



## MediaNews Group

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Description: **ADVERTISEMENT The Board of Superviso**

Date: **02/09/26**  
 Start Date: **02/11/26** Stop Date: **02/18/26**  
 Class: **1201 - Legal Notices**  
 Ad ID: **2792799**  
 Ad Taker: **CRRDEAN**  
 Sales Person: **Ryan Dean (018303)**  
 Words: **192**  
 Lines: **54**  
 Agate Lines: **54**  
 Depth: **6.0**  
 Inserts: **4**  
 Blind Box:  
 PO Number:

## Ad sample

## ADVERTISEMENT

The Board of Supervisors of East Goshen Township, Chester County, Pennsylvania is soliciting bids for tree pruning and tree removal in East Goshen, West Goshen, and West-town Townships.

One copy of the proposal form and the other requested documentation must be submitted in a sealed envelope clearly marked, "Tree Pruning/Tree Removal Bid," and mailed or delivered to: East Goshen Township, Director of Public Works, 1580 Paoli Pike, West Chester, PA 19380, on or before 10:00 AM on Thursday, March 5, 2026, at which time the bids will be opened and publicly read in the boardroom on the 2nd floor.

Bid specifications and proposal forms may be obtained from the East Goshen Township website: <https://east-goshen.org/services/rfp-public-bid-notices/>.

If any Addendums are issued, they will be posted on the website.

Questions regarding this bid should be directed to the Director of Public Works at (610) 692 7171.

The Board of Supervisors of East Goshen Township reserves the right to waive tech-

nicalities, to reject any or all bids or items herein, and to make the award that is in the best interests of the Township.

Mark S. Miller  
 Director of Public Works  
 DLN 2/11, 2/18; 1a

## Publication

Daily Local News, Daily Local  
 News Digital

*We Appreciate Your Business!*  
*Thank You DEREK DAVIS!*

# **EAST GOSHEN TOWNSHIP SPECIFICATIONS FOR TREE PRUNING and TREE REMOVAL**

## **Bid Opening March 5, 2026**

### **1. Scope of Work**

To provide all labor and equipment necessary to perform tree work on specified trees on East Goshen, West Goshen, and Westtown Townships' property, street rights-of-way, and easements as specified herein. Since this work is of a potentially dangerous nature and requires special expertise, it is to be performed by a contractor that derives a majority of its annual income from arboricultural work and whose employees are highly trained and skilled in all phases of tree work.

### **2. Definitions**

**ANSI Z133:** Safety Standard

**ANSI A300:** Part 1- Pruning

**Contractor:** The company that has been awarded the contract for Tree Pruning and Removal

**Development:** A subdivision of residential homes of a uniform size on lots of uniform size that are typically constructed by a single builder. A development normally has street trees spaced at regular intervals.

**Director of Public Works:** The Township representative of each Township, or his/her designee, who will administer the contract for tree work

**Emergency Work:** A tree removal or the removal of one or more limbs in order to mitigate a hazardous condition

**Township(s):** East Goshen Township, West Goshen Township, and/or Westtown Township

### **3. Work Procedures**

**Equipment:** All bidders must have in their possession or available to them by formal agreement at the time of bidding: trucks, chippers, stump grinder, hand tools and other equipment, and supplies which are necessary to perform the work as outlined in these specifications.

**Tree Location:** Work is limited to trees located on Townships' property, street rights-of-way, and easements.

**Supervision:** Contractor must have a competent person in charge of their work at all times to whom the Director of Public Works of each Township may issue directives and who shall accept and act upon such directives. Failure of the Contractor to act on said directives shall be sufficient cause to give notice that the Contractor is in default of contract unless such directives would create potential personal injury or safety hazards.

**Inspections:** The Directors of Public Works may inspect work at their discretion. Immediate correction of any work not done to industry standards as noted by the Townships will be communicated to the Contractor and will be performed by the Contractor at no additional expense to the Townships.

**Tree Damage:** Climbing irons, spurs, or spikes are not to be used on trees to be pruned.

**Traffic Control:** The Contractor shall be solely responsible for all traffic control and shall provide the necessary warning devices, barricades, and signage. All flaggers must be certified in traffic control.

