

INVITATION TO BID
ITB # 4281

FALL 2013-SPRING 2015
STREET TREE PURCHASE, PLANTING,
REMOVAL AND STUMPING



Due Date: May 3, 2013

By 10:00 AM

Issued By:

City of Ann Arbor
Procurement Unit
301 E. Huron Street
Ann Arbor, MI 48104

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ADVERTISEMENT TO BID
CITY OF ANN ARBOR
Fall 2013-Spring 2015 Street Tree Purchasing, Planting, Removal and Stumping
ITB # 4281

Sealed Bids will be received by the City of Ann Arbor Procurement Unit, Fifth (5th) Floor, Guy Larcom City Hall, on or before May 3, 2013 by 10:00 AM for Fall 2013-Spring 2015 Street Tree Purchase and Planting for the City of Ann Arbor Public Services Unit. Bids will be publicly opened and read aloud at this time.

A mandatory pre-bid conference will be held April 12, 2013 at 10 AM at the William R. Wheeler Service Center, Conference Room B, 4251 Stone School Road, Ann Arbor, MI 48108.

Work to be done includes tree purchase, delivery, planting, tree removal and stumping along City street rights-of-way and all related work as specified within the bid documents. The contract requires:

- Removal of approximately 100 trees and their stumps during Fall 2013 and early Winter 2014
- Planting of approximately 1700 street trees
 - .. ~350 planted Fall 2013
(approximately 75 large species; 200 medium species; 75 small species)
 - .. ~350 planted Spring 2014
(approximately 125 large species; 100 medium species; 125 small species)
 - .. ~500 planted Fall 2014
(approximately 150 large species; 200 medium species; 150 small species)
 - .. ~500 planted Spring 2015
(approximately 150 large species; 200 medium species; 150 small species)

A one-year tree guarantee for all planted trees must be provided as specified in the bid documentation.

Bid documents, specifications and addendum shall be downloaded by bidders at either of the following web sites, Michigan Inter-governmental Trade Network (MITN) www.mitn.info or City of Ann Arbor web site www.A2gov.org. It is the bidder's responsibility to verify they have obtained all information before submitting a bid.

Each Bid shall be accompanied by a certified check, or Bid Bond by a recognized surety, in the amount of 5% of the total of the bid price. A Bid, once submitted, becomes the property of the City. In the sole discretion of the City, the City reserves the right to allow a bidder to reclaim submitted documents provided the documents are requested and retrieved no later than 48 hours prior to the scheduled bid opening.

The successful Bidder will be required to furnish satisfactory performance and labor and material bonds in the amount of 100% of the bid price and satisfactory insurance coverage.

Precondition for doing business with the City of Ann Arbor would be complying with applicable living wage requirements of Chapter 23 of Title I of the Code of the City of Ann Arbor. Further information is outlined in the Bid documents.

After the time of opening, no Bid may be withdrawn for a period of 120 days.

The City reserves the right to accept any Bid, to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make the award in any manner the City believes to be in its best interest.

Any further information may be obtained from the Ann Arbor Procurement Office,
(734) 794-6500

CITY OF ANN ARBOR PROCUREMENT UNIT

NOTICE OF PRE-BID CONFERENCE

A **mandatory** pre-bid conference will be held on April 12, 2013 at 10 AM at:

William R. Wheeler Service Center, Conference Room B
4251 Stone School Road, Ann Arbor, MI 48108

The purpose of this meeting is to discuss with the prospective bidders the bid specifications, review City permits and answer bidder questions.

The pre-bid meeting is for information only. Any answers furnished will not be official until verified in writing by the Financial Service Area, Procurement Unit. Answers that change or substantially clarify the bid will be affirmed in an addendum.

Access to Facilities will not be made available at any other time.

Failure to attend the meeting and sign the ITB #4281 sign-in sheet at the pre-bid meeting will automatically disqualify a bidder from submitting a valid bid. Any bid submitted by a party not attending and signing the roster at the pre-bid meeting will not be opened or considered.

INVITATION TO BID

City of Ann Arbor
Guy C. Larcom Municipal Building
Ann Arbor, Michigan 48107

Ladies and Gentlemen:

The undersigned, as Bidder, declares that this Bid is made in good faith, without fraud or collusion with any person or persons bidding on the same Contract; that this Bidder has carefully read and examined the bid documents, including Advertisement, Human Rights Division Contract Compliance Forms, Notice of Pre-Bid Conference, Instructions to Bidders, Bid, Bid Forms, Contract, Bond Forms, General Conditions, Standard Specifications, Detailed Specifications, all Addenda, and the Plans and understands them. The Bidder declares that it conducted a full investigation at the site and of the work proposed and is fully informed as to the nature of the work and the conditions relating to the work's performance. The Bidder also declares that it has extensive experience in successfully completing projects similar to this one.

The Bidder acknowledges that it has not received or relied upon any representations or warrants of any nature whatsoever from the City of Ann Arbor, its agents or employees, and that this Bid is based solely upon the Bidder's own independent business judgment.

The undersigned proposes to perform all work shown on the plans or described in the bid documents, including any addenda issued, and to furnish all necessary machinery, tools, apparatus, and other means of construction to do all the work, furnish all the materials, and complete the work in strict accordance with all terms of the Contract of which this Bid is one part.

In accordance with these bid documents, and **Addenda numbered _____**, the undersigned, as Bidder, proposes to perform at the sites in and/or around Ann Arbor, Michigan, all the work included herein for the amounts set forth in the Bid Forms.

The Bidder declares that it has become fully familiar with the provisions of Chapter 14, Section 1:319 (Prevailing wages) and Chapter 23 (Living Wage) of the Code of the City of Ann Arbor and that it understands and agrees to comply, to the extent applicable to employees providing services to the City under this Contract, with the wage and reporting requirements stated in the City Code provisions cited. Bidder further agrees that the cited provisions of Chapter 14 and Chapter 23 form a part of this Contract.

The Bidder encloses a certified check or Bid Bond in the amount of 5% of the total of the Bid Price. The Bidder agrees both to contract for the work and to furnish the necessary Bonds and insurance documentation within 10 days after being notified of the acceptance of the Bid.

If this Bid is accepted by the City and the Bidder fails to contract and furnish the required Bonds and insurance documentation within 10 days after being notified of the acceptance of this Bid, then the Bidder shall be considered to have abandoned the Contract and the certified check or Bid Bond accompanying this Bid shall become due and payable to the City.

If the Bidder enters into the Contract in accordance with this Bid, or if this Bid is rejected, then the accompanying check or Bid Bond shall be returned to the Bidder.

In submitting this Bid, it is understood that the right is reserved by the City to accept any Bid, to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make the award in any manner the City believes to be in its best interest.

SIGNED THIS _____ DAY OF _____, 201__.

Bidder's Name

Official Address

Telephone Number

Authorized Signature of Bidder

(Print Name of Signer Above)

INSTRUCTIONS TO BIDDERS

General

Work to be done under this Contract is generally described through the scope of work and must be completed fully in accordance with the bid documents. All work to be done under this Contract is located in or near the City of Ann Arbor. Any Bid which does not conform fully to these instructions may be rejected.

Conditions of the Work

Before submitting a Bid, contractors shall review **Appendix H** (Contractor Qualifications & Tree Planting Bid Sheets), **Appendix K** (Tree Planting Plan, Map and locations), **Appendix L** (Tree Removal and Stump Removal Map and Locations) and inspect the tree planting areas and tree/stump removals to arrive at a clear understanding of the conditions to be encountered, the difficulties involved, and all other factors affecting the work proposed under this bid request. It is advised that the contractor record any sidewalk, drive, curb, landscaping or other defects on the property prior to performing the work. Photos should accompany written documentation of such defects.

Resident communications: It is expected that the contractor's employees will at all times be courteous and professional when interacting with the Ann Arbor public – residents, pedestrians, motorists and visitors. The contractor is to forward questions not directly dealing with the contractor's installation or tree/stump removal operations to the Forestry Supervisor or Urban Forest and Natural Resource Planning Coordinator.

Preparation of Bids

Bids should be prepared providing a straight-forward, concise description of the Bidder's ability to meet the requirements of the ITB. Bids shall be written in ink or typewritten. No erasures are permitted. Mistakes may be crossed out and corrected and must be initialed and dated in ink by the person signing the Bid.

Bids must be submitted on "Bid Forms" provided with each blank properly filled in. If forms are not fully completed it may disqualify the bid.

Each person signing the Bid certifies that he/she is the person in the Bidder's firm/organization responsible for the decision as to the fees being offered in the Bid and has not and will not participate in any action contrary to the terms of this provision.

Questions or Clarification on ITB Specifications

All questions regarding this ITB shall be submitted via email. Emailed questions and inquires will be accepted from any and all prospective Bidders in accordance with the terms and conditions of the ITB. All questions shall be due on or before **April 22, 2013** by 3:00pm and should be addressed as follows:

Specification/Scope of Work questions emailed to Kgray@a2gov.org.

Bid Process and HR Compliance questions emailed to KLancaster@a2gov.org

Addenda

If it becomes necessary to revise any part of the ITB, notice of the Addendum will be posted to Michigan Inter-governmental Trade Network (MITN) www.mitn.info and/or City of Ann Arbor web site www.A2gov.org for all parties to download.

In order to avoid any miscommunications, each Bidder must in its Bid acknowledge all addenda which it has received. The failure of a Bidder to receive, or acknowledge receipt; of any addenda shall not relieve the Bidder of the responsibility for complying with the terms thereof.

The City will not be bound by oral responses to inquiries or written responses other than written addenda.

Bid Submission

All Bids are due and must be delivered to the City of Ann Arbor Procurement Unit on or before May 3, 2013 by 10am. Bids submitted late or via oral, telephonic, telegraphic, electronic mail or facsimile **will not** be considered or accepted.

Each Bidder must submit one (1) original Bid and four (4) Bid copies in a sealed envelope clearly marked: **ITB #4281 – Fall 2013-Spring 2015 Street Tree Purchase, Planting, Removal and Stumping.**

Bids must be addressed and delivered to:

City of Ann Arbor
Procurement Unit, 5th Floor
301 East Huron Street
P.O. Box 8647
Ann Arbor, MI 48107

All Bids received on or before the Due Date will be publicly opened and recorded immediately. No immediate decisions are rendered.

Hand delivered bids will be date/time stamped/signed at the address above in order to be considered. Normal business hours are 8:00 a.m. to 3:00 p.m. Monday through Friday. The City will not be liable to any Bidder for any wrongfully labeled bid, unforeseen circumstances, delivery, or postal delays. Postmarking to the Due Date will not substitute for receipt of the Bid. Each Bidder is responsible for submission of their Bid.

Additional time will not be granted to a single Bidder; however, additional time may be granted to all Bidders when the City determines that circumstances warrant it.

Bidder Qualifications

The City will evaluate Bids based on cost as well as experience. Bidders that have not included the required list of similar work experience, associated references and credentials/certification documentation with the Bid Form may have their bid rejected.

Bidders shall be required to self-perform the required tree planting under the Scope of Work. Contractors may self-perform or subcontract tree removal.

Bidder should provide a bid for all tree species that it can provide from the bid sheets in Appendix H. Based on the quantities bidder can provide, the city will select which tree species it will purchase. The ability to provide a diversity of tree species and species of different mature sizes will be part of the criteria used to select the winning bidder.

As part of the bid, Bidders shall provide documentation that the Bidder's company, and/or its proposed subcontractor, has at least 3 years of experience in arboriculture, urban tree removal and stumping, including working in proximity to electrical hazards and in streets requiring Michigan Department of Transportation (MDOT) approved traffic control. Bidder shall also provide 3 references from similar projects completed within the past 5 years.

Bid proposals shall include a list of all persons that will be performing tree removals as outlined in this bid. Personnel must be qualified and trained in tree removals. Indicate crew leaders and other supervisors and list their qualifications including Utility Line Clearance Specialists, Journeymen or Apprentice; ISA Certified Arborist, Certified Tree Worker, Aerial Lift Specialist or other ISA credential; TCIA Certified Tree Care Safety Professional; years of experience; professional organization memberships; hands-on training; classes or conference sessions in tree work. Bidder shall also submit documentation that its personnel performing tree removal have, at a minimum, **electrical hazard training** or one member that is **line clearance certified**, and otherwise meets applicable MIOSHA and other organization regulations for conducting such work.

All bidders must have in their possession or available to them by formal agreement at the time of bidding, trucks, chippers, stump grinders, hand tools, aerial and other equipment and supplies that are necessary to perform the work as outlined in the specifications. All necessary and **required traffic control** signage and flaggers is the responsibility of the selected Contractor.

Key personnel and subcontractors must be acceptable to the City.

Award

The City intends to award a contract to the lowest responsible Bidder. Subcontracting is permitted for the tree/stump removal work as specified in this ITB. The acceptability of major subcontractors will be considered in determining if a Bidder is responsible.

The City may utilize alternative offered in the Bid Forms, if any, to determine the lowest responsible Bidder. For unit price bids, the contract will be awarded based upon the unit prices and the lump sum prices stated by the Bidder for the work items specified in the bid documents, with consideration given to any alternates selected by the City. If the City determines that the unit price for any item is materially different for the work item bid than either other bidders or the

general market, the City, in its sole discretion, in addition to any other right it may have, may reject the bid as not responsible or non-conforming.

The City reserves the right to accept any Bid, to reject any or all Bids, to waive irregularities and/or informalities in any Bid, and to make the award in any manner the City believes to be in its best interest.

Subcontractors

All subcontractors shall be clearly identified in bid. All subcontractors permitted to do any portion of the work will be bound by the terms, conditions and specifications of this contract. The contractor shall be fully liable for all acts and omissions of its subcontractor(s) and shall indemnify the City of Ann Arbor for such acts or omissions.

It is the responsibility and duty of the Contractor to see that all conditions are met by the subcontractor(s). All directions given to the subcontractor in the field by the City shall bind the Contractor the same way as if they were given to the Contractor directly.

Errors/Discrepancies

Any errors or discrepancies in the specifications discovered by a prospective contractor and/or service provider shall be brought to the attention of **Kerry Gray, Urban Forestry and Natural Resource Planner at (734) 794-6430 x 43703** as soon after discovery as possible. Further, the contractor and/or service provider shall not be allowed to take advantage of errors, omissions or discrepancies in the specifications.

Official Documents

The City of Ann Arbor shall accept no changes to the bid documents made by the Bidder unless those changes are set forth in the "Alternate" section of Bid form.

The City of Ann Arbor officially distributes bid documents from the Procurement Unit or through the Michigan Intergovernmental Trade Network (MITN). Copies of the bid documents obtained from any other source are not considered Official copies. Only those Bidders who obtain bid documents from MITN system are guaranteed access to receive addendum information if any issued. If you obtained City of Ann Arbor Bid documents from other sources, it is recommended that you register on www.MITN.info and obtain an official Bid.

Bid Security

Each bid must be accompanied by a certified check, or Bid Bond by a surety licensed and authorized to do business within the State of Michigan, in the amount of 5% of the total of the bid price.

Withdrawal of Bids

After the time of opening, no Bid may be withdrawn for the period of 120 days specified in the Advertisement.

Insurance Requirements

Included (**Appendix A**) with this bid are the insurance requirements which must be kept in place for the duration of this awarded work. Awarded contractor must produce all required insurance certificates within five (5) days of award and before work can be started. Please attach, with the submitted quote, one copy of current Certificate of Insurance.

Surety Bonds (Appendix B):

Bonds will be required from the successful bidder as follows:

- (1) A Performance Bond to the City of Ann Arbor for the amount of the bid(s) accepted;
- (2) A Labor and Material Bond to the City of Ann Arbor for the amount of the bid(s) accepted.

Bonds shall be executed on forms supplied by the City in a manner and by a Surety Company satisfactory to the City Attorney.

Davis-Bacon (Appendix D)

This project will receive financing with assistance from the State of Michigan Clean Water Revolving Fund and must comply with P.L. 111-88, which requires compliance with the Davis-Bacon Act and adherence to current U.S. Department of Labor Wage Decisions. Attention is called to the fact that not less than the minimum salaries and wages set forth in the ITB documents/Contract (see General Decision- Appendix C included herein) must be paid on this project. The Wage Decision, including modifications, must be posted by the Contractor on the job site. A copy of the Federal Labor Standards Provisions is included and is hereby a part of this ITB (see Appendix D). The appropriate Wage Decision was obtained from the United States Department of Labor (DOL) at: <http://www.access.gpo.gov/davisbacon/index.html>. At the request of the City, any contractor or subcontractor shall provide satisfactory proof of compliance with this specification, including certified payrolls and wage rate interviews.

Where the ITB/Contract and the Ann Arbor City Ordinance are silent as to definitions of terms required in determining contract compliance with regard to prevailing wages, the definitions provided in the Davis-Bacon Act as amended (40 U.S.C. 278-a to 276-a-7) for the terms shall be used.

Debarment

This project will receive financial assistance from the State of Michigan Clean Water Revolving Funds. The prime contractor must provide a completed and signed debarment certification form attached herein (see **Appendix E** "Certification Regarding Debarment, Suspension, and Other Responsibility Matters").

Submission of a Bid in response to this ITB is certification that the Bidder is not currently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from participation in this transaction by any State or Federal departments or agency. Submission is also agreement that the City will be notified of any changes in this status.

Human Rights Information

Appendix F outlines the requirements for fair employment practices under City of Ann Arbor contracts. To establish compliance with City Ordinance, the Bidder should complete and return with its bid completed copies of the Human Rights Division Contract Compliance Forms or an acceptable equivalent. In the event Human Rights forms are not submitted with the bid, the bidder will have 24 hours to provide them once requested by the City.

Wage Requirements

Appendix C outlines the requirements for payment of prevailing wages or of a “living wage” to employees providing service to the City under City of Ann Arbor contracts. The successful bidder must comply with all applicable requirements and provide documentary proof of compliance when requested.

Disadvantage Business Enterprises (Appendix G)

Prime contractors bidding on this project must follow, document and maintain documentation of their Good Faith Efforts, as listed in the Disadvantage Business Enterprises (DBEs) information in Appendix G, to ensure that DBEs have the opportunity to participate in the project by increasing DBE awareness of procurement efforts and outreach.

Disclosures

All information in a bidder’s bid is subjected to disclosure under the provisions of Public Act No. 442 of 1976 know as the “Freedom of Information Act”. This act also provides for the complete disclosure of contracts and attachments thereto except where specifically exempted under the Freedom of Information Act.

Bid Protest

All Bid protests must be in writing and filed with the Purchasing Agent within five (5) business days of the award action. The bidder must clearly state the reasons for the protest. If a bidder contacts a City Service Area/Unit and indicates a desire to protest an award, the Service Area/Unit shall refer the bidder to the Purchasing Agent. The Purchasing Agent will provide the bidder with the appropriate instructions for filing the protest. The protest shall be reviewed by the City Administrator or designee whose decision shall be final.

Sales Taxes

Under State law the City is exempt from the assessment of State Sales Tax on its direct purchases. Contractors who acquire materials, equipment, supplies, etc. for incorporation in City projects are not likewise exempt. State Law shall prevail. The Bidder shall familiarize itself with the State Law and prepare its Bid accordingly. No extra payment will be allowed under this Contract for failure of the Contractor to make proper allowance in this bid for taxes it must pay.

Reservation of Rights

The City of Ann Arbor reserves the right to accept any bid or alternative bid proposed in whole or in part, to reject any or all bids or alternatives bids in whole or in part and to waive irregularity and/or informalities in any bid and to make the award in any manner deemed in the best interest of the City.

BID CHECKLIST

Prior to bid submission, thoroughly review all bid specifications and appendices

The following items must be in submitted bid package:

- Attended mandatory pre-bid meeting on April 12, 2013 and signed attendance sheet (Documentation is not needed in bid package- City has pre-bid attendance sheet)
- Invitation to Bid Form – Addendum Acknowledgement
- Bid Bond in the amount of 5% of the total of the bid price
- Copy of Company's current Liability Insurance Certificate (Appendix A)
- City of Ann Arbor Living Wage Compliance form (Appendix C)
- Federal Debarment Certification form (Appendix E)
- City of Ann Arbor Human Rights Compliance Forms (Appendix F)
- Federal Disadvantage Business Enterprises forms (Appendix G)
- Contractor Qualifications, Tree Planting and Tree Removal/Stumping Bid Sheets (Appendix H)
 - o Proof of ability to meet insurance and bond requirements
- Subcontractors Qualifications, if applicable
- Bid Alternates Form - Any proposed changes to the bid specifications (Appendix H)
- The bidder should thoroughly read and understand the requirements of the Davis-Bacon Act (Appendix D) prior to submitting bid.

Please keep bid submittal package to 30 pages or less

SCOPE OF WORK

To provide all supervision, material, labor, equipment, service operations and expertise required to acquire, deliver, plant, maintain and guarantee for one year, street trees; and to remove and stump street trees in the City of Ann Arbor in anticipation of tree planting, as specified herein. These specifications, including drawings, tree locations and plant materials lists, apply to those items necessary for and incidental to the execution and completion of tree purchase, delivery, planting, tree removal and stumping. Contractor has responsibility to:

- A. Furnish, transport and plant trees.
- B. Remove the street trees listed in this bid document and their related stumps, leaving the area ready for tree planting.
- C. Contact Miss Dig/local utility for verification of all underground utility lines in the area of the work prior to the planting of any street trees or removal of any stump.
- D. Exercise reasonable care during excavation, tree delivery, planting, filling, grading, tree removal, stumping and cleanup, to protect from damage all existing trees, shrubs, vegetation, and other site features, improvements, structures, and utilities.
- E. Work safely and adhere to all applicable standards and permit requirements.
Note: Permissible working hours for all activities within this bid are 7:00 a.m. to 7:00 p.m. Monday through Friday. Contractor shall notify the City of intended work hours prior to commencement of work. Saturday work will not be permitted unless prior authorization is granted by the city. Sunday or holiday work is not permitted.
- F. Take all precautions to ensure the safety of the public.
- G. Interact with the public in a professional and courteous manner.
- H. Any work incidental to above.

Applicable Specifications and Standards (include, but are not limited to):

- A. **American Standard for Nursery Stock, ANSI Z60.1.** current edition. American Nursery and Landscape Association, 1000 Vermont Ave. NW, Suite 300, Washington, D.C.20005
- B. **Manual of Woody Landscape Plants.** By Michael Dirr. 2009. Stipes Publishing,LLC.
- C. **American National Standard for Tree Care Operations, ANSI A300** -most current edition. International Society of Arboriculture, PO Box 3129, Champaign IL 61826-3129.
- D. **American National Standards for Arboricultural Operations- Safety Requirements, Z133-** most current edition. International Society of Arboriculture, PO Box 3129, Champaign IL 61826-3129.
- E. **Michigan Manual of Uniform Traffic Control Devices**-current edition- for traffic control requirements.
- F. **Applicable MIOSHA provisions.**

SPECIFICATIONS- ALL OPERATIONS

The Contractor(s) will perform the work with due care taking precautions against injury to persons, damage to public/private property and interference with vehicular or pedestrian traffic. The Contractor(s) shall take necessary precautions to ensure the safety of all persons engaged in the work of this Contract. All equipment to be used and all work to be performed must be in full compliance with provisions outlined in all applicable industry standards and regulations.

Equipment, planting materials and tools must not be left unsecured at any time. All equipment and tools must be stored in such manner to ensure that residents and the public do not have access to them.

