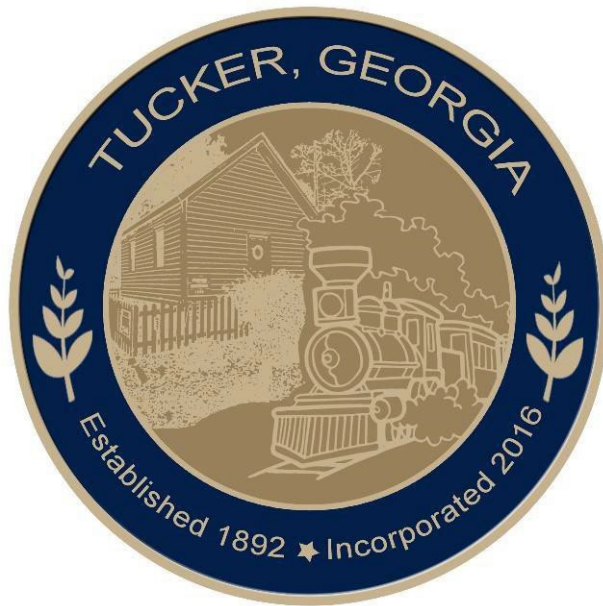


City of Tucker

Request for Proposal

RFP 2026-011

ON-CALL EMERGENCY AND NON-EMERGENCY  
TREE SERVICES



BID MANUAL

City of Tucker  
1975 Lakeside Parkway, Suite 350  
Tucker, Georgia 30084

**City of Tucker Request for Proposal  
RFP 2026-011  
On – Call Emergency and Non-Emergency Tree Services**

**INVITATION:** The City of Tucker is now accepting proposals for qualified contractors to provide emergency and non-emergency tree services throughout the City of Tucker under the direction of the City’s Public Works and Parks Department. Proposals will be accepted until the date and time listed below and will be awarded to the most responsible and responsive proposer(s) submitting proposal(s) which are deemed to be the most advantageous to the city. Addenda and updates to this bid manual will be posted on the City of Tucker website <http://tuckerga.gov/bids> or may be requested by emailing [procurement@tuckerga.gov](mailto:procurement@tuckerga.gov).

<b>BID ACTIVITY SCHEDULE</b>	
RFP Issued	March 10, 2026
Pre-Bid Conference	N/A
Deadline for Questions	March 31, 2026, at 1:00pm EST
Responses to Questions Posted (Addenda)	April 3, 2026
Proposal Deadline	April 16, 2026, at 1:00pm EST
Scoring by Evaluation Committee	April 17-24
Award at Council Meeting	June 8, 2026 (Tentative)

**SCOPE OF WORK:** Refer to Exhibit A.

**PRE-PROPOSAL CONFERENCE:** N/A

**QUESTIONS:** Submit all questions in writing to [procurement@tuckerga.gov](mailto:procurement@tuckerga.gov). Reference RFP 2026-011 in the subject line of the email.

**ADDENDA:** Responses to the questions received will be by addenda and will be posted on the City website [www.tuckerga.gov/bids](http://www.tuckerga.gov/bids). The signed acknowledgement issued with each addendum must be submitted with the proposal. It is the vendors’ responsibility to verify if any addenda were created.

**SUBMITTAL REQUIREMENTS:** Consultant shall submit RFP Response electronically to [procurement@tuckerga.gov](mailto:procurement@tuckerga.gov) so that it is received no later than April 16, 2026 at 1:00pm EST with the subject line “Submittal: RFP 2026-011”. The email must contain the vendor’s contact information. The submittal shall be two PDF files:

1. The proposal shall be named “<Company Name>.RFP 2026-011.Bid Submittal.pdf”.
2. The Cost Proposal shall be named “<Company Name>.RFP 2026-011.Cost Proposal.pdf”

The submittal email will be opened to confirm receipt of the submittal; however, the attached PDF files will remain unopened until the public opening.

**PROPOSAL OPENING:** All proposals received prior to the deadline will be opened publicly on April 16, 2026 at 1:00pm EST at Tucker City Hall located at 1975 Lakeside Parkway, Suite 350, Tucker GA. A listing of submittals received prior to the bid deadline will be posted on the City website [www.tuckerga.gov/bids](http://www.tuckerga.gov/bids) following the opening of the proposals.

