

# CITY OF NAPLES, FLORIDA

## AGREEMENT

**Bid/Proposal No. 028-10**

**Contract No.** \_\_\_\_\_

**Project Name City-Wide Tree Planting and Transplanting Services**

THIS AGREEMENT (the "Agreement") is made and entered into this 18 day of August, 2010, by and between the City of Naples, a Florida municipal corporation, (the "CITY") and Sponseller Nursery, Inc. DBA Gator Landscaping of Naples, FL, a Florida corporation (**or other entity**), **2180 16<sup>th</sup> Ave SW, Naples, FL 34117**, (the "CONTRACTOR").

### WITNES S:

WHEREAS, the CITY desires to obtain the services of the CONTRACTOR concerning **certain services specified in this Agreement** (referred to as the "Project"); and

WHEREAS, the CONTRACTOR has submitted a proposal for provision of those services; and

WHEREAS, the CONTRACTOR represents that it has expertise in the type of services that will be required for the Project.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained herein, the parties hereto agree as follows:

### ARTICLE ONE CONTRACTOR'S RESPONSIBILITY

1.1. The Services to be performed by CONTRACTOR are generally described as citywide tree planting and transplanting services, and may be more fully described in the Scope of Services, attached as Exhibit A and made a part of this Agreement.

1.2. The CONTRACTOR agrees to obtain and maintain throughout the period of this Agreement all such licenses as are required to do business in the State of Florida, the City of Naples, and in Collier County, Florida, including, but not limited to, all licenses required by the respective state boards and other governmental agencies responsible for regulating and licensing the services to be provided and performed by the CONTRACTOR pursuant to this Agreement.

1.3. The CONTRACTOR agrees that, when the services to be provided hereunder relate to a service which, under Florida Statutes, requires a license, certificate of authorization or other form of legal entitlement to practice such services, it shall employ or retain only qualified personnel to provide such services.

1.4. CONTRACTOR agrees to employ and designate, in writing, within 5 calendar days after receiving its Notice to Proceed, or other directive from the CITY, a qualified licensed to serve as the CONTRACTOR's project manager (the "Project Manager"). The Project Manager shall be authorized and responsible to act on behalf of the CONTRACTOR with respect to directing, coordinating and administering all aspects of the services to be provided and performed under this Agreement.

1.5. The CONTRACTOR has represented to the CITY that it has expertise in the type of services that will be required for the Project. The CONTRACTOR agrees that all services to be provided by CONTRACTOR pursuant to this Agreement shall be subject to the CITY's review and approval and shall be in accordance with the generally accepted standards of practice in the State of Florida, **as may be applied to the type of services to be rendered**, as well as in accordance with all published laws, statutes, ordinances, codes, rules, regulations and requirements of any governmental agencies which regulate or have jurisdiction over the Project or the services to be provided and performed by CONTRACTOR. In the event of any conflicts in these requirements, the CONTRACTOR shall notify the CITY of such conflict and utilize its best judgment to advise CITY regarding resolution of the conflict.

1.6. The CONTRACTOR agrees not to divulge, furnish or make available to any third person, firm or organization, without CITY's prior written consent, or unless incident to the proper performance of the CONTRACTOR's obligations hereunder, or in the course of judicial or legislative proceedings where such information has been properly subpoenaed, any non-public information concerning the services to be rendered by CONTRACTOR hereunder, and CONTRACTOR shall require all of its employees, agents, subconsultants and subcontractors to comply with the provisions of this paragraph. **However, the CONTRACTOR shall comply with the Florida Public Records laws.**

1.7. The CONTRACTOR agrees not to employ or offer to employ any Elected Officer or City Managerial Employee of the CITY who in any way deals with, coordinates on, or assists with, the services provided in this Agreement, for a period of 2 years after termination of all provisions of this Agreement. For purposes of this paragraph, the term "Elected Officer" shall mean any member of the City Council. For purposes of this paragraph, the term "City Managerial Employee" shall mean the City Manager, the Assistant City Manager, the City Clerk, and any City department head or director. If the CONTRACTOR violates the provisions of this paragraph, the CONTRACTOR shall be required to pay damages to the CITY in an amount equal to any and all compensation which is received by the former Elected Officer or City Managerial Employee of the CITY from or on behalf of the contracting person or entity, or an amount equal to the former Elected Officer's or City Managerial Employee's last 2 years of gross compensation from the CITY, whichever is greater.