The Contractor shall provide notification to the City Representative and personnel directly affected by the work of any potentially dangerous situations. In the event of an emergency affecting the safety of persons or property, the Contractor shall act immediately to prevent threatened loss or damage. The Contractor shall immediately stop any activity or operation affecting safety until the situation(s) is corrected.

Contractor is responsible for contacting Miss Dig/local utility for verification of all underground utility lines in the area of the work prior to the planting of any street trees OR stump removal operations. Contractor shall provide the City the list of addresses that have been sent to Miss Dig for utility line verification within 24 hours of the request to Miss Dig. Within 24 hours of confirmed positive response from Miss Dig, Contractor shall provide a list to the City of all addresses indicating which locations have marked utilities and which have been cleared. **Contractor shall be responsible for all damage resulting from neglect from operations associated with this contract or failure to comply with this requirement.**

Where work is conducted in streets or other public thoroughfares, the Contractor(s) shall so plan and schedule work as to cause as little interference as possible with general public traffic, both vehicular and pedestrian. Street surfaces shall be maintained and kept clean. Access to Fire, Police, ambulance and other emergency vehicles shall be maintained at all times.

Work on State Trunklines (Washtenaw Ave., Huron St., Jackson Ave, and Main Street) and major roads (including, Geddes, Stadium and Packard) must occur between 9 a.m. and 3 p.m.; work is not permitted on these roads outside of these times. No work is to be conducted near the University of Michigan Football Stadium on football game Saturdays, or during other major stadium events.

Blocking of public streets shall not be permitted unless prior arrangements have been made by submitting an **Application for Traffic Detour or Lane Closure for each job**. A sample permit is included in this bid package (Appendix J). The form is available online at the city website www.a2gov.org; Government; Public Services; Project Management; Private Development; Working in the Right-of-Way.

Whenever working in the street the Contractor must provide the **required traffic control signage and flaggers** as described in the Michigan Manual of Uniform Traffic Control Devices. **Bids should account for the cost of flagging personnel and traffic control devices as applicable.**

It is the responsibility of the Contractor(s) to **post temporary “No Parking” signs** according to City regulations (see Appendix J for sample permit). Contractors may obtain signs from the City, but must provide their own posts. Note that Miss Dig must be called prior to digging post holes. Information about the form and process to post temporary no parking signs is available online at www.a2gov.org; Government; Public Services; Project Management; Private Development; Working in the Right-of-Way.

The City shall inspect work periodically to insure that all specifications are adhered to.

Payment; Retainage

- A. The Contractor shall be paid on the basis of the bid price. The total fee to be paid the Contractor for the services will be a not to exceed dollar amount. The Contractor shall submit each month, or at longer intervals, if it so desires, an invoice covering work performed for which it believes payment, under the Contract terms, is due. Invoices for tree planting must indicate each address

location where a tree was planted, the species/variety of tree planted, size of tree planted, stock type, and the total cost of labor and materials for the invoiced locations planted. Invoices for tree removal and stumping must indicate the address where the tree/stump was removed and the cost for tree removal and stump removal listed individually for each tree.

The submission shall be to the City's Finance Department - Accounting Division. The Contract Administrator will, within 21 days following submission of the invoice, prepare a certificate for payment for the work in an amount to be determined by the Contractor Administrator as fairly representing the acceptable work performed during the period covered by the Contractor's invoice. Following the receipt of the Contract Administrator's Certificate, and subject to the City retaining a percentage of the estimate as provided in this paragraph, the City will make payment to the Contractor as soon as feasible, which is anticipated will be within 15 days. To insure the proper performance of this Contract, the City will retain a percentage of the estimate in the same manner as is done for construction contracts under Act 524, Public Acts of 1980. If the City fails to retain a percentage from one or more of the estimates it pays, the City reserves the right to retain the amount from a subsequent payment. Final payment shall be made after the close of the one-year guarantee period. In no case shall the final payment be made until the Contractor has complied with all requirements set forth and the City has made final inspection of the entire work and is satisfied that the entire work is properly and satisfactorily complete per plans, specifications, and ready for City acceptance.

- B. If the Contract Administrator decides it is inexpedient to correct work that has been damaged or that was not done in accordance with the Contract, an equitable deduction from the Contract price shall be made.
- C. The Contractor shall promptly remove from the premises all trees and materials determined by the Contract Administrator as failing to meet Contract requirements and the Contractor shall promptly replace and re-execute the work in accordance with the Contract and without expense to the City.
- D. The inspection or lack of inspection of any material or work pertaining to this Contract shall not relieve the Contractor of its obligation to fulfill this Contract and defective work shall be made good. Unsuitable trees and materials may be rejected by the Contract Administrator notwithstanding that the work, trees and/or materials have been previously overlooked by the Contract Administrator and accepted or estimated for payment or paid for. If the work or any part shall be found defective at any time before the final acceptance, the Contractor shall forthwith make good the defect in a manner satisfactory to the Contract Administrator. The judgment and the decision of the Contract Administrator as to whether the materials supplied and the work done under this Contract comply with the requirements of the Contract shall be conclusive and final.

TREE REMOVAL SPECIFICATIONS

Note: Tree and stump removal are to be done prior to tree planting to allow replacement trees to be installed during the spring and fall planting seasons. All tree removals are to be completed by February 1, 2014. Should weather prohibit stumping, stump removal must be completed by March 15, 2014. All delays must be approved by the City.

Tree Removal Procedures

- A. The specific location of trees to be removed are listed in this bid (Appendix L). All trees to be removed have been painted with a green dot, street side. No trees without a dot should be removed. In the event a tree on the bid list had to be removed by the City prior to the

Contractor's removal, the City will provide an alternate tree of comparable size within the same area for removal by the Contractor.

- B. Trees must be removed using acceptable industry practices for removal. Contractor(s) should expect that it might be necessary to climb trees to perform the tree removal for this specification including provisions outlined in ANSI A-300 and Z133 standards. Extreme care shall be taken so as to prevent limbs, branches, and trunks from falling and creating damage to adjacent homes, driveways, sidewalks, streets and other property, both public and private.
- C. Limbs and branches larger than four (4) inches in diameter shall be lowered to the ground through the use of ropes or other mechanical devices.
- D. The property owner adjacent to the extension will be notified by the City of the tree removal; however it is the responsibility of the contractor to arrange for no parking or access to any property out of the street right-of-way.
- E. The Contractor is expected to follow City of Ann Arbor ordinances and laws including noise and traffic control.
- F. It is the Contractors' responsibility to repair any damages to property including walks, roads, drives, structures, lawn, landscaping, trees, fencing and other improvements. Ruts, divots and holes in the lawn and landscape areas caused by removal operations are to be repaired, including reseeding with turf grass.
- G. No wood or debris may be left overnight on the extension, unless arrangements have been made with the City Contact prior to each incidence.
- H. Equipment may be parked in Ann Arbor at the city yard, 720 N Main. There are no facilities at the yard, but it is fenced and crews will receive a swipe card for the gate.
- I. Wood can be dumped at the City's Materials Recovery Facility (MRF) on the southwest corner of Ellsworth and Platt Rd. Trucks must be weighed full and reweighed empty for each dump. Ann Arbor Forestry will be charged for the wood dumped, but do account for the time required to dump in the bid.
- J. The Contractor(s) is expected to follow safety precautions as outlined in ANSI Z133 section 5 - Electrical Hazards, including but not limited to:
 - i. If the minimal approach distance cannot be maintained during removal operations, electrical system owner/operator shall be advised before any work is performed in proximity to energized electrical conductors. The Contractor(s) is also responsible for notifying the utility companies as to when service can be restored and to cooperate with the utility companies to ensure service is restored prior to night fall each day.
 - ii. Only qualified line-clearance arborists or trainees shall be assigned to work where an electrical hazard exists.
 - iii. If the utility company must remedy a hazard before tree work can commence, the Contractor shall notify the City to establish a work plan and scheduling.

STUMP REMOVAL SPECIFICATIONS

Note: Tree and stump removal are to be done prior to tree planting to allow replacement trees to be installed during the spring and fall planting seasons. All tree removals are to be completed by February 1, 2014. Should weather prohibit stumping, stump removal must be completed by March 15, 2014. All delays must be approved by the City

Stump Removal Procedures

- A. It is the responsibility of the contractor(s) to call MISS DIG (1-800-482-7171) and have all utilities clearly marked prior to any underground work commencing.

NOTE: Gas lines often run underneath the extension. It is expected that Contractors will contact Miss Dig for location of **gas lines AND gas line service drops to buildings**, and will **hand dig** as necessary so that stumps can be fully ground. Should the Contractor opt not to grind to a depth of 20", the Contractor must contact the City to make adjustments to the scope of work and price of the stump.

- B. Fully grind out stump leaving no wood and no woody surface roots.
- C. To prevent newly planted trees from settling, remove all stump chips. Fill stump hole with landscape grade soil, tamping down soil and continuing to add soil until it is level with the surrounding ground and the area where the hole was no longer settles when tamped.
- D. Repair any tracks, ruts or divots with soil and grass seed (if necessary). If ruts or divots are not repaired at time of stump removal, Contractor will be required to return to the site and repair the area to its original condition.
- E. Seed with landscape grade turf grass mix, or leave planting-ready, as directed by the City.
- F. Rake stump grindings off of surrounding turf/planting beds. Broom off walks and drives. Clear roadway of any stump grindings, soil or other debris.
- G. Prevent damage to any surrounding structures, sidewalks, pavements or amenities.
- H. At the end of each day, leave no equipment, materials, stump chips or debris on site, unless otherwise arranged with the City.
- I. Stump chips can be dumped for free at the old EAB yard at the Wheeler Center, Ellsworth and Platt Rd.

TREE PLANTING SPECIFICATIONS

A. Planting Season and Work Hours

Planting shall be done within the following dates:

Fall planting: October 1 to December 1 or until ground freezes

Spring planting: April 1 to June 15

If special conditions exist that warrant a variance in the above planting dates, a written request shall be submitted by the Contractor to the City stating the special conditions and the proposed variance. Permission for the variance will be granted at the discretion of the City.

B. Materials

A complete list of trees, including species and sizes, is included on the Bid Sheets in Appendix H.

The Contractor shall furnish a written list of the proposed sources (i.e. grower, not broker) of nursery stock. City may reject a proposed source if their stock is grown in a hardiness zone greater than USDA Zone 5.

All plant material shall conform to **American Standard for Nursery Stock**. Plants shall be true to species and variety specified and nursery grown in accordance with good horticultural practices under climatic conditions similar to those in the locality of the project for at least 2 years. They shall have been freshly dug (during the most recent favorable harvest season). Plants shall be so trained in development and appearance as to be unquestionably superior in form, compactness, and symmetry. They shall be sound, healthy, vigorous, well branched and densely foliated when in leaf, and free of disease and insect adults eggs, pupae or larvae. They shall have healthy, well-developed root systems and shall be free from physical damage or other conditions that would prevent thriving growth.

- i. Trees with multiple leaders, unless specified, will be rejected. Trees with a damaged, cut, or crooked leader, included bark, abrasion of bark, sunscald, disfiguring knots, insect damage, mold, prematurely opened buds, or cuts of limbs over 3/4 inch (2 cm) diameter that are not completely callused are cause for rejection.
- ii. Balled and burlapped trees shall be dug with solid balls of standard size, the balls securely wrapped with non-synthetic, untreated, biodegradable burlap, and tightly bound with non-synthetic, biodegradable rope or twine. Alternatively they may be placed in wire basket lined with non-synthetic, untreated, biodegradable burlap and tightly bound with non-synthetic, biodegradable rope or twine.
- iii. Bare root trees shall have a healthy, well branched root system characteristic of the species and with adequate spread.
- iv. Bare root and balled and burlapped trees in full leaf prior to planting may be rejected by the City.
- v. Plants shall conform to the measurements specified, except that plants larger than those specified may be used if approved by the City. Use of larger plants shall not increase the contract price nor allow the Contractor to use smaller than specified material on other plants. If larger plants are approved, the root ball, root spread, or container shall be increased in proportion to the size of the plant.

- vi. Caliper measurements shall be taken on the trunk 6 inches (15 cm) above the root collar for trees up to 4 inches (10 cm) in caliper, and 12 inches (30 cm) above the root collar for trees over 4 inches (10 cm) in caliper. Height and spread dimensions specified refer to the main body of the plant and not from branch tip to branch tip. Plants shall be measured when branches are in their normal position. If a range of size is given, no plant shall be less than the minimum size, and no less than 50 percent of the plants shall be as large as the maximum size specified. Plants that meet measurements but do not possess a normal balance between height and spread shall be rejected.
- vii. Substitutions of plant materials will not be permitted unless authorized in writing by the City. If proof is submitted, substantiated in writing, that a plant specified is not obtainable, consideration will be given to the nearest available size or similar variety, with a corresponding adjustment of the contract price.
- viii. All plants shall be labeled by size and scientific plant name. Labels shall be attached securely to all plants, bundles, and containers of plant materials when delivered. Plant labels shall be durable and legible, with information given in weather-resistant ink or embossed process lettering.
- ix. Mulching material shall consist of aged or composted wood chips or shredded bark and shall be free of material injurious to plant growth. Mulch will be placed on the soil surface over the rootball of the tree, but not directly adjacent to the tree trunk. The mulch depth is to be no less than 3" and no more than 4".
- x. Water shall be provided by the Contractor and be suitable for irrigation and free from ingredients harmful to plant life. Trees will be thoroughly watered at the time of installation. A minimum of twenty gallons of water shall be applied to installed trees at time of planting and then every-other week throughout growing season. Growing season is approximately mid-April to mid-November Based on growing season, it is estimated that trees would be watered 16 times from April- November. Watering schedule shall begin no later than May 15. Exact start and end dates of watering schedule will be dependent on weather conditions and will be determined by City. Watering bags (ex: Gator bags) may be used to accomplish watering; however, they must be removed at the end of the growing season.
- xi. No trunk wrapping material shall remain on the tree after planting.
- xii. Staking and guying materials, if specified, shall be as follows: Stakes shall be 6' to 8' long sections of unflanged metal or 2" x 2" hardwood. Support ties shall be 2-3" wide bands of polypropylene, elasticized or webbed strapping. All staking materials must be removed after one (1) year unless discussed with and authorized by the City.

C. Certification

All plant materials, shipments, and deliveries shall comply with state and federal laws and regulations governing the inspection, shipping, selling, and handling of plant stock. A certificate of inspection, or a copy thereof, for injurious insects, plant diseases, and other plant pests shall accompany each shipment or delivery of plant material. The certificate shall bear the name and address of the source of the stock.

D. Selection and Tagging

Plants shall be subject to inspection for conformity to specification requirements and approval by the City.

Plants shall be inspected upon delivery, and the City reserves the right to reject any plants that do not meet the standards or that have been damaged during shipment. Such approval shall not impair the right of the City to inspect and reject plant material during progress of the work. A Contractor's representative shall be present at all inspections. The City shall be the sole judge of acceptability of stock at any time during the course of this contract.

E. Digging and Handling Plant Materials

Balled-and-burlapped and bareroot stock shall be of sufficient depth to include fibrous and feeding roots. B&B stock shall be dug with firm, natural balls of earth of diameter not less than that recommended in the current edition of ***American Standard for Nursery Stock***, The root collar shall be within the top 2" of the soil ball. Balled and burlapped plants with manufactured balls or balls that are dry, cracked, or broken before or during planting operation will not be accepted.

F. Transportation, Unloading and Storage of Plant Material

- i. Fresh dug material is given preference over plant material held in storage. Plant material held in storage will be rejected if excessive growth or dieback of branches has occurred in storage.
- ii. Branches shall be tied with rope or twine only, and in such a manner that no damage will occur to the bark or branches.
- iii. During transportation of plant material, the Contractor shall exercise care to prevent injury and drying out of the trees. Should the roots be dried out, large branches broken, balls of earth broken or loosened, or areas of bark torn, the City may reject the injured tree(s) and order them replaced at no additional cost to the City.
- iv. The root systems of each load of bare root stock sent from the storage facility shall be adequately covered with wet soil, sawdust, wood chips, moss, peat, straw, hay or other acceptable moisture-holding medium, and shall be covered with an open-mesh tarpaulin or canvas. Shredded newspaper is not an acceptable medium. Loads that are not protected in the above manner may be rejected. *Note: tight-woven tarps and canvas can cause a load of trees to overheat on a sunny day, resulting in serious damage.*
- v. Contractor is responsible for unloading delivered trees using Contractor equipment and labor. Care must be taken to prevent damage to any part of the tree including bark, roots, buds or branches during unloading and storage of trees.
- vi. Plants must be protected at all times from sun or drying winds. Those that cannot be planted immediately upon delivery shall be kept in the shade, well protected with wood chips or other acceptable material, and kept well watered. Plants shall not be bound with wire or rope at any time so as to damage the bark or break branches. Plants shall be lifted and handled with suitable support of the soil ball to avoid damaging it.
- vii. Trees and equipment may be staged in the City of Ann Arbor Nursery (1035 Ellsworth Rd, Ann Arbor) as arranged with Contract Administrator, for the duration of the planting project. Water and wood chips for storing trees, but not City equipment, are available for Contractor's use at this site. The Nursery gate is to remain locked whenever City Staff/Contractors are not present. A lock and chain must be provided by the Contractor.

G. Delivery

- i. Bid prices shall include delivery to the City's receiving site located at 1035 Ellsworth Road, Ann Arbor, MI. All trees shall be delivered to the specified site at least one day before planting.
 - a. Delivery to the City Nursery at 1035 Ellsworth Road must occur between the hours of 7:30 a.m. to 1 p.m. A City representative and contractor representative must be present at delivery.
- ii. Plant materials shall not be shipped C.O.D., and any shipment so made will be refused by the City.
- iii. The Contractor shall give the City notice of delivery time 3 to 5 days prior to delivery.

H. Excavation of Planting Areas

- i. Contractor is responsible for contacting Miss Dig/local utility for verification of all underground utility lines in the area of the work prior to the planting of any street trees. Contractor shall be responsible for all damage resulting from planting operations, neglect or failure to comply with this requirement.
 - a. Contractor shall schedule a pre-work meeting before each planting season with Miss Dig, local utility companies and the City to discuss scope of project and utility marking needs.

NOTE: Gas lines often are buried under the extension between road and walk. These lines are much deeper than planting operations, with the exception of home service lines. It is the responsibility of the contractor to locate, by hand digging, marked gas lines.

- ii. The Contractor will be held responsible for the preservation of all public and private property along and adjacent to the work area, and will be required to exercise due caution to avoid and prevent any damage or injury as a consequence of their work. All turf, trees, shrubs, groundcovers, fences, irrigation systems utilities and other site amenities shall be adequately protected.

Should any direct or indirect damage or injury result to any public or private property by or on account of any act, omission, neglect or conduct in the execution of the work of the Contractor or any employees or agents, such property shall be restored by, and at the expense of the Contractor, to the condition equivalent to that existing before the damage or injury occurred, by repairing or rebuilding the same or by otherwise making good such damage or injury in an acceptable manner.

- iii. The Contractor shall excavate planting areas as shown on the City of Ann Arbor Tree Planting Detail (Appendix I). Excavation may be done by shovel, backhoe, stump grinder or soil auger. The glazing of the sides must be broken up and the surrounding soil loosened. Contractor is required to hand dig planting locations according to Miss Dig requirements.
- iv. The soil pad on which the soil/root ball or bare root trees will be placed shall be of undisturbed soil. The depth of the pad shall correspond to the distance from the bottom of the soil ball or roots to the root collar, or slightly less. Glazed planting hole surfaces shall be sufficiently roughened prior to backfilling. *Note: The root collar is the area where the roots join the trunk. For most trees in native settings, the root collar is just below the soil surface, though it may be*

1-5" lower for oak, hickory and pear. With bare root trees the root collar's location is obvious. With nursery grown B&B trees the root collar is rarely visible often being several inches below the surface of the soil ball. This depth can be determined by checking the depth in the nursery before the trees are harvested; or by using a wire and gently probing the ball to find the major roots; or by estimating, knowing that the roots will likely be about 4" below the swelling at the base of the trunk. This swelling is caused by either a graft union or cutting back of a rooted cutting. See Appendix H.

- v. Excavated planting holes that will pose an immediate and considerable hazard to pedestrians or vehicles shall be adequately barricaded with appropriate warning devices. All excavated planting holes must be planted or filled the day they are excavated. No excavated planting hole shall be left open after the work day is complete.
- vi. The Contractor shall notify the City in writing, of soil conditions or other obstructions the Contractor considers detrimental to tree growth. Such conditions shall be described, as well as suggestions for correcting them. Proper water drainage must be assured. Where soil conditions or below ground obstructions which cannot be remedied are encountered, the City shall designate alternate planting locations. The City shall bear any costs associated with such relocation.

I. Planting Operations

- i. The City reserves the right to determine the tree species to be planted at each site.
- ii. Plants must be protected from excessive vibrations. Plants shall not be thrown or bounced off a truck or loader to the ground. Plants shall not be dragged, lifted, or pulled by the trunk or foliage parts in a manner that will loosen the roots in the ball.
- iii. Plants shall be set with the top of the root collar at or slightly above finished grade. Plants must be centered in the hole and set plumb. Plants shall be set so that they will be at the same depth 1 year after planting. *Note: planting depth is critical to long-term planting success. Research indicates that some species planted too deep will develop trunk diseases, girdling roots or be more susceptible to breakage in wind storms. These problems are not likely to develop until years after planting.*
- iv. Bare root plants shall have their roots spread into a natural position, free of bunching, kinking, or circling. All broken or damaged roots shall be cut back to the point where they are clean and free of rot. No other root pruning shall be done.
- v. For plants in plastic, metal or biodegradable containers, the container shall be removed before planting. If roots are crowded or coiled on the bottom, sides, or surface of the root ball, they shall be gently separated from the edges or surface.
- vi. For all plants moved with a tree spade, all holes and cavities between the ball and the surrounding soil shall be filled. Glazed planting hole surfaces shall be sufficiently roughened prior to backfilling. The ball shall be thoroughly soaked with water after planting.
- vii. Remove ropes, strings, wire baskets, burlap, and other wrappings from the root balls of B&B plants. After the plant has been set and one half of the backfilling completed to support the ball, ropes, strings, wire baskets, burlap, and other wrappings shall be removed from the top one-half of the ball. The balance of the wrappings may be left intact around the bottom half of the ball. After backfilling is complete, no portion of the ball wrapping shall be left exposed. If ball wrapping is waterproof, water repellent, or non-degradable it must be removed entirely

from the ball. All removed ropes, strings, wire baskets, burlap and other materials must be disposed of properly by the Contractor. If the root collar is deep in the ball, remove excess soil away from the trunk using hands to avoid trunk injury.

- a. Planting holes shall be backfilled with excavated soil. If excavated soil is unsuitable (i.e. rocky/gravelly, contains construction debris, too clayey or too sandy) clean topsoil may be used to backfill planting holes. When holes are approximately two-thirds full, they shall be thoroughly watered to eliminate air pockets. After this initial watering, excavated soil shall be installed to the top of the hole and watered. Prevent puddled soil conditions by avoiding compaction once the soil is wet.
- viii. Planting areas shall be finish-graded to conform to drawings (refer to Appendix I- Tree Planting detail) after full settlement has occurred.
- ix. All plants shall be mulched over the root system with a 3-4-inch layer of aged wood chips or bark immediately after planting. Mulch shall be kept away from the tree's trunk. Mulching material shall be pulled back no less than 3" and no more than 6" from the trunk.
- x. Plants shall be thoroughly watered immediately after planting.
- xi. All twine, rope, transit guards or wrappings shall be removed after planting is completed and disposed of properly by the Contractor. Plant labels should remain secured to the tree and will be removed by the City.

