

**Tree Trimming and Stump Removal Services
"Invitation for Bid"**

STATEMENT OF WORK

I. GOVERNING SPECIFICATIONS

A. Purpose of this IFB: To procure a Contractor to perform tree trimming and or stump removal services for the Pennsylvania Department of Transportation (PennDOT) Engineering District 12, Westmoreland County.

B. Concurrent contracts: PennDOT reserves the right to solicit RFPs IFBs or RFQs and award work for additional contracts or Contractors, to run concurrently with this contract, under different payment type structure such as lump sum and mileage units of measures.

C. Contractor qualification:

1. To be eligible for qualification in this category, and for this Invitation for Bid, a Contractor must be self-certified with the Department of General Services (DGS), Bureau of Diversity, Inclusion and Small Business Opportunities by the date and time the bids are due. For more information, visit: www.smallbusiness.pa.gov. **Any business that has not self-certified with DGS as a small business by the date and time the bids are due will be deemed non-responsive.**
2. Worker Protection and Investment Provision Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), the Commonwealth is responsible for ensuring that every Pennsylvania worker has a safe and healthy work environment, and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with all applicable Pennsylvania state labor and workforce safety laws. Such certification shall be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal or quote.

D. Pre-Bid Meeting: There will be no pre-Bid meeting.

E. Service Performance Standards: Services are to be performed in accordance with [PennDOT Publication 23 – Maintenance Manual, Chapter 13](#).

F. Project Management:

1. The PennDOT Project Manager for this contract will be the District's County Maintenance Designee (Designee) or the District Roadside Specialist (DRS). Once a Purchase Order is issued to the awarded vendor,

the Project Manager and a list of personnel considered Designees of the County Management will be provided to the vendor. The District or County management may change the PennDOT Project Manager as they deem necessary.

2. Contractor Representative and Contractor Information: Contractor must submit with its response, the name of a contractor representative, and the Contractor Representative's 24 hour-a day cell phone number and email address. The Contractor representative serves as the Contractor's project manager. The Contractor must download, complete in its entirety and return as part of their response the provided **Contractor Information Form**.
3. Contractor Communications: Contractor will ensure a cell phone is always available at the job site, as a means of communicating with the PennDOT Project Manager or designee.
4. Notification of Work and Project Mobilization:
 - a. The PennDOT Project Manager or designee will give notice of work to the Contract Representative via email, fax, phone, or in person. Upon submission of the notice of work, the Contractor shall have seven (7) calendar days to mobilize the crew and begin work unless other direction is provided by PennDOT county management during the notification call to allow for longer arrival of crew. Should the Contractor fail to mobilize and begin work within the prescribed time, the Contractor may be declared in "Default" as per the Terms and Conditions.
 - b. The PennDOT Project Manager or designee may assign work using the **Tree Notification Form**. The Contractor completes the form as tree work is completed. When this form is used, the trees on this list must be removed within 14 calendar days of receipt of the notification.
5. Project Kick-off Meeting: The Project Kick-off Meeting will be scheduled by the PennDOT Project Manager or Designee and will occur within seven (7) days after the Fully Executed Purchase Order is delivered to the awarded Contractor. The Contractor's Representative and Contractor's Project Manager and Foreperson must be present. The meeting will be held at a location to be determined within the geographical boundaries of District 12 - Westmoreland County. Topics to be discussed include items such as Contractor responsibility, review of SOW, contract T&Cs ie: Insurance, WTZC requirements, disposal of waste composition etc.
6. Work Schedule:
 - a. Tree trimming and/or stump removal operations may be performed Monday through Friday. The Department shall determine the

contractor's daily work hours. The PennDOT Project Manager or designee may authorize work on Saturday and Sunday, as necessary. No work shall be scheduled to occur on the following holidays unless written permission to do so is provided by the PennDOT Project Manager or designee:

- i. New Year's Day
- ii. Dr. Martin Luther King Jr. Day
- iii. President's Day
- iv. Memorial Day
- v. Juneteenth
- vi. Independence Day
- vii. Labor Day
- viii. Columbus Day
- ix. Veteran's Day
- x. Thanksgiving Day
- xi. Day after Thanksgiving Day
- xii. Christmas Day

The following Monday will be recognized as the day when no work is to be scheduled for all holidays occurring on a Sunday, and the Friday before will be recognized as the day when no work is to be scheduled for all holidays occurring on a Saturday.

