

List of Items to Consider for RFP for a City Arborist

(Created and shared by Councilmember Hines via Council request and vote.RFP)

There are 3 different roles or jobs identified under the jurisdiction of a City Arborist. It should be determined if the City shall seek one individual or company to serve in all 3 roles or 3 different contracts.

- 1) Regular tree maintenance and care on city owned property (parks, greenspace, right-of-way): includes Right-of-Way trimming, management of diseased and dying trees, removals and pruning, and managing tree health (services could include mulching, fertilizing, ball moss removal, etc.)
- 2) Response to private properties over tree concerns (tree removal, permits, consultations, etc.)
- 3) Oak Wilt specialist to diagnose, remove, and provide mitigation

The City MUST contract a Certified Arborist.

Oak Wilt is a special “qualification” and is required to diagnose Oak Wilt and/or provide mitigation services.

Things to consider when writing the RFP:

- 1) They need to have their own insurance
- 2) Will the City Arborist respond to calls on private property or ONLY deal with City owned trees?
- 3) If they respond to calls on private property, can they accept jobs or provide bids to residents as a result of this interaction?
- 4) Establish clear guidelines for a City Arborist’s role regarding citizen interactions
- 5) Shall they review tree trimming and removal permits inspecting the trees?

The fees for services such as diagnosis or consultation vary significantly from the more labor-intensive work of maintenance, removal, trimming, etc. This fact should be considered when establishing the contract and budget for the different t