

June 4, 2026

NOTICE

The Village of Waverly will accept sealed bids for the removal or trimming of specified trees in the Village of Waverly. Proposals must be received by 4:30 p.m. on July 14, 2025 and will be opened at the Board of Trustees Meeting at 6:30 p.m.

A Bid Package is available at the Village Clerk's Office, 32 Ithaca Street, Waverly, NY 14892, or online at www.villageofwaverly.com. Prevailing wage laws must be followed. The Village of Waverly reserves the right to reject any or all bids. The Village of Waverly is an equal opportunity employer.

s/ Michele Wood
Clerk Treasurer
Village of Waverly
607-565-8106

PRC#: 2026015926
Type of Contracting Agency: Village

Acceptance Status: Accepted Article 8

Contracting Agency

Village of Waverly
Michele Wood
Clerk, Treasurer
32 Ithaca Street
Waverly NY 14892
(607) 565-8106
mwood@villageofwaverly.gov

Send Reply To

Brie Bingham
Second Agency Employee
32 Ithaca Street
Waverly NY 14892
(607) 565-8106
bbingham@villageofwaverly.gov

Project Information

Project Title Tree Trimming & Removal
Description of Work Tree Trimming & Removal within the Village of Waverly
Contract Id No.
Project Location(s) Village of Waverly
Route No / Street Address
Village / City Waverly
Town
State / Zip NY 14892
Nature of Project Other Reconstruction, Maintenance, Repair or Alteration
Approximate Bid Date/Service Date 07/15/2026
Checked Occupation(s) Construction (Building, Heavy & Highway, Sewer, Water, Tunnel)

Applicable Counties

Tioga

INVITATION TO BID

**The Village of Waverly
for TREE MAINTENANCE SERVICES
Until 4:30 p.m. on July 14, 2026
PRC# 2026015926**

Sealed bids will be received at the office of the Village Clerk, 32 Ithaca Street, Waverly, NY 14892. Bids will be opened publically at the Board of Trustees Meeting that evening. Any questions should be directed to the Clerk at 607-565-8106.

Candidates must be registered on the New York Contractor Registry.

Scope of Work

1. Service all trees in the manner presented on list.
2. Contractor will notify the Village Clerk, prior to starting work, and submit a schedule.
3. Contractor will be responsible for traffic control, and the safety of the job site.
4. Traffic control on Chemung Street, Cayuta Avenue, and Broad Street **MUST** be coordinated in advance with our DPW and Police Department. Please contact the Clerk at 607-565-8106.
5. If a street closure is needed, please contact the clerk.
6. Branches less than 2" diameter may be chipped on site. All other tree parts shall be removed and disposed of by the contractor.
7. Contractor will conduct activities to avoid any impact or damage to sidewalks, streets, lawns, and personal property.
8. Site restoration is required to impacted or damaged areas caused by contractor. Site will be cleaned of branches, clippings, and debris.
9. Stumps will be ground below ground surface. Chippings may be raked into hole.
10. The contractor shall be responsible and hold the Village harmless for any damage to private or village property including sidewalks.

Schedule

All work shall be completed within 60-days of award. If any extra time is needed, it must be approved by the Village of Waverly in advance. Provide estimated written schedule with your quote.

Insurance/Licensing

Contractor must be licensed or obtain a Contractor's License from the Village of Waverly before work may begin. Insurance coverage must be in compliance with our licensing.

Prevailing Wages

Work shall be conducted in accordance with Prevailing Wage Requirements. Please contact the Village of Waverly Clerk by email at mwood@villageofwaverly.com for a copy of the most recent wage schedule. Paper copies are available at the Clerk's office at a cost of \$.20 per page. Questions regarding wages/classifications should be directed to NYS Department of Labor (Binghamton) at 607-721-8005.

Payment

Contractor will notify the Clerk when work is completed. The Village of Waverly will then inspect all locations to confirm the work is complete, site is in order, and there is no damage. **Contractor must submit certified payroll to the Clerk before payment can be issued.** Payment will be approved by the Board of Trustees at their following meeting.