**DOCUMENT SUBMITTAL REQUIREMENTS:**

1. Proposal, including understanding and approach, related experience and references, personnel qualifications.
2. Cost Proposal / Fee Schedule (provided)
3. W-9 Form (provided)
4. Certificate of Insurance
5. Equipment List
6. Notarized E-Verify Affidavit Form (provided)
7. Notarized Oath of Non-Collusion (provided)
8. Acknowledgement of Addendum issued with each Addendum.
9. Contact Information Form (provided)

All responses must be received electronically by the Bid Deadline. (Addenda will show any schedule updates). No bids will be received orally, by phone, or by sealed paper documents. Only electronic bids in accordance with submittal requirement instructions will be accepted. Late bids will not be considered. Bids received after the bid deadline will be filed unopened. The City of Tucker reserves the right to reject any and all bids or any part, to waive any formalities to make an award and to re-advertise in the best interest of the City. The City reserves the right to consider past performance in determining the responsibility of bidders.

The City reserves the right to negotiate pricing with the top scoring bidder and may, in its discretion, award a contract to the responsible and responsive proposer submitting the proposal which is deemed to be the most advantageous to the City, price and other factors being considered, as described in the selection criteria.

**SCOPE OF WORK**  
**EXHIBIT A**  
**City of Tucker Request for Proposal**  
**RFP 2026-011 On-Call Emergency and Non-Emergency Tree Services**

**INTRODUCTION**

The City of Tucker (City) is seeking qualified contractors to provide emergency and non-emergency tree services for the City of Tucker Public Works and Parks departments in accordance with terms outlined in this Request for Proposal. The City intends to select more than one contractor through a qualification-based selection process and intends to execute one-year contracts with three optional one-year extensions beginning July 1, 2026. Services will be requested by the City on an as-needed basis.

**A. DETAILED SCOPE OF WORK**

**a. EMERGENCY RESPONSE TREE REMOVAL**

The Contractor shall be available to respond on an emergency basis 24 hours a day, weekdays, weekends and on holidays to remove, trim trees or vegetation in the City Rights-of-way or parks that pose a hazard to public or private property and the traveling public. Upon notification by the City of Tucker's Public Works Department, the Contractor will respond within two (2) hours with appropriate staff and equipment as outlined in this scope, to the location of the hazard.

The contractor shall provide at a minimum, a crew capable of completing the work in a timely manner which could include a standard maintenance crew consisting of a minimum of three (3) people, one (1) chipper and truck, and one (1) aerial tower truck (bucket truck). One (1) crane truck with one (1) operator shall also be available on an as needed basis. This crew shall be able to respond within two hours of notification. In the event of multiple emergencies, additional crews may be added as requested by the Director of Public Works or his designee.

The Contractor will remove the hazard from the Right-of-way as directed. The contractor may need to coordinate with local utilities to confirm electrical and other utility lines are de-energized prior to work. The Contractor will also remove any and all debris associated with the removal of the hazard including but not limited to logs, branches, leaves, saw dust, and limbs; and will dispose of said debris legally and responsibly.

The Contractor will be required to provide all appropriate traffic control, to include but

not limited to flaggers, cones, barricades, required in the current edition of the Manual of Uniform Traffic Control Devices (MUTCD).

**b. NON-EMERGENCY GENERAL TREE SERVICE**

Contractor will provide all necessary labor, tools, implements, equipment, material, and supplies needed to complete the contracted work and to properly dispose of all materials generated in the course of the work. Chipper trucks will be considered standard equipment and should be included in all pricing as standard equipment. Work will consist of tree pruning, tree removal, and stump grinding in various locations throughout the City of Sandy Springs as/or as directed by the Director of Public Works or his designee.

Upon notification by the Director of Public Works or his designee, the Contractor will schedule and perform the requested services within one week (5 business days), or at a time mutually agreed upon by the City of Tucker and the Contractor. If the Contractor chooses to do non-emergency work on a weekend or holiday, notification is required prior to beginning work and shall be completed at no extra charge.

The Contractor will be required to provide all appropriate traffic control, to include but not limited to flaggers, cones, barricades, required in the current edition of the MUTCD.

The Contractor will be required to conduct a site visit for all requested services prior to performing service and will provide a price quote upon request.

The contractor may need to coordinate with local utilities to confirm electrical and other utility lines are de-energized prior to work.

Contractor shall legally dispose of all waste material generated through tree trimming and tree and tree stump grinding operations. By request of the City, the Contractor maybe required to provide a report of the amount in tons of material disposed and where that material was disposed to.

