

# Request for Bid (RFB): Purchase of Trees

**Project:** Tree Purchase for Mineral Area College  
**Bid Due Date:** Friday, September 12, 2025  
**Contact Person:** Dr. Joe Gilgour, 573-518-2149  
**Delivery Date or Pickup Date:** No later than Nov 15, 2025  
**Delivery Location or Pickup Location:** 5270 Flat River Rd., Park Hills, MO

## 1. Overview

Mineral Area College is requesting bids for the purchase (and delivery) of trees for a fall planting project. Trees must meet the specifications below and be delivered (or available for pick up) within the timeframe no later than **November 15, 2025**.

## 2. Species and Quantities

Quantity	Common Name	Scientific Name / Cultivar	Notes
8	Red Buckeye	<i>Aesculus pavia</i>	
14	Crabapple	<i>Malus</i> spp. 'Pinkfire'	
9	American Hornbeam	<i>Carpinus caroliniana</i> 'Native Flame'	Preferred species. If unavailable, bidder may substitute Redbud 'Flamethrower'.
	Alternate Option	<i>Cercis canadensis</i> 'Flamethrower'	Only if American Hornbeam not available.
11	Serviceberry	<i>Amelanchier</i> × <i>grandiflora</i> 'Autumn Brilliance'	
Total Trees: 42			

## 3. Minimum Specifications

- **Caliper:** Minimum 2-inch caliper measured 6 inches above the root flare for species Crabapple, American Hornbeam, Redbud, and Serviceberry. Red Buckeye trees can be less than 2-inch caliper.
- **Height:** Minimum approximately 5 feet tall (Red buckeye or Crabapple may be 4')
- **Root Type:** Container-grown (#10-15 gallon or larger) OR balled and burlapped (B&B). Specify in bid.
- **Quality:**
  - Nursery-grown, true to species/cultivar.
  - Conform to the *American Standard for Nursery Stock (ANSI Z60.1)*.
  - Trees must be free of pests, disease, wounds, girdling roots, structural defects, or dieback.
  - Trees should have a straight, single leader (unless naturally multi-stemmed species such as serviceberry).

## 4. Delivery/Pickup Requirements

- **Delivery or Pickup Window:** No later than November 15, 2025.
- **Handling:** Trees must be properly watered and secured and protected during transportation in a box trailer or tarped.
- **Unloading:** Please state whether vendor provides unloading at the site.

## 5. Substitutions

- Substitutions will only be considered for the American Hornbeam ‘Native Flame’
- For the hornbeam/redbud category: **American Hornbeam ‘Native Flame’ is preferred; Redbud ‘Flamethrower’ will be accepted only if hornbeam ‘Native Flame’ is not available.**

## 6. Warranty (Optional, but preferred)

Please indicate whether you provide a warranty or guarantee on plant material (e.g., replacement within one year for non-viable trees).

## 7. Bid Submission

Bids must include:

1. Unit price for each species/cultivar.
2. Extended price for each line item.
3. Total bid amount.
4. Root type (container size or B&B).
5. Availability confirmation for no later than Nov 15th delivery.
6. Warranty terms (if offered).

**Submit bids by 10:00 AM on Friday, September 12, 2025, to:**

Dr. Joe Gilgour  
Mineral Area College  
jgilgour@mineralarea.edu  
5270 Flat River Rd  
Park Hills, MO 63601

## 8. Evaluation

Bids will be evaluated on:

- Conformance to specifications.
- Availability of requested species/cultivars.
- Price.
- Vendor reliability and delivery terms.