J. Guying, Staking, Wrapping, and Pruning

- i. Only those plants designated by the City shall have trunk protection installed or be staked and/or guyed.
- ii. Only trees so designated by the City shall have approved trunk protection installed. The trunk protection shall be secured at the top and bottom of the trunk in a manner so as not to restrict or damage the bark). The Contractor will be responsible for removing trunk protection after a one year period.
- iii. Only trees so designated shall be staked and guyed. Ties made of approved material shall be attached directly to the stakes or may be attached to stakes by wire. In no case shall the wire extend around the tree trunk. Ties should be attached loosely enough to allow a small amount of play in the trunk. For drooping stems, ties shall be placed at the point on the stem at which the top can stand up on its own. Stakes shall be driven outside the root ball. The Contractor will be responsible for removing all stakes and straps after a one year period. These stakes and straps will be the property of the Contractor and should be figured into the bid.
- iv. Double leaders, dead branches and any branches damaged or broken during the planting process shall be the pruned. This shall be the only pruning allowed at planting. Pruning shall conform to ***American National Standard for Tree Care Operations, ANSI A300.***

K. Cleanup

- i. Soil, sod, branches, binding and wrapping material, rejected plants, or other debris resulting from any tree planting activities shall be promptly cleaned up and removed from the City street or right-of-way and disposed of properly. The work area shall be kept safe and neat at all times until the cleanup operation is completed. Under no condition shall the accumulation

of soil, branches, or other debris be allowed upon a public or private property in such a manner as to result in a public hazard.

L. Tree Planting Acceptance

- i. At the completion of each planting project (fall and spring), the City will meet with Contractor to note and correct any discrepancies that the City has identified during post plant inspections.
- ii. Acceptance of plant material by the City shall be for general conformity to specified size, character, and quality and shall not relieve the Contractor of responsibility for full conformity to the contract documents, including correct species.
- iii. Upon completion and re-inspection of all repairs or renewals necessary in the judgment of the City, the City shall certify in writing that the work has been accepted. Any plant work so accepted will be paid within 30 days at the contract bid price, unless previously negotiated otherwise.
- iv. Work may be accepted in parts when the City and Contractor deem that practice to be in their mutual interest. Approval must be given in writing by the City to the Contractor verifying that the work may be completed in parts. Acceptance of work in parts shall not waive any other provision of this contract.

M. Guarantee Period, Replacement and Maintenance

- i. The Contractor shall guarantee all plants to be healthy and in flourishing condition for one year from the date of acceptance. Acceptable trees shall be sound, healthy, vigorous, with full crowns free of dead or dying branches and branch tips, and shall bear foliage of a normal density, size and color.
- ii. The Contractor shall remove and replace, without cost, and as soon as weather conditions permit, and within a specified planting period, all trees determined by the City to be unacceptable at any time during the guarantee period. Replacements shall be subject to all requirements stated in this specification.
- iii. The guarantee does not include vandalism, storm damage, or animal damage unrelated to contractor activities.
- iv. The Contractor shall be responsible for all maintenance of the trees during the guarantee period. Maintenance shall begin immediately after each tree is planted and shall continue until Final Inspection and Acceptance.
- v. Maintenance shall consist of necessary watering, mulching, resetting of plants to proper grades or upright position, pruning or other items as are necessary to keep the plantings in thriving conditions.

N. Final Inspection and Acceptance

- i. At the end of the guarantee period for each project (fall and spring) and within 14 days after receipt of written notice from the Contractor that the work is ready for final inspection and acceptance, the City shall inspect all guaranteed work for final acceptance. When the Contract Administrator finds the work acceptable under the Contract and the Contract fully performed, including completion and re-inspection of all repairs and replacements necessary

in the judgment of the Contract Administrator, the Contract Administrator will promptly sign and issue a final certificate stating that the work required by this Contract has been completed and is accepted by the City under the terms and conditions of the Contract. Subject to the requirements below, the entire balance found to be due the Contractor, including the retained percentage shall be paid to the Contractor by the City within 30 days after the date of the final certificate.

Before issuance of final certificates, the Contractor shall file with the City:

- (1) The consent of the surety to payment of the final estimate;
- (2) The Contractor's Affidavit (Appendix M)

In case the Affidavit or consent is not furnished, the City may retain out of any amount due the Contractor, sums sufficient to cover all lienable claims.

The making and acceptance of the final payment shall constitute a waiver of all claims by the City except those arising from:

- (1) unsettled liens;
- (2) faulty work appearing within 12 months after final payment;

The making and acceptance of the final payment shall also constitute a waiver of all claims by the Contractor, except those previously made and still unsettled.

APPENDIX A: Insurance Requirements

- A. The Contractor shall procure and maintain during the life of this Contract, including the guarantee period and during any warranty work, such insurance policies, including those set forth below, as will protect itself and the City from all claims for bodily injuries, death or property damage which may arise under this Contract; whether the acts were made by the Contractor or by any subcontractor or anyone employed by them directly or indirectly. The following insurance policies are required:
1. Worker's Compensation Insurance in accordance with all applicable state and federal statutes. Further, Employers Liability Coverage shall be obtained in the following minimum amounts:

Bodily Injury by Accident - \$500,000 each accident
Bodily Injury by Disease - \$500,000 each employee
Bodily Injury by Disease - \$500,000 each policy limit
 2. Commercial General Liability Insurance equivalent to, as a minimum, Insurance Services Office form CG 00 01 07 98. The City of Ann Arbor shall be named as an additional insured. There shall be no added exclusions or limiting endorsements including, but not limited to: Products and Completed Operations, Explosion, Collapse and Underground coverage or Pollution. Further, the following minimum limits of liability are required:

\$1,000,000 Each occurrence as respect Bodily Injury Liability or Property Damage Liability, or both combined.

\$2,000,000 Per Job General Aggregate

\$1,000,000 Personal and Advertising Injury

\$2,000,000 Products and Completed Operations Aggregate
 3. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, equivalent to, as a minimum, Insurance Services Office form CA 00 01 07 97. The City of Ann Arbor shall be named as an additional insured. There shall be no added exclusions or limiting endorsements. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles. Further, the limits of liability shall be \$1,000,000 for each occurrence as respects Bodily Injury Liability or Property Damage Liability, or both combined.
 4. Umbrella/Excess Liability Insurance shall be provided to apply excess of the Commercial General Liability, Employers Liability and the Motor Vehicle coverage enumerated above, for each occurrence and for aggregate in the amount of \$1,000,000.
- B. Insurance required under Section A.2 and A.3 of this Contract shall be considered primary as respects any other valid or collectible insurance that the City may possess, including any self-insured retentions the City may have; and any other insurance the City does possess shall be considered excess insurance only and shall not be required to contribute with this insurance. Further, the Contractor agrees to waive any right of recovery by its insurer against the City.
- C. In the case of all Contracts involving on-site work, the Contractor shall provide to the City before the commencement of any work under this Contract documentation demonstrating it has obtained

the above mentioned policies. Documentation must provide and demonstrate an unconditional 30 day written notice of cancellation in favor of the City of Ann Arbor. Further, the documentation must explicitly state the following: (a) the policy number; name of insurance company; name and address of the agent or authorized representative; name and address of insured; project name; policy expiration date; and specific coverage amounts; (b) any deductibles or self-insured retentions which shall be approved by the City, in its sole discretion; (c) that the policy conforms to the requirements specified. An original certificate of insurance may be provided as an initial indication of the required insurance, provided that no later than 21 calendar days after commencement of any work the Contractor supplies a copy of the endorsements required on the policies. Upon request, the Contractor shall provide within 30 days a copy of the policy(ies) to the City. If any of the above coverage expire by their terms during the term of this Contract, the Contractor shall deliver proof of renewal and/or new policies to the Administering Service Area/Unit at least ten days prior to the expiration date.

- D. Any Insurance provider of Contractor shall be admitted and authorized to do business in the State of Michigan and shall carry and maintain a minimum rating assigned by A.M. Best & Company's Key Rating Guide of "A" Overall and a minimum Financial Size Category of "V". Insurance policies and certificates issued by non-admitted insurance companies are not acceptable unless approved in writing by the City.

APPENDIX B: Bonds

PERFORMANCE BOND

- (1) _____ of
(referred to as "Principal"), and _____, a corporation duly authorized to do business in the State of Michigan (referred to as "Surety"), are bound to the City of Ann Arbor, Michigan (referred to as "City"), for \$ _____, the payment of which Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by this bond.
- (2) The Principal has entered a written contract with the City dated _____, 20____, for: _____ and this bond is given for that contract in compliance with Act No. 213 of the Michigan Public Acts of 1963, as amended, being MCL 129.201 et seq.
- (3) Whenever the Principal is declared by the City to be in default under the contract, the Surety may promptly remedy the default or shall promptly:
 - (a) complete the contract in accordance with its terms and conditions; or
 - (b) obtain a bid or bids for submission to the City for completing the contract in accordance with its terms and conditions, and upon determination by Surety of the lowest responsible bidder, arrange for a contract between such bidder and the City, and make available, as work progresses, sufficient funds to pay the cost of completion less the balance of the contract price; but not exceeding, including other costs and damages for which Surety may be liable hereunder, the amount set forth in paragraph 1.
- (4) Surety shall have no obligation to the City if the Principal fully and promptly performs under the contract.
- (5) Surety agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder, or the specifications accompanying it shall in any way affect its obligations on this bond, and waives notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work, or to the specifications.

SIGNED AND SEALED this _____ day of _____, 20____.

(Name of Surety Company)

(Name of Principal)

By

(Signature)

By

(Signature)

Its

(Title of Office)

Its

(Title of Office)

Approved as to form:
Stephen K. Postema, City Attorney

Name and address of agent:

LABOR AND MATERIAL BOND

(1) _____ of
, (referred to as "Principal"), and _____, a corporation duly authorized to do
business in the State of Michigan, (referred to as "Surety"), are bound to the City of Ann Arbor, Michigan (referred to as
"City"), for the use and benefit of claimants as defined in Act 213 of Michigan Public Acts of 1963, as amended, being
MCL 129.201 et seq., in the amount of
\$ _____, for the payment of which Principal and Surety bind themselves, their heirs, executors, administrators,
successors and assigns, jointly and severally, by this bond.

(2) The Principal has entered a written contract with the City, dated _____, 20____, for
; and this bond is given for that contract in compliance with Act No. 213 of the Michigan Public Acts of 1963 as
amended;

(3) If the Principal fails to promptly and fully repay claimants for labor and material reasonably required under the contract,
the Surety shall pay those claimants.

(4) Surety's obligations shall not exceed the amount stated in paragraph 1, and Surety shall have no obligation if the
Principal promptly and fully pays the claimants.

SIGNED AND SEALED this _____ day of _____, 20____.

(Name of Surety Company)

(Name of Principal)

By
(Signature)

By
(Signature)

Its
(Title of Office)

Its
(Title of Office)

Approved as to form:

Name and address of agent:

Stephen K. Postema, City Attorney

APPENDIX C: Living Wage Ordinance

City of Ann Arbor

LIVING WAGE ORDINANCE DECLARATION OF COMPLIANCE

The Ann Arbor Living Wage Ordinance (Section 1:811-1:821 of Chapter 23 of Title I of the Code) requires that employers providing services to the City or recipients of grants for financial assistance (in amounts greater than \$10,000 in a twelve-month period of time) pay their employees who are working on the City project or grant, a minimum level of compensation known as the **Living Wage**. This wage must be paid to the employees for the length of the contract/project.

Companies employing fewer than 5 persons and non-profits employing fewer than 10 persons are exempt from the Ordinance. If this exemption applies to your firm, please check below:

_____ This **company** is exempt due to the fact that we employ or contract with fewer than 5 individuals.

_____ This **non-profit agency** is exempt due to the fact that we employ or contract with fewer than 10 employees.

The Ordinance requires that all contractors/vendors and/or grantees agree to the following terms:

- a) To pay each of its employees performing work on any covered contract or grant with the City, no less than the living wage, which is defined as \$12.17/hour when health care is provided, or no less than \$13.57/hour for those employers that do *not* provide health care. It is understood that the Living Wage will be adjusted each year on April 30, and covered employers will be required to pay the adjusted amount thereafter. The rates stated above include any adjustment for 2012.
- b) Please check the boxes below which apply to your workforce:
- Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage without health benefits Yes _____ No _____
- OR**
- Employees who are assigned to *any covered* City project or grant will be paid at or above the applicable living wage with health benefits Yes _____ No _____
- c) To post a notice approved by the City regarding the Living Wage Ordinance in every work place or other location in which employees or other persons contracting for employment are working.
- d) To provide the City payroll records or other documentation as requested; and,
- e) To permit access to work sites to City representatives for the purposes of monitoring compliance, investigating complaints or non-compliance.

The undersigned authorized representative hereby obligates the contractor/vendor or grantee to the above stated conditions under penalty of perjury and violation of the Ordinance.

Company Name

Address City State Zip

Signature of Authorized Representative

Phone (area code)

Type or Print Name and Title

Email address

Date signed

Questions about this form? Please contact:
Procurement Office City of Ann Arbor
Phone: 734/794-6500

Revised 3/2012

LW-2

CITY OF ANN ARBOR
LIVING WAGE ORDINANCE

RATE EFFECTIVE MAY 1, 2012-ENDING APRIL 29, 2013

\$12.17 per hour

if the employer provides health care benefits*

\$13.57 per hour

if the employer does *NOT* provide health care benefits*

Employers providing services to or for the City of Ann Arbor or recipients of grants or financial assistance from the City of Ann Arbor for a value of more than \$10,000 in a twelve-month period of time must pay those employees performing work on a City of Ann Arbor contract or grant, the above living wage.

ENFORCEMENT

The City of Ann Arbor may recover back wages either administratively or through court action for the employees that have been underpaid in violation of the law. Persons denied payment of the living wage have the right to bring a civil action for damages in addition to any action taken by the City.

Violation of this Ordinance is punishable by fines of not more than \$500/violation plus costs, with each day being considered a separate violation. Additionally, the City of Ann Arbor has the right to modify, terminate, cancel or suspend a contract in the event of a violation of the Ordinance.

** Health Care benefits include those paid for by the employer or making an employer contribution toward the purchase of health care. The employee contribution must not exceed \$.50 an hour for an average work week; and the employer cost or contribution must equal no less than \$1/hr for the average work week.*

The Law Requires Employers to Display This Poster Where Employees Can Readily See It.

For Additional Information or to File a Complaint Contact:
Karen Lancaster, Purchasing Agent
734/794-6576 or klancaster@a2gov.org

APPENDIX D: Davis-Bacon

Description

This project will receive financing with assistance from the State of Michigan Clean Water Revolving Funds and must comply with P.L. 111-88, which requires compliance with the Davis Bacon Act and adherence to the current U.S. Department of Labor Wage Decision. Attention is called to the fact that not less than the minimum salaries and wages as set forth in the Contract Documents (see General Decision included herein) must be paid on this project. The Contractor on the job site must post the General Wage Decision, including modifications. A copy of the Federal Labor Standards Provisions is included and is hereby a part of this contract.

The appropriate Wage Decision was obtained from the United States Department of Labor (DOL) at: <http://www.access.gpo.gov/davisbacon/index.html>.

At the request of the City, any contractor or subcontractor shall provide satisfactory proof of compliance with this specification, including certified payrolls and wage rate interviews.

Notwithstanding any other provision of this contract, any failure to comply with the requirements of this Detailed Specification by the Contractor, shall permit the City to recover as damages, and not as penalty, against the Contractor any loss, expense or cost (including without limitation, attorney's fees) incurred by the City resulting from any such failure (including without limitation any impairment or loss of funding, whether in whole or in part, from the State or any damages owed to the State by the City).

Measurement and Payment

All costs associated with complying with the requirements of this Detailed Specification will not be paid for separately, but shall be included in the item of work "General Conditions."

Please note that the following documents are attached to this Detailed Specification:

- Attachment #1: 29 CFR Part 5 – Labor Standards Provisions for Federally Assisted Projects
- Attachment #2: GENERAL DECISION: MI20100178

APPENDIX D: Davis- Bacon Attachment #1

29 CFR Part 5 – Labor Standards Provisions for Federally Assisted Projects

§ 5.5 Contract provisions and related matters

(a) The Agency head shall cause or require the contracting officer to insert in full in any contract in excess of \$2,000 which is entered into for the actual construction, alteration and/or repair, including painting and decorating, of a public building or public work, or building or work financed in whole or in part from Federal funds or in accordance with guarantees of a Federal agency or financed from funds obtained by pledge of any contract of a Federal agency to make a loan, grant or annual contribution (except where a different meaning is expressly indicated), and which is subject to the labor standards provisions of any of the acts listed in Sec. 5.1, the following clauses (or any modifications thereof to meet the particular needs of the agency, *Provided*, That such modifications are first approved by the Department of Labor):

(1) *Minimum wages.* (i) All laborers and mechanics employed or working upon the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 1949 in the construction or development of the project), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR part 3)), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics.

Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1(b)(2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (a)(1)(iv) of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics shall be paid the appropriate wage rate and fringe benefits on the wage determination for the classification of work actually performed, without regard to skill, except as provided in Sec. 5.5(a)(4). Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided*, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph (a)(1)(ii) of this section) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

(ii)(A) The contracting officer shall require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The contracting officer shall approve an additional classification and wage rate and fringe benefits therefore only when the following criteria have been met:

(1) The work to be performed by the classification requested is not performed by a classification in the wage determination; and 4 Rev. 9/2011

(2) The classification is utilized in the area by the construction industry; and

(3) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(B) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken shall be sent by the contracting officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(C) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer shall refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(D) The wage rate (including fringe benefits where appropriate) determined pursuant to paragraphs (a)(1)(ii) (B) or (C) of this section, shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(iii) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(iv) If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, Provided, That the Secretary of Labor has found, upon the written request of the contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

(2) *Withholding.* The (write in name of Federal Agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld from the contractor under this contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same prime contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work (or under the United States Housing Act of 1937 or under the Housing Act of 5 Rev. 9/2011 1949 in the construction or development of the project), all or

part of the wages required by the contract, the (Agency) may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

(3) *Payrolls and basic records.* (i) Payrolls and basic records relating thereto shall be maintained by the contractor during the course of the work and preserved for a period of three years thereafter for all laborers and mechanics working at the site of the work (or under the United States Housing Act of 1937, or under the Housing Act of 1949, in the construction or development of the project). Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1(b)(2)(B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made and actual wages paid. Whenever the Secretary of Labor has found under 29 CFR 5.5(a)(1)(iv) that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1(b)(2)(B) of the Davis-Bacon Act, the contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(ii)(A) The contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the (write in name of appropriate federal agency) if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit the payrolls to the applicant, sponsor, or owner, as the case may be, for transmission to the (write in name of agency). The payrolls submitted shall set out accurately and completely all of the information required to be maintained under 29 CFR 5.5(a)(3)(i), except that full social security numbers and home addresses shall not be included on weekly transmittals. Instead the payrolls shall only need to include an individually identifying number for each employee (e.g., the last four digits of the employee's social security number). The required weekly payroll information may be submitted in any form desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division Web site at <http://www.dol.gov/esa/whd/forms/wh347instr.htm> or its successor site. The prime contractor is responsible for the submission of copies of payrolls by all subcontractors. Contractors and subcontractors shall maintain the full social security number and current address of each covered worker, and shall provide them upon request to the (write in name of appropriate federal agency) if the agency is a party to the contract, but if the agency is not such a party, the contractor will submit them to the applicant, sponsor, or owner, as the case may be, for transmission to the (write in name of agency), the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or audit of compliance with prevailing wage requirements. It is not a violation of this section for a prime contractor to require a subcontractor to provide addresses and social security numbers to the prime contractor for its own records, without weekly submission to the sponsoring government agency (or the applicant, sponsor, or owner).

(B) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify the following: 6 Rev. 9/2011

(1) That the payroll for the payroll period contains the information required to be provided under Sec. 5.5(a)(3)(ii) of Regulations, 29 CFR part 5, the appropriate information is being maintained under Sec. 5.5(a)(3)(i) of Regulations, 29 CFR part 5, and that such information is correct and complete;

(2) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in Regulations, 29 CFR part 3;

(3) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(C) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by paragraph (a)(3)(ii)(B) of this section.

(D) The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under section 1001 of title 18 and section 231 of title 31 of the United States Code.

(iii) The contractor or subcontractor shall make the records required under paragraph (a)(3)(i) of this section available for inspection, copying, or transcription by authorized representatives of the (write the name of the agency) or the Department of Labor, and shall permit such representatives to interview employees during working hours on the job. If the contractor or subcontractor fails to submit the required records or to make them available, the Federal agency may, after written notice to the contractor, sponsor, applicant, or owner, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

(4) *Apprentices and trainees--(i) Apprentices.* Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship Training, Employer and Labor Services, or with a State Apprenticeship Agency recognized by the Office, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Office of Apprenticeship Training, Employer and Labor Services or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated above, shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its 7 Rev. 9/2011 program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeymen hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits

listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Office of Apprenticeship Training, Employer and Labor Services, or a State Apprenticeship Agency recognized by the Office, withdraws approval of an apprenticeship program, the contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(ii) *Trainees.* Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed unless they are employed pursuant to and individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed on the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate on the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(iii) *Equal employment opportunity.* The utilization of apprentices, trainees and journeymen under this part shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR part 30.

(5) *Compliance with Copeland Act requirements.* The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract.

(6) *Subcontracts.* The contractor or subcontractor shall insert in any subcontracts the clauses contained in 29 CFR 5.5(a)(1) through (10) and such other clauses as the (write in the name of the Federal agency) may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in 29 CFR 5.5. 8 Rev. 9/2011

(7) *Contract termination: debarment.* A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

(8) *Compliance with Davis-Bacon and Related Act requirements.* All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract.

(9) *Disputes concerning labor standards.* Disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

(10) *Certification of eligibility.* (i) By entering into this contract, the contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(ii) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a)(1).

(iii) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

(b) *Contract Work Hours and Safety Standards Act.* The Agency Head shall cause or require the contracting officer to insert the following clauses set forth in paragraphs (b)(1), (2), (3), and (4) of this section in full in any contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by Sec. 5.5(a) or 4.6 of part 4 of this title. As used in this paragraph, the terms laborers and mechanics include watchmen and guards.

(1) *Overtime requirements.* No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.

(2) *Violation; liability for unpaid wages; liquidated damages.* In the event of any violation of the clause set forth in paragraph (b)(1) of this section the contractor and any subcontractor responsible there for shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (b)(1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (b)(1) of this section. 9 Rev. 9/2011

(3) *Withholding for unpaid wages and liquidated damages.* The (write in the name of the Federal agency or the loan or grant recipient) shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (b)(2) of this section.

(4) *Subcontracts*. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (b)(1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (b)(1) through (4) of this section.

