

# PURCHASING AGENDA ITEM

Hernando County School District

APPROVED

AGENDA #: 24-2155

**School Board Approval Meeting:**

**April 22, 2025**

**Bid No. 22-968-38 RN**

**Bid Title: Tree Trimming Services**

*Recommend approval of this agenda item under the specific category below:*

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> Lowest Bid(s)    | <input type="checkbox"/> Request for Proposal(s)        | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation   |
| <input type="checkbox"/> Revised Award    | <input checked="" type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole Source                      | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Bid Termination  | <input type="checkbox"/> Revisions/Amendments to Bid    | <input type="checkbox"/> Bid Extension                    | <input type="checkbox"/> Emergency                |
| <input type="checkbox"/> Reversed Auction | <input type="checkbox"/> Piggyback Cooperative          |   |   |

**Bid Contract Period:**

**04/26/2025 through 04/25/2026**

☐ N/A – One Time Purchase

**Contract Type:**

☐ Estimated  
Dollar Amount

☐ Firm, Fixed  
Dollar Amount

☐ Firm, Fixed  
Unit Prices

☒ Firm, Fixed Unit Prices,  
Hourly Rates, Fees and/or  
Percentages

**Renewal Options:**

No. of Terms  
Remaining  
1

☐ Length of  
Each Term (month)

☒ Length of  
Each Term (year)  
1

☐ None

**Rationale/Reason:** Renewal of Contract.

Bidders Electronically  
Downloaded From Bidnet  
Direct Website:

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

☒ N/A – Bids Not  
Required: Renewal

**Submitted By:**

Christopher Reckner  
Director of Purchasing & Warehousing

**School(s):** District Wide

**Requested By:**

Joseph Rychcik  
Director of Maintenance

**Division(s):** Support Operations

Recommended award, description of items and prices: (See attached)

**T/C CODE: 2238**

This award establishes a contract with vendor(s) to provide all personnel, labor, supervision, materials, equipment and clean-up services including, but not limited to, trim, hedge or remove and grind stumps of shade and ornamental trees, including brush and hedge trimming and removal at various locations, on an as needed basis, county wide, for the specified contract period. The successful vendors will be used on a rotating basis, as jobs become available throughout the district.

- Bid pricing for felling, trimming and debris removal shall be based upon a **per crew hour rate**. A crew shall consist of a minimum of three (3) persons, one of which must be a qualified supervisor. The vendor is responsible for providing **all** the equipment necessary to complete the required jobs. All fees, charges and expenses of any kind (travel time, gas, etc.) shall be included in the rates. The bid unit pricing (below) shall apply, regardless of the equipment required or the size of the tree to be removed and shall remain firm throughout the initial term of the contract.
- Stump grinding and backfill should be priced based on a rate of **per inch of tree diameter**.

## Hernando Tree Pros

Description	Per Crew Hourly Rate (Minimum of three (3) person crew)
<b>Work performed during normal or regular business hours, Monday-Friday 7:00 am to 4:00 pm</b>	
Tree Felling, Trimming and Removal of Debris – 3 person crew	\$ 400.00 / Hour
Additional person crew required on certain larger, more complicated projects (per additional person)	\$ 50.00 / Hour
Stump Grinding – 6” below grade	\$ 1.50 / per Inch
<b>Work performed during Nights, Weekends &amp; Holidays</b>	
Tree Felling, Trimming and Removal of Debris – 3 person crew	\$ 600.00 / Hour
Additional person crew required on certain larger, more complicated projects (per additional person)	\$ 100.00 / Hour
Stump Grinding – 6” below grade	\$ 2.50 / per Inch
<b>Additional Requested Pricing</b>	
<b>Subcontractor</b> – Percentage Mark-Up  Mark-up to be added to vendor cost and included in requests for payment to the District. Copy of the subcontractor’s invoice may be requested at any time for verification purposes. (Subcontractors(s) shall not be used for the work or services requested, unless prior authorization from the Maintenance and/or Facilities Operations Department(s) is obtained. All such authorization shall be directed in writing. (Indicate N/A if not applicable)	N/A
<b>Supplies</b> – Percentage Mark-Up for supplies/material (if applicable) regardless of manufacturer	N/A
<b>Rental Equipment</b> – Percentage Mark-Up for Special Equipment (if applicable)  The vendor is responsible for providing <b>all</b> equipment necessary to complete the required jobs. In the event “specialty” type equipment may needed to provide the service, the rental of equipment may be necessary. All rental equipment needed to complete the service(s) requires prior authorization from the Maintenance and/or Facilities Department(s). All such authorizations shall be directed in writing. (Indicate N/A if not applicable)	N/A

### Contact Information:

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