

## Tree Removal Services – Vendor Evaluation Rubric

Used to evaluate vendor proposals for tree removal on school property.

Evaluation Criteria	Excellent (4 points)	Good (3 points)	Fair (2 points)	Poor (1 point)
Experience/ Qualifications	10+ years in tree removal with school or municipal clients; certified arborist on staff.	5–9 years in tree removal; relevant public-sector experience.	2–4 years of experience; limited school projects.	Less than 2 years; no relevant experience.
Safety & Compliance	Detailed safety plan; OSHA compliant; proof of insurance & worker's comp.	Basic safety plan; documentation provided.	Incomplete safety plan or missing documents.	No safety protocols or documentation.
Work Plan & Timeline	Clear, realistic plan with defined timeline and minimal disruption.	Adequate plan with general timeline.	Vague or unclear steps/timeline.	No work plan or unrealistic timeline.
Environmental Practices	Includes replanting, stump grinding, and sustainable disposal.	Partial environmental consideration.	Minimal attention to eco-friendly practices.	No environmental considerations.
References/Past Performance	3+ strong references from similar school projects.	2 relevant references.	1 general reference.	No references or negative reviews.
Pricing & Cost Detail	Competitive, well-itemized pricing; includes all expected costs.	Reasonable cost with some breakdown.	Incomplete or unclear pricing.	High or unsubstantiated costs.
Licensing & Permits	All licenses, permits, and certifications current and valid.	Some documentation provided.	Missing or expired documentation.	No documentation provided.
Clean-up/Restoration Plan	Thorough plan for site clean-up and restoration.	General clean-up plan.	Minimal mention of clean-up.	No plan for clean-up or restoration.

Total Possible Points: 32

Note: Categories may be weighted according to project priorities (e.g., Safety or Pricing).