**c. TREE PRUNING**

All trees shall be pruned, which include having crown cleaning, crown thinning, crown raising, mistletoe removal. Any additional requirements shall be communicated by the Director of Public Works or his designated representative. The contractor will be required to provide all appropriate traffic control, to include but not limited to flaggers,

cones, and barricades, required in the current edition of the MUTCD. The awarded contractor(s) shall also have a licensed ISA arborist on staff and be on site when the location requires it.

Pruning cuts shall apply to all branches one (1) inch in diameter or greater unless otherwise directed. All pruning practices shall follow last version of the ANSI A300 Pruning Standards and the Z.133.1

Crown Cleaning is the removal of dead, dying, diseased, broken, crowded, crossing, weakly attached, low vigor branches, water sprouts from the trees crown, and suckers from the base. All dead wood one (1) inch in diameter and greater shall be removed. All water sprouts and suckers shall be removed.

Crown Thinning is the selective removal of unwanted live branches and limbs in order to provide more light and air penetration through the tree and/or lighten the weight of the remaining branches. Thinning cuts shall be made at all times unless otherwise indicated by the City Arborist or designated representative. When thinning mature tree never remove more than one fourth (1/4) of the live foliage unless otherwise Indicated by the City Arborist or designated representative.

Crown Raising is the removal of lower branches in order to provide clearance for buildings, vehicles, pedestrians and vistas. Branches shall be removed as necessary to provide a minimum of fourteen (14) feet clearance over the street and a minimum of ten (10) feet over the sidewalk, unless otherwise indicated by the City Arborist or designated representative. This includes removal of all suckers and basal sprouts.

**d. TREE REMOVALS AND STUMP GRINDING**

Tree removals with stump grinding shall be as directed by the Director of Public Works or his designee. All above ground parts of the tree shall be removed. Stumping shall be as Indicated below. Prior to beginning work the contractor shall measure and confirm the width of the stump with the Director of Public Works of his designee.

Stump Grinding Requirements shall be as follows:

- The tree stumps shall be ground to a minimum depth which completely removes the heart of the stump and the roots are separated by at least eighteen (18) inches, or ground to minimum depth of eighteen (18) inches and minimum width of eighteen (18) inches past the edge of the stump at ground level, whichever is greater.
- All surface roots within a six (6) foot radius of the center of the stump shall be

removed.

- All surface roots within three (3) feet of the sidewalk shall be removed.
- No damage is allowed to the lawn further than six (6) inches from any removed surface root. Contractor will be responsible for the repair of any ruts or other damage that might be caused during the execution of this contract.
- The void created during the stump grinding process shall be backfilled the same day the stump is removed. If left unattended prior to backfilling, barricades or road cones shall be placed around the hole, in a manner that provides adequate warning to the general public.
- The Contractor will be required to provide all appropriate traffic control, to include but not limited to flaggers, cones, barricades, required in the current edition of the MUTCD.
- Ground wood chips from the stump removal shall be used with imported loamy soil (free of woodchips and debris) to backfill the hole. A mix of 40% wood chips and 60% loamy shall be used for backfill purposes, leaving a two (2) to three (3) inch mound of mix to allow for settling. All extra chips shall be disposed of by the contractor. All areas around the removed stump with backfill shall be graded to match the existing grade of the area.
- Utilities shall be explored, including underground irrigation. At a minimum a locate ticket with GA811 will be required.

e. **PROTECTION FROM OVERHEAD AND UNDERGROUND UTILITIES**

- Removal of branches that touch television utility lines. (If a branch that is to be trimmed comes in contact with an energized power line, then the power company shall be notified for removal.)
- Removal of branches extending over houses and other buildings or major branches within five feet of structures unless otherwise indicated by the Director of Public Works or his designee.

**B. DETERMINATION OF NON-EMERGENCY AND EMERGENCY SERVICES**

The City of Tucker regular working days and hours are Monday through Friday, 9:00am – 5:00pm. The following is a list of City of Tucker holidays:

- New Year's Day
- Martin Luther King, Jr. Day
- President's Day
- Memorial Day
- Juneteenth National Independence Day

- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving Day
- Christmas Eve
- Christmas Day

Work requests within the regular working days and hours will be considered Non-Emergency services and paid at the Non-Emergency rates.

Work requests outside the regular working days and hours or on holidays will be considered Emergency services and paid at the Emergency rates.

Each year, the City of Tucker will provide the awarded contractor with a list of approved holiday dates.

