage and/or higher liability limits than that mentioned above and/or broader coverage than normally carried by the Contractor.

Questions concerning insurance coverage may be directed to the Risk Manager, McCarthy Autry at 334.501.7247.

10. INDEMNIFICATION

The Contractor agrees to indemnify, hold harmless, and defend the City, its officials, representatives, agents, servants, and employees from and against any and all claims, actions, lawsuits, damages, judgments, liability and expense, including attorney's fees and litigation expenses, in whole or in part arising out of, connected with, or in any way associated with the activities of the Contractor, its employees, or its subcontractors in connection with the work to be performed under this contract. This obligation survives the payment of any losses by the Contractor's insurance carrier.

11. LEGAL ACTION

Legal action arising from the performance of this contract will be filed in the Circuit Court of Lee County, Alabama located in Opelika, Alabama or the Federal District Court for the Middle District of Alabama - Eastern Division located in Opelika, Alabama. The contract will be interpreted according to the laws of the State of Alabama.

12. ASSIGNMENT OF CONTRACT

The contract may not be assigned by the contractor without written permission of the City of Auburn.

CITY OF AUBURN, ALABAMA

Allison Edge

Finance Director

FOR SPECIFIC INFORMATION CONCERNING THIS PROJECT, PLEASE CONTACT ORUM SNOW AT OSNOW@AUBURNALABAMA.ORG OR 334.501.3022.



June 2026 City Tree Removal and Pruning

The City is requesting bid proposals for tree removal and pruning including all related work as specified within the bid documents within City of Auburn (City). The contract requires the removal of eight trees and pruning of six at various locations within the City. The intent of this request is to provide basic guidelines and to provide vendors certain minimum requirements. It is also the intent of this request to look at every offer that meets the threshold requirements. Therefore, vendors are encouraged to offer pricing for the various options and combinations.

The City reserves the right to select the **most responsible bid** as the best interest of the department may require, awarding the purchase contract from any of the proposals, to reject any or all proposals or parts thereof, and to waive any informalities in proposals received. Proposals will be good for thirty (30) days after being opened.

This contract shall include, but not be limited to, all manufacturing, parts, labor, materials, supplies, equipment, tools, shipping and transportation, and services necessary to complete this project as described herein and the specifications as follows.

Questions or clarification on this request for proposal may be directed to Orum Snow, Urban Forestry Specialist, at 334.501.3022 or osnow@auburnalabama.org.

Scope, Specifications, and Dimensions to the bidder(s)/vendor(s):

1. The Contractor shall provide all supervision, labor (including a "climber," when necessary), equipment, fuel, install and maintain proper traffic control measures. All temporary traffic control zones and traffic control devices shall conform to the MUTCD, latest edition. All work must conform to the American National Standard for Arboricultural Operations-Safety Requirements (ANSI Z133), and any other incidentals necessary to meet the requirements of the performance specifications stated herein.
2. The work shall consist of tree removal (per the requirements in this Invitation for Bid), and the removal and disposal of all debris generated during the removal(s). All trees to be removed have been marked with blue and white flagging.
3. All work shall take place within City property limits (public right-of-way, parks, City facilities). Any work requested to take place on private property must be identified in the bid form with a request for right of entry (ROE).
4. Pruning of trees shall consist of the following *unless otherwise noted*: remove branches to permit clearance of approximately twenty (20) feet at the drive lane on the vehicular side of any tree; remove branches to permit clearance of approximately ten (10) feet over all sidewalks; remove all dead, dying, diseased, and weak branches of 3 inches diameter at the branch collar or larger that overhang the street. Removal and disposal of all debris generated is required.

Individual trees to be pruned have been marked with yellow flagging. Where street pruning is specified, all limbs over sidewalks and streets are included.

5. The Contractor shall follow ANSI A300 pruning standards including but not limited to; no climbing trees with climbing spikes, leaving branch stubs, unnecessary heading cuts, cutting off branch collar, lion tailing, remove more than 25% of foliage from a single branch, damage other parts of a tree during pruning, or use wound paint.
6. The Contractor shall be capable of commencing work within ten (10) days of the contract award as required.

Performance Based Requirements and Specifications

1. All stumps shall be cut flush to the ground or otherwise reduced to a level flush to the surrounding grade unless otherwise noted.
2. Bid prices shall be based upon the following:
 - Standard Removal and Pruning - Trees identified as standard shall be removed or pruned within twenty-eight (28) calendar days from the point of notification. Standard removals and pruning shall commence upon receipt of a purchase order from the City of Auburn.
3. The Vendor shall be responsible for any traffic control deemed necessary. The Vendor shall provide any necessary traffic control equipment as needed.
4. Provide 48-hour notice ahead of start of work.
5. Work shall be performed between 7 am and 7 pm.
6. The Contractor shall provide 72 hours advanced notice of any work to occur in parks, playgrounds, cemeteries, or other greenspaces.

