

STATE OF NEW HAMPSHIRE
Dept. of Administrative Services
Div. of Procurement and Support Services
Bureau of Purchase and Property
State House Annex
Concord, New Hampshire 03301

Date: March 9, 2020

NOTICE OF CONTRACT

COMMODITY: Tree Removal, Pruning, Stump Grinding services

CONTRACT NO.: 8002258 NIGP: 968-0000

VENDOR: Urban Tree Service VENDOR # : 156828
P.O. Box 1631
Rochester NH 03866

CONTACT PERSON(S): Paul White
Tel. No.: 603-332-1246
Fax No.: # 603-335-0522
E-Mail: info@urbantreeservice.com

EFFECTIVE FROM: 12/01/2017 – 11/30/2020

PAYMENT & TERMS: Payments shall be made via ACH. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury>

INVOICING & PAYMENTS: Invoices shall be submitted after completion of work to the requesting agency. Payment shall be paid in full within thirty (30) days after receipt of invoice and acceptance of the work to the State's satisfaction.

ORDERING: State agencies will place their orders by adhering to the policy as state below.

AGENCY SERVICE COMMUNICATION & FORMAT:

- I. SERVICE ORDERING - COMMUNICATION PROCEDURE – Authorized agency representatives will contact the Contractor and request a meeting to review the site and scope of work the agency intends to accomplish.
- II. After the site review and the scope of work has been discussed, the Contractor will provide a **written estimate** to the authorized agency representative incorporating Contract rates and fees for the services requested. The Contractor will also state the lead time needed to start the scope of work. The Contractor shall supply the written estimate within three (3) calendar days of the site review and scope of work review.
- III. If the estimate submitted from the primary Contractor exceeds \$3,000.00, the Authorized agency representative must obtain a **written estimate** from the secondary Contractor and the work will be awarded to the lower of the two (2) **written estimates**, assuming all requirements of the scope of work can be met by both vendors.
- IV. The use of subcontractors does not relieve the CONTRACTOR from the responsibility of meeting the deliverables as stated in the written estimate.