1.8. The CONTRACTOR agrees not to provide services for compensation to any other party other than the CITY on the same subject matter, same project, or scope of services as set forth in this Agreement without approval from the City Council of the CITY.

1.9. Except as otherwise provided in this Agreement, the CONTRACTOR agrees not to disclose or use any information not available to members of the general public and gained by reason of the CONTRACTOR's contractual relationship with the CITY for the special gain or benefit of the CONTRACTOR or for the special gain or benefit of any other person or entity.

## **ARTICLE TWO CITY'S RESPONSIBILITIES**

2.1. The CITY shall designate in writing a project coordinator to act as the CITY's representative with respect to the services to be rendered under this Agreement (the "Project Coordinator"). The Project Coordinator shall have authority to transmit instructions, receive information, interpret and define the CITY's policies and decisions with respect to the CONTRACTOR's services for the Project. However, the Project Coordinator is not authorized to issue any verbal or written orders or instructions to the CONTRACTOR that would have the effect, or be interpreted to have the effect, of modifying or changing in any way whatever:

- (a) The scope of services to be provided and performed by the CONTRACTOR;
- (b) The time the CONTRACTOR is obligated to commence and complete all such services; or
- (c) The amount of compensation the CITY is obligated or committed to pay the CONTRACTOR.

**Any such modifications or changes ((a) (b) or (c)) shall only be made by or upon the authorization of the CITY's city manager as authorized by city council in the enabling legislation or in the CITY's procurement policies.**

2.2. The Project Coordinator shall:

(a) Review and make appropriate recommendations on all requests submitted by the CONTRACTOR for payment for services and work provided and performed in accordance with this Agreement;

(b) Arrange for access to and make all provisions for the CONTRACTOR to enter the Project site to perform the services to be provided by the CONTRACTOR under this Agreement; and

(c) Provide notice to the CONTRACTOR of any deficiencies or defects discovered by the CITY with respect to the services to be rendered by the CONTRACTOR hereunder.

2.3. The CONTRACTOR acknowledges that access to the Project Site, to be arranged by the CITY for the CONTRACTOR, may be provided during times that are not the normal business hours of the CONTRACTOR.

### **ARTICLE THREE TIME**

3.1. Services to be rendered by the CONTRACTOR shall be commenced subsequent to the execution of this Agreement upon written Notice to Proceed from the CITY for all or any designated portion of the Project and shall be from October 1, 2010 through September 30, 2011, with the option with the City's option to renew for two additional one-year periods. Time is of the essence with respect to the performance of this Agreement.

3.2. Should the CONTRACTOR be obstructed or delayed in the prosecution or completion of its services as a result of unforeseeable causes beyond the control of the CONTRACTOR, and not due to its own fault or neglect, including but not restricted to acts of God or of public enemy, acts of government or of the CITY, fires, floods, epidemics, quarantine regulations, strikes or lock-outs, then the CONTRACTOR shall notify the CITY in writing within 5 working days after commencement of such delay, stating the cause or causes thereof, or be deemed to have waived any right which the CONTRACTOR may have had to request a time extension.

3.3. No interruption, interference, inefficiency, suspension or delay in the commencement or progress of the CONTRACTOR's services from any cause whatsoever, including those for which the CITY may be responsible in whole or in part, shall relieve the CONTRACTOR of its duty to perform or give rise to any right to damages or additional compensation from the CITY. The CONTRACTOR's sole remedy against the CITY will be the right to seek an extension of time to its schedule. This paragraph shall expressly apply to claims for early completion, as well as claims based on late completion.

3.4. Should the CONTRACTOR fail to commence, provide, perform or complete any of the services to be provided hereunder in a timely and reasonable manner, in addition to any other rights or remedies available to the CITY hereunder, the CITY at its sole discretion and option may withhold any and all payments due and owing to the CONTRACTOR until such time as the CONTRACTOR resumes performance of its obligations hereunder in such a manner so as to reasonably establish to the CITY's satisfaction that the CONTRACTOR's performance is or will shortly be back on schedule.

### **ARTICLE FOUR COMPENSATION**

4.1. The total compensation to be paid the CONTRACTOR by the CITY for all Services shall not exceed **\$70,000.00** and shall be paid in the manner set forth in the "Basis of Compensation", which is attached as **Exhibit B** and made a part of this Agreement.