The Contractor shall appropriately secure any work sites within parks, playgrounds, cemeteries, or other greenspaces to provide ample separation of patrons from tree work and shall alert the Contract Manager of any necessary closures within aforementioned spaces

**CITY OF AUBURN
BID PROPOSAL
June 2026 City Tree Removal and Pruning**

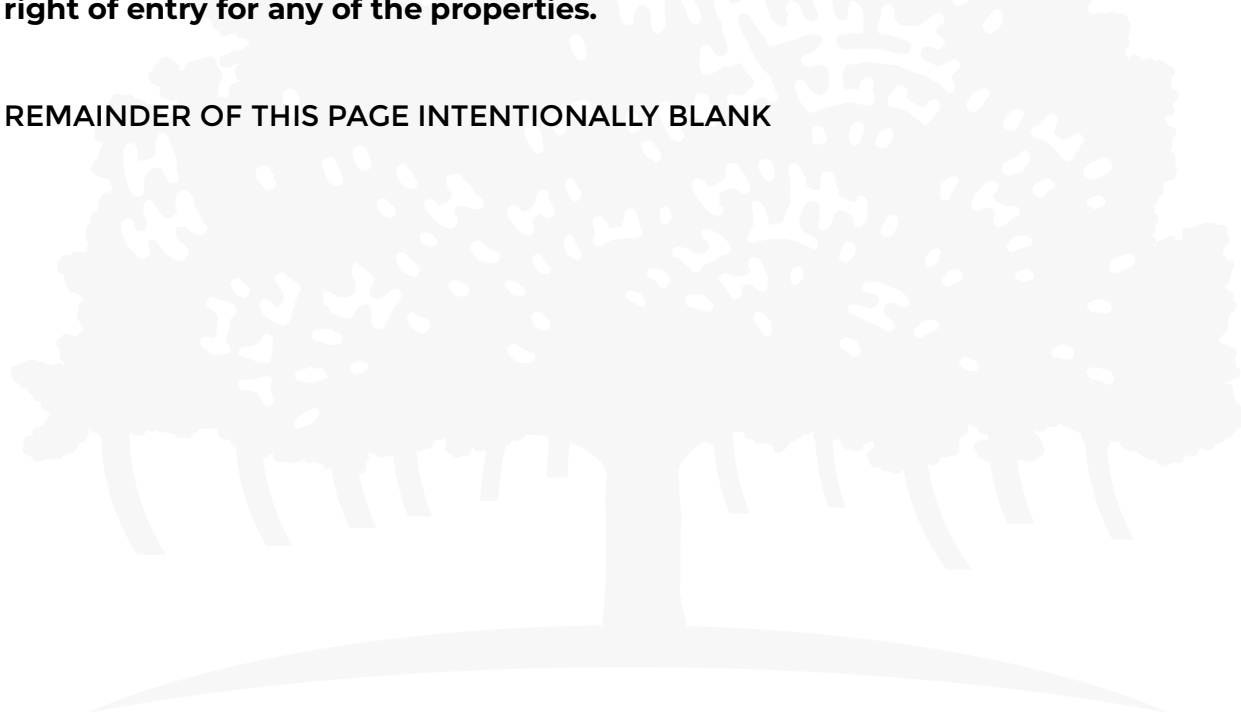
TO: City of Auburn

The undersigned, as Bidder, hereby declares that he has examined the work and informed himself fully in regard to all conditions pertaining to the place(s) where the work is to be done; that he has examined the specifications for the work and documents relative thereto; has read all the special provisions furnished prior to the opening of bids and that he has satisfied himself relative to the work to be performed.

The Bidder proposed and agrees, if this proposal is accepted, to contract with the City of Auburn, Alabama, in the form of a contract specified, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, and labor necessary to complete the **June 2026 City Tree Removal and Pruning**.