(c) In addition to the clauses contained in paragraph (b), in any contract subject only to the Contract Work Hours and Safety Standards Act and not to any of the other statutes cited in Sec. 5.1, the Agency Head shall cause or require the contracting officer to insert a clause requiring that the contractor or subcontractor shall maintain payrolls and basic payroll records during the course of the work and shall preserve them for a period of three years from the completion of the contract for all laborers and mechanics, including guards and watchmen, working on the contract. Such records shall contain the name and address of each such employee, social security number, correct classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. Further, the Agency Head shall cause or require the contracting officer to insert in any such contract a clause providing that the records to be maintained under this paragraph shall be made available by the contractor or subcontractor for inspection, copying, or transcription by authorized representatives of the (write the name of agency) and the Department of Labor, and the contractor or subcontractor will permit such representatives to interview employees during working hours on the job

APPENDIX D: Davis-Bacon Attachment #2

General Decision Number: MI130074 01/04/2013 MI74

Superseded General Decision Number: MI20120074

State: Michigan

Construction Type: Heavy

County: Washtenaw County in Michigan.

HEAVY CONSTRUCTION PROJECTS

Modification Number	Publication Date
0	01/04/2013

CARP0687-006 06/01/2012

	Rates	Fringes
CARPENTER, Includes Form Work....	\$ 29.19	22.77

ELEC0252-009 06/04/2012

	Rates	Fringes
ELECTRICIAN.....	\$ 38.98	20.18

ENGI0326-008 06/01/2012

	Rates	Fringes
OPERATOR: Power Equipment		
GROUP 1.....	\$ 38.59	20.30
GROUP 2.....	\$ 37.09	20.30
GROUP 3.....	\$ 35.59	20.30
GROUP 4.....	\$ 35.29	20.30
GROUP 5.....	\$ 34.47	20.30
GROUP 6.....	\$ 33.61	20.30
GROUP 7.....	\$ 32.64	20.30
GROUP 8.....	\$ 30.93	20.30
GROUP 9.....	\$ 22.59	20.30

FOOTNOTES: Tower cranes: to be paid the crane operator rate determined by the combined length of the mast and the boom.

POWER EQUIPMENT OPERATOR CLASSIFICATIONS

GROUP 1: Crane with boom & jib or leads 400' or longer

GROUP 2: Crane with boom & jib or leads 300' or longer

GROUP 3: Crane with boom & jib or leads 220' or longer

GROUP 4: Crane with boom & jib or leads 140' or longer

GROUP 5: Crane with boom & jib or leads 120' or longer

GROUP 6: Regular crane operator

GROUP 7: Backhoe/Excavator, Bobcat/Skid Loader, Boring Machine, Broom/Sweeper, Bulldozer, Grader/Blade, Loader, Roller, Scraper, Tractor, Trencher

GROUP 8: Forklift

GROUP 9: Oiler

IRON0025-006 06/04/2012

	Rates	Fringes
IRONWORKER		
Reinforcing.....	\$ 28.74	23.35
Structural.....	\$ 33.29	25.34

LABO0334-009 07/01/2012

	Rates	Fringes
Landscape Laborer		
GROUP 1.....	\$ 20.96	6.50
GROUP 2.....	\$ 16.74	6.50

LANDSCAPE LABORER CLASSIFICATIONS

GROUP 1: Landscape specialist, including air, gas and diesel equipment operator, lawn sprinkler installer and skidsteer (or equivalent)

GROUP 2: Landscape laborer: small power tool operator, material mover, truck driver and lawn sprinkler installer tender

* LABO0499-020 08/01/2012

	Rates	Fringes
LABORER		
GROUP 1.....	\$ 27.19	13.13
GROUP 2.....	\$ 27.39	13.13
GROUP 3.....	\$ 27.51	13.13

LABORER CLASSIFICATIONS

GROUP 1: Common or General; Grade Checker

GROUP 2: Mason Tender - Cement/Concrete

GROUP 3: Pipelayer

 PAIN0022-005 07/01/2008

	Rates	Fringes
PAINTER		
Brush & Roller.....	\$ 25.06	14.75
Spray.....	\$ 25.86	14.75

 PLAS0514-002 11/01/2011

	Rates	Fringes
CEMENT MASON/CONCRETE FINISHER...	\$ 31.91	14.34

 PLUM0190-010 06/01/2012

	Rates	Fringes
PLUMBER.....	\$ 37.44	19.92

 SUMI2010-072 11/09/2010

	Rates	Fringes
TRUCK DRIVER: Off the Road		
Truck.....	\$ 20.82	3.69

 TEAM0007-006 06/01/2012

	Rates	Fringes
TRUCK DRIVER		
Dump Truck under 8 cu.		
yds.; Tractor Haul Truck....	\$ 24.895	.50 + a+b
Dump Truck, 8 cu. yds. and		
over.....	\$ 24.995	.50 + a+b
Lowboy/Semi-Trailer Truck...	\$ 25.145	.50 + a+b

FOOTNOTE:
 a. \$351.00 per week.
 b. \$49.90 daily.

 WELDERS - Receive rate prescribed for craft performing
 operation to which welding is incidental.

=====
 Unlisted classifications needed for work not included within
 the scope of the classifications listed may be added after
 award only as provided in the labor standards contract clauses
 (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is union or non-union.

Union Identifiers

An identifier enclosed in dotted lines beginning with characters other than "SU" denotes that the union classification and rate have found to be prevailing for that classification. Example: PLUM0198-005 07/01/2011. The first four letters , PLUM, indicate the international union and the four-digit number, 0198, that follows indicates the local union number or district council number where applicable , i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. The date, 07/01/2011, following these characters is the effective date of the most current negotiated rate/collective bargaining agreement which would be July 1, 2011 in the above example.

Union prevailing wage rates will be updated to reflect any changes in the collective bargaining agreements governing the rates.

0000/9999: weighted union wage rates will be published annually each January.

Non-Union Identifiers

Classifications listed under an "SU" identifier were derived from survey data by computing average rates and are not union rates; however, the data used in computing these rates may include both union and non-union data. Example: SULA2004-007 5/13/2010. SU indicates the rates are not union majority rates, LA indicates the State of Louisiana; 2004 is the year of the survey; and 007 is an internal number used in producing the wage determination. A 1993 or later date, 5/13/2010, indicates the classifications and rates under that identifier were issued as a General Wage Determination on that date.

Survey wage rates will remain in effect and will not change until a new survey is conducted.

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
 Wage and Hour Division
 U.S. Department of Labor
 200 Constitution Avenue, N.W.
 Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
 U.S. Department of Labor
 200 Constitution Avenue, N.W.
 Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
 U.S. Department of Labor
 200 Constitution Avenue, N.W.
 Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

=====

END OF GENERAL DECISION

**APPENDIX E: Certification Regarding
Debarment, Suspension, and Other Responsibility Matters**

The prospective participant certifies, to the best of its knowledge and belief, that it and its principals:

- (1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in transactions under federal nonprocurement programs by any federal department or agency;
- (2) Have not, within the three year period preceding the proposal, had one or more public transactions (federal, state, or local) terminated for cause or default; and
- (3) Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) and have not, within the three year period preceding the proposal, been convicted of or had a civil judgment rendered against it:
 - (a) For the commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public transaction (federal, state, or local) or a procurement contract under such a public transaction;
 - (b) For the violation of federal or state antitrust statutes, including those proscribing pricefixing between competitors, the allocation of customers between competitors, or bid rigging; or
 - (c) For the commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.

I understand that a false statement on this certification may be grounds for the rejection of this proposal or the termination of the award. In addition, under 18 U.S.C. §1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to five years, or both.

Name and Title of Authorized Representative

Name of Participant Agency or Firm

Signature of Authorized Representative

Date

I am unable to certify to the above statement. Attached is my explanation.

APPENDIX F
City of Ann Arbor Procurement Office
INSTRUCTIONS FOR CONTRACTORS
For Completing Contract Compliance Form

City Policy

The “non discrimination in contracts” provision of the City Code, (Chapter 112, Section 9:161) requires contractors/vendors/grantees doing business with the City not to discriminate on the basis of actual or perceived race, color, religion, national origin, sex, age, condition of pregnancy, marital status, physical or mental limitations, source of income, family responsibilities, educational association, sexual orientation, gender identity or HIV status against any of their employees, any City employee working with them, or any applicant for employment. It also requires that the contractors/vendors/grantees include a similar provision in all subcontracts that they execute for City work or programs.

This Ordinance further requires that each prospective contractor/vendor submit employment data to the City showing current total employee breakdown by occupation, race and gender. This allows the Human Rights Office to determine whether or not the contractor/vendor has a workforce that is reflective of the availability of women and under-represented minorities within the contractor’s labor recruitment area (the area where they can reasonably be expected to recruit employees). ***This data is provided to the City on the Human Rights Contract Compliance Forms (attached).***

To complete the form:

1) If a company has more than one location, then that company must complete 2 versions of the form.

- **Form #1** should contain the employment data for the **entire corporation.**
- **Form #2** should contain the employment data for those employees:
 - who will be working on-site;
 - in the office responsible for completing the contract; or,
 - in the case of non-profit grantees, those employees working on the project funded by the City grant(s).

2) If the company has only one location, fill out Form #1 only.

3) Complete all data in the upper section of the form including the name of the person who completes the form and the name of the company/organization’s president.

4) Complete the Employment Data in the remainder of the form. Please be sure to complete all columns including the Total Columns on the far right side of the form, and the Total row and Previous Year Total row at the bottom of the form.

5) Return the completed form(s) to your contact in the City Department for whom you will be conducting the work.

If a contractor is determined to be out of compliance, the Procurement Office will work with them to assist them in coming into compliance.

For assistance in completing the form, contact:
Procurement Office of the City of Ann Arbor
(734) 794-6500

**APPENDIX F
CITY OF ANN ARBOR HUMAN RIGHTS OFFICE
CONTRACT COMPLIANCE FORM**

Form #1

Entire Organization (Totals for All Locations where applicable)

Name of Company/Organization _____ Date Form Completed _____

Name and Title of Person Completing this Form _____ Name of President _____

Address _____ County _____ Phone # _____
 (Street address) (City) (State) (Zip) (Area Code)

Fax# _____ Email Address _____
 (Area Code)

EMPLOYMENT DATA

Job Categories	Number of Employees (Report employees in only one category)												
	Male						Female						TOTAL COLUMNS A-L
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	
A	B	C	D	E	F	G	H	I	J	K	L		
Exec/Sr. Level Officials													
Supervisors													
Professionals													
Technicians													
Sales													
Admin. Support													
Craftspeople													
Operatives													
Service Workers													
Laborers/Helper													
Apprentices													
Other													
TOTAL													
PREVIOUS YEAR TOTAL													

**APPENDIX F
CITY OF ANN ARBOR HUMAN RIGHTS OFFICE
CONTRACT COMPLIANCE FORM**

Form #2

Local Office (Only those employees that will do local or on-site work, if applicable)

Name of Company/Organization _____ Date Form Completed _____

Name and Title of Person Completing this Form _____ Name of President _____

Address _____ County _____ Phone # _____
(Street address) (City) (State) (Zip) (Area Code)

Fax# _____ Email Address _____

(Area Code)

EMPLOYMENT DATA

Job Categories	Number of Employees (Report employees in only one category)												TOTAL COLUMNS A-L
	Male						Female						
	White	Black or African American	Asian	Hispanic or Latino	Native Hawaiian or Other Pacific Islander	American Indian or Alaska Native	White	Black or African American	Asian	Hispanic or LatinO	Native Hawaiian or Other Pacific Islander	American Indian or Alaskan Native	
A	B	C	D	E	F	G	H	I	J	K	L		
Exec/Sr. Level Officials													
Supervisors													
Professionals													
Technicians													
Sales													
Admin. Support													
Craftspeople													
Operatives													
Service Workers													
Laborers/Helper													
Apprentices													
Other													
TOTAL													
PREVIOUS YEAR TOTAL													

APPENDIX G DISADVANTAGED BUSINESS ENTERPRISES

Description

Prime contractors bidding on this project must follow, document, and maintain documentation of their Good Faith Efforts, as listed below, to ensure that Disadvantaged Business Enterprises (DBEs) have the opportunity to participate in the project by increasing DBE awareness of procurement efforts and outreach. Bidders must make the following Good Faith Efforts for any work that will be subcontracted.

1. Ensure DBEs are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities; including placing DBEs on solicitation lists and soliciting DBEs whenever they are potential sources.
2. Make information on forthcoming opportunities available to DBEs and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by DBEs in the competitive process. This includes, whenever possible, posting solicitation for bids or proposals for a minimum of 30 calendar days before the bid or proposal closing date.
3. Consider in the contracting process whether firms competing for large contracts could be subcontracted with DBEs. This will include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by DBEs in the competitive process.
4. Encourage contracting with a consortium of DBEs when a contract is too large for one DBE firm to handle individually.
5. Use the services and assistance of the Small Business Administration and the Minority Business Development Agency of the U.S. Department of Commerce.

Subsequent to compliance with the Good Faith Efforts, the following conditions also apply under the DBE requirements. Completed Good Faith Efforts Worksheets (Attachment 1), along with the required supporting documentation outlined in the instructions, must be submitted with your bid proposal.

1. The prime contractor must pay its subcontractor for work that has been satisfactorily completed no more than 30 days from the prime contractor's receipt of payment from the owner.
2. The prime contractor must notify the owner in writing prior to the termination of any DBE subcontractor for convenience by the prime contractor.
3. If a DBE contractor fails to complete work under the subcontract for any reason, the prime contractor must employ the Good Faith Efforts if soliciting a replacement contractor.
4. The prime contractor must employ the Good Faith Efforts.

Frequently Asked Questions Regarding Contractor Compliance

Q: What is the Good Faith Efforts Worksheet form and how is it to be completed?

A: This form captures efforts by the prime contractor to solicit DBEs for each area of work type that will be subcontracted out. A separate Good Faith Efforts Worksheet must be provided by the prime contractor for each area of work type to be subcontracted out. There are specific instructions that accompany this form that prescribe minimum efforts which bidders must make in order to be in compliance with the DBE requirements.

Q: Can non-certified DBEs be used?

A: While non-certified DBEs can be used, only DBEs, MBEs, and WBEs that are certified by EPA, SBA, or MDOT (or by tribal, state and local governments, as long as their standards for certification meet or exceed the standards in EPA policy) can be counted toward the fair share goal. Proof of certification by one of these recognized and approved agencies should be sought from each DBE.

Q: How does a DBE get certified?

A: Applications for certification under MDOT can be found at <http://mdot270.state.mi.us:8080/UCP/FormsServlet>.

Applications for certification under EPA can be found on EPA's Small Business Programs website at <http://www.epa.gov/osbp/grants.htm> under Certification Forms.

Q: If a bidder follows the MDOT DBE requirements, will the bidder be in compliance with the SRF/DWRF DBE requirements?

A: No. Federally funded highway projects utilize DBE goals, which require that a certain percentage of work be performed by DBE subcontractors. For SRF/DWRF projects, there is no financial goal. However, there is a solicitation effort goal. Bidders must use Good Faith Efforts for each and every area of work to be subcontracted out to obtain DBEs. The bidders are not required to use DBEs if the quotes are higher than non-DBE subcontractors. **There is no required DBE participation percentage contract goal for the SRF/DWRF.**

Q: Must the Good Faith Efforts Worksheet and supporting documentation be turned in with the bid proposals?

A: Yes. This is a requirement to document that the contractor has complied with the DBE requirements and the five Good Faith Efforts. These compliance efforts must be done during the bidding phase and not after-the-fact. It is highly recommended that the need for these efforts and the submittal of the forms with the bid proposals be emphasized at the pre-bid meetings. Failure to show that the five Good Faith Efforts were complied with during the bidding process can lead to a prime contractor being found non-responsive.

Q: What kinds of documentation should a contractor provide to document solicitation efforts?

A: Documentation can include fax confirmation sheets, copies of solicitation letters/e-mails, printouts of online solicitations, printouts of online search results, affidavits of publication in newspapers, etc.

Q: How much time will compliance with the Good Faith Efforts require in terms of structuring an adequate bidding period?

A: Due to the extent of the efforts required, a minimum of 30 calendar days is recommended between bid posting and bid opening to ensure adequate time for contractors to locate certified DBEs and solicit quotes.

Q: How does a contractor locate certified DBEs?

A: The Michigan Department of Transportation has a directory of all Michigan certified entities located at <http://mdot270.state.mi.us:8080/UCP/HomePageServlet>. Additionally, the Central Contractor Registration (CCR) database is another place to search and can be found at www.ccr.gov

Q: If the bidder does not intend to subcontract any work, what forms, if any, must be provided with the bid proposal?

A: The bidder should complete the Good Faith Efforts Worksheet with a notation that no subcontracting will be done. However, if the bidder is awarded the contract and then decides to subcontract work at any point, then the Good Faith Efforts must be made to solicit DBEs.

Q: In the perfect world, the Good Faith Efforts Worksheet is required to be turned in with the proposal. What if no forms are turned in with the bid proposal or forms are blank or incomplete? Should this be cause to determine that the bidder is non-responsive?

A: While the Good Faith Efforts Worksheet is important, it is more critical to confirm that the contractor complied with the DBE requirements prior to bid opening. The owner should contact the bidder as soon as deficiencies are noted for a determination/documentation of efforts taken to comply with the DBE requirements. Immediate submittal of the completed forms will be acceptable provided the Good Faith Efforts were made and it is just a matter of transferring information to the forms.

Q: If the prime contractor is a DBE, does he have to solicit DBE subcontractors?

A: Yes, the DBE requirements still apply if the prime intends to subcontract work out. Good Faith Efforts must be used to solicit DBEs.

Q: If the area of work is one where there are less than three DBE contractors, how is the contractor to document this?

A: Copies of printouts from MDOT and CCR showing no DBEs and advertisements soliciting quotes for all subcontract areas, including the questionable areas, will be adequate.

APPENDIX G: Disadvantage Business Enterprise

**Michigan Department of Environmental Quality
Resource Management Division- Revolving Loan Section
Disadvantaged Business Enterprise (DBE) Utilization
State Revolving Fund/Drinking Water Revolving Fund
GOOD FAITH EFFORTS WORKSHEET**

Bidder: _____

Subcontract Area of Work: _____

Contract Goal: Solicit a minimum of three (3) DBEs via email/letter/fax.

List the DBEs contacted for the above area of work and complete the following information for each DBE.

Company Name	Type of contact	Date of Contact	Price Quote Received	Accepted/ Rejected	Please Explain if Rejected
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	
				<input type="checkbox"/> A <input type="checkbox"/> R	

Explanation for Not Achieving Minimum Contacts (attach copies of printout from the MDOT and Central Contractor Registration databases to document DBE unavailability):

MITA DBE Posting Date: _____

Other Efforts (attach extra sheets if necessary):

Please include the completed worksheet and supporting documentation with bid proposal

Rick Snyder, Governor



Dan Wyant, Director

Authorized under Parts 53 & 54 of the Natural Resources and Environment Protection Act, 1994 PA 451, as amended.
www.michigan.gov/deq

**Michigan Department of Environmental
Quality Resource Management Division – Revolving Loan Section
Disadvantaged Business Enterprise (DBE) Utilization
State Revolving Fund/Drinking Water Revolving Fund
GOOD FAITH EFFORTS WORKSHEET**

Instructions to Bidders for the Completion of the Good Faith Efforts Worksheet

1. Separate worksheets must be provided for each area of work to be subcontracted out. This includes both major and minor subcontracts.
2. A minimum of three (3) DBEs must be contacted by a verifiable means of communication such as e-mail, letter, or fax for each area of work to be subcontracted out. Copies of the solicitation letters/e-mails and fax confirmation sheets must be provided with the worksheet.
3. If this minimum number cannot be achieved with local DBEs, then the solicitations must be sent to DBEs outside of the local area (i.e. statewide).
4. Posting solicitations for quotes/proposals from DBEs on the MITA website is highly recommended to facilitate participation in the competitive process whenever possible. The solicitation needs to identify the project and the areas of work to be subcontracted out. A copy of the MITA DBE advertisement must be submitted with the worksheet if it has been posted.
5. If the area of work is so specialized that no DBEs exist, then an explanation is required to support that conclusion.
6. The date of the DBE contact must be identified, as it is important to document that the DBE solicitation was made during the bidding period and that sufficient time was given for the DBE to return a quote.
7. Each DBE firm's price quote must be identified if one was received or N/A entered on the worksheet if a quote was not received. Copies of all quotes must be submitted with the worksheet.
8. If a quote was received, indicate if it was accepted or rejected. Justification for not accepting a quote and not using the DBE subcontractor must be provided.
9. Under Other Efforts, please indicate additional steps you have taken to obtain DBE contractors and provide the appropriate supporting documentation such as:
 - Follow-up e-mails, faxes, or letters.
 - Copies of announcements/postings in newspapers, trade publications, or minority media that target DBE firms.

Rick Snyder, Governor



Dan Wyant, Director

Authorized under Parts 53 & 54 of the Natural Resources and Environment Protection Act, 1994 PA 451, as amended.
www.michigan.gov/deq



**Environmental
Protection Agency**

OMB Control No.; 2090-0030
Approved: 05/01/2008
Approval Expires: 01/31/2011

**Disadvantaged Business Enterprise Program
DBE Subcontractor Participation Form**

NAME OF SUBCONTRACTOR ¹	PROJECT NAME
ADDRESS	CONTRACT NO.
TELEPHONE NO.	EMAIL ADDRESS
PRIME CONTRACTOR NAME	

Please use the space below to report any concerns regarding the above EPA-funded project (e.g., reason for termination by prime contractor, late payment, etc.).

CONTRACT ITEM NO.	ITEM OF WORK OR DESCRIPTION OF SERVICES RECEIVED FROM THE PRIME CONTRACTOR	AMOUNT SUBCONTRACTOR WAS PAID BY PRIME CONTRACTOR
<hr/> <hr/>		
Subcontractor Signature		Title/Date

¹Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.



Environmental Protection Agency

OMB Control No:

2090-0030

Approved:

05/01/2008

Approval Expires:

01/31/2011

**Disadvantaged Business Enterprise Program
DBE Subcontractor Performance Form**

NAME OF SUBCONTRACTOR ¹		PROJECT NAME
ADDRESS		CONTRACT NO.
TELEPHONE NO.		EMAIL ADDRESS
PRIME CONTRACTOR NAME		
CONTRACT ITEM NO.	ITEM OF WORK OR DESCRIPTION OF SERVICES BID TO PRIME CONTRACTOR	PRICE OF WORK SUBMITTED TO PRIME CONTRACTOR
Currently certified as an MBE or WBE under EPA's DBE Program? <input type="checkbox"/> Yes <input type="checkbox"/> No		
_____ Signature of Prime Contractor		_____ Date
_____ Print Name		_____ Title
_____ Signature of Subcontractor		_____ Date
_____ Print Name		_____ Title

¹Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.



Environmental Protection Agency

OMB Control No:
Approved:

2090-0030
05/01/2008

Approval Expires:

01/31/2011

**Disadvantaged Business Enterprise Program
DBE Subcontractor Utilization Form**

NAME OF SUBCONTRACTOR ¹	PROJECT NAME
ADDRESS	CONTRACT NO.
TELEPHONE NO.	EMAIL ADDRESS
PRIME CONTRACTOR NAME	

COMPANY NAME, ADDRESS, PHONE NUMBER, AND E-MAIL ADDRESS	TYPE OF WORK TO BE PERFORMED	ESTIMATED DOLLAR AMOUNT	CURRENTLY CERTIFIED AS AN MBE OR WBE?