\*\*\* END OF EXHIBIT A \*\*\*

## **C. RFP STANDARD INFORMATION**

### **1. Authority**

This RFP is issued under the authority of the Purchasing Division of the City of Tucker. The RFP process is a procurement option allowing the award to be based on stated evaluation criteria. The RFP states the relative importance of all evaluation criteria. No other evaluation criteria, other than as outlined in the RFP, will be used.

### **2. Offeror Competition**

The City encourages free and open competition among offerors. Whenever possible, the City will design specifications, proposals, and conditions to accomplish this objective, consistent with the necessity to satisfy the City's need to procure technically sound, cost-effective services and supplies.

### **3. Receipt of Proposals and Public Inspection**

#### **(a) Public Information**

All information received in response to this RFP, including copyrighted material, is deemed public information and will be made available for public viewing and copying shortly after the time for receipt of Proposals has passed with the following four exceptions: (1) bona fide trade secrets meeting confidentiality requirements that have been properly marked, separated and documented; (2) matters involving individual safety as determined by the City of Tucker (3) any company financial information requested by the City of Tucker to determine Contractor responsibility, unless prior written consent has been given by the offeror; and (4) other constitutional protections.

#### **(b) Procurement Officer Review of Proposals**

Upon opening the Proposals received in response to this RFP, the procurement officer in charge of the solicitation will review the Proposals and separate out any information that meets the referenced exceptions in Section 3.a. above, providing the following conditions have been met:

- Confidential information is clearly marked and separated from the rest of the Proposals.
- The Proposals do not contain confidential material in the cost or price section.
- An affidavit from an offeror's legal counsel attesting to and explaining the validity of the trade secret claim is attached to each Proposal containing trade secrets.

Information separated out under this process will be available for review only by the procurement officer, the evaluation committee members, and limited other designees. Offerors must be prepared to pay all legal costs and fees associated with defending a claim for confidentiality in the event of a "right to know" (open records) request from

another party.

#### **4. Classification and Evaluation of Proposals**

##### **(a) Determination of Responsive or Non-responsive**

All Proposals will initially be classified as either “responsive” or “non-responsive”. Proposals may be found non-responsive any time during the evaluation process or contract negotiation if any of the required information is not provided; the submitted price is found to be excessive or inadequate as measured by criteria stated in the RFP; or the Proposals is not within the plans and specifications described and required in the RFP. If a Proposal is found to be non-responsive, it will not be considered further.

##### **(b) Determination of Responsibility**

The procurement officer will determine whether an offeror has met the standards of responsibility. Such a determination may be made at any time during the evaluation process and through contract negotiation if information surfaces that would result in a determination of non-responsibility. If an offeror is found non-responsible, the determination must be in writing, made a part of the procurement file, and mailed to the affected offeror.

#### **5. City’s Rights Reserved**

Issuance of the RFP in no way constitutes a commitment by the City of Tucker to award and execute a contract. Upon determination such actions would be in its best interest, the City, in its sole discretion, reserves the right to:

- cancel or terminate this RFP;
- reject any or all Proposals received in response to this RFP;
- waive any undesirable, inconsequential, or inconsistent provisions of this RFP which would not have significant impact on any proposal;
- not award if it is in the best interest of the City not to proceed with contract execution;
- or
- if awarded, terminate any contract if the City determines adequate City funds are not available.

#### **6. General Information**

1. Only those firms or teams with the necessary resources and a commitment to complete all work according to the specifications in the Scope of Work should submit a Proposal.
2. The City may select the best qualified contractor(s) based on the information received from interested companies as a result of this solicitation.

3. The City of Tucker reserves the right to cancel any and all Request for Proposals at any time when it is determined to be in the best interest of the City.
4. The City of Tucker also reserves the right to increase, reduce, add or delete any item in this solicitation as deemed necessary.
5. It is the responsibility of all companies interested in submitting proposals for this advertisement to routinely check the posting on the website for any revisions to this RFP.
6. Incomplete submittals will not be considered. Late submittals will not be accepted.

## **D. PROPOSAL SUBMISSION AND EVALUATION**

### **1. Preparation of Proposal**

Each Proposal should be prepared simply and economically, avoiding the use of elaborate promotional materials beyond those sufficient to provide a complete presentation. If supplemental materials are a necessary part of the technical Proposals, the Offeror should reference these materials in the technical Proposals, identifying the document(s) and citing the appropriate section and page(s) to be reviewed.

### **2. Submittal Requirements**

Failure to meet these requirements will result in the Proposals being determined “non-responsive” and the entire submittal will be rejected. Unless otherwise specified, all requirements will count toward the page limit.