- b. During times of inclement weather or special events, the PennDOT Project Manager or designee may postpone work until a more suitable time. If requested and/or it is deemed to be in the best interest of PennDOT, the PennDOT Project Manager or designee may allow a revised work schedule.
- c. Each crew foreperson must report work status (working/not working) to the PennDOT Project Manager or designee by telephone or email each day; this report is to be made by 09:00 am.
- d. Unless otherwise directed by the PennDOT Project Manager or designee, for billing purposes, a work shift may begin no earlier than sunrise and end no later than sunset, provided sufficient daylight and/or weather conditions exist to allow for the safe completion of work activities.
- e. With the exception of emergency work, no work will be permitted on limited access, interstates, and expressways dawn to dusk without written consent of the PennDOT Project Manager or designee.

G. General Requirements:

1. Contractor shall furnish the personnel and equipment of the type, condition, and quantity necessary for the proper and productive execution of the contracted work.
2. Contractor shall maintain all equipment in good condition, subject to acceptance by PennDOT, prior to and during use in connection with this contract.
3. Contractor shall provide all lubricants, fuel, fluids, and antifreeze for equipment. Contractor shall ensure all equipment and operators are in conformance with applicable PA Motor Vehicle laws and federal regulations.
4. Costs for the disposition of chips, mulch, leaves, and branches ("fly chipping" or "hauling away and disposal") are to be included in the Bid and will be defined in the Service Details in Section H. For hauling away and disposal, the Contractor must inform PennDOT's Project Manager of the dump site(s) during the Project Kick-Off Meeting.
5. Remove only the trees that have previously been approved for removal by the PennDOT's Project Manager. Work continuously until each item is complete. In non-emergency situations, do not leave sections of trees standing except when necessary due to the onset of inclement weather or darkness. Cut trees off at ground level or at a height not to exceed four (4) inches above ground level.
6. If the contracted Trimmer-Lift (T-Lift) cannot be used due to tree size and/or location, the Contractor will be required to climb the tree; otherwise, if site conditions and time limits permit, the Contractor can use a larger T-Lift as a replacement for climbing at the contracted Bid rates.
7. Resulting Wood:
 - a. All resulting wood shall be placed on the right-of-way in manageable lengths where applicable. The definition of "manageable lengths" can be discussed at the project kick-off meeting.
 - b. All resulting material on the downslope embankments that is on PennDOT's right-of-way can remain if it does not have the potential to end up in an environmentally sensitive area such as a river, stream, floodplain, wetland or on the road or shoulder area.
 - c. All resulting material on the upslope embankments that is on PennDOT's right-of-way that potentially could cause a safety issue shall be removed by the vendor. The resulting material can be placed on PennDOT's right-of-way at another suitable location where it does not create a safety concern.
 - d. Resulting material in residential areas may need to be removed if requested by the property owner.

8. All drainage ditches and or swales along the roadway shall remain clear of any tree trimming debris associated with this project.

H. Service Details:

The Contractor will be performing tree trimming and/or stump removal services for the Department within Westmoreland County. This Bid covers all State Routes, Department facilities or other area in which PennDOT has a responsibility or requirements to perform this type of work. Waste composition such as chips, mulch, leaves, and branches will primarily be hauled away and disposed of; if "fly chipping" is required, instructions will be provided when the Contractor is notified of a specific project requiring it. Required number of complements, including equipment and personnel, are detailed below in the Pay Items section of this contract.