**ARTICLE FIVE  
MAINTENANCE OF RECORDS**

5.1. The CONTRACTOR will keep adequate records and supporting documentation which concern or reflect its services hereunder. The records and documentation will be retained by the CONTRACTOR for a minimum of five 5 years from the date of termination of this Agreement or the date the Project is completed, whichever is later. the CITY, or any duly authorized agents or representatives of the CITY, shall have the right to audit, inspect and copy all such records and documentation as often as they deem necessary during the period of this Agreement and during the 5 year period noted above; provided, however, such activity shall be conducted only during normal business hours. **If the CONTRACTOR desires to destroy records prior to the minimum period, it shall first obtain permission from the CITY in accordance with the Florida Public Records laws.**

**ARTICLE SIX  
INDEMNIFICATION**

6.1. The CONTRACTOR agrees to indemnify and hold harmless the City from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the CONTRACTOR and persons employer or utilized by the CONTRACTOR in the performance of the Contract.

**ARTICLE SEVEN  
INSURANCE**

7.1. CONTRACTOR shall obtain and carry, at all times during its performance under **this Agreement**, insurance of the types and in the amounts set forth in the document titled General Insurance Requirements, which is attached as **Exhibit C and made a part of** this Agreement.

**ARTICLE EIGHT  
SERVICES BY CONTRACTOR'S OWN STAFF**

8.1. The services to be performed hereunder shall be performed by the CONTRACTOR's own staff, unless otherwise authorized in writing by the CITY. The employment of, contract with, or use of the services of any other person or firm by the CONTRACTOR, as independent contractor or otherwise, shall be subject to the prior written approval of the CITY. No provision of this Agreement shall, however, be construed as constituting an agreement between the CITY and any such other person or firm. Nor shall anything contained in this Agreement be deemed to give any such party or any third party any claim or right of action against the CITY beyond such as may otherwise exist without regard to this Agreement.

**ARTICLE NINE  
WAIVER OF CLAIMS**

9.1. The CONTRACTOR's acceptance of final payment shall constitute a full waiver of any and all claims, except for insurance company subrogation claims, by it against the CITY arising out of this Agreement or otherwise related to the Project, except those previously made in writing and identified by the CONTRACTOR as unsettled at the time of the final payment. Neither the acceptance of the CONTRACTOR's services nor payment by the CITY shall be deemed to be a waiver of any of the CITY's rights against the CONTRACTOR.

**ARTICLE TEN  
TERMINATION OR SUSPENSION**

10.1. The CONTRACTOR shall be considered in material default of this Agreement and such default will be considered cause for the CITY to terminate this Agreement, in whole or in part, as further set forth in this section, for any of the following reasons: (a) failure to begin work under the Agreement within the times specified under the Notice(s) to Proceed, or (b) failure to properly and timely perform the services to be provided hereunder or as

directed by the CITY, or (c) the bankruptcy or insolvency or a general assignment for the benefit of creditors by the CONTRACTOR or by any of the CONTRACTOR's principals, officers or directors, or (d) failure to obey laws, ordinances, regulations or other codes of conduct, or (e) failure to perform or abide by the terms or spirit of this Agreement, or (f) for any other just cause. The CITY may so terminate this Agreement, in whole or in part, by giving the CONTRACTOR at least 3 calendar days' written notice.

10.2. If, after notice of termination of this Agreement as provided for in paragraph 10.1 above, it is determined for any reason that the CONTRACTOR was not in default, or that its default was excusable, or that the CITY otherwise was not entitled to the remedy against the CONTRACTOR provided for in paragraph 10.1, then the notice of termination given pursuant to paragraph 10.1 shall be deemed to be the notice of termination provided for in paragraph 10.3 below and the CONTRACTOR's remedies against the CITY shall be the same as and limited to those afforded the CONTRACTOR under paragraph 10.3 below.

10.3. The CITY shall have the right to terminate this Agreement, in whole or in part, without cause upon 7 calendar day's written notice to the CONTRACTOR. In the event of such termination for convenience, the CONTRACTOR's recovery against the CITY shall be limited to that portion of the fee earned through the date of termination, together with any retainage withheld and any costs reasonably incurred by the CONTRACTOR that are directly attributable to the termination, but the CONTRACTOR shall not be entitled to any other or further recovery against the CITY, including, but not limited to, anticipated fees or profits on work not required to be performed.

#### **ARTICLE ELEVEN CONFLICT OF INTEREST**

11.1. The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder. The CONTRACTOR further represents that no persons having any such interest shall be employed to perform those services.