1. Submittals of company information and Proposals should be no more than fifteen (15) pages single-sided, 8½” x 11” pages in length. The 15-page limit does not include the cover page, tabs or title pages, and the required City forms. Any other supplemental information and pages outside the page limit will not be reviewed and will be considered as non-responsive to the page limit requirement.
2. Provide firm name, address, telephone number, e-mail address for the primary contact person, former firm names, official Georgia address (if applicable), and joint venture partner information (if applicable).
3. Describe the company’s understanding of the proposed services as described in the Scope of Work. Each proposer should include a summary of their proposed management plan. The management plan should describe the number of crews and seasonal personnel, if any, proposed to accomplish the required work.

4. Provide information on supervisory personnel to be assigned to this contract, including for the project superintendent, road maintenance foreman, and stormwater foreman. The proposal should identify any applicable certifications held by proper personnel. The resumes of key personnel who will perform the work.
5. List and describe company experience in the past five years that best matches the Scope of Work. In addition, references, including name, address, telephone number and email address of a contact person for each job identified and described above should be included.
6. Submit the required forms provided as part of the bid package, which will not be counted toward the 15-page limit.

### **3. Evaluation Process**

All responsive Proposals will be evaluated based on stated evaluation criteria. In scoring against stated criteria, the City may consider such factors as accepted industry standards and a comparative evaluation of all other qualified RFP responses in terms of differing price, quality, and contractual factors. These scores will be used to determine the most advantageous offering to the City.

Selection and award will be based on the offeror's Proposals and other items outlined in this RFP. Submitted responses may not include references to information located elsewhere, such as Internet websites or libraries, unless specifically requested.

Information or materials presented by offerors outside the formal response or subsequent discussion/negotiation or "best and final offer," if requested, will not be considered, will have no bearing on any award, and may result in the offeror being disqualified from further consideration.

### **4. Selection Criteria**

The Evaluation Committee will evaluate the quality and completeness of each proposal as it addresses each requirement of the RFP. The RFP carries a total weight of 100 points. Proposals will be evaluated and scored in categories. Each category is assigned a maximum point value. Firms will be evaluated and rated based on the criteria below:

#### **Proposed Management Plan and Approach – 35 points**

The proposal shall outline the plan that the company will use to provide the most effective delivery of the requested services as outlined in the Scope of Work.

**Qualifications and Similar Project Experience of the Company and Staff – 35 Points**

The proposal must give a detailed report of related experiences that demonstrate the ability of the proposer to perform requested services as outlined in the Scope of Work. The proposal shall include sufficient information to indicate the abilities, qualifications, and experience of all persons who would be assigned to provide the required services. Information obtained by conducting reference checks may be included in the evaluation.

**Cost Proposal – 30 points**

Proposers shall provide lump sum costs for basic services per the Cost Proposal Form provided. Proposers shall also submit the Unit Cost Schedule per the form provided. The contract award will include an annual Not To Exceed amount to be determined by the City of Tucker based on the rates provided.

**5. Oral Presentations**

The City reserves the right to invite Offerors to present their proposal to the Evaluation Team. Evaluation criteria for such presentations will be provided to offerors prior to presentations.

**6. City’s Right to Investigate and Reject**

The City may make such investigations as deemed necessary to determine the ability of the offeror to provide the supplies and/or perform the services specified.

**E. TERMS AND CONDITIONS**

1. The City reserves the right to amend this RFP prior to the due date. All amendments and additional information will be posted to the DOAS/Georgia Procurement Registry, and also the City’s website at: [www.tuckerga.gov/bids](http://www.tuckerga.gov/bids). Offerors are encouraged to check this website frequently.
2. A submitted Proposal may be withdrawn prior to the due date by a written request to the Procurement Manager. A request to withdraw a Proposals must be signed by an authorized individual.
3. No proposal may be withdrawn for a period of ninety (90) days after the time has been called on the date of the opening.
4. The cost for developing the Proposal is the sole responsibility of the Offeror. The City

will not provide reimbursement for such costs.

