

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

**PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8350

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**NOTICE OF CONTRACT RENEWAL**

1. DATE: September 14, 2018
2. COMMODITY NAME: Landscape and Horticultural Services
3. CONTRACT NUMBER: 14-17ckc-NT
4. CONTRACT PERIOD: November 15, 2016 through November 14, 2017  
1<sup>st</sup> renewal: November 15, 2017 through November 14, 2018  
2<sup>nd</sup> renewal: November 15, 2018 through November 14, 2019
5. RENEWAL OPTIONS: Four (4), one (1) year renewals
6. CONTRACTOR:  
  
    (V/N 648772) SavATree, LLC  
    550 Bedford Road  
    Bedford Hills, New York 10507  
    PH: 571-282-2500- Local Office  
    PH: 914-241-4999- Corporate Office
7. TERMS: Net 45 days
8. F.O.B. Destination
9. FOR FURTHER INFORMATION CONTACT: Colleen Keener, P-card Admin/Buyer  
    PH (540) 422-8350  
    colleen.keener@fauquiercounty.gov
10. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodities listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

## INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8351 or 8352.
2. The applicable contract number, vendor number, item description and price per each, total dollar amount, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and/or completion of services, as well as, approval of contractor's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via email, fax or courier.
5. Renewals: As stated on the face of this notice. There are four (4), one (1) year renewals available on this contract by written mutual agreement between all parties.
6. Fee Schedule: See below:

**4.2.5 Fees:** Offeror shall provide an itemized breakdown of all fees associated with providing the proposed services including: firm, fixed hourly rates for consulting and hands-on labor personnel.

Invoicing: Invoicing shall occur monthly. Invoices will include an itemized breakdown of hours and units, cost per hour or unit, total costs for time and units, and total amount of invoice.

Any supplies or equipment requested such as photocopies, tree tags, published educational materials, etc, shall be provided by the client or shall be obtained by the vendor and reimbursed at cost with receipts provided.

Consulting/planning/training: \$150 per hour, portal to portal, from SavATree's Springfield, VA offices.

Land cover mapping, urban tree canopy assessment, site tree canopy prioritization: not available at hourly rates. Will offer proposal per site(s) upon request.

TreeRadar: Not available at hourly rates. Will offer proposal based on requested scope upon request.

Planting: Not available at hourly rates. Will offer proposal based on requested scope upon request.

Tree & Shrub Removal - \$370 per hour, however, price will fluctuate depending upon variations in scope of service. Price as is based on a three man crew including climbers and grounds men to take down trees or shrubs to grade level. Price includes hauling of wood and disposal of wood offsite. Price is based on ease of access to tree with minimum obstruction from neighboring buildings, trees, or other natural obstacles. Use of a crane, larger crew, or extra equipment, will alter hourly rate.

Tree & Shrub Pruning - \$323-\$370 per hour, however, price will fluctuate depending upon variations in scope of service. Price as is based on a three man crew including climbers and grounds men

Application of Fertilizers- \$220 per hour for most typical applications, however, price will fluctuate depending upon variations in scope of service

Insect Control- \$220 per hour for most typical applications, however, price will fluctuate depending upon variations in scope of service

Treatment of Diseases- \$220 per hour for most typical applications, however, price will fluctuate depending upon variations in scope of service

9/13/16