



Request for Proposals

October 13, 2014

The City of Sedalia is requesting proposals from qualified companies for a tree inventory of approximately 1800 street right-of-way trees. There are two approximate boundaries included (see map for exact location) in this inventory. The first is Mill Street east to Heard Avenue, 5th Street north to Boonville Avenue. The second is Grand Avenue east to Marshall Avenue, 16th Street north to Broadway Boulevard until number of trees have been reached. There is one task that is expected to be accomplished through this contract.

The Scope of Work will include:

- Tree Inventory
 - GIS-based tree inventory combined with sub-meter GPS equipment to locate and collect tree data and surrounding site attributes.
 - Data that is collected must be compatible with **i-Tree Streets**, AutoCAD and ArcView.
 - Data must include, but are not limited to, the following attributes:
 - Location
 - Species (Botanical, Cultivars, & Common Names)
 - Tree Size (Diameter)
 - Stems (The number of stems on trunk splitting less than one foot above ground level)
 - Condition (Excellent, Very Good, Good, Fair, Poor, Critical, Dead)
 - Location Rating (Excellent, Good, Fair, Poor – To determine the tree's value)
 - Primary Maintenance Needs (Removal, Large Tree Clean, Small Tree Clean, Young Tree Clean, Stump Removal)
 - Secondary Maintenance Needs (Raise, Reduce, Thin, Restoration)
 - Risk Assessment (Probability of Failure, Size of Defective Part, Probability of Target Impact)
 - Risk Rating (None, Low, Moderate, High, Severe)
 - Observations (Ex. – Decay, Improperly Pruned/Mulched/Installed, Memorial Tree, Nutrient Deficiency, Pest Problem, Poor Location, Poor Structure, Poor Root System etc.)
 - Further Inspection Requirements
 - Clearance Requirements
 - Hardscape Damage (Curb or Sidewalk Damage)
 - Aboveground Utilities

- Growing Space Type (Island, Median, Natural Area, Open/Unrestricted, Raised Planter, Tree Lawn/Parkway, Well/Pit)
- Growing Space Size
- Additional Notes
- Date of Survey
- Data must be available in the following formats:
 - Microsoft Excel
 - Microsoft Access
 - ESRI GeoDatabase
 - ESRI Shape File
- Data collectors for the tree inventory must be *Certified Arborists* through the International Society of Arboriculture.

The City of Sedalia reserves the right to waive any informalities or minor irregularities, reject any and all proposals which are incomplete, conditional, or obscure, accept or reject any proposal in whole or in part with or without cause, and accept the proposal which best serves the City of Sedalia.

All interested parties shall submit proposals including qualifications to the City of Sedalia, Public Works Department in the Municipal Building, at 200 South Osage, Sedalia, Missouri 65301 until 2:00 P.M. Tuesday, October 28, 2014.

Any questions should be directed to Bill Beck, Public Works Director, 200 S. Osage, Sedalia, MO 65301, or (660) 827-3000 extension 141, or at bbeck@cityofsedalia.com.