5. If an Offeror has any existing client relationship that involves the City of Tucker, the Offeror must disclose each relationship.
6. It is the policy of the City of Tucker that minority business enterprises shall have a fair and equal opportunity to participate in the City purchasing process. Therefore, the City of Tucker encourages all minority business enterprises to compete for, win, and receive contracts for goods, services, and construction. Also, the City encourages all companies to sub-contract portions of any City contract to minority business enterprises. However, there is no DBE minimum goal for this project.
7. The City of Tucker adheres to the guidelines set forth in the Americans with Disabilities Act. Offerors should contact the Issuing Officer at least one day in advance if they require special arrangements when attending the Offeror's Conference, if any. The Georgia Relay Center at 1-800-255-0126 (TDD Only) or 1-800-255-0135 (Voice) will relay messages, in strict confidence, for the speech and hearing impaired.
8. The Contractor will comply with all City, State of Georgia, Title VI and Federal laws, rules, and regulations.
9. This RFP expressly limits acceptance to the terms stated below. Any additional or different terms proposed by Contractor and expressed in any form (acknowledgements, confirmations, invoices, catalogs, brochures, technical data sheets, etc.), whether before or after Contractor's receipt of this contract, shall not be binding upon City. City's silence or acceptance of the Materials shall not constitute consent to such additional or different terms.
10. Contractor shall be responsible for and shall indemnify and hold City harmless from any and all claims, demands, costs, damages and expenses of whatever nature (including, without limitation, attorney's fees) relating to or arising from (a) Contractor's breach of any of the representations and warranties contained herein; (b) Contractor's failure to follow City's specifications; (c) Contractor's other breach of the terms hereof; or (d) any other act(s) or omissions(s) of Contractor, its employees, independent contractors, agents, and suppliers.
11. At City's option, Contractor shall either issue an appropriate credit or undertake, at Contractor's sole cost, corrections to materials made necessary by reason of Contractor's

failure to follow City's specifications or Contractor's other breach of the terms hereof. The remedies afforded by City in this paragraph are in addition to, not in lieu of, any other remedy herein or provided by law or equity.

**12. Contractor shall maintain the following insurance:**

- Commercial General Liability coverage at their sole cost and expense with limits of not less than \$3,000,000 in combined single limits for bodily injury and/or property damage per occurrence, and such policies shall name the City of Tucker as an additional named insured.
- Statutory Workers Compensation and Employers Liability Insurance with limits of not less than \$1,000,000, which insurance must contain a waiver of subrogation against the City of Tucker and its affiliates.
- Commercial automobile liability insurance with limits of not less than \$1,000,000 combined single limit for bodily injury and/or property damage per occurrence, and such policies shall name the City of Tucker as an additional named insured.

All insurance shall be provided by an insurer(s) acceptable to City and shall provide for thirty (30) days prior notice of cancellation to City. Upon request, Contractor shall deliver to City a certificate or policy of insurance evidencing Contractor's compliance with this paragraph. Contractor shall abide by all terms and conditions of the insurance and shall do nothing to impair or invalidate the coverage.

**13. Protection And Restoration Of Property And Landscape**

- a. The contractor shall be responsible for the preservation of all public and private property, crops, fish ponds, trees, monuments, highway signs and markers, fences, grassed and sodded areas, etc. along and adjacent to the highway, road or street, and shall use every precaution necessary to prevent damage or injury thereto, unless the removal, alteration, or destruction of such property is provided for under the contract.
- b. When or where any direct or indirect damage or injury is done to public or private property by or on account of any act, omission, neglect or misconduct in the execution of the work, or in consequence of the non-execution thereof by the contractor, he shall restore, at his/her own expense, such property to a condition similar or equal to that existing before such damage or injury was done, by repairing, rebuilding or otherwise restoring as may be directed, or she/he shall make good such damage or injury in an acceptable manner. The contractor shall correct all disturbed areas before retainage will be released.

- c. In the event the contractor (or subcontractors working for them) damage private property in the course of performing the Work, the contractor shall be responsible for making restitution. The contractor shall be responsible to communicate with property owner(s) directly with regard to all property damage claims. Contractor shall copy the City of Tucker on status of each claim until resolved.
- 14.** Contractor shall at all times be acting as an independent contractor and not be considered or deemed to be an agent, employee, joint venture or partner of City. Contractor shall have no authority to contract for or bind City in any manner.
- 15.** Contractor may not assign this agreement or any of its rights or responsibilities hereunder, without City's prior written consent.
- 16.** Upon not less than two (2) days prior notice, City shall have the right to inspect and audit all records (including, without limitation, financial records) of Contractor which pertain to Contractor's fulfillment of this agreement and charge therefore.
- 17.** In the event of Contractor's breach hereunder, City, in addition to the recovery of all monies and damages owed to City, shall be entitled to recover from Contractor the reasonable attorney's fees and court costs incurred by City as a result of such breach.