PRICING STRUCTURE

Contact Position		Primary	Primary
		Belknap	Carroll
DESCRIPTION	UNIT / HR	CREW PRICE- \$ / HR	CREW PRICE- \$ / HR
SECTION A TREE PRUNING	STANDARD WORK HOURS	\$130.00	\$135.00
SECTION A TREE PRUNING	WEEK NIGHT WORK HOURS	\$130.00	\$135.00
SECTION A TREE PRUNING	SATURDAY WORK HOURS	\$155.00	\$155.00
SECTION A TREE PRUNING	SUNDAY & HOLIDAY WORK HOURS	\$155.00	\$155.00
SECTION B, TREE REMOVAL	STANDARD WORK HOURS	\$160.00	\$175.00
SECTION B, TREE REMOVAL	WEEK NIGHT WORK HOURS	\$160.00	\$200.00
SECTION B, TREE REMOVAL	SATURDAY WORK HOURS	\$200.00	\$200.00
SECTION B, TREE REMOVAL	SUNDAY & HOLIDAY WORK HOURS	\$200.00	\$200.00
SECTION C - STUMP GRINDING	STANDARD WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	WEEK NIGHT WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	SATURDAY WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	SUNDAY & HOLIDAY WORK HOURS	\$75.00	\$75.00
COMPANY OWNED CRANE USE	***FULLY LOADED RATE	\$170.00	\$170.00
Contact Position		Sole	Primary
		Cheshire	Hillsborough
DESCRIPTION	UNIT / HR	CREW PRICE- \$ / HR	CREW PRICE- \$ / HR
SECTION A TREE PRUNING	STANDARD WORK HOURS	\$180.00	\$135.00
SECTION A TREE PRUNING	WEEK NIGHT WORK HOURS	\$180.00	\$135.00
SECTION A TREE PRUNING	SATURDAY WORK HOURS	\$230.00	\$135.00
SECTION A TREE PRUNING	SUNDAY & HOLIDAY WORK HOURS	\$230.00	\$135.00
SECTION B, TREE REMOVAL	STANDARD WORK HOURS	\$275.00	\$200.00
SECTION B, TREE REMOVAL	WEEK NIGHT WORK HOURS	\$275.00	\$200.00
SECTION B, TREE REMOVAL	SATURDAY WORK HOURS	\$357.00	\$250.00
SECTION B, TREE REMOVAL	SUNDAY & HOLIDAY WORK HOURS	\$357.00	\$250.00
SECTION C - STUMP GRINDING	STANDARD WORK HOURS	\$90.00	\$75.00
SECTION C - STUMP GRINDING	WEEK NIGHT WORK HOURS	\$90.00	\$75.00
SECTION C - STUMP GRINDING	SATURDAY WORK HOURS	\$90.00	\$75.00
SECTION C - STUMP GRINDING	SUNDAY & HOLIDAY WORK HOURS	\$90.00	\$75.00
COMPANY OWNED CRANE USE	***FULLY LOADED RATE	\$225.00	\$170.00
Contact Position		Primary	Sole
		Merrimack	Rockingham
DESCRIPTION	UNIT / HR	CREW PRICE- \$ / HR	CREW PRICE- \$ / HR
SECTION A TREE PRUNING	STANDARD WORK HOURS	\$135.00	\$120.00
SECTION A TREE PRUNING	WEEK NIGHT WORK HOURS	\$135.00	\$120.00
SECTION A TREE PRUNING	SATURDAY WORK HOURS	\$158.00	\$140.00
SECTION A TREE PRUNING	SUNDAY & HOLIDAY WORK HOURS	\$158.00	\$140.00
SECTION B, TREE REMOVAL	STANDARD WORK HOURS	\$200.00	\$175.00
SECTION B, TREE REMOVAL	WEEK NIGHT WORK HOURS	\$200.00	\$175.00
SECTION B, TREE REMOVAL	SATURDAY WORK HOURS	\$200.00	\$195.00
SECTION B, TREE REMOVAL	SUNDAY & HOLIDAY WORK HOURS	\$200.00	\$195.00
SECTION C - STUMP GRINDING	STANDARD WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	WEEK NIGHT WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	SATURDAY WORK HOURS	\$75.00	\$75.00
SECTION C - STUMP GRINDING	SUNDAY & HOLIDAY WORK HOURS	\$75.00	\$75.00
COMPANY OWNED CRANE USE	***FULLY LOADED RATE	\$170.00	\$170.00
Contact Position		Sole	Secondary
		Strafford	Sullivan
DESCRIPTION	UNIT / HR	CREW PRICE- \$ / HR	CREW PRICE- \$ / HR
SECTION A TREE PRUNING	STANDARD WORK HOURS	\$120.00	\$150.00
SECTION A TREE PRUNING	WEEK NIGHT WORK HOURS	\$120.00	\$150.00
SECTION A TREE PRUNING	SATURDAY WORK HOURS	\$140.00	\$150.00
SECTION A TREE PRUNING	SUNDAY & HOLIDAY WORK HOURS	\$140.00	\$175.00
SECTION B, TREE REMOVAL	STANDARD WORK HOURS	\$175.00	\$250.00
SECTION B, TREE REMOVAL	WEEK NIGHT WORK HOURS	\$175.00	\$250.00
SECTION B, TREE REMOVAL	SATURDAY WORK HOURS	\$175.00	\$250.00
SECTION B, TREE REMOVAL	SUNDAY & HOLIDAY WORK HOURS	\$175.00	\$250.00
SECTION C - STUMP GRINDING	STANDARD WORK HOURS	\$75.00	\$90.00
SECTION C - STUMP GRINDING	WEEK NIGHT WORK HOURS	\$75.00	\$90.00
SECTION C - STUMP GRINDING	SATURDAY WORK HOURS	\$75.00	\$90.00
SECTION C - STUMP GRINDING	SUNDAY & HOLIDAY WORK HOURS	\$75.00	\$90.00
COMPANY OWNED CRANE USE	***FULLY LOADED RATE	\$170.00	\$170.00

QUESTIONS: Direct any questions to Jeff Haley, 603-271-2202 or Jeffrey.Haley@nh.gov