**Safety:** All work shall follow the PADOT Pub 213 for traffic control setup.

#### 4. Work Specifications

##### Tree Pruning

**General:** Conform to latest revision of ANSI A300. This work will typically take place in a Development which has street trees planted at regular intervals.

**Crown Cleaning:** Prune out all dead and dying limbs, and weakly attached branches. Clumps of water sprouts may be either thinned or removed, depending on the tree structure and the need for new foliage growth because of previous damage.

**Crown Raising/Clearance:** Trees shall be pruned to maintain a 14-foot clearance over the streets and an 8-foot clearance over sidewalks. A live crown ratio of at least 50% on each tree must remain after pruning.

**Unforeseen Conditions:** If, while pruning a tree, a problem is discovered which suggests that the tree should be removed, the Contractor shall notify the Director of Public Works and wait for a decision before resuming work on that tree.

**Equipment and Labor:** The tree pruning crew shall, at a minimum, consist of a bucket truck with operator, a chipper with operator, and two ground laborers. Contractor must employ an ISA-Certified Arborist and/or a Certified Tree Worker, who is on the work site at all times.

##### Tree Removal

**General:** Removals will include topping and other operations necessary to safely remove the designated tree. The work may take place in a Development, on a non-development street in the Township, in a Township Park or other open space, or in a Township easement. Work under this section may include the removal of one or more dead or damaged limbs from a tree.

**Unforeseen Conditions:** If, while removing one or more dead or damaged limbs from a tree, a problem is discovered which suggests that the tree should be removed, the Contractor shall notify the Director of Public Works and wait for a decision before resuming work on that tree.

**Stump Grinding:** The tree stump will be ground out to a depth of 6 inches below the normal surface level including all surface roots. Immediately after grinding each stump, the grindings must be removed from the adjacent sidewalks, lawns, streets, and gutters.

**Equipment and Labor:** The Director of Public Works shall approve the labor and equipment required by the Contractor to remove the tree. Contractor must employ an ISA-Certified Arborist and/or a Certified Tree Worker, who is on the work site at all times.

**Emergency Work:** The Contractor shall have qualified personnel who are able to respond and perform a tree removal or the removal of one or more damaged limbs in the event of an emergency.

**Unstable Ground:** May require placing ground pads. Contractor must submit an hourly rate for the installation of ground pads.

**Use of Crane:** Contractor must furnish an hourly rate for a crane. This must be approved by the Township representative beforehand.

**Tree Pruning:** Tree pruning will be an hourly job and performed at the direction of Township personnel.

#### **Cleanup**

**General:** All cut limbs shall be removed from the crown upon completion of the pruning. Cleanup of branches, logs, or any other debris resulting from any tree pruning or tree removal shall be promptly and properly accomplished. All debris shall be transported from the site and disposed of properly; however, if directed by the Township, cord wood shall be cut into 24-inch lengths and stacked on the adjacent property. The work area shall be kept safe at all times until the cleanup operation is completed.

#### **5. Workers' Compensation Insurance**

The Contractor, during the term of this contract, shall carry workers' compensation insurance in compliance with Pennsylvania law, insuring and covering any and all persons employed by them in the performance of this contract.

A certificate of insurance certifying the issuance of such workers' compensation insurance policy shall be submitted to East Goshen Township within fourteen (14) days of notification of award of the contract.

## 6. Liability Insurance

The contractor shall maintain, during the term of this contract at its sole expense, the following minimum liability insurance coverage:

- General public liability insurance (non-automotive) for bodily injury and property damage in the amount of \$500,000 per occurrence but with the aggregate limit of \$2,000,000
- Automotive liability insurance for bodily injury and property damage in the amount of \$2,000,000
- An umbrella policy in the amount of \$2,000,000 for general public liability, including personal injury, property damage, and motor vehicle liability

The aforesaid policies of insurance shall be maintained in the amount set forth above and shall, inter alia, name EAST GOSHEN TOWNSHIP, WEST GOSHEN TOWNSHIP, and WESTTOWN TOWNSHIP AS ADDITIONAL NAMED INSUREDS and be designed to protect the Townships from any and all claims for damage of any kind or any nature whatsoever, including but not limited to wrongful death, which may arise from the obligation of the Contractor in the performance of this contract, whether such performance is controlled by the Contractor himself or by someone either directly or indirectly employed by him for the purpose of accomplishing some obligation incumbent upon the Contractor by the terms of this contract and shall otherwise indemnify and hold the Township harmless from any and all manner of claims, lawsuits, judgments, damages, and executions and shall provide, at the insurer's expense, all necessary legal aid, counsel, and representation.