**City of Tucker Request for Proposal  
RFP 2026-011 On-Call Emergency and Non-Emergency Tree Services**

**FEE SCHEDULE**

**EMERGENCY RESPONSE**

**TREE REMOVAL  
(ALL INCLUSIVE)**

<b>TREE SIZE (INCHES AT DBH)</b>	<b>UNIT</b>	<b>FEE</b>
From 0" TO 6" DBH	EACH	
Over 6" to 12" DBH	EACH	
Over 12" to 18" DBH	EACH	
Over 18" to 24" DBH	EACH	
Over 24" TO 36" DBH	EACH	
OVER 36" DBH	EACH	

**TREE REMOVAL WITH STUMP GRINDING  
(ALL INCLUSIVE)**

<b>TREE SIZE (INCHES AT DBH)</b>	<b>UNIT</b>	<b>FEE</b>
From 0" TO 6" DBH	EACH	
Over 6" to 12" DBH	EACH	
Over 12" to 18" DBH	EACH	
Over 18" to 24" DBH	EACH	
Over 24" TO 36" DBH	EACH	
OVER 36" DBH	EACH	

**PRESTAGING EMERGENCY SERVICES (Separate from Other Emergency Services)**

- Standard Emergency Crew \_\_\_\_\_
- Crane (Minimum 20 TN) with Operator/Hour \_\_\_\_\_

**City of Tucker Request for Proposal  
RFP 2026-011 On-Call Emergency and Non-Emergency Tree Services**

**FEE SCHEDULE**

**NON-EMERGENCY RESPONSE**

**TREE REMOVAL  
(ALL INCLUSIVE)**

<b>TREE SIZE (INCHES AT DBH)</b>	<b>UNIT</b>	<b>FEE</b>
From 0" TO 6" DBH	EACH	
Over 6" to 12" DBH	EACH	
Over 12" to 18" DBH	EACH	
Over 18" to 24" DBH	EACH	
Over 24" TO 36" DBH	EACH	
OVER 36" DBH	EACH	

**TREE REMOVAL WITH STUMP GRINDING  
(ALL INCLUSIVE)**

<b>TREE SIZE (INCHES AT DBH)</b>	<b>UNIT</b>	<b>FEE</b>
From 0" TO 6" DBH	EACH	
Over 6" to 12" DBH	EACH	
Over 12" to 18" DBH	EACH	
Over 18" to 24" DBH	EACH	
Over 24" TO 36" DBH	EACH	
OVER 36" DBH	EACH	

**TREE PRUNING  
(2 – HOUR MINIMUM)**

- Pruning Limbs (3-person crew)/Hour \_\_\_\_\_

**City of Tucker Request for Proposal  
RFP 2026-011 Emergency and Non-Emergency Tree Services**

**FEE SCHEDULE**

**STUMP GRINDING ONLY  
(ALL INCLUSIVE)**

<b>SUMP SIZE (INCHES)</b>	<b>UNIT</b>	<b>FEE</b>
From 0" TO 6"	EACH	
Over 6" to 12"	EACH	
Over 12" to 18"	EACH	
Over 18" to 24"	EACH	
Over 24" TO 36"	EACH	
OVER 36"	EACH	

Effective July 1, 2027 and each year thereafter, for any annual renewals, the Base Hourly Rate used for calculation of the Bill Rate shall be increased by the percentage of annual total compensation increase for private industry workers reported in the most recent data for the preceding 12 months in the Employment Cost Index published by the United State Bureau of Labor Statistics. Provided, however, that the minimum compensation increase for private industry workers for the preceding 12 months was less than 3%. This allowance does not apply to equipment costs.



**City of Tucker Request for Proposal  
RFP 2026-011 On-Call Emergency and Non-Emergency Tree Services**

**Proposal Price Certification**

In compliance with the attached specification, the undersigned understands the minimum scope requirements of the City of Tucker for this project.

The undersigned offers and agrees that if this proposal is accepted by the Mayor and City Council within one hundred twenty (90) days of the date of bid opening, that the undersigned will furnish any or all of the deliverables and additional services offered, at the quoted price, to the designated point(s) within the time specified.