I. Estimated Quantities:

All quantities are estimated and may not reflect actual quantities. The estimated quantities are indicated on the Cost Sheet which requires the Contractor to download, input unit pricing and return as part of their Response. PennDOT reserves the right to award any or all of the Pay Items listed.

J. Equipment

1. Roadside Equipment Inspection Form: Contractors are required to download, complete and return with their Response the provided **Roadside Equipment Inspection Form (REI)**. All equipment types listed by the Contractor on this attachment must be present at the initial equipment inspection/demonstration (see **Section I.J.2** below). Equipment will be evaluated as part of the Contractor's response. All equipment types as specified in **Section II. Pay Items** and as deemed necessary by the proposer must be included in the REI with the exception of incidental equipment (such as: manual pruners and other pruning tools, ladders, ropes, hand saws, climbing equipment, brooms, rakes, etc.).
2. Initial Equipment Inspection: After the Invitation for BID (IFB) opening and prior to award, the apparent selected Contractor shall demonstrate to the PennDOT Project Manager or designee that the equipment proposed for use in meeting the requirements of the contract is of sufficient capacity and quantity, and that all such equipment is in good working order. Additionally, the apparent selected Contractor may be asked to demonstrate that the personnel employed for the purpose of providing the services required by the contract are sufficiently trained to operate the Contractor's proposed equipment fleet. The inspection/demonstration will also include Work Zone Traffic Control vehicles needed for compliance with traffic safety requirements as defined in the current version of [PennDOT Publication \(Pub\) 213](#). After the Bid opening, the PennDOT Project Manager or designee will notify the apparent selected Contractor regarding the time and location of the inspection/demonstration.

PennDOT will provide the Contractor written communication regarding the outcome of the equipment demonstration.

- a. The Contractor must advise the PennDOT Project Manager or designee of the need for equipment/personnel changes from the time their IFB is submitted up to the date of receipt of notification of award. See **Section K** below for Equipment/Personnel Changes required after the notification of award.
- b. At the discretion of the Project Manager or designee, the apparent selected Contractor may be provided with additional time after an initial, unsuccessful inspection/demonstration of equipment and personnel acceptability to prepare for and satisfactorily complete a second demonstration. If the apparent selected Contractor fails to demonstrate the acceptability of its equipment and/or personnel, the apparent selected Contractor will be deemed nonresponsive and not responsible, and its Bid will be rejected. The contract may then be awarded to the next acceptable responsive and responsible Contractor that successfully demonstrates the acceptability of its equipment and personnel.
- c. The contractor's name, logo if applicable, and contact information must be visible on all motor vehicles used on the Purchase Order.

K. Equipment/Personnel Changes: No changes to equipment and/or personnel may be made after the award, without the written permission of the PennDOT Project Manager or designee.

L. License and Certification Requirements:

The Contractor must supply a current copy of their PA Department of Agriculture Pesticide Application Business License and copies of the current PA Certified Pesticide Applicator Licenses for each Applicator listed on the submittal form when requested and the return of these documents is required to be considered a responsible and responsive bidder.

1. In accordance with [PennDOT Publication 23 – Maintenance Manual, Chapter 13](#), Section 13.4:
 - a. All vehicles involved in pesticide operations must have the BU (Business License) number displayed (in three (3)-inch high letters and numbers) on both sides of the vehicle at a readily visible location.
 - b. All applications must be made by either a certified applicator or a noncertified employee acting with instructions and under the control of a certified applicator physically present at the application site, the certification for the applicator must be in Right-of-Way Category 10 for Roadside applications and Park Pest Control Category 23 for Safety Rest Area and Roadside Rest Pest Controls. Contractors in Rest Areas

with only a Category 10 license, can only spray herbicides. For Applicators who will be used on this project, the Contractor must download, complete and return with their Response the **PA Certified Pesticide Applicator Licensing Form**.

