



# OREGON STATE UNIVERSITY REQUEST FOR QUOTE (RFQ)

		<b>ISSUE DATE:</b>	January 8, 2016			
<b>RFQ #</b>	<b>DL180416Q</b>	<b>RFQ DUE DATE:</b>	<b>January 14, 2016, 10 AM</b>			
<b>DELIVER TO:</b>		<b>REQUESTED BY / RETURN QUOTE TO:</b>				
<b>DEPARTMENT:</b>	Facilities Services	<b>NAME:</b>	Debora Lauer			
<b>ADDRESS:</b>	Oregon State University	<b>E-MAIL:</b>	<a href="mailto:Debora.Lauer@oregonstate.edu">Debora.Lauer@oregonstate.edu</a>			
<b>CITY, STATE ZIP:</b>	Corvallis, OR 97331	<b>TELEPHONE:</b>	541-737-7343			
<b>REQUIRED DELIVERY DATE:</b>	Completed by 3/15/16	<b>FAX:</b>	541-737-2170			
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE	
1	Trim 1 Large Elm Tree: 15 <sup>th</sup> St Crossing & Lower Campus: Remove deadwood (> than 1 in.) and main trunk and scaffold branch, water sprouts (6 ft.), Remove storm damage material, including stubs and hanging/hazardous branches, prune for canopy improvements, full service cleanup and debris disposal at recycling yard.	1	Ea			
2	Trim 2 Large Elm Trees: Benton Hall & Campus Way: Remove deadwood (> than 1 in.), address structural issues and clear buildings (8 ft. min.) when applicable, Remove water sprouts from trunk(s) and 6 ft. out main scaffolds, full service cleanup and debris disposal at recycling yard.	1	Lot			
3	Strand Agriculture & Memorial Place: Trim 1 Maple tree to improve canopy structure and to clear building, clean deadwood. Trim 7 Large Elm trees to remove deadwood (1 in. or greater), water sprouts and address structural issues. Full service cleanup and debris disposal at recycling yard.	1	Lot			
<b>Contractor will provide any lift equipment for Pruning.</b>						
<b>See attached document for "Elm Tree Maintenance Pruning Specifications"</b>						
<b>Contact Bill Coslow (541-737-3488) for viewing of the Trees</b>						
<b>Delivery is f.o.b. destination, prepaid and allowed. Shipping, freight and handling must be included in quoted prices. Additional costs for such are disallowed.</b>					<b>TOTAL</b>	
<b>DELIVERY TIME AFTER RECEIPT OF ORDER:</b>		<b>PRICES VALID THROUGH:</b>				
<b>SPECIAL INSTRUCTIONS:</b>		<b>VENDOR INFORMATION:</b>				
<p>1. Unless otherwise specified, all items quoted are to be new, unused and not remanufactured in any way.</p> <p>2. Brand names are for the purpose of describing and establishing the characteristics desired and are not intended to limit or restrict competition. Quoters may submit quotes for substantially equivalent products unless the RFQ provides that a specific brand is necessary because of compatibility requirements, etc. All such brand substitutions shall be subject to approval by OSU.</p> <p>3. Quoters must clearly identify all products quoted. Brand name and model or number must be shown.</p> <p>4. Only documents issued as addenda by OSU serve to change the RFQ in any way.</p> <p>5. OSU reserves the right to make the award by item, partial or whole lots, groups of items or entire quote, whichever is in the best interest of OSU.</p> <p>6. OSU may reject any Quote not in compliance with the RFQ, attachments, and addenda, or if it is in the best interest of OSU.</p>		<b>COMPANY:</b>				
		<b>ADDRESS:</b>				
		<b>CITY, STATE, ZIP:</b>				
		<b>CONTACT NAME:</b>				
		<b>E-MAIL:</b>				
		<b>TELEPHONE:</b>				
<b>FAX:</b>						
		<b>VENDOR SIGNATURE:</b>				
		<i>By signature below the undersigned certifies that they are authorized to act on behalf of the quoter and will comply with all aspects of the quote herein.</i>				
		<b>SIGNATURE:</b>				
		<b>NAME/TITLE:</b>				

This procurement is subject to the indicated Oregon State University Standard Terms and Conditions for:  Goods  Services  Purchase Order Construction  Software. The indicated terms and conditions may be viewed at <http://pacs.oregonstate.edu/terms-and-conditions>



## OREGON STATE UNIVERSITY REQUEST FOR QUOTE (RFQ)

### OSU Elm Tree Maintenance Pruning Specifications and Scope of Work

See attached maps for tree identification numbers and locations on this property

**Pruning Objective:** Crown cleaning and maintenance pruning to minimize susceptibility to Dutch elm disease and to maintain or improve tree health and structure by the selective removal of one or more of the following items: dead, dying or diseased branches greater than or equal to 1" diameter; broken or poorly attached branches; damaged or defective branches.