DATE \_\_\_\_\_

COMPANY \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_

PRINT / TYPE NAME \_\_\_\_\_

CONTACT'S PHONE NUMBER \_\_\_\_\_

CONTACT'S EMAIL ADDRESS \_\_\_\_\_

## Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
 requester. Do not  
 send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

<b>Print or type.</b> See <i>Specific Instructions</i> on page 3.	<b>1</b>	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)		
	<b>2</b>	Business name/disregarded entity name, if different from above.		
	<b>3a</b>	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.		<b>4</b> Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
		<input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate  <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) _____ <i>Note:</i> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.  <input type="checkbox"/> Other (see instructions) _____		
	<b>3b</b>	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . <input type="checkbox"/>		
	<b>5</b>	Address (number, street, and apt. or suite no.). See instructions.		Requester's name and address (optional)
	<b>6</b>	City, state, and ZIP code		
<b>7</b>	List account number(s) here (optional)			

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

<b>Social security number</b>									
				-			-		
<b>or</b>									
<b>Employer identification number</b>									
				-					

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

### Part II Certification

- Under penalties of perjury, I certify that:
- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
  - I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
  - I am a U.S. citizen or other U.S. person (defined below); and
  - The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date
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### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

### What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

### Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



## GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

**GEORGIA E-Verify and Public Contracts: The Georgia E-Verify law requires contractors and all sub-contractors on Georgia public contract (contracts with a government agency) for the physical performance of services over \$2,499 in value to enroll in E-Verify, regardless of the number of employees.**

<b>Contractor Name:</b>	
<b>Solicitation/Bid number or Project Description:</b>	ON-CALL EMERGENCY AND NON-EMERGENCY TREE SERVICES

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services under a contract on behalf of the City of Tucker, Georgia has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period as required by O.C.G.A. § 13-10-91(b) and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present and affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

\_\_\_\_\_  
Federal Work Authorization User Identification Number  
(EEV/E-Verify Company Identification Number)

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

**I hereby declare under penalty of perjury that the foregoing is true and correct**

\_\_\_\_\_  
Printed Name (of Authorized Officer or Agent of Contractor)

\_\_\_\_\_  
Title (of Authorized Officer or Agent of Contractor)

\_\_\_\_\_  
Signature (of Authorized Officer or Agent)

\_\_\_\_\_  
Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Notary Public

[NOTARY SEAL]

My Commission Expires: \_\_\_\_\_



**OATH OF NON-COLLUSION**

COMES NOW, \_\_\_\_\_ (“Contractor”),  
[*name of Contractor*]

appearing by and through \_\_\_\_\_,  
[*name of individual with authority to bind Contractor*]

its \_\_\_\_\_ (“Individual And Representative Affiant”), and  
[*title*]

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[*insert the names of all those required to give the oath*]

(collectively, “Individual Affiants”), and each of the Individual And Representative Affiant and Individual Affiants, after first being duly sworn, deposes and says that:

1. Contractor has not directly or indirectly violated subsection (d) of the Official Code of Georgia Annotated Section 36-91-21, which provides as follows:

Whenever a public works construction contract for any governmental entity subject to the requirements of this chapter is to be let out by competitive sealed bid or proposal, no person, by himself or herself or otherwise, shall prevent or attempt to prevent competition in such bidding or proposals by any means whatever. No person who desires to procure such work for himself or herself or for another shall prevent or endeavor to prevent anyone from making a bid or proposal therefor by any means whatever, nor shall such person so desiring the work cause or induce another to withdraw a bid or proposal for the work.

Code Section 36-91-21(d) also applies to municipal street system contracts pursuant to Official Code of Georgia Annotated Section 32-4-122.

2. Individual And Representative Affiant is the officer of Contractor whose duty it is to make the payment.

3. If Contractor is a partnership, then Individual and Representative Affiant and Individual Affiants together constitute all of the partners and any officer, agent or other person who may have represented or acted for Contractor in bidding for or procuring the contract.

4. If Contractor is a corporation, then Individual and Representative Affiant and Individual Affiants together constitute all officers, agents, or other persons who may have acted for or represented Contractor in bidding for or procuring the contract.

Further affiants sayeth not.

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By: \_\_\_\_\_, individually and on behalf of Contractor  
[signature of Individual And Representative Affiant]

Name: \_\_\_\_\_

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

*Individual Affiants' signatures and names:*

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Name:

Subscribed and Sworn before me on this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
NOTARY PUBLIC  
My Commission Expires:

\_\_\_\_\_

# Contact Information Form

Please fill out this form with the appropriate contact information for your company.

Full Legal Name of Company: \_\_\_\_\_

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

Contractor Information:

Primary Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Secondary Contact Person: \_\_\_\_\_

Title: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Preferred Contact for Administration: (i.e. Document Processing) (Choose one)

Primary Contact

Secondary Contact

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

City / State / Zip: \_\_\_\_\_

Mailing Address (If different than above): \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

Federal Employee ID Number (FEIN): \_\_\_\_\_