



INVITATION TO BID
CITY OF NAPLES
PURCHASING DIVISION
CITY HALL, 735 8TH STREET SOUTH
NAPLES, FL 34102
PH: 239-213-7100 FX: 239-213-7105

NOTIFICATION DATE:	TITLE	NUMBER:	OPENING DATE & TIME:
06/15/12	CITY OF NAPLES TREE TRIMMING SERVICES	044-12	07/10/12 2:00 PM
PRE-BID DATE, TIME AND LOCATION:			

NAME OF PARTNERSHIP, CORPORATION OR INDIVIDUAL:	
MAILING ADDRESS:	
CITY-STATE-ZIP:	
PH:	EMAIL:
FX:	WEB ADDRESS:

<p>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.</p>			
<table style="width: 100%;"> <tr> <td style="width: 50%;">AUTHORIZED SIGNATURE</td> <td style="width: 50%;">DATE</td> </tr> </table>	AUTHORIZED SIGNATURE	DATE	PRINTED NAME/TITLE
AUTHORIZED SIGNATURE	DATE		
<p style="color: red; font-size: small;">Please initial by all that apply</p> <p style="color: red; font-size: x-small;">I acknowledge receipt of the following addendum</p> <div style="display: flex; justify-content: space-between; font-size: x-small;"> _____Addendum #1 _____Addendum #2 _____Addendum #3 _____Addendum #4 </div>			

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.
- > If you do not have an email address and you want a copy of the Bid Tab, please enclose a stamped, self-addressed envelope with your bid.

GENERAL CONDITIONS

TO INSURE ACCEPTANCE OF THE BID, PLEASE FOLLOW THESE INSTRUCTIONS. ANY AND ALL SPECIAL CONDITIONS, ATTACHED HERETO, HAVE PRECEDENCE.

1. SEALED BID: All bids must be submitted in a sealed envelope. The face of the envelope shall contain the bid name and bid number. Bids not submitted on attached bid form shall be rejected. All bids are subject to the conditions specified herein. Those which do not comply with these conditions are subject to rejection.

2. EXECUTION OF BID: Bid must contain a manual signature of authorized representative in the proposal section. Bid must be typed or printed in ink. Use of erasable ink is not permitted. All corrections made by bidder to his bid must be initialed.

3. NO BID: If not submitting a bid, respond by returning the Statement of No Bid and explain the reason in the spaces provided. Failure to respond 3 times in succession without justification shall be cause for removal of the supplier's name from the bid mailing list. **NOTE:** To qualify as a respondent, bidder must submit a "NO BID," and it must be received no later than the stated bid opening date and hour.

4. BID OPENING: Shall be public, on the date and at the time specified on the bid form. It is the bidder's responsibility to assure that his bid is delivered at the proper time and place of the bid opening. Bids which for any reason are not so delivered will not be considered. Offers by telegram; telephone; or fax are not acceptable. Bid files may be examined during normal working hours.

5. WITHDRAWAL OF BIDS: Withdrawal of a bid within sixty (60) days after the opening of bids is subject to suspension or debarment in accordance with Section 2-668 of the City Code for up to three years.

6. PRICES, TERMS and PAYMENT: Firm Prices include all packing, handling, shipping charges and delivery to the destination shown herein. Bidder is encouraged to offer cash discount for prompt invoice payment. Terms of less than 20 days will not be considered.

A. TAXES: The City of Naples does not pay Federal Excise and Sales taxes on direct purchases of tangible personal property. See exemption number on face of purchase order. This exemption does not apply to purchases of tangible personal property made by contractors who use the tangible personal property in the performance of contracts for the improvement of City-owned real property.

B. MISTAKES: Bidders are expected to examine the specifications, delivery schedule, bid prices, extensions, and all instructions pertaining to supplies and services. Failure to do so will be at bidder's risk. In case of mistake in extension, the unit price will govern.

C. CONDITION AND PACKAGING: It is understood and agreed that any item offered or shipped as a result of this bid shall be a new, current standard production model available at the time of this bid. All containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

D. SAFETY STANDARDS: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall comply with applicable requirements of Occupational Safety and Health Act and any standards there under.

E. UNDERWRITERS' LABORATORIES: Unless otherwise stipulated in the bid, all manufactured items and fabricated assemblies shall carry U.L. approval and re-examination listing where such has been established.

F. PAYMENT: Payment will be made by the buyer after the items awarded to a vendor have been received, inspected, and found to comply with award specifications, free of damage or defect and properly invoiced. All invoices shall bear the purchase order number. Payment for partial shipments shall not be made unless specified in the bid. Failure to follow these instructions may result in delay in processing invoices for payment. In addition, the purchase order number must appear on bills of lading, packages, cases, delivery lists and correspondence.

7. DELIVERY: Unless actual date of delivery is specified (or if specified delivery cannot be met), show number of days required to make delivery after receipt of purchase order in space provided. Delivery time may become a basis for making an award (see Special Conditions). Delivery shall be within the normal working hours of the user, Monday through Friday, unless otherwise specified.

8. MANUFACTURERS' NAMES AND APPROVED EQUIVALENTS: Any manufacturers' names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition. The bidder may offer any brand for which he is an authorized representative, which meets or exceeds the specification for any item(s). If bids are based on equivalent products, indicate on the bid form the manufacturer's name and number. Bidder shall submit with his proposal, cuts, sketches, and descriptive literature, and/or complete specifications. Reference to literature submitted with a previous bid will not satisfy this provision. The bidder shall also explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. Bids which do not comply with these requirements are subject to rejection. Bids lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the bid form.

9. INTERPRETATIONS: Any questions concerning conditions and specifications shall be directed in writing to this office for receipt no later than ten (10) days prior to the bid opening. Inquiries must reference the date of bid opening and bid number. Failure to comply with this condition will result in bidder waiving his right to dispute the bid.

