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**Request For Quotes (RFQ)**

**Introduction**: The Town of Princville is requesting quotes for the services of tree and stump removal The work covered under this item shall consist of removing trees, stumps, shrubs, etc., from the street right-of-way

**1.0 Location:**

A. Address:310 Mutual Blvd ( Princeville Musuem)

B. The contractor will be responsible for:

* Before any tree is cut down, the tree shall be completely "topped" in an accepted manner so as to protect all utilities, public and private properties.
* Removing branches, foliage, etc., from the construction site as soon as the tree has been cut. If any curb, sidewalk, wall, street, etc., is damaged during the removal of a tree, the Contractor shall replace the damaged portions at his/her own expense.
* Walk the site prior to commencing the work and make notation of any existing damage. The same shall then walk the site and note any changes and the corrections shall be made prior to the invoice approval for payment.
* Stumps shall be removed/ground down to a minimum depth of six inches (6") below finished grade
* Clearing and grubbing, removal of all debris from the construction site, or the installation of topsoil to finished grade

**2.0 BONDING AND INSURANCE**

A. Prior to signing of contract, contractor agrees to furnish the Town of Princeville with all applicable certificates of insurance. Upon signing of contract, contractor shall provide copies of insurance policies including all endorsements.

B. The Contractor shall save and hold the Town of Princeville harmless from and against all liability, claims and demands on account of personal injuries (including without limitation workmen’s compensation and death claims) or property loss or damages of any kind whatsoever, which arise out of or be in any manner connected with, or are claimed to arise out of or be in any manner connected with, the performance of this contract, regardless of whether such injury, loss or damage shall be caused by, or be claimed to be caused by, the negligence or other fault of the Contractor, any subcontractor, agent or employee.

**3.0 PAYMENT.**

A. Payment for work completed may be invoiced upon completion of the services Invoices will be honored within 30 days of approval.

B. The Town would need to visit the site to confirm that the work has been completed before payment is rendered. The Town may withhold payment or final payment for reasons including, but not limited to the following: unsatisfactory job performance or progress, defective work, disputed work, failure to comply with material provisions of the contract, third party claims filed or reasonable evidence that a claim will be filed or other reasonable cause.

**4.0 ACCOUNTABILITY**

A. Contractor shall adhere to time frame of completion with the agreement unless agreed upon and updated in writing.

B. The contractor will be responsible for obtaining all certifications and permits necessary for completion of the project from the appropriate regulatory agencies.

C. The Contractor and their employees shall be OSHA Compliant and are responsible to ensure that all Federal, State, and Local regulations are adhered to and relive the Center of all such potential fines and/or penalties that may be incurred.

**5.0** **TIMEFRAME**

The work for this project will begin on or before March 14 , 2022. Mobilization will start at least 72 hours prior to the official work execution and the location must be approved by Public Works Director. It is expected that this project will be complete in its entirety on or before March 17, 2022. If there is inclement weather, the contractor will be granted an additional 30 days of a grace period. The contractor must adhere to the project schedule unless otherwise agreed upon in writing by both parties. The town reserves the right to terminate the contract if timelines are not meet.

**6.0 DEADLINE**

A. All quotes are due on or before March 10th by 5 pm to the attention of Rydedrick Porter. Interested parties can email quotes to [rporter@townofprinceville.com](mailto:rporter@townofprinceville.com), hand deliver or mail to 201 S. Main Street Princeville, NC 27886 postmarked on or before March 10 , 2022. For questions, please call Mr. Porter at 252-823-1057 before the deadline.

Total-$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name (Print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City/State: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ZIP\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: (\_\_\_\_\_\_\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_