You may provide your **SEALED BID** (Labeled "Tree Bid") in person at the Clerk's Office, or by Mail.

Village of Waverly Tree Maintenance Bid

Bid Opening: 7/14/26

Company Name _____

Company Address _____

Contact Phone Number _____

Contact Email Address _____

Name of Contact Person _____

Amount of Bid: _____

*Please include the tree list showing individual costs

I am currently registered on the New York State Contractor Registry.	Yes	No
I have a current Contractor License in the Village of Waverly:	Yes	No or Pending
I have received the Prevailing Wage Schedule:	Yes	No
I have submitted a Non-Collusion Certification:	Yes	No
I have received, and understand the Scope of Work:	Yes	No
I understand that I must submit a certified payroll and invoice to the Clerk for payment.	Yes	No

Signature: _____

Print Name: _____

Date: _____

This certification MUST be attached to your bid, otherwise, it cannot be considered.

NON-COLLUSION CERTIFICATE

By submission of this bid or proposal, the bidder certifies that:

1. This bid or proposal has been independently arrived at without collusion with any other bidder or with any competitor or potential competitor.
2. This bid or proposal has not been knowingly disclosed and will not be knowingly disclosed, prior to the opening of bids or proposals for this project to any other bidder, competitor, or potential competitor.
3. No attempt has been or will be made to induce any other person, partnership, or corporation to submit or not to submit a bid or proposal.
4. The person signing this bid or proposal certifies that (s)he has fully informed themselves regarding the accuracy of the statements contained in this certification, and under the penalties of perjury, affirms the truth thereof, such penalties being applicable to the bidder as well as to the person signing on their behalf.
5. That attached hereto (if a corporate bidder) is a certified copy of resolution authorizing the execution of this certificate by the signator of this bid or proposal on behalf of the corporate bidder.

Name of Bidder

Signature

Title

Furthermore, if you are a corporation, the following resolution must be completed:

RESOLVED, that _____ (name of signator) be authorized to sign and submit the bid or proposal of this corporation for the following project _____, and to include in such bid or proposal the certificate as to non-collusion required by Section 103D of the General Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury;

AND, the following certificate must be completed and signed by your secretary:
The foregoing is a true and correct copy of the resolution adopted by _____ Corporation at a meeting of its Board of Directors held on the _____ day of _____, _____.

Impress
Seal of Corporation

Signature

Village of Waverly Tree Removal

Bids Due by 4:30 on :

July 14, 2026

PRC#2026015926				
Location	Action	Quantity	Instructions/Description	Cost of Service
39 Cadwell Ave	Remove	1	Hazardous Maple	
41 Cadwell Ave	Remove	1	Maple	
105 Center Street	Remove	1	Maple	
109 Elm Street	Remove (2)	2	2 Hazardous Maples	
119 Elm Street	Remove	1	Dead Tree	
38 Lincoln Street	Remove	1	Hazardous Maple	
45 Lincoln Street	Trimming	1	Maple	
64 Lincoln Street	Remove	1	Dead Maple	
77 Lincoln Street	Trimming	1	Maple	
88 Lincoln Street	Remove	1	Maple	
39 Lyman Ave	Remove	1	Dead Maple	
17 Orange Street	Remove	1	Maple	
60 Orange Street	Remove	1	Maple	
438 Park Ave.	Trimming	1	Maple	
464 Pennsylvania ave	Remove	1	Hazardous Maple	
460 Waverly Street	Remove	1	Apple- in power lines	

Location	Additional Information	Quantity	Instructions	Cost of Service
462 Waverly Street	Remove	1	Apple- in power lines	
504 Waverly Street	Remove	1	Hazardous Maple	
Tracy Road-Village Park	Remove	1	Oak	
47 Cadwell Ave		1		
46 Barker Place		1	Maple	
10 Orchard		1		