2. At least one person working on site shall have a current PA Certified Pesticide Applicator License. The Contractor shall ensure pesticides are applied in accordance with all current laws and/or amendments governing the use and application of these products within the Commonwealth. **Application of cut-stump treatments is mandatory** and will be considered incidental. The Contractor shall submit a list of products proposed for use to the PennDOT Project Manager or Designee for approval prior to application. A colored dye to assist in the verification process shall be included as directed by the PennDOT Project Manager.

M. Insurance Requirements: Current insurance certificate is required and must be kept updated with the department, do not submit insurance certificate as part of the IFB response.

N. Property Owner Notification:

1. For non-emergency work and for trees greater than 4" in diameter, at least 24 hours prior to any tree trimming or stump removal operations, the Contractor shall provide a notice of intent to work to the abutting property owner(s). This notification must include an offer for the property owner to retain cut wood in accordance with [PennDOT Publication 23 – Maintenance Manual, Chapter 13](#), Section 13.5 ("The Department's Operational Duties"). **Property Owner Notification of Tree Removal** form is provided as an example of a notification form.
2. The abutting property owner is to be advised that they may take possession of the resulting wood, which shall be cut into lengths not less than two (2) feet and placed on their property at the apparent right of way line. If the property owner refuses the wood, the Contractor shall arrange for disposal of the wood at no additional cost to PennDOT.
3. On limited access right-of-way, wood will not be offered to the abutting owner(s).

O. Property Damage: Any damages to private property (mailboxes, fences, etc.) or to Department property (guiderail, signs, etc.) as a result of performing the required work will be the responsibility of the Contractor to repair/replace as deemed necessary at no additional cost to PennDOT.

P. Work Zone Traffic Control Requirements (WZTC):

1. Conduct Maintenance and Protection of Traffic in accordance with the most current versions of [Publication 212](#) (Bureau of Highway Safety & Traffic Engineering Official Traffic Control Devices) and [Publication 213](#)

(Bureau of Maintenance and Operations Temporary Traffic Control Guidelines).

2. Provide all traffic control setups, shadow vehicles, signage, warning lights, flags, and flashing lights necessary to ensure the safety of the traveling public and minimize interference with the normal flow of traffic. Do not close any lanes of travel without prior coordination with the PennDOT Project Manager or designee. See Section II Pay Items, Pay Item 4 for additional information about lane closures on freeways and expressways.
3. The WZTC hourly rate will be based on one Shadow Vehicle (set up, maintenance, and removal); when two Shadow Vehicles are needed, each vehicle will be invoiced at the hourly rate.
4. Shadow Vehicle will be required for any work on ramps per [Publication 213](#), "General Notes-General Items".
5. When required, as identified in **Section II. Pay Items**, a Portable, Changeable Message Sign (PCMS), which is a portable traffic control device capable of displaying a variety of messages, will be positioned in the activity area in advance of a work site to provide information to approaching drivers or protection for the work vehicle or workers at the worksite. This device is to be deployed in accordance with [Publication 213](#).

Q. Utility Lines in PennDOT Right-of-Way: PennDOT Highway Right-of-Way is commonly used by Pennsylvania utility companies, as permitted by PA state law, to provide utility services to citizens of the Commonwealth. If the defined work location includes area(s) where utility lines are in PennDOT highway right-of-way, the awarded Contractor will be required to provide contract service inside of the standard minimum approach distances, in accordance with current OSHA regulations. Complement personnel who are directly involved in trimming activities shall be trained to work inside minimum approach distances in accordance with OSHA regulations and ANSI standards.

R. OSHA Regulation Compliance for Line-Clearance Tree Trimmers: If the defined work includes line-clearance tree trimming, the apparent selected Contractor, as part of the pre-award equipment inspection, shall provide documentation of compliance with OSHA regulations for crew personnel who are involved in line-clearance tree trimming operations performed by line-clearance tree trimmers who are not employees who will be working on this project. Documentation for a minimum of two (2) employees per complement will be required. If personnel involved in this section are changed, the Contractor shall provide the documentation for replacement personnel prior to the replacement.