Trees to be removed are marked with blue and white striped flagging. The City will acquire right of entry from residents if necessary. **Please specify if you will need right of entry for any of the properties.**

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**BASE BID PROPOSAL
SCHEDULE OF REMOVALS AND PRUNING TO BE PERFORMED**

STANDARD REMOVALS: To be completed within 28 calendar days

ITEM	TREE STATUS	PRIMARY WORK	SECONDARY WORK	SPECIES	LOCATION	DBH	HEIGHT	COUNT	NOTES	COST
1	Dead	Removal		Pine	Dinius Park (32.610825, -85.452441)	19	97	1	Provide a 72 Hour notice before work proceeds. Tree is marked with blue and white flagging.	
2	Dead	Removal		Pine	Bowden Park (32.599549, -85.466662)	15	80	1	Provide a 72 Hour notice before work proceeds. Tree is marked with blue and white flagging.	
3	Living	Removal	Stump grinding	Sweetgum	Bowden Park (32.599739, -85.466681)	24	80	1	Provide a 72 Hour notice before work proceeds. Tree is marked with blue and white flagging.	
4	Living	Removal		Oak	633 Westview Dr (32.619845, -85.492992)	35	40	1	Tree is marked with blue and white flagging	
5	Living	Removal	Stump grinding	Oak	766 Darden Ave (32.613650, -85.497101)	28	70	1	Tree is marked with blue and white flagging	
6	Dead	Removal	Stump grinding	Oak	1205 Hickory Ln (32.628571, -85.489742)	25	85	1	Tree is marked with blue and white flagging	
7	Living	Crown Removal		Oak	762 N Donahue Dr.(32.620039, -85.491823)			1	Removal of the crown at the Right of Way. Trunk will remain. Tree is flagged with blue and white flagging.	
12	Living	Removal	Stump grinding	Sycamore	310 Jones St. (32.610984, -85.499992)	17	65	1	Provide a 72 Hour notice before work proceeds. Tree is marked with blue and white flagging.	
14	Living	Removal	Stump grinding	Elm	214 N Debardeleben St. (32.609783, -85.473087)	19	70	1	Tree is marked with blue and white flagging	
15	Living	Removal	Stump grinding	Pine	29 E Park Ave. (32.602277, -85.464252)	29	80	1	Tree is marked with blue and white flagging	

STANDARD PRUNING: To be completed within 28 calendar days

ITEM	TREE STATUS	PRIMARY WORK	SECONDARY WORK	SPECIES	LOCATION	DBH	HEIGHT	COUNT	NOTES	COST
8	Living	Deadwood Pruning		Oak	152 Bragg Ave (32.610932, -85.484120)			1	Crown cleaning and restoration. Tree is marked in green and white flagging.	
9	Living	Deadwood Pruning		Pine	402 Brookside Dr. (32.598784, -85.476276)			1	Crown cleaning. Tree is marked in green and white flagging.	
10	Living	Deadwood Pruning		Elm	351 E Samford Ave (32.598737, -85.476395)			2	Raising canopy, 18' clearance minimum. Trees are marked in green and white flagging.	
11	Living	Deadwood Pruning		Pine	Bowden Park (32.599765, -85.466710)			1	Provide a 72 hour notice before work proceeds Tree is marked in green and white flagging.	
13	Living	Branch Removal	Branch reduction	Pecan	310 Jones St. (32.610984, -85.499992)			1	Provide a 72 Hour notice before work proceeds. Branch removal and reduction for service line clearance. Tree is marked in green and white flagging.	

TOTAL BASE BID (SUM OF TOTAL COST)

(IN WORDS)

EXCEPTIONS:

If none, state so here:

If any exceptions of Owner's specifications are offered, attached full explanations to this bid.

CONTRACTOR'S NAME:

AUTHORIZED SIGNATURE:

COMPANY'S NAME:

PHYSICAL ADDRESS:

MAILING ADDRESS:

CITY/STATE/ZIP CODE:

TELEPHONE NUMBER:

FAX NUMBER:

E-MAIL ADDRESS (OPTIONAL):

