



Town of _____
Micanopy
_____ Florida

AGENDA ITEM CORRESPONDENCE

Town Commission Meeting

Agenda Item: Award of Informal Request for Qualifications (RFQ) – Tree Trimming, Maintenance, and Removal Services

Prepared By: Sara Samario, Town Administrator

Background

The Town of Micanopy issued an Informal Request for Qualifications (RFQ) seeking qualified contractors to provide tree trimming, canopy maintenance, tree removal, debris hauling, and related services on an as-needed basis. The RFQ was advertised with a submission deadline of June 1, 2026. The Town reserved the right to select one or multiple contractors to perform services as needed.

The purpose of this RFQ is to establish a qualified contractor that can assist the Town with routine tree maintenance, hazardous tree removals, emergency storm response, and other tree-related services on public property and rights-of-way.

Response Received

The Town received one qualification package from **The Wood Doctor Tree Service**. The submission included:

- Company qualifications and experience performing tree trimming, canopy maintenance, hazardous tree removal, storm cleanup, and debris hauling services.
- A comprehensive equipment inventory, including a bucket truck, grapple truck, spider lift, stump grinder, skid steers, excavator, loaders, and forestry mulcher.
- References demonstrating experience with both public and private sector clients.
- Proof of insurance coverage, including general liability, workers' compensation, and automobile liability insurance.
- Routine and emergency response time commitments.
- General pricing information and willingness to provide written estimates for individual projects.

706 NE Cholokka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

Evaluation

Staff reviewed the submission and determined that The Wood Doctor Tree Service meets the minimum qualifications established in the RFQ, including experience with similar work, availability of specialized equipment, insurance coverage, and the ability to respond to routine and emergency service requests.

The company has previously performed work within the Town and has demonstrated the capability to complete tree maintenance and removal projects safely and efficiently.

Fiscal Impact

There is no direct fiscal impact associated with this award. Approval of the RFQ establishes The Wood Doctor Tree Service as a qualified contractor for future work assignments. Individual projects will be authorized and funded through approved departmental budgets as needed.

Staff Recommendation

Staff recommends that the Town Commission award the Informal Request for Qualifications for Tree Trimming, Maintenance, and Removal Services to **The Wood Doctor Tree Service** and authorize the Town Administrator to utilize the contractor on an as-needed basis in accordance with the RFQ and applicable purchasing policies.

Suggested Motion

"I move to award the Informal Request for Qualifications for Tree Trimming, Maintenance, and Removal Services to The Wood Doctor Tree Service and authorize the Town Administrator to engage the contractor for tree maintenance, tree removal, and related services on an as-needed basis consistent with approved budget appropriations and Town purchasing policies."



Town of _____
Micanopy
_____ Florida

Town of Micanopy, Florida
Informal Request for Qualifications (RFQ)
Tree Trimming, Maintenance, and Removal Services

The Town of Micanopy is seeking qualified contractors to provide tree trimming, canopy maintenance, debris removal, and tree removal services on an as-needed basis.

Scope of Services

Services may include:

- Tree trimming and pruning
- Canopy maintenance in rights-of-way and public spaces
- Removal of hazardous or fallen trees
- Emergency storm response
- Debris hauling and disposal
- Stump grinding (optional)

Minimum Qualifications

- Experience with similar municipal or commercial work
- Proper licensing (State of Florida)
- General liability and workers' compensation insurance
- Ability to respond to routine and emergency requests

Submission Requirements

Please submit:

- Company overview and experience
- List of equipment
- At least three (3) references
- Proof of insurance
- Typical response times
- Optional: hourly rates or fee schedule

Submission Deadline

June 1, 2026 by 5:00 PM

Submission Method

Email to: SSamario@micanopytown.com

Subject Line: *RFQ – Tree Services*

706 NE Chokolka Blvd.
PO Box 137, Micanopy, FL 32667-0137
(352) 466-3121 Town Hall (352) 466-4912 Fax
townhall@micanopytown.com

Additional Information

The Town may select one or multiple contractors. Work will be assigned on an as-needed basis. The Town reserves the right to reject any or all submissions.

