



Request for Written Quotes – Tree Trimming

Release Date – October 15, 2018

The Early Learning Coalition of Marion County (ELCMC) is informally soliciting a request for quotes for Tree Trimming Services for the ELCMC office located at **2300 SW 17th Road, Ocala, FL 34471.**

Respondents must submit their responses in writing so that they will arrive at the address listed below no later than **Monday, October 29, 2018 at 5:00 P.M.** Responses should be labeled “Tree Trimming Services”. Include a contact name, company, street mailing address, phone and email address.

Quotes should be mailed, emailed or hand delivered to:

Anita Winter (contact for questions)

Early Learning Coalition of Marion County, Inc.

2300 SW 17th Rd

Ocala, FL

Phone: (352) 369-2315 ext. 217

Email: awinter@elc-marion.org

Requirements:

Business License – copy needed

Business Insurances – copy needed

Commercial business references – beneficial

ELCMC is funded, in part, by the State of Florida, Department of Education, Office of Early Learning. ELCMC shall have the right to terminate this agreement if it fails to receive funding appropriate to continue operation. In such event, ELCMC shall give 30 days advance written notice of intent to do so.

ALL WORK MUST BE PERFORMED OUTSIDE OF NORMAL ELCMC BUSINESS HOURS WHICH ARE MONDAY-THURSDAY, 7 AM to 5:00 PM AND FRIDAY 7 AM to 3:30 PM and occasional evenings and Saturday mornings. Date of work to be scheduled in advance with Anita Winter, awinter@elc-marion.org, 352-369-2315, ext. 217. It is the approved vendor’s responsibility to perform services in accordance with City of Ocala codes and ordinances, including obtaining a permit, if applicable.

SCOPE OF WORK:

- North side of building (Credit Union)
(3) drake elms – trim proportionally, away from building, lift canopy
(7) oaks (7 starting at 17th Road to the west) along the side of property, trim on ELCMC side only
- South side of building (back of O'Reilly's Auto Parts)
(9) oaks – trim back to curb as far up as City allows and any low canopy where mowers access grass
(1) oak at corner of 17th Road and ELCMC entrance – trim proportionally under and away from power lines and lift canopy
- Front
(5) round trees parallel to 17th Road (see photo A included) – trim proportionally to lower height
(2) round trees at each corner of building (see photo B included) – trim proportionally to lower height
(1) tall thin bush/tree (two stalks) on south side of front door entrance – take down to ground (see photo C included)
- Back south side at fence gate
At southeast corner just inside retention area – take (3) long, thin branches coming from stump towards back of building down to stump which is approximately 3 feet high (see photo D included)

All debris is to be removed from the property.

Additional but optional: If vendor has equipment and capability to remove large palm tree stump against front of building, south side, between dumpster and front glass doors, please provide price separately and in addition to the work above.

Office Use Only

Submitted by: _____

Date: _____

Approved by: _____

Date: _____