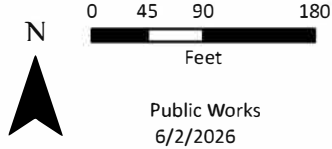
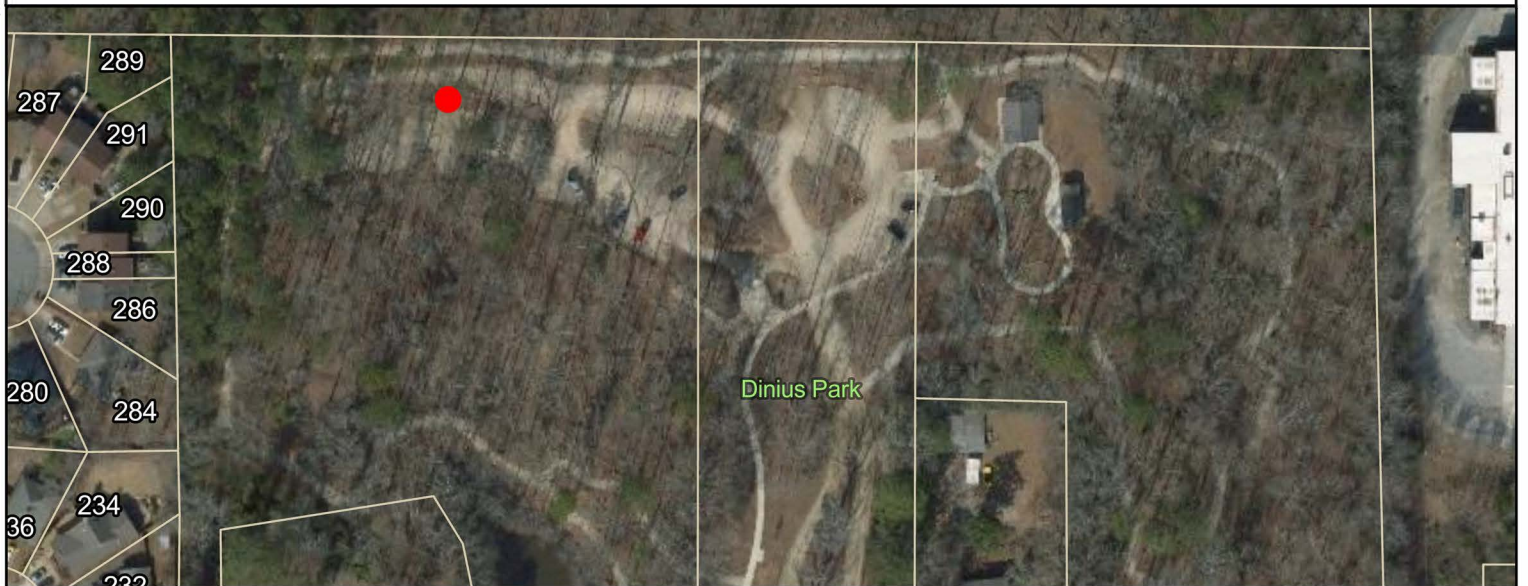
Line Item 1- Dinius Park (32.610825, -85.452441)

Removal of the marked tree.



Notes: Removal of the dead tree.

Current Condition



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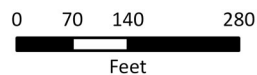
Line Item 2- Bowden Park (32.599549, -85.466662)

Removal of the marked tree.



Notes: Removal of the dead tree.

Current Condition



Public Works
6/2/2026

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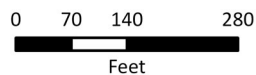
Line Item 3- Bowden Park (32.599739, -85.466681)

Removal of the marked trees.



Notes: Removal of the dead tree.

Current Condition



Public Works
6/2/2026

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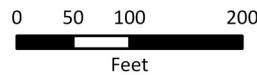
Line Item 4- 633 Westview Dr. (32.619845, -85.492992)

Removal of the marked tree.



Notes: Removal of the tree.

Current Condition



Public Works
6/2/2026

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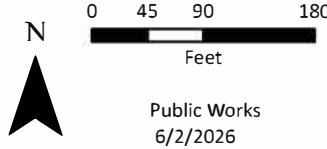
Line Item 5- 766 Darden Ave. (32.613650, -85.497101)

Removal of the marked tree.



Notes: Removal of the dead tree.