#### **ARTICLE TWELVE MODIFICATION**

12.1. No modification or change in this Agreement shall be valid or binding upon the parties unless in writing and executed by the party or parties intended to be bound by it.

#### **ARTICLE THIRTEEN NOTICES AND ADDRESS OF RECORD**

13.1. All notices required or made pursuant to this Agreement to be given by the CONTRACTOR to the CITY shall be in writing and shall be delivered by hand or by United States Postal Service Department, first class mail service, postage prepaid, return receipt requested, addressed to the following CITY's address of record:

City of Naples  
735 Eighth Street South  
Naples, Florida 34102-3796  
Attention: **A. William Moss**, City Manager

13.2. All notices required or made pursuant to this Agreement to be given by the CITY to the CONTRACTOR shall be made in writing and shall be delivered by hand or by the United States Postal Service Department, first class mail service, postage prepaid, return receipt requested, addressed to the following CONTRACTOR's address of record:

**Sponseller Nursery, Inc. DBA Gator Landscaping, Inc.**  
**2180 16<sup>th</sup> Ave SW**  
**Naples, FL 34117**  
**Attn: Andrew Sponseller, President**

13.3. Either party may change its address of record by written notice to the other party given in accordance with requirements of this Article.

**ARTICLE FOURTEEN  
MISCELLANEOUS**

14.1. The CONTRACTOR, in representing the CITY, shall promote the best interest of the CITY and assume towards the CITY a duty of the highest trust, confidence, and fair dealing.

14.2. No modification, waiver, suspension or termination of the Agreement or of any terms thereof shall impair the rights or liabilities of either party.

14.3. This Agreement is not assignable, in whole or in part, by the CONTRACTOR without the prior written consent of the CITY.

14.4. Waiver by either party of a breach of any provision of this Agreement shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

14.5. The headings of the Articles, Exhibits, Parts and Attachments as contained in this Agreement are for the purpose of convenience only and shall not be deemed to expand, limit or change the provisions in such Articles, Exhibits, Parts and Attachments.

14.6. This Agreement constitutes the entire agreement between the parties hereto and shall supersede, replace and nullify any and all prior agreements or understandings, written or oral, relating to the matter set forth herein, and any such prior agreements or understanding shall have no force or effect whatever on this Agreement.

Sec. 14. 7. The CONTRACTOR shall comply fully with all provisions of state and federal law, including without limitation all provisions of the Immigration Reform and Control Act of 1986 (“IRCA”) as amended, as well as all related immigration laws, rules, and regulations pertaining to proper employee work authorization in the United States. The CONTRACTOR shall execute the Certification of Compliance with Immigration Laws, attached hereto as **Exhibit “D”**.

**ARTICLE FIFTEEN  
APPLICABLE LAW**

15.1. Unless otherwise specified, this Agreement shall be governed by the laws, rules, and regulations of the State of Florida, and by the laws, rules and regulations of the United States when providing services funded by the United States government. Any suit or action brought by either party to this Agreement against the other party relating to or arising out of this Agreement must be brought in the appropriate Florida state court in Collier County, Florida.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement for the day and year first written above.

ATTEST:

**CITY:**

CITY OF NAPLES, FLORIDA,  
A Municipal Corporation

By: \_\_\_\_\_  
Tara A. Norman, City Clerk

By: \_\_\_\_\_  
A. William Moss, City Manager

Approved as to form  
and legal sufficiency:

By: \_\_\_\_\_  
Robert D. Pritt, City Attorney

**CONTRACTOR:**  
Sponseller Nursery, Inc. DBA Gator Landscaping  
A Florida Corporation

By: \_\_\_\_\_  
Its \_\_\_\_\_

\_\_\_\_\_  
Witness

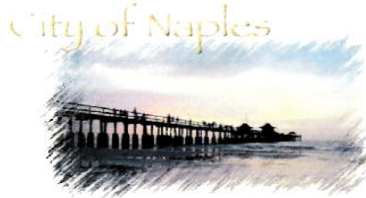
(CORPORATE SEAL)

General Contract (not Architects/Engineers)

EXHIBIT A

SCOPE OF SERVICES

The Services to be provided under this Agreement are those set out below [or in Exhibit A-1 through A-], attached and made part of this Exhibit A.