10. CONFLICT OF INTEREST: All bid awards are subject to Section 2-973 Conflict of Interest, City of Naples Code of Ordinances, which states: *"No public officer or employee shall have or hold any employment or contractual relationship with any business entity or any agency which is subject to the regulation of or is doing business with the city; nor shall an officer or employee have or hold any employment or contractual relationship that will create a continuing or frequently recurring conflict between his private interests and the performance of his public duties or that would impede the full and faithful discharge of his public duties. Any member of the city council or any city officer or employee who willfully violates this section shall be guilty of malfeasance in office or position and shall forfeit his office or position. Violation of this section with the knowledge, express or implied, of the person or corporation contracting with or making a sale to the city shall render the contract or sale voidable by the city manager or the city council."*

11. AWARDS: As the best interest of the City may require, the right is reserved to make award(s) by individual item, group of items, all or none, or a combination thereof; to reject any and all bids or waive any minor irregularity or technicality in bids received.

12. ADDITIONAL QUANTITIES: For a period not exceeding ninety (90) days from the date of acceptance of this offer by the buyer, the right is reserved to acquire additional quantities up to but not exceeding those shown on bid at the prices bid in this invitation. If additional quantities are not acceptable, the bid sheets must be noted "BID IS FOR SPECIFIED QUANTITY ONLY." (THIS PARAGRAPH DOES NOT APPLY FOR A TERM CONTRACT.)

13. SERVICE AND WARRANTY: Unless otherwise specified, the bidder shall define any warranty service and replacements that will be provided during and subsequent to this contract. Bidders must explain on an attached sheet to what extent warranty and service facilities are provided.

14. SAMPLES: Samples of items, when called for, must be furnished free of expense, on or before bid opening time and date, and if not destroyed may, upon request, be returned at the bidder's expense. Each individual sample must be labeled with bidder's name, manufacturer's brand name and number, bid number and item reference. Request for return of samples shall be accompanied by instructions which include shipping authorization and name of carrier and must be received with your bid. If instructions are not received within this time, the commodities shall be disposed of by the City of Naples.

15. BID PROTEST: The city has formal bid protest procedures that are available on request.

16. INSPECTION, ACCEPTANCE AND TITLE: Inspection and acceptance will be at destination unless otherwise provided. Title and risk of loss or damage to all items shall be the responsibility of the contract supplier until accepted by the ordering agency, unless loss or damage results from negligence by the ordering

17. DISPUTES: In case of any doubt or difference of opinion as to the items to be furnished hereunder, the decision of the buyer shall be final and binding on both parties.

18. GOVERNMENTAL RESTRICTIONS: In the event any governmental restrictions may be imposed which would necessitate alteration of the material, quality, workmanship or performance of the items offered on this proposal prior to their delivery, it shall be the responsibility of the successful bidder to notify the buyer at once, indicating in his letter the specific regulation which required an alteration. The City reserves the right to accept any such alteration, including any price adjustments occasioned thereby, or to cancel the contract at no expense to the City.

19. LEGAL REQUIREMENTS: Applicable provision of all Federal, State, county and local laws, and of all ordinances, rules, and regulations shall govern development submittal and evaluation of all bids received in response hereto and shall govern any and all claims and disputes which may arise between person(s) submitting a bid response hereto and the City of Naples by and through its officers, employees and authorized representatives, or any other person, natural or otherwise; and lack of knowledge by any bidder shall not constitute a cognizable defense against the legal effect thereof.

20. PATENTS AND ROYALTIES: The bidder, without exception, shall indemnify and save harmless the City of Naples and its employees from liability of any nature or kind, including cost and expenses for or on account of any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the City of Naples. If the bidder uses any design, device, or materials covered by letters, patent or copyright, it is mutually agreed and understood without exception that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

21. ADVERTISING: In submitting a bid, bidder agrees not to use the results there from as a part of any commercial advertising.

22. ASSIGNMENT: Any Purchase Order issued pursuant to this bid invitation and the monies which may become due hereunder are not assignable except with the prior written approval of the buyer.

23. LIABILITY: The supplier shall hold and save the City of Naples, its officers, agents, and employees harmless from liability of any kind in the performance of this contract.

24. PUBLIC ENTITY CRIMES: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

25. DISCRIMINATION: An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

26. COUNTY TAXES: No proposal shall be accepted from and no contract will be awarded to any person, firm or corporation that is in arrears to the government of Collier County, Florida.

27. OFFER EXTENDED TO OTHER GOVERNMENTAL ENTITIES: The City of Naples encourages and agrees to the successful bidder/proposer extending the pricing, terms and conditions of this solicitation or resultant contract to other governmental entities at the discretion of the successful bidder/proposer.

IF THIS BID IS FOR A TERM CONTRACT, THE FOLLOWING CONDITIONS SHALL ALSO APPLY

28. ELIGIBLE USERS: All departments of the City of Naples are eligible to use this term contract. Such purchases shall be exempt from the competitive bid requirements otherwise applying to their purchases.

29. PRICE ADJUSTMENTS: Any price decrease effectuated during the contract period by reason of market change shall be passed on to City of Naples. Price increases are not acceptable.

30. CANCELLATION: All contract obligations shall prevail for at least one hundred eighty (180) days after effective date of contract. After that period, for the protection of both parties, this contract may be cancelled in whole or in part by either party by giving thirty (30) days prior written notice to the other party.

31. RENEWAL: The City of Naples reserves the option to renew the period of this contract, or any portion thereof for up to two (2) additional periods. Renewal of the contract period shall be by mutual agreement in writing.

32. ABNORMAL QUANTITIES: While it is not anticipated, should any unusual or abnormal requirements arise, the City reserves the right to solicit separate bids thereon.