Current Condition



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Public Works
6/2/2026

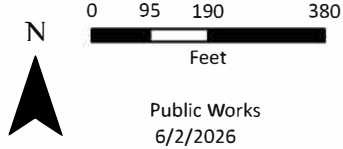
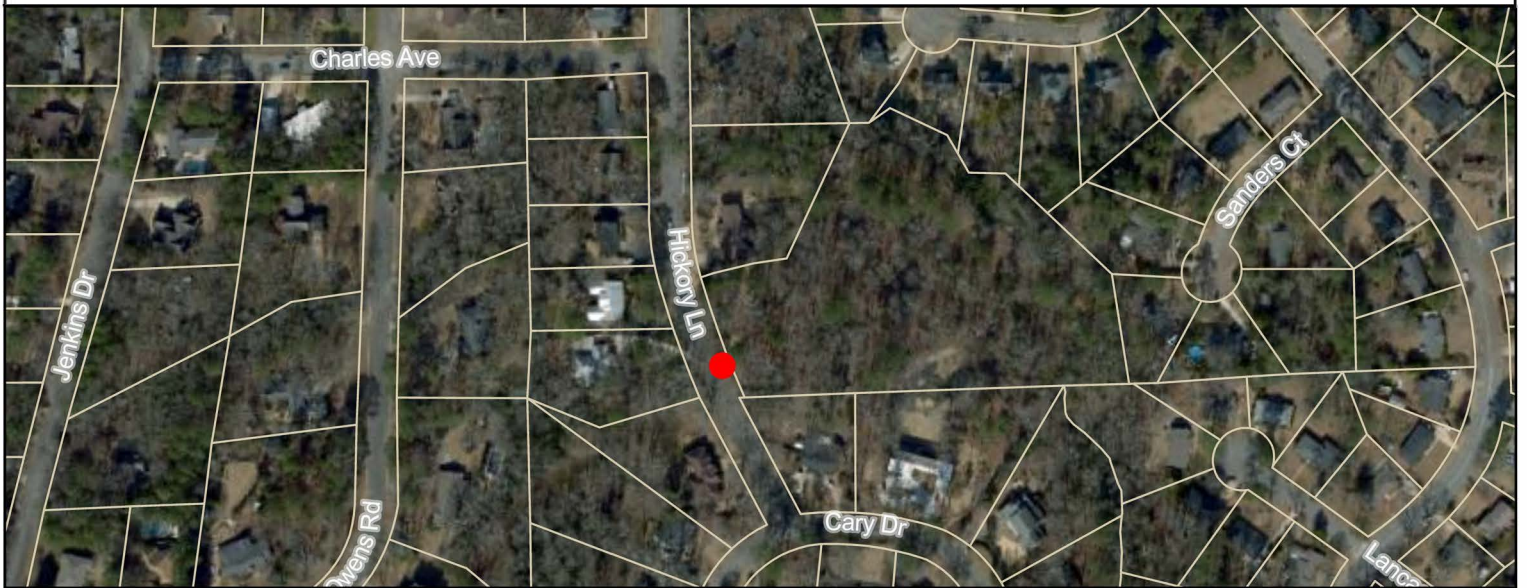
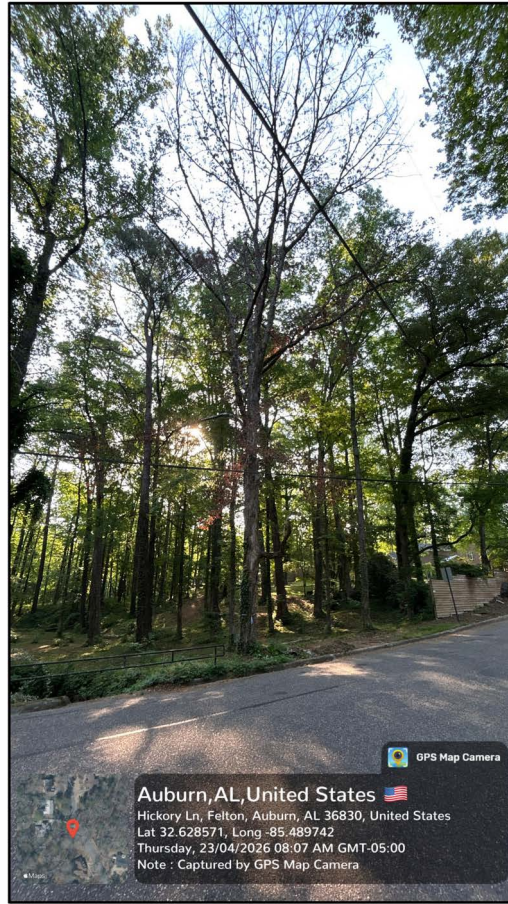
Line Item 6- 1205 Hickory Ln (32.628571, -85.489742)

Removal of the marked tree.



Notes: Removal of the dead tree.