Contact

Sara Samario

SSamario@micanopytown.com

Response to Informal Request for Qualifications (RFQ)

Tree Trimming, Maintenance, and Removal Services

Town of Micanopy, Florida

Submitted By:

The Wood Doctor Tree Service

Corey Ferguson

P.O. BOX 129

Phone: (352) 816-0826

Email: wooddoctortree@yahoo.com

Company Overview and Experience

The Wood Doctor Tree Service is a professional tree service company providing tree trimming, pruning, canopy maintenance, hazardous tree removal, storm cleanup, debris hauling, and related arboricultural services throughout North Central Florida.

Our company is committed to safe, efficient, and professional tree care services for residential, commercial, and municipal clients. We have experience handling routine maintenance, hazardous removals, storm response, and right-of-way canopy management while maintaining a strong focus on safety, property protection, and customer satisfaction.

We are fully insured and equipped to perform both scheduled and emergency services. Our crew members are experienced in operating specialized tree equipment and following industry safety standards.

Services provided include:

- Tree trimming and pruning
 - Canopy maintenance
 - Hazardous tree removal
 - Storm cleanup and emergency response
 - Debris hauling and disposal
 - Stump grinding
 - Right-of-way clearing
 - Residential and commercial tree services
 - MOT CERTIFIED
-

Equipment List

Our company maintains professional-grade equipment necessary to perform municipal and commercial tree services, including:

- Bucket truck
- Spider Lift (on tracks and goes through a 36in walk gate with little ground damage)
- Grapple truck
- Chainsaws and pole saws
- Stump grinder
- (3) Skid steers/(1) mini skid steer
- Dump trailer
- Climbing and rigging equipment
- Safety equipment and traffic control devices
- 210 John Deer Excavator
- Cat loader 928
- 621 case loader
- Forestry Mulcher

Additional equipment can be made available as needed depending on project scope and emergency response requirements.

References

Reference 1

Company/Client Name: Town Of Micanopy
Contact Person: Sara Samario
Phone Number: 352-466-3121
Services Provided: Town administrator

Reference 2

Company/Client Name: Hood Properties

**Contact Person: Kim Hood **
Phone Number: 352-895-0971
Services Provided: property tree maintenance

Reference 3

Company/Client Name: W Group Property Management
Contact Person: Ashley Fletcher

Phone Number: **352-224-6400**
Services Provided: Property tree maintenance

Proof of Insurance

King Risk Partners, LLC

- General Liability Insurance Policy Number 626B017895
- Workers' Compensation Insurance Policy Number 196-59383
- Automobile Liability Policy Number 981379536

Bridgefield Insurance Casualty Company

Workers' Compensation Insurance Policy Number 196-59383

Certificates of insurance can be provided upon request.

Typical Response Times

Routine service requests are typically responded to within 24–72 hours depending on workload and project scope.

Emergency storm response and hazardous tree situations are prioritized and responded to as quickly as possible, including after-hours and weekend emergency services when necessary.

Optional Fee Schedule/Hourly Rates

The following rates are provided as general pricing guidelines and may vary depending on project complexity, equipment required, accessibility, and emergency conditions.

- Day Rate 8 hour working day with crew and equipment \$5000
- Debris hauling and disposal: \$300 for 1 load of 40 yards of debris

Written estimates will be provided for individual projects upon site inspection.

Additional Information

The Wood Doctor Tree Service appreciates the opportunity to submit qualifications to the Town of Micanopy. We take pride in providing dependable, professional, and fairly priced tree services while maintaining a strong commitment to safety and quality workmanship.

If additional information is needed, please contact:

Corey Ferguson
The Wood Doctor Tree Service
Phone: (352) 816-0826

Email: wooddoctortree@yahoo.com

The Wood Doctor Tree Service

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