

# County of Passaic

## Board of County Commissioners



*OFFICE OF COUNTY COMMISSIONERS*

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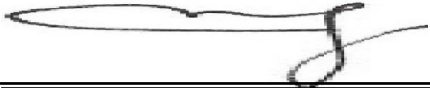
Matthew P. Jordan, Esq.  
 Administrator  
 Nadege D. Allwaters, Esq.  
 County Counsel  
 Louis E. Imhof  
 Clerk Of The Board

Date: Feb 25, 2025 - 5:30 PM


Agenda: RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO KEVIN DOWNES TREE SERVICES CO. AND RICH TREE SERVICES INC., TO CUT AND REMOVE DEAD OR FALLEN TREES ON PASSAIC COUNTY ROADWAYS AND RIGHT-OF-WAYS PURSUANT TO N.J.S.A. 40A:11-4 ET SEQ.

THIS RESOLUTION WAS REQUESTED BY:  
 PARKS & RECREATION

REVIEWED BY:

  
 \_\_\_\_\_  
 Matthew P. Jordan, Esq.

APPROVED AS TO FORM AND LEGALITY:

  
 \_\_\_\_\_  
 Nadege D. Allwaters, Esq.

<b>Official Resolution#</b>	
Meeting Date	2/25/2025
Introduced Date	2/20/2025
Adopted Date	
Agenda Item	25.
CAF#	O-25-56-655-001-602
Purchase Req. #	
Result	

Public Works  
 \_\_\_\_\_  
 COMMITTEE NAME

**RESOLUTION AUTHORIZING AN AWARD OF CONTRACT TO KEVIN DOWNES TREE SERVICES CO. AND RICH TREE SERVICES INC., TO CUT AND REMOVE DEAD OR FALLEN TREES ON PASSAIC COUNTY ROADWAYS AND RIGHT-OF-WAYS PURSUANT TO N.J.S.A. 40A:11-4 ET SEQ.**

**WHEREAS**, the County of Passaic (the “County”) is a government body incorporated pursuant to N.J.S.A. 40:18-1, et seq.; and

**WHEREAS**, pursuant to N.J.S.A. 40:20-1, the Passaic Board of County Commissioners (the “Board”) is vested with the powers to make all decisions on behalf of the County; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-4, et seq., for every contract awarded by the County for the provision or performance of any goods or services, the cost of which in the aggregate exceeds the bid threshold established pursuant to N.J.S.A. 40A:11-3, shall be awarded by resolution of the Board to the lowest responsible bidder after public advertising for bids and bidding thereof; and

**WHEREAS**, on December 24, 2024, the Passaic County Purchasing Agent issued SB-25-028 Bid for Tree Removal Trimming and Stump Grinding Services (hereinafter “SB-25-028”), in compliance with N.J.S.A. 40A:11-4, et seq.; and

**WHEREAS**, on February 7, 2025, the responses for SB-25-028 were reviewed with five (5) vendors responding and Kevin Downes Tree Services Co. and Rich Tree Service, Inc. being the lowest responsible bidders; and

**WHEREAS**, the Department of Parks and Recreation are now recommending Kevin Downes Tree Services Co. and Rich Tree Service, Inc. to be awarded the contract, for an amount not to exceed four hundred fifty thousand dollars (\$450,000.00) for a contract period beginning on May 1, 2025 and ending on April 30, 2027; and

**WHEREAS**, the categories awarded are as follows:

- a. Category A: Tree Removal - in the amount of four hundred thousand dollars (\$400,000.00) awarded to Downes Tree Service Co. Inc. for the full contract period
- b. Categories B & C: Tree Trimming and Stump Grinding - in the amount of fifty thousand dollars (\$50,000.00) awarded to Rich Tree Services Inc. for the full contract period.

**WHEREAS**, Kevin Downes Tree Services Co. and Rich Tree Services Inc. offered its prices to members of the Passaic County Cooperative #38PCCP; and

**WHEREAS**, funds are available in Account No. O-25-56-655-001-602, or any other account that may be deemed appropriate by the Chief Financial Officer or his designee, and the availability of funds has been contingently certified by the Chief Financial Officer subject to sufficient funds being appropriated by the Board in the 2025 and/or subsequent years’ County budget (s), which is attached to and made part of this Resolution; and

**WHEREAS**, this matter was discussed at the February 12, 2025, Public Works Committee meeting and is being recommended to the Board for approval.

**NOW, THEREFORE, LET IT BE RESOLVED**, pursuant to N.J.S.A. 40A:11-4, that the Board of County Commissioners of the County of Passaic authorizes the award of contract to Kevin Downes Tree Services Co. and Rich Tree Services Inc., to cut and remove dead or fallen trees on Passaic County Roadways and Right-of-Ways for a contract period beginning on May 1, 2025 and ending on April 30, 2027 in an amount not to exceed four hundred fifty thousand dollars (\$450,000.00).

**LET IT BE FURTHER RESOLVED**, that the Clerk of the Board, County Counsel, and Director of the Board are authorized to execute the contracts and take any other steps necessary to carry out the purpose of this resolution.

ZMQ

February 25, 2025