**INVITATION FOR BID**  
**CITY OF NAPLES**  
**PURCHASING DIVISION**  
**270 RIVERSIDE CIRCLE**  
**NAPLES, FL 34102**  
**PH: 239-213-7100 FX: 239-213-7105**

<b>NOTIFICATION DATE:</b> 05/03/10	<b>TITLE:</b> TREE PLANTING AND TRANSPLANTING	<b>NUMBER:</b> 028-10	<b>OPENING DATE &amp; TIME:</b> 05/26/10 2:00 P.M.
<b>PRE-BID DATE, TIME AND LOCATION:</b>			

<b>NAME OF PARTNERSHIP, CORPORATION OR INDIVIDUAL:</b> SPONSELLER NURSERY, INC. DBA GATOR LANDSCAPING	
<b>MAILING ADDRESS:</b> 2180 16 <sup>TH</sup> AVENUE SW	
<b>CITY-STATE-ZIP:</b> NAPLES, FL 34117	
<b>PH:</b> 239-825-8968	<b>EMAIL:</b> GATORLANDSCAPING@EMBAKQMAIL.COM
<b>FX:</b> 239-643-3474	<b>WEB ADDRESS:</b>

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies, or equipment and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder. In submitting a bid to the City of Naples the bidder offers and agrees that if the bid is accepted, the bidder will convey, sell, assign or transfer to the City of Naples all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the Anti-trust laws of the United States and the State of FL for price fixing relating to the particular commodities or services purchased or acquired by the City of Naples. At the City's discretion, such assignment shall be made and become effective at the time the City tenders final payment to the bidder.

<b>AUTHORIZED SIGNATURE</b> 	<b>DATE</b> 5/26/10	<b>PRINTED NAME/TITLE</b> ANDREW SPONSELLER / PRESIDENT
<small>Please initial by all that apply</small>		
<small>_____ Addendum #1</small>	<small>_____ Addendum #2</small>	<small>_____ Addendum #3</small>
<small>_____ Addendum #4</small>		

**PLEASE NOTE THE FOLLOWING:**

- > **This page must be completed and returned with your bid.**
- > **Bids must be submitted in a sealed envelope, marked with bid number & closing date.**
- > **Bids received after the above closing date and time will not be accepted.**

Bid Number: 028-10  
 Opening Date: 05/26/10



## **SPECIFICATIONS**

### **A. SCOPE OF SERVICES**

Provide hardwood and palm tree planting and transplanting of various sizes in different locations throughout the City.

### **B. CONTRACTOR RESPONSIBILITIES**

1. The Contractor shall furnish and assume full responsibility for all materials, supervision, equipment, labor, transportation, and tools for the completion of the work.
2. Contractor shall be responsible to see that the finished work complies accurately with the Contract Documents. Contractor shall follow specific means, method, techniques, sequence, or procedure of the removal or planting as indicated or required by the Contract Documents, or Contract Manager. Contractor shall provide competent, qualified personnel to perform work as required by the Contract Documents.
3. During the removal and planting the Contractor shall keep the work areas free from accumulation of waste materials, rubbish, and debris resulting from the work. At the completion of the work the Contractor shall remove all waste materials, rubbish, and debris from the removal and/or transplanted site, and shall leave the site clean. Contractor shall restore to the original condition all property altered by the removal and/or the newly transplanted site.
4. Contractor is required to obtain all permits and licenses to perform the required work.
5. Contractor shall comply with all Laws and Regulations applicable to furnishing and performance of the work.

### **C. TREE REMOVAL**

1. Digging tree from its present location and pruning it for transplanting. The Contractor shall remove trimmed fronds, seed spathes, limbs and all debris generated from the site.
2. Palms trees will be tied up with biodegradable Manila hemp or sisal twine.

3. Contractor is required to backfill holes created by the removal with clean fill, hand raking shall be used to obtain a smooth level grade, and sod as required. Plywood shall be used when necessary to prevent ruts. Bottom of root ball shall be set on undisturbed soil.
4. Determining the measurements for palms shall be "clear truck".
5. Trees shall be handled so that roots, stems and branches are adequately protected at all times from drying out. Trees that cannot be planted immediately on delivery shall be kept well watered.
6. For single-trunk palms, the following minimum clean-cut root ball sizes will be required:

Coconut Palm	2-3 foot radius from base of trunk
Royal Palm	2-3 foot radius from base of trunk
Washingtonian Palm	2-3 foot radius from base of trunk
Sabal Palm	½ to 1 foot radius from base of trunk
Queen Palm	1 to 1 ½ foot radius from base of trunk

Root ball sizes for clustering and other palms will be determined on an individual basis.