Current Condition



Public Works
6/2/2026

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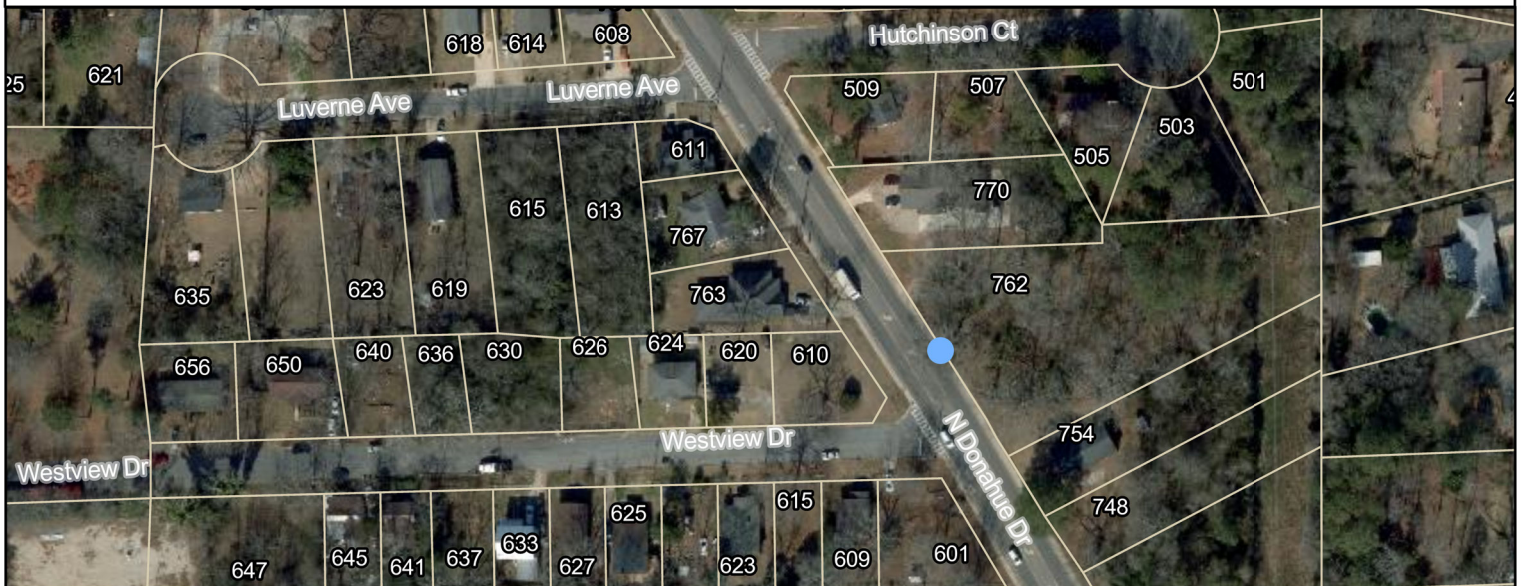
Line Item 7- 762 N Donahue Dr. (32.620039, -85.491823)

Removal of the crown for the marked tree.



Notes: Crown removal.

Current Condition



Public Works
6/2/2026

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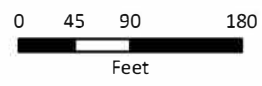
Line Item 8- 152 Bragg Ave. (32.610932, -85.484120)

Pruning of the marked tree.



