

Invasive Tree and Brush Removal Bid Sheet

Directors:

Andy Smith, Chairman
 Kelly Gilmer, Vice-Chairman
 Jason Bush, Treasurer
 Scott Jessee, VT Co-op Extension
 Zac Ketron, Director

Director Emeritus:

Mike Altizer

Associate Directors:

Gary Breeding
 Bill Worrell



Clinch Valley Soil & Water Conservation District

131 Highland Drive, Suite B,
 Lebanon, VA 24266

Phone: (276) 883-5987

www.cvswwcd.org

Project Name	CVSWCD - Invasive Tree & Brush Removal (2025)		
Job Location	131 Highland Drive, Suite B, Lebanon, VA 24266		
Estimated Start Date	March 24th, 2025	Estimated Finish Date	May 30th, 2025

Owner Information		Contractor Information	
Company Name:	Clinch Valley SWCD	Contractor Company Name:	
Company Contact:	Jeff Mutter	Contractor Contact:	
Address:	131 Highland Drive, Suite B, Lebanon, VA 24266	Address:	
Phone Number:	(276) 206-6534 - Cell; (276) 883-5988 - Office	Phone Number:	
Email:	jeff.mutter@clinchvalleyswcd.org	Email:	

Scope of Work

Clinch Valley SWCD was awarded the Urban & Community Forestry Grant by the Virginia Department of Forestry to remove invasive plant species, including but not limited to, Bradford Pear Trees, Autumn Olive, and Cedar on property owned by the Town of Lebanon. Approximately 80-90 trees in various sizes will need to be cut and removed (chipped and hauled off site, or use of a forestry mulcher are acceptable). Any stumps left in the ground should be properly treated with a herbicide mixture to discourage regrowth. Certified Herbicide/Pesticide Licensing preferred but not required. Majority of trees and brush are accessible with skid steer or smaller excavator, but some hand cutting may be required. If you wish to see the property before bidding, please contact Jeff Mutter at (276) 206-6534 to schedule an appointment.

Materials & Services NOT Eligible

Ineligible expenses include the following: machinery purchases, construction costs, food or beverages, gift cards, plant material classified as "invasive", or any other expenses not approved by Clinch Valley SWCD grant manager(s) or the Urban & Community Forestry Program Manager.

Agreement Terms

Open to responsible bidders that intend to do the work with professionalism and good workmanship. All bids must be fully completed upon submission; incomplete bid submissions will not be considered. Clinch Valley SWCD reserves the right to accept or reject any or all bids received. Clinch Valley SWCD also reserves the right to select the offeror which, in its opinion, has made the best proposal and provides the best value, and shall award the contract to that offeror. The contractor with the winning bid will have a maximum of 5 business days after notification to either accept or reject the awarded contract. Unaccepted awards would then be offered to the bidder with the next best proposal and value. **Deadline to submit bids is March 13th, 2025 at 8:00AM** Bids may be mailed to or dropped off at our office at 131 Highland Drive, Suite B, Lebanon, VA 24266, or submitted online via the eVA Procurement website. Please sign below if you understand and accept these terms.

Contractor Signature:		Date:	
------------------------------	--	--------------	--

Invasive Tree and Brush Removal Bid Sheet

Proposed Project Expenses / Bid Breakdown

Quantity	Materials	Rate	Total	Miscellaneous Expenses	
Total Materials:				Total Miscellaneous:	

Labor	Hours	Rate	Amount		
				Total Materials	
				Total Labor	
				Total Miscellaneous	
				SUBTOTAL	
				Tax Rate (%)	0%
				Total Tax	\$0.00
				TOTAL	
				Clinch Valley SWCD is an tax-exempt entity. Proof of tax exemption and Form ST-12 can be produced upon request.	
Total Labor:					

<i>"I certify that this bid breakdown sheet has been completed to the fullest extent based on the available services that I can provide"</i>	Contractor Signature:	
	Date:	