7. Hardwood Trees-Root balls shall be 9 inches in diameter per one inch of trunk diameter.
8. To ensure the integrity of the root ball, every precaution must be taken so that it remains intact. During the removal, transportation, and planting of the tree, the Contractor shall exercise care to prevent injury and drying out of the trees.
9. Cuts around the root ball must be made with a sharp spade or axe. Flush clean cuts must be made to avoid tearing or breaking of the roots. If the ball is being dug with a backhoe or trencher, the initial ball should be dug several inches larger than the final ball size. The shaping and final cuts shall be done by hand.

**D. BRACING:**

Trees requiring bracing shall have short lengths of 2"X 4" (3 minimum) lumber banded or strapped (2 minimum) to the trunk with a biodegradable padding (natural fiber burlap) beneath and support braces shall be 2"x 4", or 4"x 4" are nailed into them. Under no circumstances should nails be driven directly into the tree or palm. Bracing will be required on palms with an overall height of 18 feet and larger and/or unstable palms. The City of Naples Contract Manager will determine any questionable bracing.

On larger weaker head palms use 2"x 4" lumber to brace heads. The Contract Manager will determine these palms.

**E. TRANSPLANTING TREE AT NEW LOCATION:**

The Contract Manager will locate tree locations. The Contractor will be responsible for following the Florida Underground Facility Damage Prevention & Safety Act (556), OSHA Standard 1926.651, Florida Trench and Safety Act (Chapter 90-96) and obtaining utility locations by calling Sunshine State One-Call of Florida Inc. at 1-800-432-4700. Contractor shall have full responsibility for reviewing and checking all information and data for locating all underground facilities.

Trees must be planted at locations staked. Approval from the Contract Manager is required to move tree location should any field objects or obstructions interfere with the planting pit.

The Contractor on initial tree planting will water trees in. Watering thoroughly while back filling will work the soil in around the root ball. All air pockets shall be eliminated. A dike or saucer for all trees must be made around the outer edge of the hole for watering purposes. At the end of the watering schedule for new planting, Contractor will be responsible for removal of dirt or saucer around trees.

Trees and palms shall be set at the same relationship to finished grade as they were to the ground from which they were dug. Trees and palms shall be planted and set so that they will be the same depth one-year later.

All straps, nylon twine, ropes, strings, burlap, and wrapping from the top half of the root ball are to be removed after the tree has been set. All waterproof or water repellent wrappings shall be removed from the ball. The upper half of the wire basket must be removed before back filling.

No amendments shall be added to the backfill soil.

Excess dirt generated by the planting will be removed from the site by the Contractor.

Trees will be planted plumb and consistent with other street trees.

**F. NEW TREE/PALM PLANTING:**

1. Plant Quality: All plant material shall be a Florida #1 or better as outlined in "Grades and Standards for Nursery Plants," State of Florida Division of Plant Industry. All plants are to be field-grown, referred to as balled and burlapped (B&B). All plants shall be in a healthy and thriving condition, free of pests and diseases when planted.

All plants shall be inspected by the Contract Manager upon delivery to the planting site. Plant Material will be inspected for, but not limited too, canopy and

root conditions. Plant Material with "circling" roots will not be accepted. It will be the Contractor's responsibility to provide an acceptable tree at this quoted bid price.

2. Planting Hole: The planting hole shall be no less than twice the diameter of the container root ball. The depth of the hole shall not be greater than the depth of the root ball or six inches greater than the root ball, whichever is smaller. The space around the root ball shall be filled with existing soil. Each planting hole shall have a four-inch dirt rim to contain water during the establishment period. The dirt rim shall be removed at the end of the maintenance period. Excess dirt from the planting hole shall be removed from the planting site.
3. Planting Procedure: Planting shall follow sound accepted nursery practice of the area. The trees and palms shall be handled in a manner to prevent mechanical breakage which will, in any way, affect the physical appearance or vitality of the plant concerned. The planting soil around the root ball shall be flooded with water, at the time of planting, as to cause compaction of the planting soil and elimination of air space or pockets. When finished planting, the trees and palms shall not have any excess soil on the trunk of tree or palm. Final grade shall be level with the root initiation zone of the tree or palm. The trees and palms shall have a finished grade equal to the elevation of the surrounding street right-of-way.
4. Pruning: The amount of pruning shall be limited to the minimum necessary to remove dead or injured twigs, branches or fronds. Pruning shall be done in such a manner as to not change the natural shape of the plant.