S. Energized Utility Line Tree Trimming: When hazardous trees are growing near energized utility lines, the Contractor shall notify the responsible Utility Company and PennDOT Project Manager. Once the trees have been trimmed by the utility owner to the minimum safe clearance, perform remaining tree trimming work in accordance with current ANSI and OSHA guidelines.

T. Active Construction Zones and Beautification Areas: The Contractor shall not perform any operations within active construction zones or beautification areas unless directed to do so by the PennDOT Project Manager or designee.

U. Reporting:

1. Roadside Activity Reporting:

While PennDOT reserves the right to request submission of the M-609 "*Roadside Activity Report*" in other formats in the future as detailed below, PennDOT has replaced paper Form M-609s with a mobile application (hereinafter the "application"). Any reference throughout this document to the M-609 shall mean PennDOT Form M-609, which shall be completed by the Contractor via PennDOT's application unless directed otherwise by the PennDOT Project Manager or designee. To that end, the following requirements apply:

- a. The Contractor shall become a PennDOT Business Partner, obtain credentials to utilize the application, and follow the **Roadside Activity Report (M-609) Guidance** form (attached). This document provides guidance on registering to become a Business Partner and using the application.
- b. The Contractor shall be responsible for the purchase, maintenance, and operation of all hardware, including devices such as but not limited to compatible cell phones or tablets, necessary to utilize the application.
- c. The Contractor shall complete Form M-609 via the application upon completion of each day's work.
- d. Once registered as a Business Partner, the Contractor shall have the ability to use the application statewide for roadside maintenance work and, as directed by PennDOT and its authorized personnel, including without limitation the PennDOT Project Manager or designee, complete Form M-609 electronically, with the same binding legal effect as though certified in writing.

2. Confirmation of Services Reporting & Invoicing

- a. A completed **Confirmation of Service Form (OS-501)** and all related M-609's, shall be submitted by the Contractor to the PennDOT Project Manager or designee, for review and verification on a monthly

basis. OS-501 shall be itemized, include sufficient detail, and coordinate with the line items on the Purchase Order.

- b. PennDOT reserves the right, throughout the life of the contract, to make changes to Forms M-609 and/or [OS-501](#), including their instructions, content, and all other requirements.
- c. Untimely or incomplete submissions of Form [OS-501](#) and required supporting documentation (including M-609s) may delay processing of a "proper invoice" as required for Payment.
- d. Approved travel shall be reimbursed in accordance with Management Directive 230.10 as amended. Payment will be made for travel time between work sites within a given workday. Payment will not be made for travel time at the beginning of the day and at the end of the day.
- e. Time spent on field repairs to equipment is not billable.

V. Type of Contract:

If the Issuing Office enters a contract as a result of this IFB, it will be deliverable based with an established price and will contain the Contract Terms and Conditions attached to this IFB in the Attachments section.

It is estimated the purchase order will be for 1 year and have 4-1-year renewal options at Mutual Consent, with a 2% increase per renewal. The Commonwealth reserves the right, upon notice to the Contractor, to extend any single term of the Contract for up to three (3) months upon the same terms and conditions.

II. PAY ITEMS

The following minimum experience is required to be responsive. Return with your Response personnel resumes. Failure to upload resumes reflecting the minimum required experience may deem your submittal as non-responsive.

Project Manager: Minimum of two (2) years of experience managing Tree Trimming/Stump Removal projects.

Foreperson: Minimum of four (4) years of experience in tree trimming and stump removal; including two (2) years as a foreperson and three (3) years of T-Lift/Climbing experience.

Note: The Unit of Measure for Pay Items are identified at the bottom of each Pay Item. The Unit of Measurement reflected on the Purchase Order will reflect "each".