**Each and every policy of insurance maintained in accordance with the terms of this contract shall carry with it an endorsement to the effect that the insurance carrier will convey to the Townships by certified mail, return receipt requested, written notice of any modification, alterations, or cancellations of any policy or policies or the terms thereof; and said written notice must be received by the Townships at least ten (10) days prior to the effective date of any such modification, alteration, or cancellation.**

If such modifications, alterations, or cancellations shall cause the insurance coverage required hereunder to fail to meet the minimum requirement set forth herein, the Contractor shall be deemed to be in default and the Townships may terminate this agreement as of the effective date of said change in insurance coverage, and the surety on the performance bond shall be held responsible by the Townships for any loss arising as a result thereof.

A certificate of insurance confirming the aforementioned coverage limits and a policy endorsement naming East Goshen Township, West Goshen Township, and Westtown Township as additional named insureds shall be submitted to East Goshen Township within fourteen (14) days after notification of award of the contract.

By executing this contract, the Townships are not waiving any legal defense to any claim including, but not limited to, the defenses of governmental and/or official immunity under the Pennsylvania Political Subdivision Tort Claims Act.

**7. Bonds**

**Bid Bond**

A bid bond is not required.

**Performance Bond**

The successful bidder will be required to obtain and post a performance bond or certified check for 50% of the total bid amount listed on p. 8. The performance bond shall be submitted to East Goshen Township within fourteen (14) days of notification of award of the contract.

**8. Hold Harmless Provision**

The Contractor will indemnify and hold harmless the Townships and all their elected officials, officers, agents, and employees from any actions, liabilities, or claims resulting from the performance of the contract.

**9. Form of Bid**

All bids must be on the form provided by the Township. A bidder may not withdraw their bid for a period of ninety (90) days after the bid opening.

**10. Bid Award**

The determination of the lowest responsible bidder shall be determined in accordance with the quantities set forth on the "Proposal Form." The selection of the lowest responsible bidder shall be at the sole discretion of East Goshen Township. East Goshen Township specifically reserves the right to waive technicalities, to reject any or all bids or items herein, and to make the award that is in the best interests of the Townships.

**11. Qualifications**

Bidders submitting proposals must have previous experience in tree pruning and removal. **The bidder shall submit a minimum of five (5) references with their bid.**

**12. Term**

The term of the contract shall be for an initial period of one (1) year, from March 24, 2026, through March 23, 2027, with the Township having the option to renew the contract for two (2) additional one (1) year periods, and the options shall be exercised by the Township no later than thirty (30) days before the expiration date(s) of the contract.

If the contract is extended, the hourly rates will be increased by a percentage equal to the increase in the Consumer Price Index US City Average for all Urban Consumers for the twelve-month period preceding the expiration date of the contract as applicable.

### **13. Scheduling of Work**

#### **Generally**

Work associated with routine tree pruning and tree removal shall be commenced within fifteen (15) days of notification by the Townships.

#### **Emergency Work**

In the event of an emergency, the Contractor shall provide the labor and equipment required to commence work to remove a tree or remove one or more dead or damaged limbs within six (6) hours after notification by the Townships.

# **EAST GOSHEN TOWNSHIP TREE PRUNING & TREE REMOVAL BID PROPOSAL FORM**

**Submitted Date:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Contact Person:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Email:** \_\_\_\_\_

This proposal is submitted in accordance with your advertisement inviting bids to be received by East Goshen Township for Tree Pruning and Tree Removal in East Goshen, West Goshen, and Westtown Townships as indicated in the Specifications dated March 5, 2026.

After examining the Specifications, we confirm that we have read and understand the Specifications, and hereby propose to furnish said services in strict accordance with all specifications for the sums indicated, and the undersigned herein agrees to furnish all labor, materials, and equipment and to perform all work necessary to complete in a workmanlike manner, the work described in the Specifications to the satisfaction and acceptance of the Townships for the sums stated in the table on the next page.