I certify under penalty of perjury that the forgoing statements are true and correct. In the event of a replacement of a subcontractor, I will adhere to the replacement requirements set forth in 40 CFR Part 33 Section 33.302(c).

Signature of Prime Contractor

Date

Print Name

Title

¹Subcontractor is defined as a company, firm, joint venture, or individual who enters into an agreement with a contractor to provide services pursuant to an EPA award of financial assistance.

APPENDIX H: Contractor Qualifications & Tree Planting Bid Sheets

CONTRACTOR INFORMATION AND QUALIFICATIONS

Failure to answer all questions may result in the rejection of this bid

Company Name (P.O. Will Be Addressed To) _____

Social Security or Federal Employer I.D. # _____

Address _____

City _____ State _____ Zip _____

We have read the attached specifications thoroughly?

() Yes () No

Are all exceptions to the attached specifications properly outlined?

() Yes () No

The City of Ann Arbor reserves the right to accept any bid, to reject any or all bids, to waive irregularities and/or informalities in any bid, and to make the award in any manner deemed in the best interest of the City.

The undersigned agrees that if the bid is accepted by the City of Ann Arbor a binding contract will be in effect for the delivery of the goods and services in accordance with the bid.

COMPANY REPRESENTATIVE:

Signature Date

Printed Name

Title Email Address

Phone Number _____ Fax Number _____

Type of Organization (circle one): Individual Partnership Corporation Joint Venture

Other _____

Year organization established: _____

Former organization names(s) if applicable: _____

Number of full-time employees: _____ part-time employees _____

References: List three references, preferably municipal government, where your company has provided similar service of the type of work in this bid.

<u>City</u>	<u>Contact Person</u>	<u>Phone Number</u>
1. _____		
2. _____		
3. _____		

Tree Planting Crew Qualifications: List all employees and their qualifications that may be assigned to this work. Indicate individuals that are crew leaders and supervisors. Include ISA Certified Arborist, Tree Worker, safety professional or other applicable qualifications. Attach additional sheets, if necessary.

Tree Removal/Stump Removal Crew Qualifications: List all employees and their qualifications that may be assigned to this work. Indicate individuals that are crew leaders and supervisors. Include ISA Certified Arborist, Tree Worker, safety professional or other applicable qualifications and electrical hazard training information or proof of line clearance certified employee that will be working on the crew (see Tree Removal Specifications- Bidder Qualifications for Tree Removal). Attach additional sheets, if necessary.

Equipment: List all equipment that will be on site and available for use by the crew performing each work item. Attach additional sheets, if necessary.

Subcontractors: List any subcontractors that your company is planning to use for this project and what activities they will perform. Include ISA Certified Arborist, Tree Worker, safety professional or other applicable qualifications. Attach additional sheets, if necessary.

NOTE: If using subcontractor(s), they must submit the attached qualifications sheet.

TREE REMOVAL AND STUMPING

Safety Training: Attach a description of your company’s safety training program. Include the safety training status of each employee who will work on this contract, and your company’s Industry Safety Record.

Safety detail and record attached?	Yes	No
Have you read the attached specifications thoroughly?	Yes	No
Are all exceptions to the attached specifications properly outlined?	Yes	No
Read and understand Safety Standards/Precautions?	Yes	No

Insurance Requirement: All required insurances shall be kept current as specified above and on the back of the service purchase order, for the term of the contract.

We have the ability to carry the required level of insurance for this contract?

Yes, name of insurance company _____

No

Bond Requirement: Bonds will be required from the successful bidder as follows:

- (1) A Performance Bond to the City of Ann Arbor for the amount of the bid(s) accepted;
- (2) A Labor and Material Bond to the City of Ann Arbor for the amount of the bid(s) accepted.

We have the ability to meet the bond requirements for this contract?

Yes, name of Surety company _____

No

APPENDIX H
SUBCONTRACTOR QUALIFICATIONS

Failure to answer all questions may result in the rejection of this bid

Company Name (P.O. Will Be Addressed To) _____

Social Security or Federal Employer I.D. # _____

Address _____

City _____ State _____ Zip _____

We have read the attached specifications thoroughly?

() Yes

() No

COMPANY REPRESENTATIVE:

Signature Date

Printed Name

Title Email Address

Phone Number _____ Fax Number _____

Type of Organization (circle one): Individual Partnership Corporation Joint Venture

Other _____

Year organization established: _____

Number of full-time employees: _____ part-time employees _____

References: List three references, preferably municipal government, where your company has provided similar service of the type of work in this bid.

<u>Organization/City</u>	<u>Contact Person</u>	<u>Phone Number</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

Crew Qualifications: List all employees and their qualifications that may be assigned to this work. Indicate individuals that are crew leaders and supervisors. Include ISA Certified Arborist, Tree Worker, safety professional or other applicable qualifications and electrical hazard training information or proof of line clearance certified employee that will be working on the crew (see Tree Removal Specifications-Bidder Qualifications for Tree Removal). Attach additional sheets, if necessary.

Equipment: List all equipment that will be on site and available for use by the crew performing each work item. Attach additional sheets, if necessary.

TREE REMOVAL AND STUMPING

Safety Training: Attach a description of your company’s safety training program. Include the safety training status of each employee who will work on this contract, and your company’s Industry Safety Record.

Safety detail and record attached?	Yes	No
Have you read the attached specifications thoroughly?	Yes	No
Are all exceptions to the attached specifications properly outlined?	Yes	No
Read and understand Safety Standards/Precautions?	Yes	No

Appendix H

BID SHEET FOR CITY-WIDE TREE PLANTING, CITY OF ANN ARBOR, MICHIGAN FALL 2013 (350 Trees)

Provide pricing and quantities on the list below for all species that bidder can acquire.
City will choose the species and quantities based on bid.

Unit Price per Tree Planted

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Trident Maple (small)	<i>Acer buergeranum</i>		\$		\$
Big Tooth Maple (large)	<i>Acer grandidentatum</i>		\$		\$
Paperbark Maple (small)	<i>Acer griseum</i>		\$		\$
Miyabei Maple (medium)	<i>Acer miyabei</i>		\$		\$
Striped Maple (small)	<i>Acer pensylvanicum</i>		\$		\$
Sycamore Maple (large)	<i>Acer pseudoplatanus</i>		\$		\$
Tatarian Maple (small)	<i>Acer tataricum</i>		\$		\$
Yellow Buckeye (large)	<i>Aesculus octandra</i>		\$		\$
Speckled Alder (small)	<i>Alnus incana</i>		\$		\$
Serviceberry (small)	<i>Amelanchier sp.</i> (Specify species/ cultivar below)		\$		\$
American Hornbeam (medium)	<i>Carpinus caroliniana</i>		\$		\$
Hackberry (large)	<i>Celtis occidentalis</i>		\$		\$
Katsura (large)	<i>Cercidiphyllum japonicum</i>		\$		\$
Redbud (small)	<i>Cercis canadensis</i>		\$		\$
Fringetree (small)	<i>Chionanthus spp.</i> (Specify species below)		\$		\$
Yellowwood (medium)	<i>Cladrastis lutea</i>		\$		\$
Filbert (medium)	<i>Corylus spp.</i>		\$		\$
Hardy Rubbertree (large)	<i>Eucommia ulmoides</i>		\$		\$
Ginkgo- male only (large)	<i>Ginkgo biloba</i>		\$		\$
Kentucky Coffeetree (large)	<i>Gymnocladus dioicus</i>		\$		\$
Goldenchain Tree (medium)	<i>Laburnum anagyroides</i>		\$		\$

FALL 2013 (CONT.)

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Tuliptree (large)	<i>Liriodendron tulipifera</i>		\$		\$
Amur Maackia (small)	<i>Maackia amurensis</i>		\$		\$
Crabapple (small) Disease Resistant Cultivars	<i>Malus spp.</i> (Specify cultivar below)		\$		\$
Dawn Redwood (large)	<i>Metasequoia glyptostroboides</i>		\$		\$
Hophornbeam (medium)	<i>Ostrya virginiana</i>		\$		\$
Persian Parrotia (medium)	<i>Parrotia persica</i>		\$		\$
London Planetree (large)	<i>Platanus x acerifolia</i>		\$		\$
Ornamental Cherry (small)	<i>Prunus spp.</i> (Specify species below)		\$		\$
White Oak (large)	<i>Quercus alba</i>		\$		\$
Swamp White Oak (large)	<i>Quercus bicolor</i>		\$		\$
English Oak (medium)	<i>Quercus robur</i>		\$		\$
Shingle Oak (large)	<i>Quercus imbricaria</i>		\$		\$
Burr Oak (large)	<i>Quercus macrocarpa</i>		\$		\$
Northern Red Oak (large)	<i>Quercus rubra</i>		\$		\$
Black Oak (large)	<i>Quercus velutina</i>		\$		\$
Japanese Tree Lilac (small)	<i>Syringa reticulata</i>		\$		\$
Bald Cypress (large)	<i>Taxodium distichum</i>		\$		\$
Accolade Elm (large)	<i>Ulmus x 'Accolade'</i>		\$		\$
American Elm (large) Dutch Elm Disease Resistant Cultivars	<i>Ulmus americana</i>		\$		\$
TOTALS		\$		\$	

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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Appendix H
BID SHEET FOR CITY-WIDE TREE PLANTING, CITY OF ANN ARBOR, MICHIGAN
SPRING 2014 (350 Trees)

*Provide pricing and quantities on the list below for all species that bidder can acquire.
City will choose the species and quantities based on bid.*

Unit Price per Tree Planted
ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Trident Maple (small)	<i>Acer buergeranum</i>		\$		\$
Big Tooth Maple (large)	<i>Acer grandidentatum</i>		\$		\$
Paperbark Maple (small)	<i>Acer griseum</i>		\$		\$
Miyabei Maple (medium)	<i>Acer miyabei</i>		\$		\$
Striped Maple (small)	<i>Acer pensylvanicum</i>		\$		\$
Sycamore Maple (large)	<i>Acer pseudoplatanus</i>		\$		\$
Tatarian Maple (large)	<i>Acer tataricum</i>		\$		\$
Shantung Maple (medium)	<i>Acer truncatum</i>		\$		\$
Yellow Buckeye (large)	<i>Aesculus octandra</i>		\$		\$
Speckled Alder (small)	<i>Alnus incana</i>		\$		\$
Serviceberry (small)	<i>Amelanchier sp.</i> (Specify species below)		\$		\$
River Birch (medium)	<i>Betula nigra</i>		\$		\$
American Hornbeam (medium)	<i>Carpinus caroliniana</i>		\$		\$
Hackberry (large)	<i>Celtis occidentalis</i>		\$		\$
Katsura (large)	<i>Cercidiphyllum japonicum</i>		\$		\$
Redbud (small)	<i>Cercis canadensis</i>		\$		\$
Fringetree (small)	<i>Chionanthus spp.</i> (Specify species below)		\$		\$
Yellowwood (medium)	<i>Cladrastis lutea</i>		\$		\$
Filbert (medium)	<i>Corylus spp.</i> (Specify species below)		\$		\$
Hardy Rubbertree (large)	<i>Eucommia ulmoides</i>		\$		\$
Ginkgo- male only (large)	<i>Ginkgo biloba</i>		\$		\$
Kentucky Coffeetree (large)	<i>Gymnocladus dioicus</i>		\$		\$
Goldenchain Tree (medium)	<i>Laburnum anagyroides</i>		\$		\$

SPRING 2014 (CONT.)

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Sweetgum (large)	<i>Liquidambar styraciflua</i>		\$		\$
Tuliptree (large)	<i>Liriodendron tulipifera</i>		\$		\$
Amur Maackia (small)	<i>Maackia amurensis</i>		\$		\$
Crabapple (small) Disease Resistant cultivars	<i>Malus spp.</i> (Specify cultivar below)		\$		\$
Dawn Redwood (large)	<i>Metasequoia glyptostroboides</i>		\$		\$
Blackgum (large)	<i>Nyssa sylvatica</i>		\$		\$
Hophornbeam (medium)	<i>Ostrya virginiana</i>		\$		\$
Persian Parrotia (medium)	<i>Parrotia persica</i>		\$		\$
London Planetree (large)	<i>Platanus x acerifolia</i>		\$		\$
Ornamental Cherry (small)	<i>Prunus spp</i> (Please indicate species)		\$		\$
White Oak (large)	<i>Quercus alba</i>		\$		\$
Swamp White Oak (large)	<i>Quercus bicolor</i>		\$		\$
English Oak (large)	<i>Quercus robur</i>		\$		\$
Shingle Oak (large)	<i>Quercus imbricaria</i>		\$		\$
Burr Oak (large)	<i>Quercus macrocarpa</i>		\$		\$
Northern Red Oak (large)	<i>Quercus rubra</i>		\$		\$
Black Oak (large)	<i>Quercus velutina</i>		\$		\$
Japanese Tree Lilac (small)	<i>Syringa reticulata</i>		\$		\$
Bald Cypress (large)	<i>Taxodium distichum</i>		\$		\$
Accolade Elm (large)	<i>Ulmus x 'Accolade'</i>		\$		\$
American Elm (large) Dutch Elm Disease Resistant Cultivars	<i>Ulmus americana</i> (Please indicate cultivars)		\$		\$
TOTALS			\$		\$

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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Appendix H
BID SHEET FOR CITY-WIDE TREE PLANTING
FOR THE CITY OF ANN ARBOR, MICHIGAN

POTENTIAL SOURCE(S) OF TREE STOCK
FALL 2013

(Attach additional sheets, if necessary)

Grower Name	Location where trees grown (City, State)

POTENTIAL SOURCE(S) OF TREE STOCK
SPRING 2014

Grower Name	Location where trees grown (City, State)

Appendix H
BID SHEET FOR CITY-WIDE TREE PLANTING, CITY OF ANN ARBOR, MICHIGAN
FALL 2014 (500 Trees)

*Provide pricing and quantities on the list below for all species that bidder can acquire.
City will choose the species and quantities based on bid.*

Unit Price per Tree Planted
ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Trident Maple (small)	<i>Acer buergeranum</i>		\$		\$
Big Tooth Maple (large)	<i>Acer grandidentatum</i>		\$		\$
Paperbark Maple (small)	<i>Acer griseum</i>		\$		\$
Miyabei Maple (medium)	<i>Acer miyabei</i>		\$		\$
Striped Maple (small)	<i>Acer pensylvanicum</i>		\$		\$
Sycamore Maple (large)	<i>Acer pseudoplatanus</i>		\$		\$
Tatarian Maple (small)	<i>Acer tataricum</i>		\$		\$
Yellow Buckeye (large)	<i>Aesculus octandra</i>		\$		\$
Speckled Alder (small)	<i>Alnus incana</i>		\$		\$
Serviceberry (small)	<i>Amelanchier sp.</i> (Specify species/ cultivar below)		\$		\$
American Hornbeam (medium)	<i>Carpinus caroliniana</i>		\$		\$
Hackberry (large)	<i>Celtis occidentalis</i>		\$		\$
Katsura (large)	<i>Cercidiphyllum japonicum</i>		\$		\$
Redbud (small)	<i>Cercis canadensis</i>		\$		\$
Fringetree (small)	<i>Chionanthus spp.</i> (Specify species below)		\$		\$
Yellowwood (medium)	<i>Cladrastis lutea</i>		\$		\$
Filbert (medium)	<i>Corylus spp.</i>		\$		\$
Hardy Rubbertree (large)	<i>Eucommia ulmoides</i>		\$		\$
Ginkgo- male only (large)	<i>Ginkgo biloba</i>		\$		\$
Kentucky Coffeetree (large)	<i>Gymnocladus dioicus</i>		\$		\$
Goldenchain Tree (medium)	<i>Laburnum anagyroides</i>		\$		\$

FALL 2014 (CONT.)

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Tuliptree (large)	<i>Liriodendron tulipifera</i>		\$		\$
Amur Maackia (small)	<i>Maackia amurensis</i>		\$		\$
Crabapple (small) Disease Resistant Cultivars	<i>Malus spp.</i> (Specify cultivar below)		\$		\$
Dawn Redwood (large)	<i>Metasequoia glyptostroboides</i>		\$		\$
Hophornbeam (medium)	<i>Ostrya virginiana</i>		\$		\$
Persian Parrotia (medium)	<i>Parrotia persica</i>		\$		\$
London Planetree (large)	<i>Platanus x acerifolia</i>		\$		\$
Ornamental Cherry (small)	<i>Prunus spp.</i> (Specify species below)		\$		\$
White Oak (large)	<i>Quercus alba</i>		\$		\$
Swamp White Oak (large)	<i>Quercus bicolor</i>		\$		\$
English Oak (medium)	<i>Quercus robur</i>		\$		\$
Shingle Oak (large)	<i>Quercus imbricaria</i>		\$		\$
Burr Oak (large)	<i>Quercus macrocarpa</i>		\$		\$
Northern Red Oak (large)	<i>Quercus rubra</i>		\$		\$
Black Oak (large)	<i>Quercus velutina</i>		\$		\$
Japanese Tree Lilac (small)	<i>Syringa reticulata</i>		\$		\$
Bald Cypress (large)	<i>Taxodium distichum</i>		\$		\$
Accolade Elm (large)	<i>Ulmus x 'Accolade'</i>		\$		\$
American Elm (large) Dutch Elm Disease Resistant Cultivars	<i>Ulmus americana</i>		\$		\$
TOTALS		\$		\$	

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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**Appendix H
 BID SHEET FOR CITY-WIDE TREE PLANTING, CITY OF ANN ARBOR, MICHIGAN
 SPRING 2015 (500 Trees)**

*Provide pricing and quantities on the list below for all species that bidder can acquire.
 City will choose the species and quantities based on bid.*

Unit Price per Tree Planted
ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Trident Maple (small)	<i>Acer buergeranum</i>		\$		\$
Big Tooth Maple (large)	<i>Acer grandidentatum</i>		\$		\$
Paperbark Maple (small)	<i>Acer griseum</i>		\$		\$
Miyabei Maple (medium)	<i>Acer miyabei</i>		\$		\$
Striped Maple (small)	<i>Acer pensylvanicum</i>		\$		\$
Sycamore Maple (large)	<i>Acer pseudoplatanus</i>		\$		\$
Tatarian Maple (large)	<i>Acer tataricum</i>		\$		\$
Shantung Maple (medium)	<i>Acer truncatum</i>		\$		\$
Yellow Buckeye (large)	<i>Aesculus octandra</i>		\$		\$
Speckled Alder (small)	<i>Alnus incana</i>		\$		\$
Serviceberry (small)	<i>Amelanchier sp.</i> (Specify species below)		\$		\$
River Birch (medium)	<i>Betula nigra</i>		\$		\$
American Hornbeam (medium)	<i>Carpinus caroliniana</i>		\$		\$
Hackberry (large)	<i>Celtis occidentalis</i>		\$		\$
Katsura (large)	<i>Cercidiphyllum japonicum</i>		\$		\$
Redbud (small)	<i>Cercis canadensis</i>		\$		\$
Fringetree (small)	<i>Chionanthus spp.</i> (Specify species below)		\$		\$
Yellowwood (medium)	<i>Cladrastis lutea</i>		\$		\$
Filbert (medium)	<i>Corylus spp.</i> (Specify species below)		\$		\$
Hardy Rubbertree (large)	<i>Eucommia ulmoides</i>		\$		\$
Ginkgo- male only (large)	<i>Ginkgo biloba</i>		\$		\$
Kentucky Coffeetree (large)	<i>Gymnocladus dioicus</i>		\$		\$
Goldenchain Tree (medium)	<i>Laburnum anagyroides</i>		\$		\$

SPRING 2015 (CONT.)

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name (mature size)	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
Sweetgum (large)	<i>Liquidambar styraciflua</i>		\$		\$
Tuliptree (large)	<i>Liriodendron tulipifera</i>		\$		\$
Amur Maackia (small)	<i>Maackia amurensis</i>		\$		\$
Crabapple (small) Disease Resistant cultivars	<i>Malus spp.</i> (Specify cultivar below)		\$		\$
Dawn Redwood (large)	<i>Metasequoia glyptostroboides</i>		\$		\$
Blackgum (large)	<i>Nyssa sylvatica</i>		\$		\$
Hophornbeam (medium)	<i>Ostrya virginiana</i>		\$		\$
Persian Parrotia (medium)	<i>Parrotia persica</i>		\$		\$
London Planetree (large)	<i>Platanus x acerifolia</i>		\$		\$
Ornamental Cherry (small)	<i>Prunus spp</i> (Please indicate species)		\$		\$
White Oak (large)	<i>Quercus alba</i>		\$		\$
Swamp White Oak (large)	<i>Quercus bicolor</i>		\$		\$
English Oak (large)	<i>Quercus robur</i>		\$		\$
Shingle Oak (large)	<i>Quercus imbricaria</i>		\$		\$
Burr Oak (large)	<i>Quercus macrocarpa</i>		\$		\$
Northern Red Oak (large)	<i>Quercus rubra</i>		\$		\$
Black Oak (large)	<i>Quercus velutina</i>		\$		\$
Japanese Tree Lilac (small)	<i>Syringa reticulata</i>		\$		\$
Bald Cypress (large)	<i>Taxodium distichum</i>		\$		\$
Accolade Elm (large)	<i>Ulmus x 'Accolade'</i>		\$		\$
American Elm (large) Dutch Elm Disease Resistant Cultivars	<i>Ulmus americana</i> (Please indicate cultivars)		\$		\$
TOTALS			\$		\$

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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**Appendix H
BID SHEET FOR CITY-WIDE TREE PLANTING
FOR THE CITY OF ANN ARBOR, MICHIGAN**

**POTENTIAL SOURCE(S) OF TREE STOCK
FALL 2014**

(Attach additional sheets, if necessary)

Grower Name	Location where trees grown (City, State)

**POTENTIAL SOURCE(S) OF TREE STOCK
SPRING 2015**

Grower Name	Location where trees grown (City, State)

APPENDIX H

Alternate: Price Sheet for 100 Additional Trees (FY14- Fall 2013/Spring 2014)

*In choosing species for these additional trees, please select species
from the Fall/Spring bid sheet above*

Unit Price per Tree Planted

ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
TOTALS			\$		\$

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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APPENDIX H
Alternate: Price Sheet for 100 Additional Trees
(FY15- Fall 2014/Spring 2015)

*In choosing species for these additional trees, please select species
from the Fall/Spring bid sheet above*

****Unit Price per Tree Planted****
ALL TREES MUST BE SINGLE STEM & MINIMUM CALIPER SIZE OF 1 3/4"

Common Name	Latin Name	# Bare Root Available	Bare Root Price per Tree Planted	# B&B Available	B&B Price per Tree Planted
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
			\$		\$
TOTALS			\$		\$

Price per tree for watering on a bi-weekly basis during guarantee period:	\$
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**APPENDIX H
BID SHEET FOR STREET TREE REMOVAL & STUMPING
FOR THE CITY OF ANN ARBOR, MICHIGAN**

Company Name _____

SEE APPENDIX L FOR STREET TREE AND STUMP REMOVAL LIST
(All stumps generated from removal of the street trees
on the list in Appendix L are the ones that must be bid on)

