

The Corporation of the Village of Salmo

423 Davies Avenue, PO Box 1000, Salmo, BC V0G 1Z0

REQUEST FOR QUOTATION

TREE MAINTENANCE SERVICE AGREEMENT – VILLAGE OF SALMO

The Village is seeking bids to contract a Tree Maintenance service provider. Sealed bids clearly marked: "Request for Quotation – **TREE MAINTENANCE SERVICE AGREEMENT"** will be received at the office of the Village of Salmo, up to and including 4:00 pm, local time, Friday, November 28th, 2025, for the following:

PROPOSAL DOCUMENTS ARE TO BE ADDRESSED TO:

The Village of Salmo 423 Davies Avenue PO Box 1000 Salmo, BC VOG 1Z0

Contact: Derek Kwiatkowski, Chief Administrative Officer

Email: cao@salmo.ca

DESCRIPTION OF THE REQUIREMENT

The Village of Salmo is looking to contract a local, qualified arborist or qualified, licensed tree-faller to complete routine maintenance on the Village of Salmo properties. The maintenance schedule and duties will vary but include all maintenance, general projects and emergency call-outs valued at under \$3,000 (NOTE: All projects over this value will be put out to public tender). Interested proponents that are qualified to supply and complete this scope of work are welcome to participate in this request for quotation process.

DESCRIPTION OF THE REQUIREMENT

The Contractor shall be available during regular business hours as well as be able to be contacted at all hours for emergency call-outs. Contractors will be required to supply the necessary labour and materials required to complete the necessary work require at the Village facilities including but not limited to buildings, equipment, and facilities. Contractors will be required to conduct annual inspections, report deficiencies and provide reports as well as work with the administration to provide insight on required upgrades and preventative maintenance for upcoming years.

REQUIREMENTS

- Contractor must carry their own insurance for this type of work.
- Contractor must complete the attached Contractor bid spreadsheet and submit it with your quotation.
- Contractors are required to have or obtain a Village of Salmo or Inter-Community business license prior to contract signing.

TERMS:

The contract, once awarded, will be effective for a 2-year term beginning January 1^{st} , 2026 and expire December 31^{st} , 2027. Renewals will be negotiated or tendered prior to the end of each term.



VILLAGE OF SALMO - CONTRACTOR BID SPREADSHEET

COMPANY NAME:				
Hourly Labour Rates (All Work)			Example	
Hourity Jahour rates (On Site)	Comments/Description	\$CAD / hour	Hourly labour rates (On Site)	\$CAD / hour
Hours you area			Regular hourly	9
Kegular nourly			Overtime hourly - (1 5v if annlicable)	06
Overtime nourly - (1.5x ii applicable)			Overtime hourly (120 if applicable)	120
Overtime hourly - (2x if applicable)			Overtime other (if annicable)	130
Overtime Other (in applicable) Statistics holiday hourly			Statutory holiday hourly	120
**This rate applies for a full 24-hour period on all Statutory holidays	S		**This rate applies for a full 24-hour period on all Statutory holidays	holidays
Beenlar working hours	Comments/Description		Regular working hours	
Nimber of regular working hours per day			Number of regular working hours per day	10
Ctarting time of regular bours			Starting time of regular hours (in Pacific Time)	7
Ending time of regular hours			Ending time of regular hours (in Pacific time)	5
Overtime working hours	Describe when applicable	cable	Overtime working hours	
Starting time of first overtime hour rate (if applicable)				7
Other overtime (if applicable)				N/A
Other hourly rates (On site)	Comments/Description	\$CAD / hour	Other hourly rates (Gate to Gate)	\$CAD / hour
**Please quote hourly rates for other types of labour you would employ (e.g. apprentice, supervisor)	mplov (e.g. apprentice, supervisor)			
			Supervisor	80
			Apprentice	40
				3
Fixed Vehicle Rates (All Work)				
		\$CAD / contracted		\$CAD/
Fixed vehicle rate per job	Comments/Description	doį	Fixed vehicle rate per job	contracted job
On Site Vehicle Charge per Day			On Site Vehicle Charge per Day	100
Fixed Travel Rates				
		\$CAD /		\$CAD /return
Fixed travel cost per job to Salmo	Comments/Description	return trip	Fixed travel cost per job (vehicle + labour)	trip to site
Fruitvale			Fruitvale	35
Trail			Trail	0/
Castlegar			Castlegar	0/
Nelson			Roseland	105
Rossland			NOSSIGNIC	
Product Mark -Up				
	o italiano de la companya de la comp	%/ UV)\$	Product Mark-Up	\$CAD / %
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% of Mark-up on Product Being Supplied			/פ סו ואופות שלייה שלייה לישילי בייה לישילי היים לישילים היים לישילים היים לישילים היים לישילים היים לישילים ה	

Please provide the following information for all employees who will utilized in any service contract held with Village of Salmo

COMPANY NAME:

COMPANY INCIDE:				
Employee Name	Position/Title	Certification (e.g. Journeyman, Apprentice)	Years Experience in Trade	Staff or Hourly

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f hourly employees fall under a Collective Bargaining Agreement (CBA) provide the following information;	

Name of Union	Local	CBA Expiry Date	