33. FISCAL NON-FUNDING CLAUSE: In the event sufficient funds are not budgeted for a new fiscal period, the City shall notify the contractor of such occurrence and the contract shall terminate on the last day of the current fiscal year without penalty or expense to the City.

IF THIS BID IS FOR PERFORMING A SERVICE, THE FOLLOWING CONDITIONS SHALL ALSO APPLY

34. ALTERNATIVE BIDS: Bidders offering service delivery methods other than those permitted by the scope of work may submit a separate envelope clearly marked "ALTERNATIVE BID". Alternative bids will be deemed non-responsive and will not be considered for award. All such responses will, however, be examined prior to award. Such examination may result in cancellation of all bids received to permit rewriting the scope of work to include the alternative method, or the alternative method may be considered for future requirements of the City of Naples.

35. ANTITRUST: By entering into a contract, the contractor conveys, sells, assigns and transfers to the City of Naples all rights, titles and interest it may now have or hereafter acquire under the antitrust laws of the United States and the State of Florida that relate to the particular goods or services purchased or acquired by the City of Naples under said contract.

36. BIDDER INVESTIGATIONS: Before submitting a bid, each bidder shall make all investigations and examinations necessary to ascertain all site conditions and requirements affecting the full performance of the contract and to verify any representations made by the City of Naples upon which the bidder will rely. If the bidder receives an award as a result of its bid submission, failure to have made such investigations and examinations will in no way relieve the bidder from its obligation to comply in every detail with all provisions and requirements of the contract documents, nor will a plea of ignorance of such conditions and requirements be accepted as a basis for any claim whatsoever by the contractor for additional compensation.

37. CERTIFICATES AND LICENSES: The Contractor, at time of proposal, shall possess the correct occupational licenses, all professional licenses or other authorizations necessary to carry out and perform the work required by the City of Naples and Collier County for this project pursuant to all applicable Federal, State and Local Laws, Statutes, Ordinances, and rules and regulations of any kind.

38. CHANGE IN SCOPE OF WORK: The City of Naples may order changes in the work consisting of additions, deletions or other revisions within the general scope of the contract. No claims may be made by the contractor that the scope of the project or of the contractor's services has been changed, requiring changes to the amount of compensation to the contractor or other adjustments to the contract unless such changes or adjustments have been made by written amendment to the contract signed by the City of Naples and the contractor. If the contractor believes that any particular work is not within the scope of the project, is a material change, or will otherwise require more compensation to the contractor, the contractor must immediately notify the City in writing of this belief. If the City believes that the particular work is within the scope of the contract as written, the contractor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the scope.

39. CONTRACTOR PERSONNEL: The City of Naples shall, throughout the life of the contract, have the right of reasonable rejection and approval of staff or subcontractors assigned to the work by the contractor. If the City reasonably rejects staff or subcontractors, the contractor must provide replacement staff or subcontractors satisfactory to the City in a timely manner and at no additional cost to the City. The day-to-day supervision and control of the contractor's employees and sub-contractors is the responsibility solely of the contractor.

40. COST REIMBURSEMENT: The contractor agrees that all incidental costs, including allowances for profit and tools of the trade, must be included in the bid proposal rates. If an arrangement is made between the contractor and the City to reimburse the contractor for the cost of materials provided in the performance of the work, the contractor shall be reimbursed in the following manner: The City shall reimburse the contractor on completion and acceptance of each assigned job, only for those materials actually used in the performance of the work that is supported by invoices issued by the suppliers of the contractor describing the quantity and cost of the materials purchased. No surcharge shall be added to the supplier's invoices or included in the contractor's invoice submitted to the City that would increase the dollar amount indicated on the supplier's invoice for the materials purchased for the assigned job.

41. EXCEPTIONS: Bidders taking exception to any part or section of the solicitation shall indicate such exceptions on the bid form. Failure to indicate any exception will be interpreted as the bidder's intent to comply fully with the requirements as written. Conditional or qualified bids, unless specifically allowed, shall be subject to rejection in whole or in part.

42. FAILURE TO DELIVER: In the event of the contractor to fail to deliver services in accordance with the contract terms and conditions, the City, after due oral or written notice, may procure the services from other sources and hold the contractor responsible for any resulting purchase and administrative costs. This remedy shall be in addition to any other remedies that the City may have.

43. FAILURE TO ENFORCE: Failure by the City at any time to enforce the provisions of the contract shall not be construed as a waiver of any such provisions. Such failure to enforce shall not affect the validity of the contract or any part thereof or the right of the City to enforce any provision at any time in accordance with its terms.

44. FORCE MAJEURE: The contractor shall not be held responsible for failure to perform the duties and responsibilities imposed by the contract due to legal strikes, fires, riots, rebellions and acts of God beyond the control of the contractor, unless otherwise specified in the contract.

45. INDEPENDENT CONTRACTOR: The contractor shall be legally considered an independent contractor and neither the contractor nor its employees shall, under any circumstances, be considered servants or agents of the City of Naples and the City of Naples shall be at no time legally responsible for any negligence or any wrongdoing by the contractor, its servants or agents. The City of Naples shall not withhold

from the contract payments to the contractor any federal income taxes, Social Security tax, or any other amounts for benefits to the contractor. Further, the City shall not provide to the contractor any insurance coverage or other benefits, including Workers' Compensation normally provided by the City for its employees.

46. ORAL STATEMENTS: No oral statement of any person shall modify or otherwise affect the terms, conditions or specifications stated in this contract. All modifications to the contract must be made in writing by the City of Naples.

