# **Request for Proposal**

Ess Lake Owners Association, Inc. P.O. Box 388 Hillman, MI 49746 <u>esslakeassociation@yahoo.com</u>

## **SUMMARY**

Ess Lake Owners Association, Inc. is accepting proposals for the cutting and disposal of dead trees on Norway Court. Please submit proposals by June 20, 2025.

## **GUIDELINES FOR BIDS**

We will accept bids for this project until 5 p.m., June 20, 2025. All documents must be prepared and signed by those authorized to do so. Further terms are subject to development pending the selection of a bid. We require all bidders to clearly represent their subcontracting intentions.

# PROJECT PURPOSE AND SCOPE:

The project is to cut and remove the many dead trees between Norway Ct and Ess Lake Canal in Ess Lake Estates. The contractor will be responsible for cutting and removing the dead trees and associated debris from the cuttings.

## **REQUIREMENTS**

Each proposal should include the following for consideration:

- Cost of any materials and labor
- Documentation of license and Insurance
- References

#### **CRITERIA**

Ess Lake Owners Association, Inc. will evaluate proposals based on the following criteria:

- Overall cost
- Company experience

## PROPOSAL TIMELILNE AND PROJECT DEADLINE

Proposals are due in writing to the Ess Lake Owners Association, Inc. at either the **address or email above.** Proposals will be evaluated until June 21, 2025, after which all bidders will be notified of their status within three business days. Upon contract award, work must be completed within two months.