**G. GUARANTEE PERIOD:**

The guarantee period for all trees purchased by the Contractor shall begin at the date of final acceptance. The guarantee period for the trees shall be one year.

END OF EXHIBIT A

EXHIBIT B

BASIS OF COMPENSATION

As consideration for providing the Services as set forth in the Agreement, the CITY agrees to pay, and the CONTRACTOR agrees to accept payment on a time and reimbursement cost basis [or other basis] as follows [or in Exhibit B-1, which is attached and made part of this Agreement]:

**BID SCHEDULE**

	<b>TYPE OF TREE TO BE TRANSPLANTED</b>	<b>BID PRICE PER TREE</b>
1.	Queen Palm, (all sizes)	\$ <u>195.00</u> /Tree
2.	Queen Palm, including root ball & back filling hole	\$ <u>295.00</u> /Tree
3.	Coconut Palm, less than 15' gray wood	\$ <u>450.00</u> /Tree
4.	Coconut Palm, more than 15' gray wood	\$ <u>1,095.00</u> /Tree
5.	Royal Palm, less than 15' gray wood	\$ <u>450.00</u> /Tree
6.	Royal Palm, 15' to 25 ' of gray wood	\$ <u>1,095.00</u> /Tree
7.	Royal Palm, 25' to 60' of gray wood	\$ <u>1,295.00</u> /Tree
8.	Black Olive 15' or smaller	\$ <u>195.00</u> /Tree
9.	Black Olive 16' or greater	\$ <u>895.00</u> /Tree
10.	Oak 15' or smaller	\$ <u>195.00</u> /Tree
11.	Oak 16' or greater	\$ <u>895.00</u> /Tree
12.	Royal Poinciana 15' or smaller	\$ <u>195.00</u> /Tree
13.	Royal Poinciana 16' or greater	\$ <u>895.00</u> /Tree
14.	Root ball dig out and disposal (palms)	\$ <u>SEE SHEET L-1</u> /Tree
15.	Hourly Rate including equipment for any work that doesn't conform to the scope of services.	\$ <u>SEE SHEET L-1</u> /Hour

Planting prices for any palms or trees will be agreed upon at a later date.

Work can begin within 5 calendar days after receipt of work order.

How many employees does your company have? 6

List the equipment owned by your company and available for this work:

GRUVE T-2200 20 TON CABLE OVER HYDRAULIC CRANE  
2000 INTERNATIONAL 20' FLAT BED W/ HIAB 140 - 16,000 LB CAPACITY KNUCKLE BOOM  
2001 INTERNATIONAL 17' FLAT BED W/ HIAB 140A - 16,000 LB CAPACITY KNUCKLE BOOM  
CASE 590L BACKHOE  
CASE 721 FRONT END LOADER  
2 NEW HOLLAND 865 SKID LOADERS  
2-20 TON TRAILERS  
AIR SPADE  
BC-1800-200HP VERMEER CHIPPER

Will you sub-contract any part of this work? If so, which portions?

NO PARTS OF WORK WILL BE SUBCONTRACTED

END OF EXHIBIT B

## EXHIBIT C

### GENERAL INSURANCE REQUIREMENTS

The Contractor shall not commence work until he has obtained all the insurance required under this heading, and until such insurance has been approved by the CITY, nor shall the Contractor allow any subcontractor to commence work until all similar insurance required of the subcontractor has also been obtained and approved by the CITY.

Certificates of insurance must be issued by an authorized representative of the insurance company at the request and direction of the policyholder and must include sufficient information so as to identify the coverage and the contract for CITY's improvements for which they are issued. Certificates of insurance must be issued by a nationally recognized insurance company with a Best's Rating of no less than B+VII, satisfactory to the CITY, and duly licensed to do business in the state of said Contract.

The Contractor shall procure and maintain, during the life of this Contract, Workmen's Compensation Insurance for all of his employees to be engaged in work under this Contract, and he shall require any subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees to be engaged in such work, unless such employees are covered by the protection afforded by the Contractor's insurance. In case any employees are to be engaged in hazardous work under this Contract, and are not protected under this Workmen's Compensation statute, the Contractor shall provide, and shall cause each subcontractor to provide, adequate coverage for the protection of such employees. It is acceptable to use a State-approved Workmen's Compensation Self-Insurance fund.