47. QUALIFICATIONS OF BIDDERS: The bidder may be required, before the award of any contract, to show to the complete satisfaction of the City of Naples that it has the necessary facilities, ability, and financial resources to provide the service specified therein in a satisfactory manner. The bidder may also be required to give a past history and references in order to satisfy the City in regard to the bidder's qualifications. The City may make reasonable investigations deemed necessary and proper to determine the ability of the bidder to perform the work, and the bidder shall furnish to the City all information for this purpose that may be requested. The City reserves the right to reject any bid if the evidence submitted by, or investigation of, the bidder fails to satisfy the City that the bidder is properly qualified to carry out the obligations of the contract and to complete the work described therein. Evaluation of the bidder's qualifications shall include:

- > The ability, capacity, skill and financial resources to perform the work or service.
- > The ability to perform the work service promptly or within the time specified, without delay.
- > The character, integrity, reputation, judgment, experience, and efficiency of the bidder.
- > The quality of performance of previous contracts or services.

48. QUALITY CONTROL: The contractor shall institute and maintain throughout the contract period a properly documented quality control program designed to ensure that the services are provided at all times and in all respects in accordance with the contract. The program shall include providing daily supervision and conducting frequent inspections of the contractor's staff and ensuring that accurate records are maintained describing the disposition of all complaints. The records so created shall be open to inspection by the City.

49. RECOVERY OF MONEY: Whenever, under the contract, any sum of money shall be recoverable from or payable by the contractor to the City, the same amount may be deducted from any sum due to the contractor under the contract or under any other contract between the contractor and the City. The rights of the City are in addition and without prejudice to any other right the City may have to claim the amount of any loss or damage suffered by the City on account of the acts or omissions of the contractor.

50. REQUIREMENTS CONTRACT: During the period of the contract, the contractor shall provide all the services described in the contract. The contractor understands and agrees that this is a requirements contract and that the City shall have no obligation to the contractor if no services are required. Any quantities that are included in the scope of work reflect the current expectations of the City for the period of the contract. The amount is only an estimate and the contractor understands and agrees that the City is under no obligation to the contractor to buy any amount of services as a result of having provided this estimate or of having any typical or measurable requirement in the past. The contractor further understands and agrees that the City may require services in excess of the estimated annual contract amount and that the quantity actually used whether in excess of, or less than, the estimated annual contract amount and that the quantity actually used shall not give rise to any claim for compensation other than the total of the unit prices in the contract for the quantity actually used.

51. TERMINATION FOR CONVENIENCE: The performance of work under the contract may be terminated by the City in whole or in part whenever the City determines that termination is in the City's best interest. Any such termination shall be effected by the delivery to the contractor of a written notice of termination of at least seven (7) days before the date of termination, specifying the extent to which performance of the work under the contract is terminated and the date upon which such termination becomes effective. After receipt of a notice of termination, except as otherwise directed, the contractor shall stop work on the date of the receipt of the notice or other date specified in the notice; place no further orders or

subcontracts for materials, services or facilities except as necessary for completion of such portion of the work not terminated; terminate all vendors and subcontracts; and settle all outstanding liabilities and claims.

52. TERMINATION FOR DEFAULT: The City of Naples reserves the right to terminate the contract if the City determines that the contractor has failed to perform satisfactorily the work required, as determined by the City. In the event the City decides to terminate the contract for failure to perform satisfactorily, the City shall give to the contractor at least seven (7) days written notice before the termination takes effect. The seven-day period will begin upon the mailing of notice by the City. If the contractor fails to cure the default within the seven (7) days specified in the notice and the contract is terminated for failure to perform satisfactorily, the contractor shall be entitled to receive compensation for all reasonable, allocable and allowable contract services satisfactorily performed by the contractor up to the date of termination that were accepted by the City prior to the termination. In the event the City terminates the contract because of the default of the contractor, the contractor shall be liable for all excess costs that the City is required to expend to complete the work under contract.

53. STATE AND FEDERAL EMPLOYMENT LAWS: Contractors providing service to the City are required to comply with all state and federal employment laws. This includes, but is not limited to, laws resulting from the Immigration and Reform and Control Act of 1986, wherein all employers are required to verify the identity and employment eligibility of all employees. The Department of Homeland Security, U.S. Citizenship and Immigration Services require employees and employers to complete Form I-9 and the employer must examine evidence of identity and employment eligibility within three business days of the date employment begins. Non compliant contractors will be subject to contract sanctions, up to and including contract termination.

54. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY, AND VOLUNTARY EXCLUSION: The contractor agrees to comply with Executive Order 12549 "Debarment and Suspension" and 2 CFR 180 "OMB Guidelines to Agencies on Government wide Debarment and Suspension." These rules require all contractors using federal funds not be debarred or suspended from doing business with the Federal Government. This includes sub-recipients and lower tier participant for covered transactions. Signing and submitting this document certified the organization and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency, and further have not within the preceding three-year period been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction .

THE CITY OF NAPLES IS AN EQUAL OPPORTUNITY EMPLOYER

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 Owner, 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 Owner.

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 Owner'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 Owner, and duly licensed to do business in the state of said Contract.

The Contractor shall procure and maintain, during the life of this Contract, Worker'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 Worker'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 Worker'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 Worker'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 Owner, 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 must be named as Additional Insured on the insurance certificate and the following must also be stated on the certificate. "This coverage is primary to all other coverage 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.

The Certificate must state the proposal number and title.

When using the "Accord" - 25 Certificate of Insurance only the most current version will be accepted.

The City of Naples requires a copy of a cancellation notice in the event the policy is cancelled. The City of Naples shall be expressly endorsed onto the policy as a cancellation notice recipient.

STATEMENT OF NO BID

If you will not be bidding on this product/service, please help us by completing and returning only this page to:

City of Naples, Purchasing Division
City Hall, 735 8th Street South
Naples, FL 34102
Fax 239-213-7105

Bid # _____ and Description: _____

We, the undersigned, decline to proposal on the above project for the following reason(s):

- _____ We are not able to respond to the Invitation to Bid or Request for Proposals by the specified deadline.
- _____ Our Company does not offer this product or service.
- _____ Our current work schedule will not permit us to perform the required services.
- _____ Specifications are incomplete or information is unclear (Please explain below).

