

| Contractor Name:   | SWD Lawn and Tree Inc   | Albermarle Landscapes and Tree | ATX Atlantic Tree Experts LLC                              |
|--|---|--------------------------------|--|
| <b>1. Bid Proposal Requirements:</b>   |   |                                |  |
| a. The proposal shall be enclosed in a sealed, labeled and addressed envelope and submitted on the provided bid form to the Town.  | ✓   | ✓                              | ✓  |
| b. The bid form shall be completed in its entirety.  | ✓   | ✗                              | ✓  |
| c. All entries on the bid sheets, including signatures, shall be written in ink.   | ✓   | ✓                              | ✓  |
| d. The bid shall be properly executed.   | ✓   | ✗                              | ✓  |
| e. The bid shall not contain any unauthorized additions, deletions, provisions or conditions.  | ✓   | ✓                              | ✓  |
| <b>2. Qualifications and Experience- documents must be attached to this bid form demonstrating the following:</b>  |   |                                |  |
| a. Ten or more years of local business history.  | ✓   | ✗                              | ✓  |
| b. The ability to thoroughly understand permitting language and contract agreements, and the ability to read and understand engineered plans and specifications to ensure that Town projects are executed in strict compliance with all applicable contractual, legal, and regulatory requirements.        | ✓   | ✗                              | ✓  |
| c. Experience with climbing and rigging trees.   | ✓   | ✗                              | ✓  |
| d. A written plan for legal disposal of limbs and branches, including limbs and branches from beaches and waterways, and including a proposed disposal location.   | ✓   | ✗                              | ✓  |
| e. A response time within 24 hours in case of emergency or resident complaints regarding their service.  | ✓   | ✗                              | ✓  |
| f. At least three letters of recommendation provided by current references. Recommendations showing evidence of work performed for a municipal, state, federal agency, or property management company are preferred.   | ✓   | ✗                              | ✓  |
| g. Whether they currently have any fines, judgments, liens, damage claims, arbitration proceedings or suits involving a municipal government or other client pending or outstanding against the company, or any of its officers, owners or agents acting on behalf of the company. If yes, please explain. | ✓   | ✗                              | ✓  |
| h. Whether their company, or any of its officers, owners or agents acting on behalf of the company, have been cited for any violations to any municipal code of ordinances, or to any state or federal agency regulations or requirements. If yes, please explain.   | ✓   | ✗                              | ✓  |
| i. Whether they have previously been awarded a municipal or state contract and later released from the contract for any reason, including failure to complete work. If yes, please explain.  | ✓   | ✗                              | ✓  |
| j. Proof of general liability insurance with a minimum limit of \$2,000,000.   | ✓   | ✗                              | ✓  |
| k. Proof of Worker's Compensation insurance.   | ✓   | ✗                              | ✓  |
| l. A written work plan detailing their ability to provide the services described in the Scope of Work, including a list of equipment and workforce to be used.   | ✓   | ✗                              | ✓  |
| m. A list of all equipment including description, year, make, and model that will be used to provide this service.   | ✓   | ✗                              | ✓  |
| <b>NOTES:</b>  | The list of equipment request in part m. was concerning. The newest piece of equipment listed is from 1999. The oldest piece of equipment listed is from 1983. The letters of recommendation requested in part f. were sufficient, but there were no letters from municipalities. Two of the four letters provided were from property management companies. | <b>Disqualified</b>            | Most qualified by the requirements as listed on this page. |