Pay Item 1: Trimmer Lift Tree Trimming and Removal Services

PennDOT will require one (1) complement for use throughout the county. The Department shall determine the contractor's daily work hours. If an additional complement above the required one that is required, the contractor will be given the option to provide the additional complement(s) within fourteen (14) calendar days of notification under this item. The Department reserves the right to obtain additional complements from another qualified contractor if they cannot be provided under this item.

Disposal of Waste Composition: There **SHALL** be **NO** disposing of waste composition (chips, mulch, leaves, or debris) at any PennDOT stockpile or maintenance facility. The Contractor **SHALL** be aware of any existing or potential Pennsylvania Department of Agriculture quarantine zones and follow all regulations regarding chip/wood waste disposal in affected areas. All dump site locations should be located **within 2 hours** of the daily work zone per round trip or less. Current dump site locations shall be furnished to PennDOT at the Project Kickoff Meeting. Newly acquired dump locations may be furnished as they are acquired throughout the contract period. GOVERNING SPECIFICATIONS, G. General Requirements: #4.

"Fly chipping" shall only be done if **ALL** three conditions below are met:

1. Deposition of "fly chipping" debris is not permitted within 5' of or uphill of any drainage device (grate drains, culverts, underground pipe inlet or outlet, or roadside drainage ditch/channel)
2. On any slope greater than 3 to 1
3. All chipper debris must stay within PennDOT right-of-way. Do not "fly chip" onto private property without the property owner's **written** permission.

While “fly chipping”, the chipper shoot should be rotated so the chip material is not piled more than 18 inches deep in any area and shall not have the potential to flow into storm water drainage devices if a substantial rain should occur. **For any unauthorized “fly chipping”, all clean-up is the responsibility of the contractor and crew time will not be paid by the Department.**

Equipment:

The Contractor is to furnish (per complement):

- One (1) trimmer lift minimum extension capabilities Fifty-Five (55) feet as measured from the bottom of the bucket to the ground. Unit to be truck mounted per trimmer-lift manufacturer's specifications. Truck shall have an enclosed dump body, minimum ten (10) cubic yard chip capacity, and be equipped to tow required chipper. Trimmer-lifts more than seven years of age will not be accepted unless the Contractor can demonstrate that the unit has been inspected by a manufacturer's authorized service center and that a copy of the approved inspection certificate is on file. Electrical systems must meet current ANSI A92.2 standards. Dual controls, as needed to maneuver and test the boom arm, must be present both in the bucket and on the deck of the truck to which the unit is mounted.
- One (1) gasoline or diesel-powered rear dump truck with forestry style chip box having a minimum GVW of 24,500 pounds. A metal factory engineered enclosed chip box with a minimum 19-cubic yard box capacity and be equipped legally to tow the required chipper.
- One (1) gasoline or diesel powered, trailer mounted, self-feeding brush chipper having a minimum, twelve-inch chipping capacity. Chippers more than 7 years of age will not be accepted unless approved by PennDOT prior to use.
- Two (2) gasoline powered chain saws having a minimum 24-inch bar length and 59 cc minimum engine size, and two (2) gasoline powered chain saws having a bar length of between 12 and 16 inches and a minimum engine size of 23 cc, or any conventional size required by the PENNDOT to economically complete a project. Larger sized chain saws may be needed to complete specific jobs. No additional payments will be made in the event a chain saw larger than those listed above is needed to complete a tree removal.
- One (1) hydraulic power pole saw which can be operated from the bucket.
- One (1) hydraulic power pole pruner which can be operated from the bucket, when directed by the Department for large pruning projects.
- One (1) gasoline powered pole chain saw having an extendable handle and a 10- inch minimum bar length.
- One (1) knapsack sprayer or approved equal.
- Two (2) gasoline-powered trimmers having a minimum 30 cc displacement, a monofilament line head, and a brush blade head.
- Incidental equipment and tools as required for the work, including manual pruners (min. 12 ft. length), ladders, ropes, hand saws, climbing equipment, pruning tools, brooms, rakes, or gasoline powered blowers.
- The complement shall be assigned a contractor supplied cell phone which shall be assigned to the Foreperson and answered 24 hours a day as a means of communicating with PennDOT when needed. The crew number(s) shall be

supplied to both District and County management. When the Project Manager and the Foreperson are the same individual the contractor shall provide a second contractor supplied 24-hour cell phone and identify to the Department who the second contact number is assigned to.