_____ Other (Please specify below)

Company Name _____ PH _____

Name and Title of individual completing this form:

(Printed Name) (Title)

(Signature) (Date)

REFERENCES

THIS SHEET MUST BE COMPLETED AND RETURNED WITH BID

PROVIDE AT LEAST THREE REFERENCES FOR WHOM YOUR COMPANY HAS PROVIDED SAME OR SIMILAR SERVICES WITHIN THE LAST 2 YEARS.

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____

CONTACT PERSON: _____

CONTACT E-MAIL ADDRESS: _____

PURCHASING CONDITIONS

A. PROHIBITION OF CONTACT

Under no circumstances should any prospective organization or individual, or anyone acting for or on behalf of a prospective organization or individual, seek to influence or gain the support of any member of the City Council, public official or City staff favorable to the interest of any prospective organization or individual.

Likewise, contact with City Council, any public official or city staff against the interests of other prospective organization (s) and or individual(s) is prohibited. Any such activities will result in the exclusion of the prospective organization or individual from consideration by the City.

C. BID PERFORMANCE & PAYMENT BONDS

A Bid Security Bond shall be submitted with the final bid, if the total bid is greater than \$125,000.00, in an amount equal to at least five percent (5%) of the total amount of the final bid, or the equivalent in the form of a certified check or money order made payable to the City of Naples, Florida. Upon the award of the bid to the successful bidder, both bid performance bond and the payment bond will be required in the amount of one hundred percent (100%) of the price specified in the contract. **Also proof of insurance from the successful bidder is required at the time of award as well.**

C. QUESTIONS

Questions regarding this bidder packet must be received in writing in the Purchasing Division, **NO LATER THAN TEN CALENDAR DAYS PRIOR TO THE BID CLOSING DATE TO ENSURE AN ANSWER IS PROVIDED PRIOR TO CLOSING.**

Direct all questions to:

[John Dunnuck, Purchasing Manager](#)

City of Naples, Purchasing Division

735 8th Street South

Naples, Florida 34102

PH: (239) 213-7100 FX: (239) 213-7105

jdunnuck@naplesgov.com

SCOPE OF SERVICES

This contract is divided into two sections.

Section I will deal specifically with the trimming of City hardwood trees.

Section II will deal with the trimming of the City palms.

The City expects to spend \$360,000 for hardwood tree trimming and palm tree trimming annually.

The City reserves the right to award both sections to one vendor or award each section separately, whichever is in the best interests of the City.

PROJECT CONDITIONS

This Section will act as a guideline for the successful contractor(s) relating to the performance of hardwood tree trimming (Section I) and palm trimming (Section II).

1. Length of Contract

Contract will begin on October 1, 2012, and expire on September 30, 2015. Contract may be extended for two one year renewals based on the mutual agreement of both parties.

The City intends to accept the lowest and best bid submitted. In addition to cost, the City will also consider and weigh the experience, qualifications, and reputation of each bidder.

The City reserves the right to award each bid to a Primary and Secondary Contractors and/or by section, group, or individual species to separate and independent Contractors. The Contract, when executed, shall be deemed to include the entire agreement between the parties; the CONTRACTOR shall not base any claim for modification of the Contract upon any prior representation or promise made by representatives of the City or other persons.

The successful Bidder or Bidders, unless otherwise specified by the Parks/Parkways Superintendent or designee, shall furnish and assume full responsibility for all materials, supervision, equipment, labor, transportation, and tools for the completion of the work. Supervision must be on site and speak English. 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 trimming as indicated or required by the Contract Documents, or Parks/Parkways Superintendent or designee. CONTRACTOR shall provide competent, qualified personnel to perform work as required by the Contract Documents. During the trimming the CONTRACTOR shall keep the work areas free from accumulation of waste materials, rubbish, and debris resulting from the work. The CONTRACTOR shall not block the passage on any street or roadway without prior arrangements having been made with the Parks/Parkways Superintendent or designee. CONTRACTOR shall restore to the original condition all property altered by the trimming. Plywood shall be used when necessary to prevent ruts and property damage.

All hazardous trees and/or hazardous conditions shall be reported to the Parks/Parkways Superintendent or designee immediately. This would be any situation that could cause injury to people or damage to property.

2. Protection of Public and Private Property

The CONTRACTOR shall exercise all necessary caution to protect all public and private property from injury or damage caused by the CONTRACTORS operations. The CONTRACTOR shall accept all responsibility for personal injury and property damage claims, and shall hold harmless the CITY OF NAPLES and its employees from any and all claims arising out of the performance of this contract.

Any practice obviously hazardous in the opinion of the PROJECT MANAGER shall be immediately discontinued by the CONTRACTOR upon receipt of either written or oral notice to discontinue such practice. The CONTRACTOR shall comply with all OSHA and other Federal State safety standards. Blocking of the public street, except under extreme emergency conditions, shall not be permitted unless prior arrangements have been made with the PROJECT MANAGER and the CITY POLICE and FIRE DEPARTMENTS and other agencies having jurisdiction over the street to be closed. Barricading and detouring of the traffic shall be accomplished in conformance with the State of Florida Manual of Uniform Traffic Control Devices for Highway Construction and Maintenance Operations, latest edition.

3. Traffic Control

CONTRACTOR will be required to furnish Maintenance of Traffic Certification at bid opening. Barricading and detouring of the traffic shall be accomplished in conformance with the State of Florida Manual of Uniform Traffic Control Devices for Highway Construction and Maintenance Operations, latest edition. A flagman is required when two-way traffic is obstructed by the trimming operation.