Notes: Crown cleaning and restoration

Current Condition



Public Works
6/2/2026

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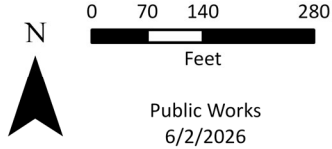
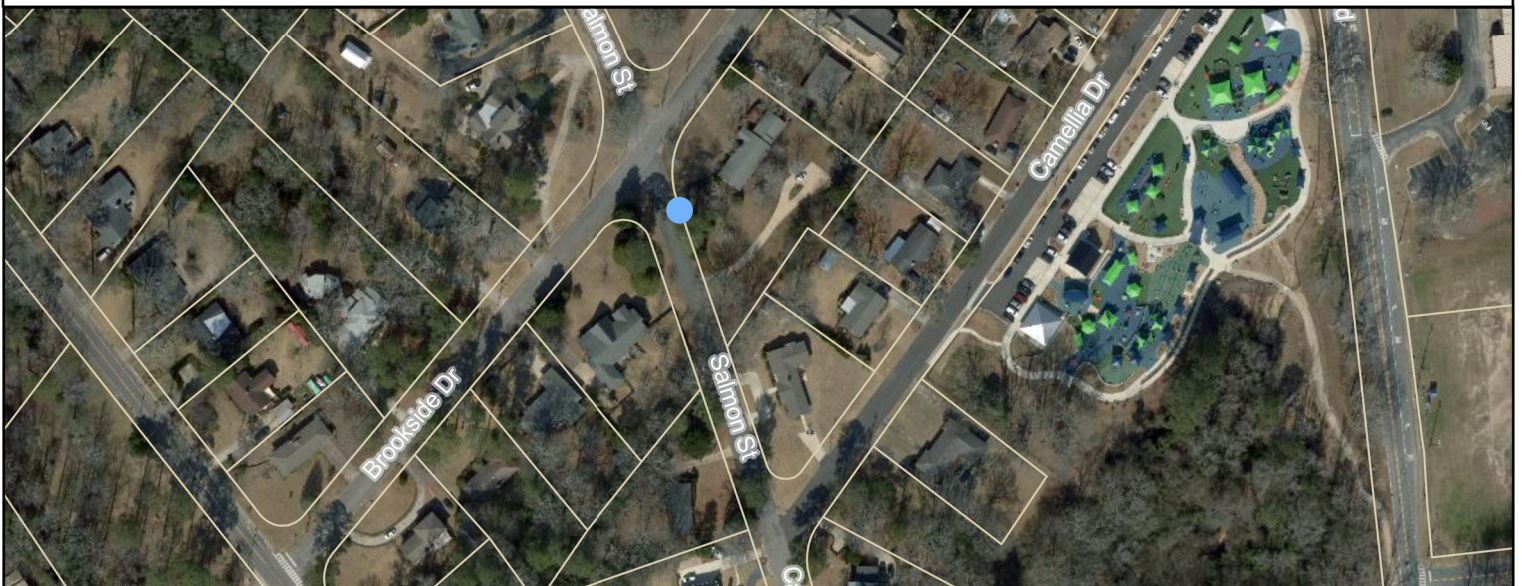
Line Item 9- 402 Brookside Dr. (32.598784, -85.476276)

Pruning of the marked tree.



Notes: Deadwood removal and crown cleaning

Current Condition



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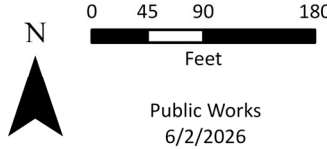
Line Item 10- 351 E Samford Ave. (32.598737, -85.476395)

Pruning of the marked trees.



Notes: Canopy raising, 18' clearance.

Current Condition



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Public Works
6/2/2026

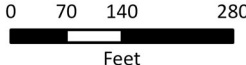
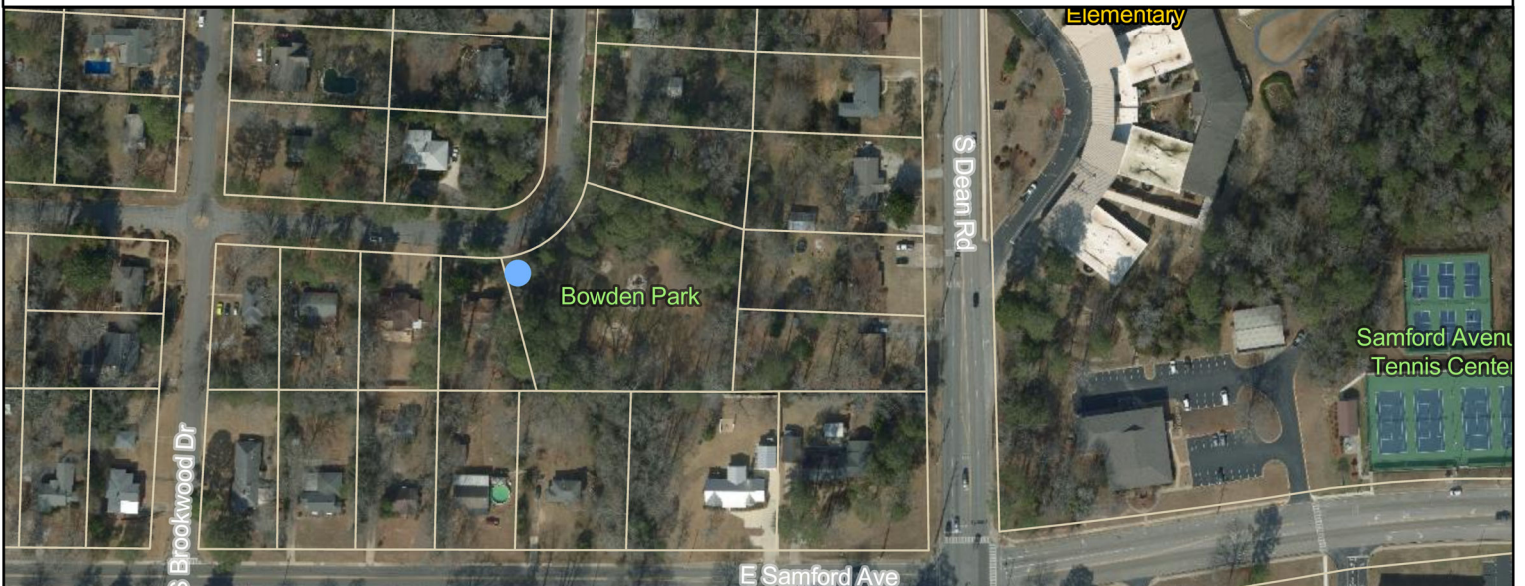
Line Item 11- Bowden Park (32.599765, -85.466710)

Pruning of the marked tree.