Personnel:

One (1) full complement consists of a five-person crew. This five-person crew is to consist of:

- One (1) working foreperson having a minimum of 4 years of experience in tree trimming and stump removal; including 2 years as a foreperson and 3 years of trimmer-lift /climbing experience; and having direct knowledge of safe tree trimming and/or tree removal practices, as required by the terms of this contract. The Contractor shall ensure that its working foreperson is familiar with the areas and conditions in which the work crew will be operating.
- One (1) trimmer-lift operator/climber (other than the foreperson), having a minimum of 1 year of trimmer-lift/climbing experience; and having direct knowledge of safe tree climbing practices, as required.
- Three (3) ground persons who have knowledge of chain saw operation, tree trimming ground crew responsibilities and are capable of assisting with work zone traffic control.
- At least one (1) member of the crew must possess the knowledge and skills needed to establish work zone traffic protection set up in accordance with PUB 213 and maintain and field adjust all equipment to maintain continuous and productive operations.
- At least one (1) member of the crew must possess a current Pennsylvania Department of Agriculture certified commercial pesticide applicator 's license, Category 10. A Registered Technician will not be accepted in place of the Certified Commercial Applicator.

Pay Item 1 Unit of Measure: Five Person Crew Hour (including all equipment, materials, manpower and WZTC for Conventional highways)

Pay Item 2: Stump Removal Services

PennDOT will require one (1) complement for use throughout the county on an as needed basis. The Department reserves the right to work this Stump Removal Services complement in conjunction with other purchase order items in order to create a larger combination crew.

Equipment: The contractor shall furnish equipment of the type and quality needed for the proper and productive execution of the contracted work. The contractor shall maintain all equipment in good operating condition, subject to acceptance by PennDOT, during its use in connection with this contract. The contractor shall provide all lubricants, fuel, fluids, and antifreeze needed for equipment maintenance. The contractor shall ensure all equipment and equipment operators comply with applicable PA Motor Vehicle laws and federal regulations.

Disposal of Waste Composition: There **SHALL** be **NO** disposing of waste composition (chips, mulch, leaves, or debris) at any PennDOT stockpile or maintenance facility. The Contractor **SHALL** be aware of any existing or potential Pennsylvania Department of Agriculture quarantine zones and follow all regulations regarding chip/wood waste disposal in affected areas. All dump site locations should be located **within 2 hours** of the daily work zone per round trip or less. Current dump site locations shall be furnished to PennDOT at the Project Kickoff Meeting. Newly acquired dump locations may be furnished as they are acquired throughout the contract period. GOVERNING SPECIFICATIONS, G. General Requirements: #4.

The Contractor is to furnish:

- One (1) gasoline or diesel-powered rear dump truck having a minimum GVW of 7 tons (Ford F450 or equivalent) and 7-cubic yard dump bed capacity, capable of towing a stump cutter at legal highway speeds.
- One (1) stump cutter, trailer mounted or four-wheel mount with trailer, with a minimum of a 32 HP engine and minimum cutter wheel diameter of 16".
- One (1) gasoline powered chain saw having a minimum 24-inch bar length, or any conventional size required by PennDOT to economically complete a particular project.
- Incidental equipment and tools as required for the work.
- A contractor supplied cell phone as a means of communicating with PennDOT.