CONTRACTOR will be responsible for adequate barricades, warning devices, and the necessary safety equipment according to State DOT standards while working on City, County or State roads as a sub-CONTRACTOR of the City.

4. Barricades

Adequate barricades and warning devices shall be placed properly to warn vehicles of the work site. "Men Working" signs are to be placed five hundred feet (500') before work site adjacent to both lanes of traffic. Orange cones are required around the vehicles adjacent to paved road. Flagmen must be used if one lane of a two lane road is closed down.

5. Contractors Equipment

All vehicles and equipment must be maintained in good repair, appearance and sanitary condition at all times. Vehicles must be clearly identified with the name of the company and phone number clearly visible. The CONTRACTOR must display certificate of competency number on every vehicle used in the performance of his work. Any practice obviously hazardous in the opinion of the City Representative shall be immediately discontinued by the CONTRACTOR upon receipt of either written or oral notice to discontinue such practice. The CONTRACTOR shall comply with all OSHA and other Federal and State safety standards. Blocking of the public street, except under extreme emergency conditions, shall not be permitted unless prior arrangements have been

made with the City Representative and the City Police and Fire Departments and other agencies having jurisdiction over the street to be closed.

6. Observance of Laws, Ordinances and Regulations

The CONTRACTOR at all times during the term of this contract shall observe and abide by all federal, state, and local laws which in any way affect the conduct of the work and shall comply with all decrees and orders of courts of competent jurisdiction. The CONTRACTOR shall comply fully and completely with any and all applicable state and federal statutes, rules and regulations as they relate with hiring, wages, and any other applicable conditions of employment.

7. Protection of Overhead Utilities

Tree trimming and removal operations will be conducted in many areas where overhead electric, telephone, and cable television facilities exist. The CONTRACTOR shall protect all utilities from damage, shall immediately contact the appropriate utility if damage should occur, and shall be responsible for all claims for damage due to his operations. The CONTRACTOR shall make arrangements with the utility for removal of necessary limbs and branches, which may conflict with, or create a personal injury hazard in, conducting the operations of this contract. If the CONTRACTOR has properly contacted the utility in sufficient time to arrange for the required work by the utility, delays encountered by the CONTRACTOR in waiting for the utility to complete its work shall not be the responsibility of the CONTRACTOR.

8. Working Hours

The CONTRACTOR will be allowed to schedule his normal work hours between the hours of 7:00 a.m. and 6:00 p.m., Monday through Friday, and 8:00 a.m. and 6:00 p.m. on Saturday and will dedicated a minimum of two crews to the City of Naples until the project is complete. Work during other hours will be allowed only on an emergency basis and as authorized by the Parks/Parkways Superintendent or designee.

9. Disposal of Debris

The CONTRACTOR shall dispose of all debris and other materials gathered from the described work in compliance with City and County laws. All debris shall be removed daily.

10. Licensing

CONTRACTOR shall submit, with their bid, a copy of Collier County Contractors License, Arborist Certification, ANSI Certified Line Clearance, and the Maintenance of Traffic Certification.

11. Hold Harmless

The successful CONTRACTOR(s) agree(s) to hold harmless and indemnify the City of Naples for any claims arising out of the CONTRACTOR's actions, including legal fees incurred.

12. Conduct

The CONTRACTOR and his employee's will conduct themselves in such a manner as to avoid embarrassment to the City of Naples, and shall at all times be courteous to the public. Although uniforms are not required, proper clothing shall be worn at all times to include shirts, necessary safety equipment, pants, short or long, and proper footwear. Proper safety equipment shall be worn at all times. The CONTRACTOR will require his employees to follow all procedures and behave in a manner, as would an employee of the City of Naples. Employees of the CONTRACTOR will dress appropriately and equipment must be clearly marked as to identify the company name.

13. Scheduling of Work

The City will provide schedules for all work performed. The City will have the right to alter said schedules and/or provide schedules on a daily basis due to events or projects that may conflict or require immediate attention.

14. Safety

The CONTRACTOR will be responsible for using the proper safety equipment whenever work is being performed on the medians, i.e., cones, flashing arrows, safety vests, etc.

15. Payment Requests, Invoices and Work Reports

Payment requests should be submitted weekly. Invoices should be submitted at the beginning of each week with a detailed description of the work performed the proceeding week. The successful bidder(s) will meet with City designees and set up billing schedules prior to the start of work. The goal will be for a weekly billing system or after the completion of separate tasks.

16. Non-Performance

The CITY reserves the right to cancel the contract with 7 days written notice should the CONTRACTOR fail to perform up to the requirements and standards identified in the specifications. The CITY may withhold part or all payments due to the CONTRACTOR until correction is made. The CITY also reserves the right to evaluate the CONTRACTOR annually and determine whether the Contract shall be terminated and re-bid.

17. Quality Control

The CONTRACTOR's supervisor shall provide and maintain, throughout the contract period, a properly documented quality control program designed to ensure that the contracted services are provided at all times. The CITY shall provide to the CONTRACTOR a daily work schedule of trees to be trimmed. The CONTRACTOR shall include daily supervision and inspections of all work performed. Within 24 hours of all tree trimming, the CONTRACTOR shall conduct an on site inspection of the trees to ensure the trimming meets the contract specifications. Following a satisfactory inspection, the CONTRACTOR shall notify the Parks/Parkways Superintendent or designee that the street trees have been properly trimmed. The Parks/Parkways Superintendent or designee shall then inspect all trees trimmed in a timely manner.

18. Property Damage

Any damage to CITY owned right-of-way, property, or plant material and any private property damaged during trimming will be reported to the Parks/Parkways Superintendent or designee immediately and repaired by the CONTRACTOR within three (3) working days. Damage can include but is not limited to tire ruts, broken irrigation, broken plant material, cracked sidewalks, broken lamp posts, etc.