ALL WORK MUST BE BID

Bid Pricing

Removals including wood disposal \$ _____

Stumping \$ _____

**Appendix H – Bid Form
Alternate Materials**

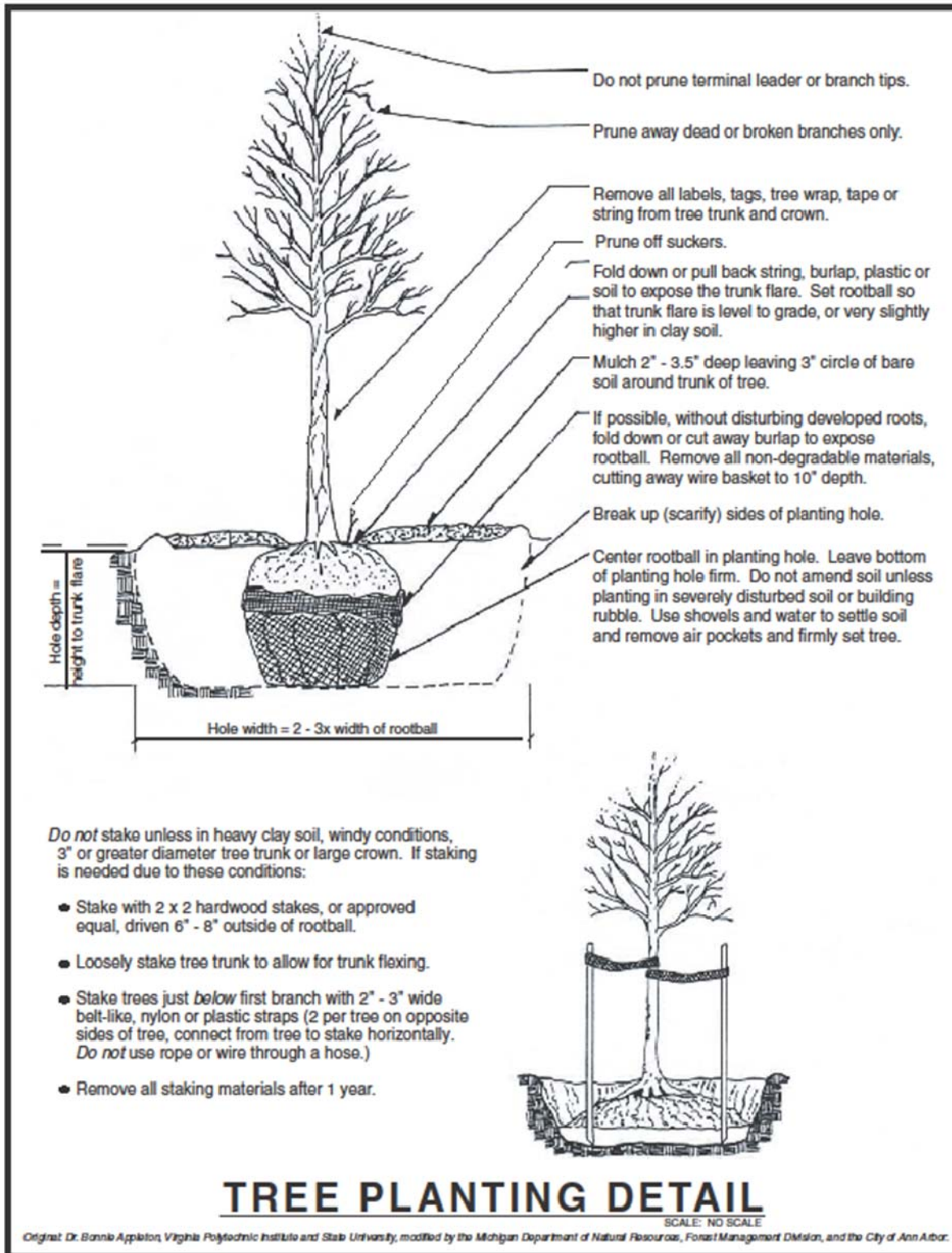
The Base Bid price shall include materials and equipment selected from the designated items and manufacturers listed in the bidding documents. This is done to establish uniformity in bidding and to establish standards of quality for the items named.

If the Contractor wishes to Bid alternate items for consideration by the City, it may do so under this Section. A complete description of the item and the proposed price differential must be provided. Only alternates approved by the City at the time of award, and specifically named will be considered only as a negotiated change in Contract Sum.

<u>Item Number</u>	<u>Description</u>	<u>Add/Deduct Amount</u>
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Appendix I

City of Ann Arbor Tree Planting Detail



Appendix J: Sample Application for Traffic Detour or Lane Closure
City of Ann Arbor
APPLICATION FOR TRAFFIC DETOUR OR LANE CLOSURE

Chris Rachwal 734-323-3893 Office 734- 994-2744 Fax 734-996-3293

DATE(S) _____ TIME (S) _____

LOCATION _____

TYPE OF WORK _____

DESCRIPTION OF DETOUR AND/ OR LANE CLOSURE. (Attach additional sheets as necessary): Lane closure of the north side of E Jefferson between Thompson and Division. Periodic temporary closure to accommodate the lowering of big sections of wood. Traffic will be managed with flaggers. Construction signs and cones will also be used to help direct the traffic.

APPLICANT

Company Name: _____

Address: _____

Office Phone No – 24 hours _____ Mobile No. _____ 24 hours

Fax No. _____ E-mail : _____

A COPY OF THIS PERMIT MUST BE ON SITE AT ALL TIMES

All detours, lane closure, signing, etc. shall be in conformance with the **Michigan Manual of Uniform Traffic Control Devices, Part 6** (Construction and Maintenance) prepared by Michigan Department of Transportation, and also in accordance with **Chapter 47 of the City of Ann Arbor Code of Ordinances**. Application is valid **ONLY** for the dates indicated above. Any changes or alterations must be approved forty-eight (48 hours prior to closure)

ROW Permit No.

Signature of Applicant

Print Name

Approved by

Date Approved

Cc: Public Serv, Police, AA News, Fire, Applicant

Revised 8/06

Appendix J: Sample Temporary No Parking Permit Application



CITY OF ANN ARBOR, MICHIGAN
100 N. Fifth Avenue, Ann Arbor, MI 48104
Phone: (734) 794-6000, Fax: (734) 994-1744

TEMPORARY PERMISSION TO RESERVE PARKING LANE
FOR WORK-RELATED PURPOSES

Location:
Limited to parking lane directly in front of residence where work to be performed, using property lines as limit

Date(s): Time of Day:
Maximum Duration of 72 hours

Reason:

Name:

Company: Email

Address:

Phone Number: Fax Number:

Payment: Check Cash Amount: \$

Signed: (read & initial back also)

TO BE FILLED OUT BY CITY STAFF:

Approved by: Date:
Project Management, Public Services

Approved by: Date:
Community Standards, AAPD

Approved by: Date:
Field Operations, Public Services

"No Parking Signs" installed by Field Operations:
Date / Time

REQUESTOR NOTIFIED OF APPROVAL OF PERMIT:
Name/Date

REQUEST DENIED: REASON Name/Date
A=Date Conflict; B=Improper Use of Permit; C=Other; Explanation

REQUESTOR NOTIFIED OF DENIAL OF PERMIT:
Name/Date

Public Services Administrator (as needed):
Comments/Initials/Date

c: Parking Referee Treasurer's Office Community Standards Field Operations File
Rev. 2/9/09

Appendix K: FY14 Tree Planting Plan, Tree Planting Location list* and Map

*The Planting Location list is to provide a general overview of the areas of the City where tree planting will occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability.

Area # (See Map)	Potential Tree Planting Location	Estimated # of Potential Sites*	Overhead Utilities?	Width of Lawn Extension	Avg. amount of Impervious Area
1	Area bounded by: Stadium, S. State, Packard and Marlborough including, Kensington, Rosewood, Jewett, Ascot Ave, Stimson St. and Henry St.	150	Yes, at some sites	4'-10'	65%
2	Area bounded by Hill St, Packard St., E. Stadium Blvd, and Washtenaw Ave. including, Brockman, Ferdon, Morton, Wells, Lincoln and Cambridge	140	Yes, at some sites	6'-12'	55%
3	Area bounded by Montgomery Ave, W. Washington St., S. Seventh and Liberty	30	Yes, at some sites	4'-8'	45%
4	Arborview Blvd, Arlene St, Alice St., Bruce St., Duncan St., Ross St., Westwood St.	60	Yes, at a few sites	6'-10'	70%
5	Area bounded by N. First St., E. Huron St., Depot St/Fuller St and Glen Ave. including E. Kingsley, Lawrence St., Catherine St., Detroit St., and N. Ashley	190	Yes, at many sites	4'-10'	70%
6	Area including Skydale, Pontiac Trail, Brookside, Starwick and Tibbitts Ct.	120	Yes, at some sites	4'-10'	65%
7	Earhart Road (US-23 to Geddes Road)	60	Yes, at some sites	5'-13'	55%

Appendix K: FY14 Tree Planting Plan, Tree Planting Location list* and Map

*The Planting Location list is to provide a general overview of the areas of the City where tree planting will occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability.

Area #	TREE ID	ADDRESS	STREET	Street Planting Location is On	Site size	Overhead Wires	Removal?
1	11-002480	1200	ROSEWOOD ST	ROSEWOOD ST	Vacant site medium	No	No
1	11-002509	1412	ROSEWOOD ST	ROSEWOOD ST	vacant site medium	No	No
1	11-002569	1345	JEWETT AVE	JEWETT AVE	vacant site small	Yes	No
1	11-002571	1315	JEWETT AVE	JEWETT AVE	vacant site small	Yes	No
1	11-002572	1389	JEWETT AVE	JEWETT AVE	vacant site small	Yes	No
1	11-002585	1225	JEWETT AVE	JEWETT AVE	vacant site large	No	No
1	11-002586	1225	JEWETT AVE	JEWETT AVE	vacant site large	No	No
1	11-002587	1225	JEWETT AVE	JEWETT AVE	vacant site medium	No	No
1	11-002588	1225	JEWETT AVE	JEWETT AVE	vacant site medium	No	No
1	11-002589	1225	JEWETT AVE	JEWETT AVE	vacant site medium	No	No
1	11-002590	2275	S INDUSTRIAL HWY	JEWETT AVE	vacant site medium	No	No
1	11-002591	2275	S INDUSTRIAL HWY	JEWETT AVE	vacant site medium	No	No
1	11-002592	2275	S INDUSTRIAL HWY	JEWETT AVE	vacant site medium	No	No
1	11-002593	2275	S INDUSTRIAL HWY	JEWETT AVE	vacant site medium	No	No
1	11-002594	2038	S INDUSTRIAL HWY	JEWETT AVE	vacant site small	Yes	No
1	11-002595	2038	S INDUSTRIAL HWY	JEWETT AVE	vacant site small	Yes	No
1	11-002596	2038	S INDUSTRIAL HWY	JEWETT AVE	vacant site small	Yes	No
1	11-002597	2038	S INDUSTRIAL HWY	JEWETT AVE	vacant site small	Yes	No
1	11-002600	1220	JEWETT AVE	JEWETT AVE	vacant site small	Yes	No
1	11-002623	2232	PACKARD ST	JEWETT AVE	vacant site small	Yes	No
1	11-002655	2402	WARNER PL	KENSINGTON DR	vacant site medium	No	No
1		1456	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	No
1		1448	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	No
1	11-061299	1304	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	No
1	11-002659	1469	MARLBOROUGH DR	WARNER PL	vacant site small	Yes	No
1	11-002829	1508	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	No
1	11-002830	1524	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	No
1	11-002831	1542	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	No
1	11-002832	1558	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	No
1	11-036903	1900	WOODBURY DR	WOODBURY DR	vacant site large	No	No
1	11-036904	1900	WOODBURY DR	WOODBURY DR	vacant site large	No	No
1	11-036907	1910	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036908	1910	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036909	1910	WOODBURY DR	WOODBURY DR	vacant site large	No	No
1	11-036910	1920	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036911	1920	WOODBURY DR	WOODBURY DR	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
1	11-036912	1950	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036913	1950	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036914	1950	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036917	1945	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036919	1865	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036920	1815	WOODBURY DR	WOODBURY DR	vacant site medium	No	No
1	11-036921	1210	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036922	1210	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036923	1220	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036924	1220	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036925	1220	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036926	1330	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036927	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036928	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036929	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036930	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036931	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036932	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036933	1340	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036934	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036935	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036936	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036937	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036938	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036939	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036940	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036941	1415	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036942	1315	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036943	1315	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036944	1225	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036945	1225	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036946	1215	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036947	1215	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036948	1960	WOODBURY DR	ASTOR AVE	vacant site medium	No	No
1	11-036950	1960	WOODBURY DR	ASTOR AVE	vacant site medium	No	No
1	11-036954	1210	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036955	1210	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036956	1290	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036957	1290	ASTOR AVE	ASTOR AVE	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
1	11-036958	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036959	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036960	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036961	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036962	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036963	1320	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036964	1402	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036965	1402	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036966	1402	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036967	1408	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036968	1412	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036969	1416	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036970	1416	ASTOR AVE	ASTOR AVE	vacant site medium	No	No
1	11-036971	1495	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036972	1495	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036973	1489	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036974	1485	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036975	1401	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036976	1315	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036977	1315	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036978	1311	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036979	1279	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036980	1273	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036981	1241	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036982	1233	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036983	1233	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-036984	1217	WISTERIA DR	WISTERIA DR	vacant site medium	No	No
1	11-060480	1220	JEWETT AVE	JEWETT AVE	vacant site medium	Yes	No
1	11-036366	3030	S STATE ST	STIMSON ST	vacant site medium	No	No
1	11-036367	3030	S STATE ST	STIMSON ST	vacant site medium	No	No
1	11-036368	3030	S STATE ST	STIMSON ST	vacant site medium	No	No
1	11-036414	719	HENRY ST	HENRY ST	vacant site medium	No	No
1	11-036416	707	HENRY ST	HENRY ST	vacant site medium	No	No
1	11-036418	1606	WHITE ST	WHITE ST	vacant site medium	No	No
1	11-036371	830	STIMSON ST	STIMSON ST	vacant site small	Yes	No
1	11-036372	830	STIMSON ST	STIMSON ST	vacant site small	Yes	No
1	11-036375	806	STIMSON ST	STIMSON ST	vacant site small	Yes	No
1	11-036377	620	STIMSON ST	STIMSON ST	vacant site small	Yes	No
1	11-036398	1613	WHITE ST	WHITE ST	vacant site small	Yes	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
1	11-036399	1613	WHITE ST	WHITE ST	vacant site small	Yes	No
1	11-036374	830	STIMSON ST	STIMSON ST	vacant site medium	Yes	stump removal
1	11-002406	1325	HARPST ST	HARPST ST	vacant site large	No	Priority 1 Removal
1	11-002424	2430	TREMMEL AVE	TREMMEL AVE	vacant site medium	Yes	Priority 1 Removal
1	11-002433	1306	KENSINGTON DR	KENSINGTON DR	vacant site large	No	Priority 1 Removal
1	11-002434	1306	KENSINGTON DR	KENSINGTON DR	vacant site large	No	Priority 1 Removal
1	11-002490	1328	ROSEWOOD ST	ROSEWOOD ST	vacant site large	No	Priority 1 Removal
1	11-002495	1350	ROSEWOOD ST	ROSEWOOD ST	vacant site large	No	Priority 1 Removal
1	11-002543	1472	HARPST ST	HARPST ST	vacant site large	No	Priority 1 Removal
1	11-002552	1359	ROSEWOOD ST	ROSEWOOD ST	vacant site large	No	Priority 1 Removal
1	11-002640	1375	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 1 Removal
1	11-002686	1515	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 1 Removal
1	11-002698	2323	PAGE AVE	KENSINGTON DR	vacant site medium	No	Priority 1 Removal
1	11-002718	1377	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 1 Removal
1	11-002719	1377	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 1 Removal
1	11-002842	1515	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 1 Removal
1	11-002848	1453	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 1 Removal
1	11-002420	1246	KENSINGTON DR	KENSINGTON DR	vacant site large	No	Priority 2 Removal
1	11-002460	1273	ROSEWOOD ST	ROSEWOOD ST	vacant site medium	No	Priority 2 Removal
1	11-002524	1475	ROSEWOOD ST	ROSEWOOD ST	vacant site large	No	Priority 2 Removal
1	11-002542	1456	HARPST ST	HARPST ST	vacant site large	No	Priority 2 Removal
1	11-002584	1389	JEWETT AVE	JEWETT AVE	vacant site large	No	Priority 2 Removal
1	11-002608	1386	JEWETT AVE	JEWETT AVE	vacant site large	No	Priority 2 Removal
1	11-002636	2305	PAGE AVE	PAGE AVE	vacant site large	No	Priority 2 Removal
1	11-002654	1468	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 2 Removal
1	11-002671	1532	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 2 Removal
1	11-002685	1515	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 2 Removal
1	11-002690	1471	KENSINGTON DR	KENSINGTON DR	vacant site medium	No	Priority 2 Removal
1	11-002717	1387	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 2 Removal
1	11-002766	1406	MARLBOROUGH DR	MARLBOROUGH DR	vacant site medium	No	Priority 2 Removal
1	11-036379	1611	S STATE ST	STIMSON ST	vacant site medium	Yes	Priority 1 Removal
1	11-036400	800	HENRY ST	WHITE ST	vacant site medium	Yes	Priority 3 Removal