Notes: Deadwood removal and crown cleaning.

Current Condition



Public Works
6/2/2026

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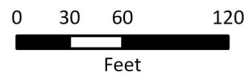
Line Item 12- 310 Jones St. 32.610984, -85.499992)

Removal of the marked tree.



Notes: Provide a 72 hour notice before work proceeds.

Current Condition



Public Works
6/3/2026

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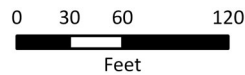
Line Item 13- 310 Jones St. 32.610984, -85.499992)

Pruning of the marked tree.



Notes: Provide a 72 hour notice before work proceeds. Branch removal and reduction for service line clearance.

Current Condition



Public Works
6/3/2026

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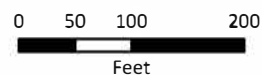
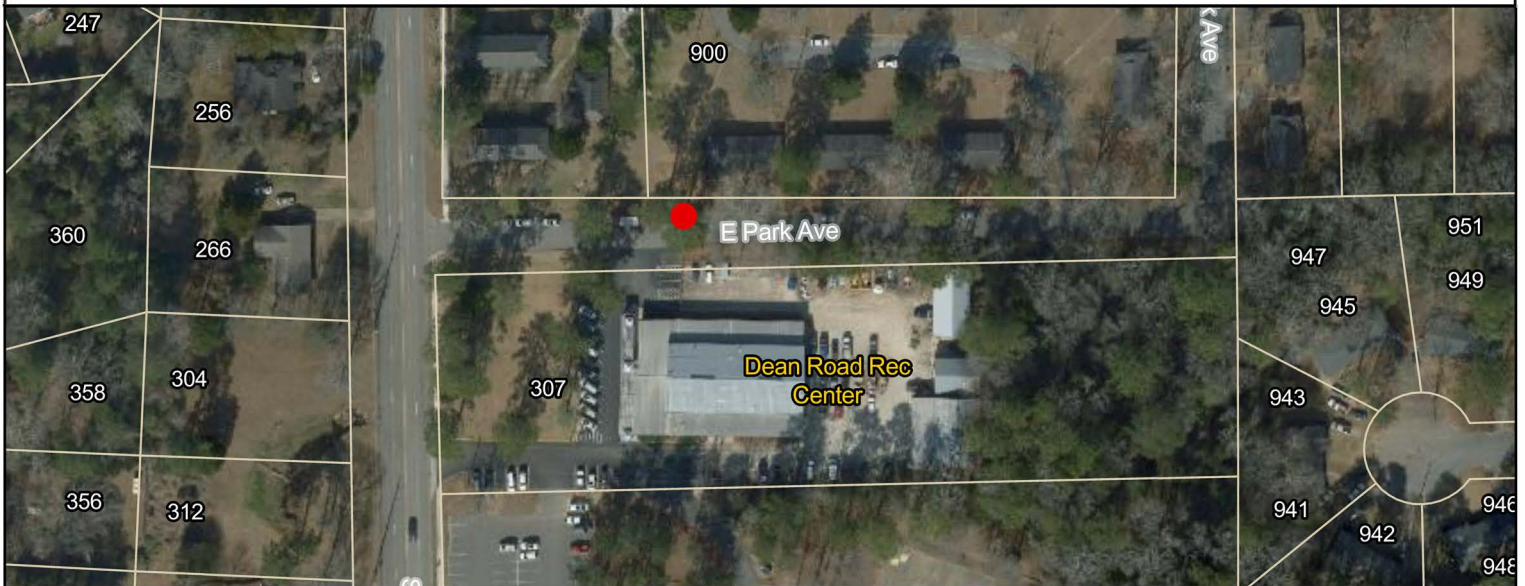
Line Item 15- 29 E Park Ave. (32.602277, -85.464252)

Removal of the marked tree.



Notes:

Current Condition



Public Works
6/12/2026

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