19. Prohibited Equipment

The CONTRACTOR shall not allow any person to use shoes with spikes, spurs, climbing irons or any other footwear, which may cause injury to the trees being trimmed under the terms of this contract.

20. Storm Recovery

In addition, the CONTRACTOR will be required to provide at least 1 tree trimming crew to the CITY immediately following any emergency (windstorm, hurricane, etc.) to act as its tree clearing representative and a total of 2 crews no later than 24 hours after emergency re-entry begins.

21. Rejecting Defective Work

The Parks/Parkways Superintendent or designee will have the authority to disapprove or reject work which he believes to be unacceptable work and not in accordance with Contract Documents. The CONTRACTOR within three (3) working days from notification must correct work deficiencies and/or problems pointed out by the Parks/Parkways Superintendent or designee. If work has been rejected, CONTRACTOR shall correct all defective work and bear all costs to correct the defective work. If the CONTRACTOR fails to correct the defective work, or if the CONTRACTOR fails to perform the work in accordance with the Contract Documents, the CITY may correct and remedy any such deficiency; this may result in the CITY withholding part or all payments due to the CONTRACTOR. Parks and Parkways Superintendent will be the final interpreter of the requirements of the Contract Documents and judge of the acceptability of the work performed.

22. Location of Work

The trees to be trimmed are located on CITY owned properties, right-of-ways, medians, beach ends, parks, cul-de-sac, CITY government buildings, and parking lots. The CONTRACTOR shall have, as part of the company fleet or the ability to rent, a self propelled boom lift for trimming in tight areas and areas with weight limits such as our US 41 medians and CITY parks. The CITY will determine and provide direction for when this equipment must be used.

23. Clean Up

All debris generated by the trimming operations shall be removed from the work site immediately after trimming and deposited properly and in accordance with local, state and federal laws. The Bidder will be expected to provide a price per tree for complete work, which would include trimming as described in the contract documents and debris removal.

SPECIFICATIONS

1. General Objective

The objective of this Section is to set a standard by which CITY Palm trees owned are to be trimmed.

2. Scope of Services

The palm-trimming contract will bind the CONTRACTOR to the CITY on a daily basis until the contract is complete.

Parks/Parkways Superintendent or designee may authorize minor variations in the trimming of trees from the requirements of the Contract Documents, which do not involve an adjustment in contract price and are consistent with the overall intent, which could be hazards, aesthetics, maintenance cleanup, or health of the trees.

3. Requirements

The successful CONTRACTOR must have an English speaking, professional Certified Arborist on site at all times to offer supervision and/or guidance on the work to be performed, who is familiar with the trimming of palms as it relates to nutrient problems and their affect on the tree. The CONTRACTOR must also provide a trimmer licensed with the ANSI Certified Line Clearance designation since the scope of services will include removal of limbs from electric service lines, transformers and poles. An hourly rate will need to be provided for frond removal from power lines.

4. Size of Palms

Palms that do not exhibit any trunk wood will not be trimmed under this contract. Palms may vary in height and may require trimming heights of sixty feet. CONTRACTOR will have equipment to meet these requirements.

5. Trimming

Palms must be trimmed according to ANSI A300 pruning specifications. All palms will be trimmed to reflect a 9:00 to 3:00 appearance. No palms will be trimmed higher. Any and all exotic growth or growth not of the same species shall be removed from the palm. Sabal Palms shall be trimmed to remove loose “boots” and provide for a clear trunk.

6. Quality/Guarantee

Careless trimming can lead to “nicks” or cracks in remaining fronds. The CONTRACTOR will be responsible for removing fronds that drop or fall due to improper pruning for a period of 45 days after the palm has been trimmed.

BID SCHEDULE

DOCUMENT CHECK LIST

The following list of documents are to be included in your bid package; failure to include all requested documents may result in your bid being disqualified.

- ☐ Collier County Contractors License
- ☐ Workers Compensation
- ☐ Proof of insurance
- ☐ Arborist Certification
- ☐ ANSI Certified Line Clearance
- ☐ Maintenance of Traffic Certification

HARDWOOD AND PALM TREE TRIMMING

The bid schedules represent all species found in the CITY and that could potentially require trimming services. **This contract will be reviewed and awarded based on the below species most commonly trimmed; hardwood species will be priced at Method 2 for award.**

Common Name	Botanical Name
Banyan Tree	Ficus benghalensis
Bishopwood	Bischofia javanica
Black Olive	Bucida buceras
Cuban Laurel	Ficus retusa var. nitida
Laurel Oak	Quercus laurifolia
Live Oak	Quercus virginiana
Mahogany	Swietenia mahogani
Pongam	Pongamia pinnata
Shady Lady Black Olive	Bucida buceras-Shady Lady
Shower Of Gold	Cassia fistula
Coconut Palm	Cocos nucifera
Sabal Palm	Sabal palmetto

BID SCHEDULE I - HARDWOOD TREE TRIMMING

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
		Under 30'	Over 30'	Under 30'	Over 30'	Under 12'	Over 12'
<u>Common Name</u>	<u>Botanical Name</u>						
African Mahogany	Khaya nyasica						
Australian Pine	Casuarina equisetifolia						
Banyan Tree	Ficus benghalensis						
Bishopwood	Bischofia javanica						
Black Olive	Bucida buceras						
Bottlebrush	Callistemon spp.						
Calophyllum	Calophyllum antillanum						
Carrotwood	Cupaniopsis anacardioides						
Cassia	Cassia surattensis						
Cassia Bahama	Cassia bahamiensis						
Cats Claw	Pithecellobium ungius-cati						
Common Baldcypress	Taxodium distichum						

