



CITY OF VICKSBURG

Community Development Division

819 South Street
Vicksburg, MS 39180
(601) 636-3574

Jeffrey Richardson
Director

December 22, 2025

To: Board of Mayor and Alderwomen and Aldermen
City of Vicksburg, Mississippi

From: Jeffrey Richardson, RLA
Community Development Director

Re: Bid Evaluation, Award Documentation and Recommendation for the
Cedar Hill Cemetery, Tree Removal and Safety Pruning Project.

The Board of Mayor, Alderwomen, and Aldermen, received sealed bids for tree remove and safety pruning in Cedar Hill Cemetery on December 15, 2025. The bids were solicited on a unit price per tree. This bid price includes the safe removal of the tree, disposal of the debris, and cleanup of the site. The lump sum of the unit price is the basis for the award of the contract. The City received, opened, and read bids from seven (7) contractors. One contractor did not provide a price for the contract, but a cost for equipment and the costs of removing different tree sizes.

Bid Tabulation:

Contractor	State License	Experience	Price
1. MP&L Construction	no	no	\$ 22,000.00
2. Taylor Tree Company	yes	yes	\$ 52,400.00
3. Spot on Tree Service	yes	yes	none
4. Specialty Land Service	yes	yes	\$ 39,100.00
5. Looks Great Service	yes	yes	\$ 105,942.00
6. Mid State Tree Service	yes	yes	\$ 96,000.00
7. Maynord Landscaping	yes	yes	\$70,050.00

The review and evaluation of each bid based on the Invitation for Bid's Specifications, which designated the award to the lowest responsive and responsible, and best bidder based on the submitted sum of the unit price per tree. M P & L Construction was not considered per Specifications 1.1, not having a valid State of Mississippi, Tree Surgery License, Issued by the Mississippi Department of Agriculture and Commerce. Spot on Tree Service did not submit a clear cost to removal and disposal cost per tree, as requested in Section 16.0 SELECTION CRITERIA, Bid price per tree and Completeness and clarity of the bid proposal and required documentation.

Specialty Land Service met the minimum requirements requested in the invitation for bid and submitted the lowest sum price for the pruning, removal and disposal of debris. All required information was included with the bid package, and no irregularities were noted.

Based on the evaluation of all bids received, I respectfully recommend the issuance of a Notice of Award for the Cedar Hill Tree Removal and Safety Pruning contract to Specialty Land Service, of Jackson, Mississippi, license # 48917, for the price of \$ 39,100.00. Specialty Land Service will be required to execute a contract with the City of Vicksburg and provide all required insurance certificates before start of work.

A handwritten signature in blue ink, appearing to read 'JR', is written over the printed name and title of the signatory.

Jeffrey Richardson, RLA
Community Development Director