Personnel:

One (1) full complement consists of a three-person crew. This three-person crew is to consist of:

- One (1) stump cutter operator.
- Two (2) ground persons who are capable of assisting with work zone traffic control.

Pay Item 2 Unit of Measure: Three-Person Crew Hour (including all equipment, materials, manpower and WZTC for Conventional highways)

Pay Item 3: "On-Call" Trimmer Lift Tree Trimming and Removal Services

This complement shall be used for emergency call out situations. Crew must report within three (3) hours of telephone call to either of the listed telephone numbers provided. Two (2) telephone numbers that are answered 24 hours a day are to be provided the day of the equipment inspection. The Department reserves the right to utilize a second "on-call" complement as needed. This second "on-call" complement shall be available within 24 hours of notice to either of the telephone numbers provided under Section I, paragraph F, subsections 2 and 3. The Department reserves the right to obtain additional complements from another qualified contractor if they cannot be provided under this item.

The complement Foreperson shall be assigned a contractor supplied cell phone which shall be assigned to the Foreperson and answered 24 hours a day as a means of communicating with PennDOT when needed. The crew number(s) shall be supplied to both District and County management. When the Project Manager and the Foreperson are the same individual the contractor shall provide a second contractor supplied 24-hour cell phone and identify to the Department who the second contact number is assigned to.

PennDOT will utilize currently working complement from Pay Item 1 for this service unless none are currently working within the county. If none are currently working within the county, the contractor shall provide "On-Call" Trimmer Lift Tree Trimming and Removal Services according to the below statement of work.

This work is the assembly, mobilization, and set-up of crew and equipment at a designated work site for the purpose of performing emergency work after normal business hours or work on weekends or holidays.

Work under this item will be initiated by contact from the District Roadside Specialist or designee. The Contractor shall ensure that the crew and equipment are on site within three (3) hours of notification.

The personnel and equipment provided for "on-call" work must meet the requirements described above in Pay Item 1: Trimmer Lift Tree Trimming and Removal Services. Lighting is required for non-daytime tree trimming activities. This also includes the entire section on Disposal of Waste Composition and Fly Chipping.

The contractor will be guaranteed a minimum of four (4) hours per call out.

Pay Item 3 Unit of Measure: Crew Hour (including all equipment, materials, manpower and WZTC for Conventional highways)

Pay Item 4: Work Zone Traffic Control (WZTC)

PennDOT will require one (1) complement for use throughout the county on an as needed basis.

Equipment: A vehicle positioned in the work area in advance of a work site to provide information to approaching drivers or protection for the workers or work vehicle. This item is to be utilized when working on Freeways and Expressways in order to meet the minimum requirements of Publication 213 – Temporary Traffic Control Requirements.

The Contractor is to furnish:

- Shadow vehicle with attenuator and flashing/revolving light that meets all requirements of Pub 213 – Temporary Traffic Control Guidelines.
- The hourly rate for Pay Item 4 will be based on one (1) shadow vehicle. In many cases two (2) shadow vehicles will be required to meet the minimum requirements of the appropriate PATA series. If two (2) are needed, each shadow vehicle will be invoiced at the hourly rate.
- For all work requiring lane restrictions notification to the Western Regional Traffic Management Center (RTMC) is required. Notification to the RTMC shall be made prior to beginning work at each location by contacting 412-429-6030.
- The most current version of the Pub 213 shall be followed at all times. If updates to the Pub 213 are made during the duration of this contract the contractor will be responsible to upgrade their equipment to the current standards.

All other WZTC requirements for the contract as defined above in Section P: Work Zone Traffic Control Requirements are considered incidental to the Pay Item used.

Personnel:

- One (1) person will be required for each shadow vehicle.
- Personnel must possess a valid driver's license of the proper class and endorsements as required by the current laws and be familiar with Pub 213 and operating the equipment under its provisions.
- Assist in tree complement assigned work as needed.

Pay Item 4 Unit of Measure: Hour