		PER TREE METHOD		PER TREE METHOD		PER HOUR METHOD	
		1	2	2	3	3	3
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Copper Pod	Peltophorum dubium						
Crape Myrtle	Lagerstroemia indica						
Cuban Laurel	Ficus retusa var. nitida						
Dahoon Holly	Ilex cassine						
Dwarf Royal Poincinia	Caesalpinia pulcherrima						
Ear Leaf Acacia	Acacia auriculiformis						
Ear Pod Tree	Enterolobium cyclocarpum						
East Palatka Holly	Ilex x attenuata-East Palatka						
Eugenia Tree	Eugenia spp.						
False Banyan	Ficus altissima						
Ficus, spp.	Ficus spp.						
Fiddle Leaf Fig	Ficus lyrata						

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Frangipani	Plumeria rubra						
Gieger Tree	Cordia sebestena						
Glossy Shower Senna	Senna surattensis						
Green Buttonwood	Conocarpus erectus						
Guava	Psidium guajava						
Gumbo Limbo	Bursera simaruba						
Hibiscus	Hibiscus rosa-sinensis						
Hong Kong Orchid Tree	Bauhinia blakeana						
Indian Rosewood	Dalbergia sissoo						
Indian Rubber Tree	Ficus elastica						
Jacaranda	Jacaranda mimosifolia						
Jatropha	Jatropha hastata						

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Java Plum	Syzygium cumini						
Laurel Oak	Quercus laurifolia						
Lemon-scented Gum	Eucalypus citriodora						
Ligustrum	Ligustrum japonicum						
Live Oak	Quercus virginiana						
Lysiloma	Lysiloma sabicu						
Madagascar Olive	Noronhia emarginata						
Maho	Hibiscus tiliaceus						
Mahogany	Swietenia mahogani						
Mangroves	Rhizophora mangle						
Mimosa Tree	Albizia julibrissin						
Mimusop	Manilkara roxburghiana						

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Oleander Tree	Nerium oleander						
Pindo Palm	Butia capitata						
Pink Tabebuia	Tabebuia pallida						
Pink Trumpet Tree	Tabebuia heterophylla						
Pongam	Pongamia pinnata						
Rainbow Eucalyptus	Eucalyptus deglupta						
Red Maple	Acer rubrum						
Royal Poinciana	Delonix regia						
Rusty Fig	Ficus rubiginosa						
Rusty Pittosporum	Pittosporum ferrugineum						
Sand Pine	Pinus clausa						
Sausage Tree	Kigelia africana						

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Schefflera	Schefflera actinophylla						
Screw-pine	Pandanus utilis						
Seagrape	Coccoloba uvifera						
Shady Lady Black Olive	Bucida buceras-Shady Lady						
Shower Of Gold	Cassia fistula						
Signature Tree	Clusia spp.						
Silk Floss Tree	Chorisia speciosa						
Silk Oak	Grevillea robusta						
Silver Buttonwood	Conocarpus erectus var. sericeus						
Silver Trumpet Tree	Tabebuia caraiba						
Slash Pine	Pinus elliottii						
Small-leaf Clusia	Clusia guttifera						

		PER TREE METHOD 1		PER TREE METHOD 2		PER HOUR METHOD 3	
<u>Common Name</u>	<u>Botanical Name</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 30'</u>	<u>Over 30'</u>	<u>Under 12'</u>	<u>Over 12'</u>
Southern Magnolia	Magnolia grandiflora						
Southern Waxmyrtle	Myrica cerifera						
Spindle Palm	Hyophorbe verschaffeltii						
Strangler Fig	Ficus aurea						
Sweet Acacia	Acacia farnesiana						
Tabebuia `ipe'	Tabebuia impetiginosa						
Tamarind	Tamarindus indica						
Tipu Tree	Tipuana tipu						
Tropical Almond	Terminalia catappa						
Weeping Fig	Ficus benjamina						
Willow Spp	Salix spp.						
Yaupon	Ilex vomitoria						

BID SCHEDULE II - PALM TRIMMING

<u>Common Name</u>	<u>Botanical Name</u>	<u>Cost Per Palm Per ANSI A300</u>
Alexandra Palm	Archontophoenix alexandrae	
Areca Palm	Chrysalidocarpus lutescens	
Bismark Palm	Bismarckia nobilis	
Blue Latan Palm	Latania loddigesii	
Canary Island Date Palm	Phoenix canariensis	
Carpenteria Palm	Carpentaria acuminata	
Chinese Fan Palm	Livistonia chinensis	
Christmas Palm	Veitchia merrillii	
Coconut Palm	Cocos nucifera	
European Fan Palm	Chamaerops humilis	
Fiji Fan Palm	Pritchardia pacifica	
Fishtail Palm	Caryota mitis	
Foxtail Palm	Wodyetia bifurcata	

<u>Common Name</u>	<u>Botanical Name</u>	<u>Cost Per Palm Per ANSI A300</u>
Hat Palm	Sabal causiarum	
Lady Palm	Rhapis excelsa	
Medjool Date Palm	phoenix dactylifera	
Needle Palm	Rhapidophyllum hystrix	
Paurotis Palm	Acoelorrhaphe wrightii	
Ponytail Palm	Beaucarnea recurvata	
Pygmy Date Palm	Phoenix roebelenii	
Queen Palm	Syagrus romanzoffiana	
Queen Sago Palm	Cycas cercinalis	
Royal Palm	Roystonea regia	
Sabal Palm	Sabal palmetto	
Saw Palmetto	Serenoa repens	
Senegal Date Palm	Phoenix reclinata	

<u>Common Name</u>	<u>Botanical Name</u>	<u>Cost Per Palm Per ANSI A300</u>
Solitaire Palm	Ptychosperma elegans	
Teddy Bear Palm	Neodypsis lastelliana	
Thatch Palm	Thrinax radiata	
Triangle Palm	Neodipsis decaryi	
Washington Palm	Washingtonia robusta	
Winin Palm	Veitchia winin	