Remove watersprouts from the main trunk and primary scaffold branches within 6 feet of the main trunk. Remove stubs remaining from ice storm damage.  
Prune branches to provide 8 foot clearance from all buildings.

This pruning is intended to limit dead wood available for colonization by elm bark beetles. All pruning is to be completed during the dormant season before bud break or by 3/23/2014

Pruning shall be performed by ISA certified arborist(s).  
All work to be completed in a safe and professional manner per American National Standards Institute (ANSI) Z133.1 and arboricultural industry standards.

Contractor shall provide all work zone ground personnel, safety barricades and flagging tape to ensure safe arboricultural operation.  
Contractor shall provide flagging and traffic control staff and signage as necessary to stop or reroute pedestrian, bicycle, and vehicular traffic.

Chip all branches. Dump all chips at designated location within the green wood recycling yard at the end of Washington Way west of 35<sup>th</sup> street. Call the Landscape Department at 541 737-3488 to arrange access to this site.

Rake and remove all debris. Blow off all paved surfaces upon completion of work each day.

Comply with City and State Requirements for Elm wood transport. Provide documentation and disposal permits, chain of custody and receipts to confirm these requirements have been met.

No Elm wood is to be transported off OSU campus property.

Protect plantings below and adjacent to trees from damage and soil root zone compaction.

Provide weight dispersal mats or plywood sheets (1" Minimum thickness) for all equipment driven off paved areas and beneath all outriggers. Use multiple sheets as needed to prevent rutting or compaction of soil.

Provide written notes of each tree pruned noting presence and location (side and height) of arboricultural issues or concerns as well as of all cables, rods or other installed hardware.



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Elm DED Pruning Project – Winter 2015/16

**Area: Strand Ag / Memorial Place**

- 1732 Maple Deadwood, structural, and building clearance
- 1731 Elm Deadwood DED pruning
- 1653 Elm Deadwood DED pruning
- 5869 Elm Deadwood DED pruning
- 1661 Elm Deadwood DED pruning
- 1660 Elm Deadwood DED pruning
- 1662 Elm Deadwood DED pruning
- 1663 Elm Deadwood DED pruning

**Area: Benton Place / Camus Way**

- 1893 Elm Deadwood DED pruning, remove trunk sprouts
- 1897 Elm Deadwood DED pruning, remove trunk sprouts

**Area: 15<sup>th</sup> St. crossing, lower campus**

- 1977 Elm Deadwood DED pruning, remove hanger

Note: Site plans of tree locations can be provided.



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### **Tree Access:**

Several of the trees listed are well over 100 ft. in height. Access to the crown is typically by a combination of mechanical lift and climbing. Some project sites have adjacent pavement suitable for driving high lift equipment. Other areas that need access off pavement or across lawns will require specialized lifts. For those circumstances, a compact track-mounted spider lift is the preferred method of reaching all areas of the canopy. Weight dispersal mats are required for all movement off pavement. Weather conditions may dictate when it is acceptable to work off pavement.

Proposed canopy access methods will need to be approved by OSU Landscape Management.

### **Job Site Hardening:**

Contractor is responsible for providing all work zone ground personnel and equipment to maintain a safe work area as described in the SOW. Some campus streets and sidewalks have periodic heavy flows of pedestrians and vehicles. Work methods must be coordinated to accommodate this traffic.

**Scheduling:** All work must be completed by mid-March 2016. Scheduling of the work days and hours will need to be planned for minimal impact to campus operations, and with prior approval by the OSU Landscape Management.

### **Contact person for site preview and tree locations:**

Bill Coslow, Landscape Supervisor, 541-737-3488

[Bill.coslow@oregonstate.edu](mailto:Bill.coslow@oregonstate.edu)