The Contractor shall take out and maintain during the life of this Contract, Public Liability and Property Damage and shall include Contractual Liability, Personal Injury, Libel, Slander, False Arrest, Malicious Prosecution, Wrongful Entry or Eviction, Broad Form Property Damage, Products, Completed Operations and XCU Coverage to be included on an occurrence basis, and to the full extent of the Contract to protect him, the CITY, and any subcontractor performing work covered by this Contract from damages for personal injury, including accidental death, as well as from claims for property damage, which may arise from operations under this contract, whether such operations be by himself or by a subcontractor, or by anyone directly or indirectly employed by either of them. The Contractor shall also maintain automobile liability insurance including "non-owned and hired" coverage. The entire cost of this insurance shall be borne by the Contractor.

The amount of such insurance shall be no less than \$1,000,000 annual aggregate for bodily injury and property damage combined per occurrence.

The City of Naples and their Engineer must be named as **Additional Insured** on the insurance certificate **and the following must also be stated on the certificate.** "These coverages are primary to all other coverages the City possesses for this contract only." The City of Naples shall be named as the Certificate Holder. **The Certificate Holder shall read as follows:**

**The City of Naples  
735 Eighth Street South  
Naples, Florida 34102**

No City Division, Department, or individual name should appear on the Certificate.  
No other format will be acceptable.

Thirty (30) days cancellation notice required.

The Certificate must state the bid number and title.

When using the "Accord" form of insurance certificate, please note that under the cancellation clause, the following must be deleted: "endeavor to" and "but failure to mail such notice shall impose no obligation or liability of any kind upon the company"

*[If other insurance or insurance requirements or any waivers, attach as Exhibit C-1 through C-\_\_ ]*



**EXHIBIT D**

**CERTIFICATION OF COMPLIANCE WITH IMMIGRATION LAWS**

The undersigned, is the \_\_\_\_\_ of **Sponseller Nursery, Inc. DBA Gator Landscaping** (“the CONTRACTOR”), and hereby certifies to the following:

1. The CONTRACTOR is in full compliance with all provisions of the Immigration Reform and Control Act of 1986 (“IRCA”), as well as all related immigration laws, rules, regulations pertaining to proper employee work authorization in the United States.

2. The undersigned has verified that the CONTRACTOR has obtained and maintains on file, and will continue to obtain and maintain on file, all documentation required by law, including but not limited to, Form I-9, Employment Eligibility Verification, for all persons employed by or working for the CONTRACTOR in any capacity on any project for the City of Naples (CITY). All such persons have provided evidence of identity and eligibility to work to the CONTRACTOR in accordance with the IRCA and related law. The undersigned hereby affirms that no person has been or will be employed by the CONTRACTOR to work on projects for the CITY who is not authorized to work under law. The undersigned further affirms that the CONTRACTOR’s files will be updated by written notice any time that additional employees work on projects for the CITY.

3. The CONTRACTOR will have its contractors, subcontractors, suppliers and vendors who are involved in projects for the CITY to sign a written acknowledgment that they too are in compliance with immigration law. It is understood that failure to do so could result in the CONTRACTOR being liable for any violation of the law by such third parties.

4. The CONTRACTOR will fully cooperate with and have its contractors, subcontractors, suppliers and vendors to fully cooperate with, all inquiries and investigations conducted by any governmental agency in connection with proper compliance with the laws pertaining to appropriate work authorization in the United States.

5. The undersigned, on behalf of the CONTRACTOR, acknowledges that this Certification may be relied upon by the CITY, its officers, directors, employees, and affiliates or related persons and entities.

6. If it is found that the CONTRACTOR has not complied with the laws pertaining to proper employment authorization, and any legal and administrative action ensues against the CITY, the CONTRACTOR will indemnify, defend and hold the CITY harmless along with their officers, directors, employees, and affiliated or related persons and entities.

7. The CONTRACTOR acknowledges that the CITY by their authorized representatives shall have the right, at any time, upon 24 hours notice, to examine the CONTRACTOR’s books and records to confirm that the CONTRACTOR is in compliance with the terms of this certification.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

By: \_\_\_\_\_

**ACKNOWLEDGMENT**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SWORN TO AND SUBSCRIBED before me this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

The Affiant, \_\_\_\_\_, is [ ] personally known to me or [ ] has produced \_\_\_\_\_ as identification, which is current or has been issued within the past five years and bears a serial number or other identifying number.

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
NOTARY PUBLIC - STATE

OF \_\_\_\_\_

Commission Number: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

(Notary Seal)