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
2	11-007559	1514	SHADFORD RD	SHADFORD RD	vacant site large	No	No
2	11-007663	1005	PACKARD ST	PACKARD ST	vacant site small	Yes	No
2	11-007813	1600	MORTON AVE	MORTON AVE	vacant site large	No	No
2	11-008038	1424	MORTON AVE	LINCOLN AVE	vacant site small	Yes	No
2	11-008039	1424	MORTON AVE	LINCOLN AVE	vacant site small	Yes	No
2	11-008081	1520	BROOKLYN AVE	BALDWIN AVE	vacant site medium	No	No
2	11-008089	1601	MORTON AVE	BALDWIN AVE	vacant site medium	No	No
2	11-008300	1322	S FOREST AVE	S FOREST AVE	vacant site large	No	No
2	11-008435	1238	FERDON RD	FERDON RD	vacant site small	Yes	No
2	11-008436	1240	FERDON RD	FERDON RD	vacant site small	Yes	No
2	11-008437	1250	FERDON RD	FERDON RD	vacant site small	Yes	No
2	11-008456	1701	E STADIUM BLVD	FERDON RD	vacant site small	No	No
2	11-008462	1701	SHADFORD RD	FERDON RD	vacant site small	No	No
2	11-008463	1701	SHADFORD RD	FERDON RD	vacant site small	No	No
2	11-008467	1265	FERDON RD	FERDON RD	vacant site small	No	No
2	11-008552	1710	CAMBRIDGE RD	CAMBRIDGE RD	vacant site large	No	No
2	11-008720	1136	LINCOLN AVE	LINCOLN AVE	vacant site large	No	No
2	11-008721	1138	LINCOLN AVE	LINCOLN AVE	vacant site large	No	No
2	11-008828	1323	CAMBRIDGE RD	OLIVIA AVE	vacant site large	No	No
2	11-008893	1410	WELLS ST	WELLS ST	vacant site small	Yes	No
2	11-008894	1410	WELLS ST	WELLS ST	vacant site small	Yes	No
2	11-008895	1410	WELLS ST	WELLS ST	vacant site small	Yes	No
2	11-008896	1410	WELLS ST	WELLS ST	vacant site medium	No	No
2	11-008897	1410	WELLS ST	WELLS ST	vacant site medium	No	No
2	11-008901	1410	WELLS ST	WELLS ST	vacant site large	No	No
2	11-008903	1410	WELLS ST	WELLS ST	vacant site large	No	No
2	11-008923	1402	HILL ST	HILL ST	vacant site medium	No	No
2	11-008943	1405	HILL ST	HILL ST	vacant site medium	No	No
2	11-008948	1333	HILL ST	HILL ST	vacant site medium	No	No
2	11-008959	1212	HILL ST	HILL ST	vacant site medium	No	No
2	11-008962	801	S FOREST AVE	HILL ST	vacant site medium	No	No
2	11-008963	1310	HILL ST	HILL ST	vacant site medium	No	No
2	11-009131	2401	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009132	2401	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009140	2307	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009143	2205	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009148	2112	COPLEY AVE	BROCKMAN BLVD	vacant site large	No	No
2	11-009161	2316	BROCKMAN BLVD	SHADFORD RD	vacant site large	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
2	11-009164	2301	WOODSIDE RD	SHADFORD RD	vacant site small	Yes	No
2	11-009165	2301	WOODSIDE RD	SHADFORD RD	vacant site small	Yes	No
2	11-009182	1719	SHADFORD RD	SHADFORD RD	vacant site large	No	No
2	11-009226	1616	HARDING RD	HARDING RD	vacant site medium	No	No
2	11-009227	1616	HARDING RD	HARDING RD	vacant site medium	No	No
2	11-009232	1601	HARDING RD	HARDING RD	vacant site medium	No	No
2	11-009240	2012	MORTON AVE	MORTON AVE	vacant site large	No	No
2	11-009246	2310	WOODSIDE RD	WOODSIDE RD	vacant site small	Yes	No
2	11-009247	2309	WOODSIDE RD	WOODSIDE RD	vacant site large	No	No
2	11-009248	2309	WOODSIDE RD	WOODSIDE RD	vacant site large	No	No
2	11-009257	2311	WOODSIDE RD	WOODSIDE RD	vacant site medium	No	No
2	11-009259	2305	WOODSIDE RD	WOODSIDE RD	vacant site medium	No	No
2	11-009347	2124	WALLINGFORD RD	WALLINGFORD RD	vacant site medium	No	No
2	11-009357	2115	WALLINGFORD RD	WALLINGFORD RD	vacant site medium	No	No
2	11-009358	2115	WALLINGFORD RD	WALLINGFORD RD	vacant site medium	No	No
2	11-009359	2109	WALLINGFORD RD	WALLINGFORD RD	vacant site medium	No	No
2	11-009360	2109	WALLINGFORD RD	WALLINGFORD RD	vacant site medium	No	No
2	11-009385	1706	HERMITAGE RD	HERMITAGE RD	vacant site small	No	No
2	11-009391	1724	HERMITAGE RD	HERMITAGE RD	vacant site small	No	No
2	11-009392	1800	HERMITAGE RD	HERMITAGE RD	vacant site small	No	No
2	11-009393	1808	HERMITAGE RD	HERMITAGE RD	vacant site small	No	No
2	11-009401	1709	HERMITAGE RD	HERMITAGE RD	vacant site medium	No	No
2	11-009402	1709	HERMITAGE RD	HERMITAGE RD	vacant site medium	No	No
2	11-009405	1701	HERMITAGE RD	HERMITAGE RD	vacant site small	No	No
2	11-009466	2034	NORWAY RD	NORWAY RD	vacant site medium	No	No
2	11-009548	1920	WASHTENAW AVE	FAIR OAKS PKWY	vacant site medium	No	No
2	11-009560	2201	BROCKMAN BLVD	COPLEY AVE	vacant site small	No	No
2	11-009563	2201	BROCKMAN BLVD	COPLEY AVE	vacant site small	No	No
2	11-009566	2220	COPLEY AVE	COPLEY AVE	vacant site small	No	No
2	11-009569	2141	BROCKMAN BLVD	COPLEY AVE	vacant site medium	No	No
2	11-009591	2120	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009593	2124	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	No
2	11-009601	2109	COPLEY AVE	COPLEY AVE	vacant site medium	No	No
2	11-009608	2131	WOODSIDE RD	COPLEY AVE	vacant site medium	No	No
2	11-009618	2112	COPLEY AVE	COPLEY AVE	vacant site medium	No	No
2	11-038543	2551	E STADIUM BLVD	E STADIUM BLVD	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
2	11-038544	2551	E STADIUM BLVD	E STADIUM BLVD	vacant site small	Yes	No
2	11-038545	2551	E STADIUM BLVD	E STADIUM BLVD	vacant site small	Yes	No
2	11-038547	2551	E STADIUM BLVD	E STADIUM BLVD	vacant site small	Yes	No
2	11-056630	1018	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site medium	No	No
2	11-056631	1020	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site medium	No	No
2	11-056688	1136	MICHIGAN AVE	MICHIGAN AVE	vacant site small	Yes	No
2	11-056773	1004	S FOREST AVE	OAKLAND AVE	vacant site small	Yes	No
2	11-056801	1021	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site small	Yes	No
2	11-056803	1011	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site small	Yes	No
2	11-056810	841	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site small	Yes	No
2	11-056812	837	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site small	Yes	No
2	11-056821	712	HILL ST	HILL ST	vacant site small	Yes	No
2	11-056822	802	OAKLAND AVE	HILL ST	vacant site small	Yes	No
2	11-056823	802	OAKLAND AVE	HILL ST	vacant site small	Yes	No
2	11-056904	1008	OAKLAND AVE	OAKLAND AVE	vacant site small	Yes	No
2	11-056913	848	TAPPAN ST	OAKLAND AVE	vacant site large	No	No
2	11-056926	1212	HILL ST	S FOREST AVE	vacant site medium	No	No
2	11-056996	1031	S FOREST AVE	S FOREST AVE	vacant site small	Yes	No
2	11-061013	801	S FOREST AVE	S FOREST AVE	vacant site large	Yes	No
2	11-061014	1402	HILL ST	OLIVIA AVE	vacant site small	No	No
2	11-061016	1133	LINCOLN AVE	LINCOLN AVE	vacant site medium	No	No
2	11-061206	829	TAPPAN ST	TAPPAN ST	vacant site medium	Yes	No
2	11-061300	1400	GRANGER AVE	GRANGER AVE	vacant site medium	No	No
2	11-061331	1026	VAUGHN ST	VAUGHN ST	vacant site medium	Yes	No
2	11-061332	1101	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site medium	No	No
2	11-061333	1020	MICHIGAN AVE	MICHIGAN AVE	vacant site medium	Yes	No
2	11-061334	1032	MICHIGAN AVE	MICHIGAN AVE	vacant site medium	Yes	No
2	11-061335	1040	MICHIGAN AVE	MICHIGAN AVE	vacant site medium	Yes	No
2	11-061336	1033	MICHIGAN AVE	MICHIGAN AVE	vacant site medium	Yes	No
2	11-061345	914	HILL ST	TAPPAN ST	vacant site medium	Yes	No
2	11-061518	1700	MORTON AVE	MORTON AVE	vacant site large	No	No
2	11-061519	1419	MORTON AVE	MORTON AVE	vacant site large	No	No
2	11-061521	1617	MORTON AVE	MORTON AVE	vacant site large	No	No
2	11-061605	825	TAPPAN ST	TAPPAN ST	vacant site large	No	No
2	11-061730	2029	AUSTIN AVE	NORWAY RD	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
2	11-007801	1620	BALDWIN AVE	BALDWIN AVE	vacant site large	No	Priority 1 Removal
2	11-007830	1617	MORTON AVE	MORTON AVE	vacant site large	No	Priority 1 Removal
2	11-008017	1520	LINCOLN AVE	LINCOLN AVE	vacant site medium	Yes	Priority 1 Removal
2	11-008481	1103	FERDON RD	FERDON RD	vacant site medium	No	Priority 1 Removal
2	11-008501	1044	FERDON RD	FERDON RD	vacant site medium	Yes	Priority 1 Removal
2	11-008563	925	BALDWIN AVE	BALDWIN AVE	vacant site medium	No	Priority 1 Removal
2	11-008930	1416	HILL ST	HILL ST	vacant site large	No	Priority 1 Removal
2	11-009348	2128	WALLINGFORD RD	WALLINGFORD RD	vacant site large	No	Priority 1 Removal
2	11-009436	2000	NORWAY RD	NORWAY RD	vacant site medium	Yes	Priority 1 Removal
2	11-009452	1908	SCOTTWOOD AVE	SCOTTWOOD AVE	vacant site large	Yes	Priority 1 Removal
2	11-009508	1824	NORWAY RD	NORWAY RD	vacant site medium	Yes	Priority 1 Removal
2	11-009522	1930	NORWAY RD	NORWAY RD	vacant site medium	No	Priority 1 Removal
2	11-056940	1016	S FOREST AVE	S FOREST AVE	vacant site large	No	Priority 1 Removal
2	11-008632	1158	BALDWIN AVE	WELLS ST	vacant site large	No	Priority 2 Removal
2	11-008869	1049	OLIVIA AVE	OLIVIA AVE	vacant site large	No	Priority 2 Removal
2	11-009108	1717	HARDING RD	HARDING RD	vacant site large	No	Priority 2 Removal
2	11-009135	2311	BROCKMAN BLVD	BROCKMAN BLVD	vacant site medium	Yes	Priority 2 Removal
2	11-009160	2316	BROCKMAN BLVD	BROCKMAN BLVD	vacant site medium	No	Priority 2 Removal
2	11-009249	2309	WOODSIDE RD	WOODSIDE RD	vacant site large	No	Priority 2 Removal
2	11-009387	1710	HERMITAGE RD	HERMITAGE RD	vacant site large	No	Priority 2 Removal
2	11-009432	2029	NORWAY RD	NORWAY RD	vacant site medium	No	Priority 2 Removal
2	11-009481	1138	FAIR OAKS PKWY	FAIR OAKS PKWY	vacant site large	No	Priority 2 Removal
2	11-009573	2233	BROCKMAN BLVD	BROCKMAN BLVD	vacant site medium	No	Priority 2 Removal
2	11-056746	1105	CHURCH ST	CHURCH ST	vacant site medium	No	Priority 2 Removal
2	11-056797	1030	CHURCH ST	CHURCH ST	vacant site large	No	Priority 2 Removal
2	11-056890	912	OAKLAND AVE	OAKLAND AVE	vacant site large	No	Priority 2 Removal
2	11-056919	915	OAKLAND AVE	OAKLAND AVE	vacant site large	No	Priority 2 Removal
2	11-056968	1125	S FOREST AVE	S FOREST AVE	vacant site medium	Yes	Priority 2 Removal
2	11-056618	832	E UNIVERSITY AVE	E UNIVERSITY AVE	vacant site large	No	Priority 2 Removal
2	11-009151	2204	BROCKMAN BLVD	BROCKMAN BLVD	vacant site large	No	Priority 2 Removal
3	11-030745	321	EIGHTH ST	EIGHTH ST	vacant site small	Yes	No
3	11-030748	301	EIGHTH ST	EIGHTH ST	vacant site small	Yes	No
3	11-030749	301	EIGHTH ST	EIGHTH ST	vacant site small	Yes	No
3	11-030750	301	EIGHTH ST	EIGHTH ST	vacant site small	Yes	No
3	11-031037	250	EIGHTH ST	EIGHTH ST	vacant site small	Yes	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
3	11-031123	202	BUENA VISTA AVE	W WASHINGTON ST	vacant site small	No	No
3	11-031163	1105	W WASHINGTON ST	W WASHINGTON ST	vacant site small	Yes	No
3	11-031165	1007	W WASHINGTON ST	W WASHINGTON ST	vacant site small	Yes	No
3	11-031226	201	S REVENA BLVD	W WASHINGTON ST	vacant site large	No	No
3	11-031236	202	MONTGOMERY AVE	W WASHINGTON ST	vacant site small	Yes	No
3	11-031241	411	MONTGOMERY AVE	MONTGOMERY AVE	vacant site small	No	No
3	11-031242	411	MONTGOMERY AVE	MONTGOMERY AVE	vacant site small	No	No
3	11-031243	409	MONTGOMERY AVE	MONTGOMERY AVE	vacant site small	No	No
3	11-031254	215	MONTGOMERY AVE	MONTGOMERY AVE	vacant site small	No	No
3	11-031307	418	MONTGOMERY AVE	MONTGOMERY AVE	vacant site small	No	No
3	11-031318	1468	BEMIDJI DR	VENTURA CT	vacant site small	No	No
3	11-031321	1470	VENTURA CT	VENTURA CT	vacant site small	No	No
3	11-031324	1490	BEMIDJI DR	BEMIDJI DR	vacant site medium	No	No
3	11-031332	1467	BEMIDJI DR	VENTURA CT	vacant site small	No	No
3	11-031337	524	BEMIDJI CT	BEMIDJI CT	vacant site small	No	No
3	11-060013	225	BUENA VISTA AVE	BUENA VISTA AVE	vacant site large	No	No
3	11-060039	211	MONTGOMERY AVE	MONTGOMERY AVE	vacant site large	No	No
3	11-060040	231	BUENA VISTA AVE	BUENA VISTA AVE	vacant site large	No	No
3	11-061267	915	W WASHINGTON ST	W WASHINGTON ST	vacant site medium	Yes	No
3	11-061307	300	CREST AVE	BEMIDJI DR	vacant site medium	No	No
3	11-061701	202	S SEVENTH ST	W WASHINGTON ST	vacant site small	Yes	No
3	11-061703	910	W WASHINGTON ST	W WASHINGTON ST	vacant site large	No	No
4	11-015363	1025	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015364	1021	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015366	1011	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015377	831	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015379	817	DUNCAN ST	DUNCAN ST	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
4	11-015380	811	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015399	511	BRUCE ST	ALICE ST	vacant site medium	No	No
4	11-015400	511	BRUCE ST	ALICE ST	vacant site large	No	No
4	11-015407	2112	ALICE ST	ALICE ST	vacant site small	Yes	No
4	11-015408	700	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015414	808	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015426	924	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015428	1010	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015429	1014	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015433	1046	DUNCAN ST	DUNCAN ST	vacant site large	No	No
4	11-015434	1046	DUNCAN ST	DUNCAN ST	vacant site medium	No	No
4	11-015441	1001	BRUCE ST	BRUCE ST	vacant site medium	No	No
4	11-015444	915	BRUCE ST	BRUCE ST	vacant site medium	No	No
4	11-015458	711	BRUCE ST	BRUCE ST	vacant site medium	No	No
4	11-015484	1010	BRUCE ST	BRUCE ST	vacant site large	No	No
4	11-015504	827	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015507	807	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015534	1916	SUNRISE ST	SUNRISE ST	vacant site medium	No	No
4	11-015535	1930	SUNRISE ST	SUNRISE ST	vacant site medium	No	No
4	11-015538	1917	SUNRISE ST	SUNRISE ST	vacant site medium	No	No
4	11-015539	1917	SUNRISE ST	SUNRISE ST	vacant site medium	No	No
4	11-015549	800	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015557	836	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015571	946	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015573	966	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015587	2112	ARLENE ST	ARLENE ST	vacant site medium	No	No
4	11-015636	2104	ARBORVIEW BLVD	ARBORVIEW BLVD	vacant site medium	No	No
4	11-015640	2112	ARBORVIEW BLVD	ARBORVIEW BLVD	vacant site large	No	No
4	11-015651	2109	ARLENE ST	ARLENE ST	vacant site medium	No	No
4	11-015653	2105	ARLENE ST	ARLENE ST	vacant site medium	No	No
4	11-015665	2009	ARLENE ST	BRUCE ST	vacant site small	Yes	No
4	11-015671	2003	ARLENE ST	ARLENE ST	vacant site large	No	No
4	11-015678	1901	ARLENE ST	GRACE ST	vacant site small	Yes	No
4	11-015680	415	WESTWOOD AVE	GRACE ST	vacant site small	Yes	No
4	11-015681	415	WESTWOOD AVE	GRACE ST	vacant site small	Yes	No
4	11-015682	415	WESTWOOD AVE	GRACE ST	vacant site small	Yes	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
4	11-015698	2100	ALICE ST	ALICE ST	vacant site medium	No	No
4	11-015707	2001	ALICE ST	ARLENE ST	vacant site large	No	No
4	11-015711	2001	ALICE ST	ARLENE ST	vacant site large	No	No
4	11-015712	2001	ALICE ST	BRUCE ST	vacant site large	No	No
4	11-015714	2001	ALICE ST	BRUCE ST	vacant site large	No	No
4	11-015723	627	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015727	607	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015728	601	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015730	415	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-015731	411	WESTWOOD AVE	WESTWOOD AVE	vacant site medium	No	No
4	11-045666	1940	MILLER AVE	MILLER AVE	vacant site small	No	No
4	11-061496	2001	ALICE ST	BRUCE ST	vacant site medium	No	No
							No
5	11-014958	221	FELCH ST	FELCH ST	vacant site large	No	No
5	11-014963	525	N ASHLEY ST	N ASHLEY ST	vacant site small	Yes	No
5	11-014966	521	N ASHLEY ST	N ASHLEY ST	vacant site small	Yes	No
5	11-014974	503	N ASHLEY ST	W KINGSLEY ST	vacant site small	Yes	No
5	11-014988	213	W KINGSLEY ST	W KINGSLEY ST	vacant site small	Yes	No
5	11-014991	419	N ASHLEY ST	W KINGSLEY ST	vacant site medium	No	No
5	11-014994	111	W KINGSLEY ST	W KINGSLEY ST	vacant site large	No	No
5	11-014997	110	W KINGSLEY ST	W KINGSLEY ST	vacant site small	Yes	No
5	11-014998	110	W KINGSLEY ST	W KINGSLEY ST	vacant site small	Yes	No
5	11-015000	122	W KINGSLEY ST	W KINGSLEY ST	vacant site small	Yes	No
5	11-015004	512	N ASHLEY ST	N ASHLEY ST	vacant site large	No	No
5	11-015010	538	N ASHLEY ST	N ASHLEY ST	vacant site large	No	No
5	11-015012	115	FELCH ST	FELCH ST	vacant site small	Yes	No
5	11-015015	110	FELCH ST	FELCH ST	vacant site small	Yes	No
5	11-015018	124	FELCH ST	FELCH ST	vacant site small	Yes	No
5	11-029883	544	N STATE ST	FULLER ST	vacant site small	Yes	No
5	11-029884	800	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029885	800	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029886	800	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029887	800	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029890	1028	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029892	1028	FULLER ST	FULLER ST	vacant site small	Yes	No
5	11-029896	1028	FULLER ST	GLEN CT	vacant site small	Yes	No
5	11-029899	511	GLEN CT	GLEN CT	vacant site small	Yes	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
5	11-029932	713	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-029935	708	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-029936	708	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-029937	712	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5		821	E KINGSLEY ST	E KINGSLEY ST			No
5	11-029941	405	N THAYER ST	N THAYER ST	vacant site large	No	No
5	11-029948	721	CATHERINE ST	N THAYER ST	vacant site medium	No	No
5	11-029962	110	N THAYER ST	N THAYER ST	vacant site small	Yes	No
5	11-029967	122	N THAYER ST	N THAYER ST	vacant site small	Yes	No
5	11-029989	415	N INGALLS ST	N INGALLS ST	vacant site large	No	No
5	11-029993	407	N INGALLS ST	N INGALLS ST	vacant site small	Yes	No
5	11-030003	205	N INGALLS ST	N INGALLS ST	vacant site large	No	No
5	11-030005	113	N INGALLS ST	N INGALLS ST	vacant site medium	No	No
5	11-030008	903	E HURON ST	N INGALLS ST	vacant site small	No	No
5	11-030020	815	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-030021	809	LAWRENCE ST	LAWRENCE ST	vacant site small	Yes	No
5	11-030032	321	N THAYER ST	LAWRENCE ST	vacant site small	Yes	No
5	11-030033	321	N THAYER ST	LAWRENCE ST	vacant site small	Yes	No
5	11-030038	321	N INGALLS ST	LAWRENCE ST	vacant site large	No	No
5	11-030066	801	E ANN ST	E ANN ST	vacant site large	No	No
5	11-030098	201	GLEN AVE	E ANN ST	vacant site small	Yes	No
5	11-030135	1100	CATHERINE ST	GLEN AVE	vacant site medium	No	No
5	11-030355	515	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030356	515	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030358	515	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030360	515	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030361	515	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030364	515	N STATE ST	N STATE ST	vacant site small	No	No
5	11-030399	204	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030404	310	N STATE ST	N STATE ST	vacant site medium	No	No
5	11-030632	110	N FIRST ST	N FIRST ST	vacant site small	Yes	No
5	11-030641	216	W ANN ST	W ANN ST	vacant site large	No	No
5	11-030679	111	W KINGSLEY ST	N ASHLEY ST	vacant site small	Yes	No
5	11-030680	111	W KINGSLEY ST	N ASHLEY ST	vacant site small	Yes	No
5	11-030681	111	W KINGSLEY ST	N ASHLEY ST	vacant site small	Yes	No
5	11-030694	310	N FIRST ST	N FIRST ST	vacant site small	Yes	No
5	11-030709	309	N FIRST ST	N FIRST ST	vacant site small	Yes	No
5	11-044576	401	MILLER AVE	MILLER AVE	vacant site small	Yes	No
5	11-044577	221	FIRST ST	MILLER AVE	vacant site small	Yes	No

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5	11-044578	221	FIRST ST	MILLER AVE	vacant site small	Yes	No
5	11-053844	114	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053846	809	N FOURTH AVE	DEPOT ST	vacant site small	Yes	No
5	11-053857	340	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053873	229	DEPOT ST	DEPOT ST	vacant site medium	No	No
5	11-053874	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053875	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053876	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053877	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053878	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053879	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053880	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053881	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053882	201	DEPOT ST	DEPOT ST	vacant site small	Yes	No
5	11-053894	116	E SUMMIT ST	E SUMMIT ST	vacant site small	Yes	No
5	11-053911	645	N FOURTH AVE	N FOURTH AVE	vacant site large	No	No
5	11-053943	200	DEPOT ST	N FOURTH AVE	vacant site small	Yes	No
5	11-053947	200	DEPOT ST	N FIFTH AVE	vacant site small	Yes	No
5	11-053948	200	DEPOT ST	N FIFTH AVE	vacant site small	Yes	No
5	11-053949	200	DEPOT ST	N FIFTH AVE	vacant site small	Yes	No
5	11-053955	703	N FIFTH AVE	N FIFTH AVE	vacant site small	Yes	No
5	11-053977	712	N FIFTH AVE	N FIFTH AVE	vacant site medium	No	No
5	11-053982	304	DEPOT ST	N FIFTH AVE	vacant site large	No	No
5	11-053996	343	BEAKES ST	BEAKES ST	vacant site small	Yes	No
5	11-053998	331	BEAKES ST	BEAKES ST	vacant site small	Yes	No
5	11-054000	325	BEAKES ST	BEAKES ST	vacant site small	Yes	No
5	11-054002	325	BEAKES ST	BEAKES ST	vacant site small	Yes	No
5	11-054037	306	BEAKES ST	BEAKES ST	vacant site large	No	No
5	11-054040	316	BEAKES ST	BEAKES ST	vacant site large	No	No
5	11-054043	334	BEAKES ST	BEAKES ST	vacant site large	No	No
5	11-054045	617	DETROIT ST	BEAKES ST	vacant site small	Yes	No
5	11-054054	544	CAREY ST	HIGH ST	vacant site large	No	No
5	11-054062	506	HIGH ST	HIGH ST	vacant site small	Yes	No
5	11-054069	521	ELIZABETH ST	ELIZABETH ST	vacant site medium	No	No
5	11-054072	530	ELIZABETH ST	ELIZABETH ST	vacant site medium	No	No
5	11-054086	411	HIGH ST	HIGH ST	vacant site large	No	No
5	11-054087	411	HIGH ST	HIGH ST	vacant site large	No	No
5	11-054088	544	DETROIT ST	N DIVISION ST	vacant site small	Yes	No
5	11-054089	544	DETROIT ST	N DIVISION ST	vacant site small	Yes	No