All bid paperwork must be in a sealed envelope clearly marked, "Tree Pruning and Tree Removal Bid," and mailed or delivered too: East Goshen Township, Director of Public Works, 1580 Paoli Pk, West Chester, PA 19380. Bids must be received by 10am on March 5, 2026.

Questions may be emailed to Lynn Werkheiser: [lwerkheiser@eastgoshen.org](mailto:lwerkheiser@eastgoshen.org)



<u>Work Description</u>	<u>\$ Amount</u>
Removal: 6" to 12" with 10' to 20' canopy	
Removal: 12" to 18" with 20' to 30' canopy	
Removal: 24" to 30" with 30' to 40' canopy	
Removal: 36" to 42" with 40' to 50' canopy	
Removal: 48" to 54" with 50' to 60' canopy	
Removal: 60" to 66" with 60' to 70' canopy	
Removal: 72" to 78" with 70' to 80' canopy	
Removal: 86" to 94" with 80' to 90' canopy	
Hourly rate: Ground pad installation	
Hourly rate: Crane	
Hourly rate: Tree pruning	
<b>Total</b>	

In submitting this proposal, it is understood that it is the right of the Township to reject any and all proposals or parts thereof, and to waive any informalities or technicalities in said proposals. This proposal shall remain firm for at least ninety (90) days from bid opening.

The undersigned further agrees that he or she possesses the necessary skill required to determine the adequacy of the Township's bid specifications for the purpose of arriving at the contract price, and that s/he has exercised this skill and that s/he finds them fit and sufficient for the purpose intended and free from ambiguities, and also has carefully examined the Specifications, and from his/her own investigations, has satisfied him/herself as to the nature of the work, the equipment needed for the performance of the work, the general and local conditions, and other matters which may in any way affect the work or its performance and that s/he has complied with every requirement of this invitation.

**Attention Bidders:**

- **Attach References (required pursuant to Section 11) after this page.**
- **Complete Bid Proposal (pp. 7 & 8) and Agreement (pp. 9 and Contractor Section of p. 10).**

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(Printed or typewritten name of person and firm executing Proposal Form)

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Signature

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Date

**TREE PRUNING AND TREE REMOVAL AGREEMENT BETWEEN EAST GOSHEN TOWNSHIP AND  
CONTRACTOR**

THIS AGREEMENT, made the \_\_\_\_\_ day of, \_\_\_\_\_ in the year 2026, between

\_\_\_\_\_  
hereinafter called the CONTRACTOR, and East Goshen Township, Chester County, Pennsylvania,  
hereinafter called the TOWNSHIP.

Witnessed that the CONTRACTOR and the TOWNSHIP for the considerations hereafter named, and  
intending to be legally bound agree as follows:

ARTICLE 1 - SCOPE OF WORK: The CONTRACTOR shall furnish equipment and labor and perform all of  
the work per East Goshen Township's Tree Pruning and Tree Removal Specifications and  
Addendum(s).

ARTICLE 2 - THE CONTRACT: The TOWNSHIP shall pay the CONTRACTOR for the performance of the  
contract monthly, based on the services performed in the prior 30 days and based on the contract bid  
amounts. Contractor shall submit a detailed invoice to each township each month specifying a  
description and location of the work and the hours expended on each location.

ARTICLE 3 - THE CONTRACT DOCUMENTS: This Agreement and the following enumerated documents  
form the Contract and they are as fully a part of the Contract as if attached hereto or hereinafter  
repeated, and are termed the Contract Documents:

1. Specifications
2. Addendum(s) (if any)
3. Insurance Certificates and Endorsements

ARTICLE 4 - COMMENCEMENT TIME: The CONTRACTOR hereby agrees to commence  
work under this contract as provided in Section 12 of the Specifications.

(signatures on next page)

**TREE PRUNING AND TREE REMOVAL AGREEMENT BETWEEN EAST GOSHEN TOWNSHIP AND  
CONTRACTOR**

**CONTRACTOR:**

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**EAST GOSHEN TOWNSHIP  
BOARD OF SUPERVISORS:**

ACCEPTED ON: \_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Township Secretary Signature

\_\_\_\_\_