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5	11-054090	544	DETROIT ST	N DIVISION ST	vacant site small	Yes	No
5	11-054091	529	N DIVISION ST	N DIVISION ST	vacant site small	Yes	No
5	11-054092	525	N DIVISION ST	N DIVISION ST	vacant site large	No	No
5	11-054104	522	N DIVISION ST	N DIVISION ST	vacant site small	Yes	No
5	11-054107	547	DETROIT ST	DETROIT ST	vacant site small	Yes	No
5	11-054116	509	DETROIT ST	DETROIT ST	vacant site small	Yes	No
5	11-054127	544	DETROIT ST	DETROIT ST	vacant site medium	No	No
5	11-054128	544	DETROIT ST	DETROIT ST	vacant site medium	No	No
5	11-054135	518	N FIFTH AVE	N FIFTH AVE	vacant site small	Yes	No
5	11-054136	520	N FIFTH AVE	N FIFTH AVE	vacant site small	Yes	No
5	11-054137	524	N FIFTH AVE	N FIFTH AVE	vacant site small	Yes	No
5	11-054164	106	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-054166	114	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-054193	346	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-054196	408	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	No
5	11-054223	407	E KINGSLEY ST	E KINGSLEY ST	vacant site large	No	No
5	11-054375	600	CATHERINE ST	CATHERINE ST	vacant site small	No	No
5	11-054398	518	LAWRENCE ST	LAWRENCE ST	vacant site small	Yes	No
5	11-054405	618	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054409	603	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054410	519	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054411	515	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054414	503	LAWRENCE ST	LAWRENCE ST	vacant site small	Yes	No
5	11-054416	401	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054418	401	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-054431	401	N DIVISION ST	N DIVISION ST	vacant site large	No	No
5	11-054432	401	N DIVISION ST	N DIVISION ST	vacant site large	No	No
5	11-054463	301	N FIFTH AVE	CATHERINE ST	vacant site small	Yes	No
5	11-054483	538	N MAIN ST	N MAIN ST	vacant site small	Yes	No
5	11-054484	542	N MAIN ST	N MAIN ST	vacant site small	Yes	No
5	11-054486	608	N MAIN ST	N MAIN ST	vacant site small	Yes	No
5	11-054504	521	N MAIN ST	N MAIN ST	vacant site medium	No	No
5	11-054507	501	N MAIN ST	N MAIN ST	vacant site small	Yes	No
5	11-054518	311	N MAIN ST	N MAIN ST	vacant site medium	No	No
5	11-054566	220	N MAIN ST	N MAIN ST	vacant site small	No	No
5	11-054601	609	E ANN ST	E ANN ST	vacant site small	No	No
5	11-054617	208	N DIVISION ST	E ANN ST	vacant site small	No	No
5	11-060037	511	E KINGSLEY ST		vacant site large	no	No
5	11-060038	511	E KINGSLEY ST		vacant site large	no	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
5	11-060042	0	N FIRST ST	N FIRST ST	vacant site large	no	No
5	11-060043	710	LAWRENCE ST		vacant site large	no	No
5	11-060044	520	N MAIN ST		vacant site large	no	No
5	11-061389	200	DEPOT ST	DEPOT ST	vacant site medium	yes	No
5	11-061564	401	LAWRENCE ST	LAWRENCE ST	vacant site medium	no	No
5	11-061565	415	LAWRENCE ST	LAWRENCE ST	vacant site medium	no	No
5	11-061569	616	LAWRENCE ST	N STATE ST	vacant site large	No	No
5	11-061570	411	N STATE ST	N STATE ST	vacant site large	No	No
5	11-061572	515	N MAIN ST	N MAIN ST	vacant site medium	Yes	No
5	11-061573	532	N MAIN ST	N MAIN ST	vacant site medium	Yes	No
5	11-061742	723	LAWRENCE ST	N THAYER ST	vacant site large	No	No
5	11-061743	715	LAWRENCE ST	LAWRENCE ST	vacant site large	No	No
5	11-029880	1001	FULLER ST	FULLER ST	vacant site large	No	Priority 1 Removal
5	11-029996	311	N INGALLS ST	N INGALLS ST	vacant site large	No	Priority 1 Removal
5	11-030024	709	LAWRENCE ST	LAWRENCE ST	vacant site large	No	Priority 1 Removal
5	11-030407	406	N STATE ST	N STATE ST	vacant site large	No	Priority 1 Removal
5	11-053974	620	N FIFTH AVE	N FIFTH AVE	vacant site large	No	Stump Removal
5	11-054058	418	HIGH ST	HIGH ST	vacant site medium	Yes	Priority 1 Removal
5	11-054145	505	N FIFTH AVE	N FIFTH AVE	vacant site medium	Yes	Priority 1 Removal
5	11-054158	503	N FOURTH AVE	E KINGSLEY ST	vacant site medium	No	Priority 1 Removal
5	11-054296	300	N MAIN ST	CATHERINE ST	vacant site medium	No	Priority 1 Removal
5	11-061808	616	N FIFTH AVE	N FIFTH AVE	vacant site medium	Yes	Stump Removal
5	11-015072	113	W SUMMIT ST	W SUMMIT ST	vacant site medium	Yes	Priority 2 Removal
5	11-030414	502	N STATE ST	N STATE ST	vacant site large	No	Stump Removal
5	11-030420	528	N STATE ST	N STATE ST	vacant site medium	No	Priority 2 Removal
5	11-030700	408	N FIRST ST	N FIRST ST	vacant site medium	Yes	Priority 2 Removal
5	11-030710	309	N FIRST ST	N FIRST ST	vacant site medium	Yes	Priority 2 Removal
5	11-053850	200	DEPOT ST	DEPOT ST	vacant site medium	Yes	Priority 2 Removal
5	11-053915	625	N FOURTH AVE	N FOURTH AVE	vacant site medium	Yes	Priority 2 Removal
5	11-053920	605	N FOURTH AVE	N FOURTH AVE	vacant site medium	Yes	Priority 2 Removal
5	11-053946	200	DEPOT ST	N FIFTH AVE	vacant site medium	Yes	Priority 2 Removal
5	11-053954	709	N FIFTH AVE	N FIFTH AVE	vacant site medium	Yes	Priority 2 Removal
5	11-053978	724	N FIFTH AVE	N FIFTH AVE	vacant site large	No	Priority 2 Removal
5	11-054057	418	HIGH ST	HIGH ST	vacant site medium	Yes	Priority 2 Removal
5	11-054059	418	HIGH ST	HIGH ST	vacant site medium	Yes	Priority 2 Removal
5	11-054060	418	HIGH ST	HIGH ST	vacant site small	Yes	Priority 2 Removal
5	11-054061	418	HIGH ST	HIGH ST	vacant site small	Yes	Priority 2 Removal
5	11-054084	415	HIGH ST	HIGH ST	vacant site small	No	Priority 2 Removal
5	11-054195	408	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	Priority 2 Removal
5	11-054197	408	E KINGSLEY ST	E KINGSLEY ST	vacant site small	Yes	Priority 2 Removal
5	11-054324	221	N FIFTH AVE	N FIFTH AVE	vacant site small	Yes	Priority 2 Removal
5	11-054383	517	CATHERINE ST	CATHERINE ST	vacant site medium	Yes	Priority 2 Removal

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
5	11-054404	618	LAWRENCE ST	LAWRENCE ST	vacant site large	No	Priority 2 Removal
5	11-054453	350	N FIFTH AVE	N FIFTH AVE	vacant site medium	Yes	Priority 2 Removal
5	11-054616	208	N DIVISION ST	E ANN ST	vacant site large	No	Priority 2 Removal
5	11-054795	223	E ANN ST	E ANN ST	vacant site large	No	Priority 2 Removal
6	11-041798	665	MANOR DR	MANOR DR	vacant site large	No	No
6	11-041814	2209	STELLAR RD	STELLAR RD	vacant site small	Yes	No
6	11-041827	515	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041828	501	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041831	415	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041832	401	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041834	325	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041836	311	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041842	338	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041844	406	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041845	420	MANOR DR	MANOR DR	vacant site medium	No	No
6	11-041859	2140	DELAFIELD DR	MANOR DR	vacant site large	No	No
6	11-041864	2157	PONTIAC TRL	MANOR DR	vacant site small	Yes	No
6	11-041865	2157	PONTIAC TRL	MANOR DR	vacant site small	Yes	No
6	11-041867	2266	STELLAR RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041868	435	CLOVERDALE RD	CLOVERDALE RD	vacant site large	No	No
6	11-041869	435	CLOVERDALE RD	CLOVERDALE RD	vacant site large	No	No
6	11-041870	435	CLOVERDALE RD	CLOVERDALE RD	vacant site large	No	No
6	11-041871	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041872	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041873	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041874	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041875	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041876	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041877	435	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041899	416	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041900	416	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041908	520	CLOVERDALE RD	CLOVERDALE RD	vacant site medium	No	No
6	11-041924	2139	DELAFIELD DR	DELAFIELD DR	vacant site small	Yes	No
6	11-041925	2139	DELAFIELD DR	DELAFIELD DR	vacant site small	Yes	No
6	11-041935	2140	DELAFIELD DR	DELAFIELD DR	vacant site medium	No	No
6	11-041942	437	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-041945	421	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-041958	300	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-041977	704	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
6	11-041978	704	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-041979	704	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-041980	2055	PONTIAC TRL	BROOKSIDE DR	vacant site large	No	No
6	11-041981	2055	PONTIAC TRL	BROOKSIDE DR	vacant site large	No	No
6	11-041982	729	BROOKSIDE DR	BROOKSIDE DR	vacant site small	Yes	No
6	11-041983	729	BROOKSIDE DR	BROOKSIDE DR	vacant site small	Yes	No
6	11-041984	719	BROOKSIDE DR	BROOKSIDE DR	vacant site small	Yes	No
6	11-041994	476	HILLDALE DR	DELAFIELD DR	vacant site large	No	No
6	11-042010	2007	DELAFIELD DR	NORTHSIDE AVE	vacant site large	No	No
6	11-042017	617	NORTHSIDE AVE	NORTHSIDE AVE	vacant site large	No	No
6	11-042025	624	NORTHSIDE AVE	NORTHSIDE AVE	vacant site large	No	No
6	11-042030	652	NORTHSIDE AVE	NORTHSIDE AVE	vacant site large	No	No
6	11-042034	716	NORTHSIDE AVE	NORTHSIDE AVE	vacant site large	No	No
6	11-042036	2001	PONTIAC TRL	NORTHSIDE AVE	vacant site large	No	No
6	11-042046	467	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042047	461	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042049	441	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042069	325	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042076	314	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042090	415	BARTON DR	BREDE PL	vacant site large	No	No
6	11-042093	424	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042105	474	HILLDALE DR	HILLDALE DR	vacant site large	No	No
6	11-042110	301	BROOKSIDE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042111	301	BROOKSIDE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042116	2252	HILLDALE DR	HILLDALE DR	vacant site medium	No	No
6	11-042117	314	CLOVERDALE RD	HILLDALE DR	vacant site medium	No	No
6	11-042123	2327	HILLDALE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042124	2315	HILLDALE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042125	2315	HILLDALE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042126	2267	HILLDALE DR	HILLDALE DR	vacant site medium	No	No
6	11-042127	2253	HILLDALE DR	HILLDALE DR	vacant site medium	No	No
6	11-042130	2205	HILLDALE DR	HILLDALE DR	vacant site medium	No	No
6	11-042131	229	BROOKSIDE DR	HILLDALE DR	vacant site small	Yes	No
6	11-042132	229	BROOKSIDE DR	HILLDALE DR	vacant site large	No	No
6	11-042133	229	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-042134	229	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-042137	265	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No
6	11-042138	255	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No
6	11-042145	210	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No

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Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
6	11-042147	230	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No
6	11-042149	230	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No
6	11-042154	250	BROOKSIDE DR	BROOKSIDE DR	vacant site small	Yes	No
6	11-042155	250	BROOKSIDE DR	BROOKSIDE DR	vacant site small	Yes	No
6	11-042157	250	BROOKSIDE DR	BROOKSIDE DR	vacant site medium	No	No
6	11-042217	694	BARTON DR	BARTON DR	vacant site medium	No	No
6	11-042224	705	BARTON DR	BARTON DR	vacant site large	No	No
6	11-042225	705	BARTON DR	BARTON DR	vacant site large	No	No
6	11-042226	705	BARTON DR	BARTON DR	vacant site large	No	No
6	11-053380	632	SKYDALE DR	SKYDALE DR	vacant site medium	No	No
6	11-053383	619	SKYDALE DR	SKYDALE DR	vacant site large	No	No
6	11-053391	620	SKYDALE DR	SKYDALE DR	vacant site small	Yes	No
6	11-053396	507	SKYDALE DR	SKYDALE DR	vacant site large	No	No
6	11-053411	322	SKYDALE DR	SKYDALE DR	vacant site medium	No	No
6	11-053412	336	SKYDALE DR	SKYDALE DR	vacant site medium	No	No
6	11-053429	873	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053433	841	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053439	801	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053441	801	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053442	801	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053449	806	BROOKSIDE DR	BROOKSIDE DR	vacant site large	No	No
6	11-053478	2030	TIBBITTS CT	TIBBITTS CT	vacant site large	No	No
6	11-053483	2060	TIBBITTS CT	TIBBITTS CT	vacant site large	No	No
6	11-053488	2106	TIBBITTS CT	TIBBITTS CT	vacant site large	No	No
6	11-053493	881	BROOKSIDE DR	TIBBITTS CT	vacant site large	No	No
6	11-053584	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053585	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053586	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053587	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	No	No
6	11-053588	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053589	2301	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053623	730	NORTHSIDE AVE	PONTIAC TRL	vacant site large	No	No
6	11-053624	730	NORTHSIDE AVE	PONTIAC TRL	vacant site small	No	No
6	11-053625	730	NORTHSIDE AVE	PONTIAC TRL	vacant site small	No	No
6	11-053642	2250	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053643	2250	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053644	2250	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053645	2250	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053646	2250	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No

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6	11-053652	2330	PONTIAC TRL	PONTIAC TRL	vacant site small	Yes	No
6	11-053678	850	STARWICK DR	STARWICK DR	vacant site medium	No	No
6	11-053722	860	STARWICK DR	STARWICK DR	vacant site medium	No	No
6	11-053720	860	STARWICK DR	STARWICK DR	vacant site medium	No	No
6	11-061397	811	BARTON DR	BARTON DR	vacant site medium	No	No
7	11-029175	Retention Pond	Earhart and Glazier Way	EARHART RD	vacant site large	No	No
7	11-028933	495	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-028934	495	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-028935	495	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-028936	495	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-028937	495	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029239	1200	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029241	1200	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029242	1200	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029243	1200	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029247	1200	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029003	640-662	EARHART RD	EARHART RD	vacant site large	No	No
7	11-028832	640-662	EARHART RD	GREENHILLS DR	vacant site large	No	No
							No
7	11-029212	South of 810 Greenhills dr at the bottom edge of the retention pond	EARHART RD	EARHART RD	vacant site medium	No	No
							No
7	11-029213	South of 810 Greenhills -	EARHART RD	EARHART RD	vacant site large	No	No
							No
7	11-029214	South of 810 Greenhills dr at the bottom edge of the retention pond	EARHART RD	EARHART RD	vacant site large	No	No
							No
7	11-029215	South of 810 Greenhills dr at the bottom edge of the retention pond	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029004	island	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029010	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029021	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029024	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029035	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029044	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029047	island	EARHART RD	EARHART RD	vacant site large	No	No

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7	11-029048	island	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029051	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029053	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029055	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029058	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029061	island, Glacier Hills	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029068	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029074	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029075	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029076	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029077	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029252	VAC North of Kipling east side	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029253	VAC North of Kipling east side	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029254	VAC North of Kipling east side	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029255	VAC North of Kipling east side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029256	VAC North of Kipling east side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029078	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029079	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029080	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029081	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029082	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site medium	No	No
7	11-029086	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No

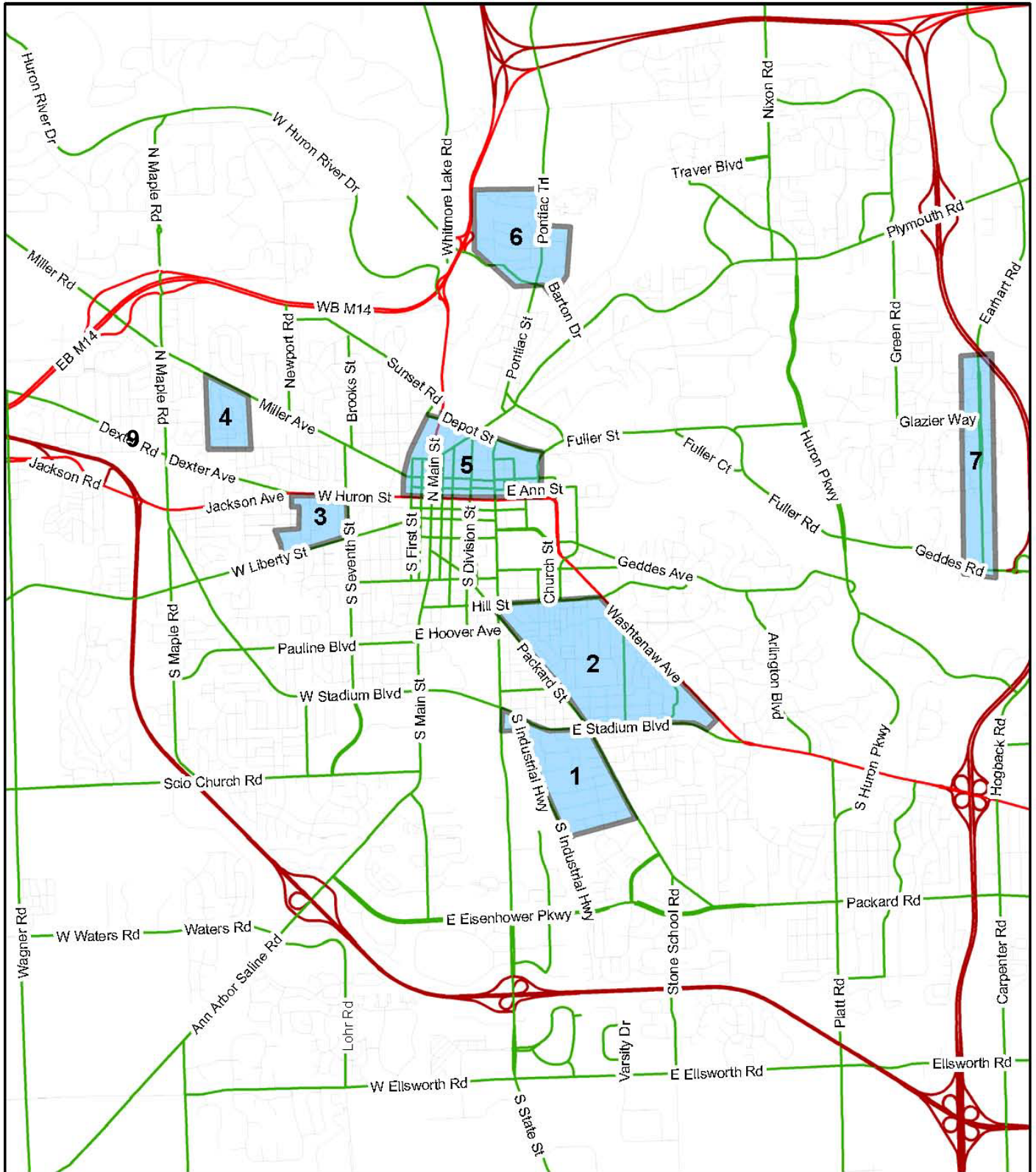
Appendix K: FY14 Tree Planting Plan, Tree Planting Location list* and Map

*The Planting Location list is to provide a general overview of the areas of the City where tree planting will occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability.

Area #	Tree ID	ADDRESS	STREET	STREET PLANTING LOCATION ON	SITE SIZE	OVERHEAD WIRES	REMOVAL?
7	11-029088	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029089	VAC North of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	No
7	11-029223	VAC South of Glacier Hills DR	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029224	VAC South of Glacier Hills DR	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029225	VAC South of Glacier Hills DR	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029226	VAC South of Glacier Hills DR	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029227	VAC South of Glacier Hills DR	EARHART RD	EARHART RD	vacant site small	Yes	No
7	11-029060	island, Glacier Hills	EARHART RD	EARHART RD	vacant site large	No	Priority 2 Removal
7	11-029129	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 2 Removal
7	11-029097	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 1 Removal
7	11-029100	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 2 Removal
7	11-029107	South of Kipling west side	EARHART RD	EARHART RD	Vacant site large	No	Priority 1 Removal
7	11-029132	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 1 Removal
7	11-029134	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 1 Removal
7	11-029140	South of Kipling west side	EARHART RD	EARHART RD	vacant site large	No	Priority 1 Removal

Appendix K: FY14 Tree Planting Plan, Tree Planting Location list* and Map

*The Planting Location list is to provide a general overview of the areas of the City where tree planting will occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability.



APPENDIX L: FY 14 TREE & STUMP REMOVAL LIST

AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
1	11-002406	1325	HARPST ST	boxelder	Acer negundo	HARPST ST	Priority 1 Removal	Poor	21 - 25	31-50	No	No
1	11-002424	2430	TREMMELE AVE	maple, silver	Acer saccharinum	TREMMELE AVE	Priority 1 Removal	Poor	GT35	51-70	Yes	No
1	11-002433	1306	KENSINGTON DR	maple, silver	Acer saccharinum	KENSINGTON DR	Priority 1 Removal	Poor	21 - 25	51-70	No	No
1	11-002434	1306	KENSINGTON DR	maple, silver	Acer saccharinum	KENSINGTON DR	Priority 1 Removal	Poor	31 - 35	GT70	No	No
1	11-002490	1328	ROSEWOOD ST	maple, silver	Acer saccharinum	ROSEWOOD ST	Priority 1 Removal	Poor	31 - 35	31-50	No	No
1	11-002495	1350	ROSEWOOD ST	maple, silver	Acer saccharinum	ROSEWOOD ST	Priority 1 Removal	Poor	21 - 25	51-70	No	No
1	11-002543	1472	HARPST ST	maple, silver	Acer saccharinum	HARPST ST	Priority 1 Removal	Poor	31 - 35	51-70	No	No
1	11-002552	1359	ROSEWOOD ST	maple, silver	Acer saccharinum	ROSEWOOD ST	Priority 1 Removal	Poor	21 - 25	51-70	No	No
1	11-002640	1375	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 1 Removal	Poor	31 - 35	GT70	No	No
1	11-002686	1515	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 1 Removal	Poor	16 - 20	31-50	No	No
1	11-002698	2323	PAGE AVE	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 1 Removal	Poor	21 - 25	31-50	No	No
1	11-002718	1377	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 1 Removal	Poor	21 - 25	51-70	No	No
1	11-002719	1377	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 1 Removal	Poor	26 - 30	51-70	No	No
1	11-002842	1515	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 1 Removal	Poor	21 - 25	31-50	No	No
1	11-002848	1453	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 1 Removal	Poor	21 - 25	31-50	No	No
1	11-002420	1246	KENSINGTON DR	maple, sugar	Acer saccharum	KENSINGTON DR	Priority 2 Removal	Poor	11 - 15	21-30	No	No
1	11-002460	1273	ROSEWOOD ST	linden, littleleaf	Tilia cordata	ROSEWOOD ST	Priority 2 Removal	Poor	11 - 15	31-50	No	No
1	11-002524	1475	ROSEWOOD ST	maple, sugar	Acer saccharum	ROSEWOOD ST	Priority 2 Removal	Poor	16 - 20	51-70	No	No
1	11-002542	1456	HARPST ST	maple, red	Acer rubrum	HARPST ST	Priority 2 Removal	Poor	11 - 15	31-50	No	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST & MAP

AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
1	11-002584	1389	JEWETT AVE	planetree, London	Platanus x acerifolia	JEWETT AVE	Priority 2 Removal	Poor	21 - 25	51-70	No	No
1	11-002608	1386	JEWETT AVE	maple, sugar	Acer saccharum	JEWETT AVE	Priority 2 Removal	Poor	16 - 20	31-50	No	No
1	11-002636	2305	PAGE AVE	pine, eastern white	Pinus strobus	PAGE AVE	Priority 2 Removal	Poor	16 - 20	31-50	No	No
1	11-002654	1468	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 2 Removal	Poor	16 - 20	31-50	No	No
1	11-002671	1532	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 2 Removal	Poor	16 - 20	31-50	No	No
1	11-002685	1515	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 2 Removal	Poor	21 - 25	51-70	No	No
1	11-002690	1471	KENSINGTON DR	maple, Norway	Acer platanoides	KENSINGTON DR	Priority 2 Removal	Poor	21 - 25	31-50	No	No
1	11-002717	1387	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 2 Removal	Poor	21 - 25	51-70	No	No
1	11-002766	1406	MARLBOROUGH DR	maple, Norway	Acer platanoides	MARLBOROUGH DR	Priority 2 Removal	Poor	26 - 30	31-50	No	No
1	11-036379	1611	S STATE ST	maple, Norway	Acer platanoides	STIMSON ST	Priority 1 Removal	Poor	16 - 20	31-50	Yes	No
1	11-036400	800	HENRY ST	cherry/plum, spp.	Prunus spp.	WHITE ST	Priority 3 Removal	Poor	0 - 5	0-10	Yes	No
2	11-007801	1620	BALDWIN AVE	maple, sugar	Acer saccharum	BALDWIN AVE	Priority 1 Removal	DEAD	21 - 25	GT70	No	Yes
2	11-007830	1617	MORTON AVE	maple, silver	Acer saccharinum	MORTON AVE	Priority 1 Removal	Poor	31 - 35	GT70	No	No
2	11-008017	1520	LINCOLN AVE	maple, Norway	Acer platanoides	LINCOLN AVE	Priority 1 Removal	Poor	16 - 20	51-70	Yes	No
2	11-008481	1103	FERDON RD	maple, Norway	Acer platanoides	FERDON RD	Priority 1 Removal	Poor	16 - 20	31-50	No	No
2	11-008501	1044	FERDON RD	maple, Norway	Acer platanoides	FERDON RD	Priority 1 Removal	Poor	21 - 25	31-50	Yes	No
2	11-008563	925	BALDWIN AVE	maple, sycamore	Acer pseudoplatanus	BALDWIN AVE	Priority 1 Removal	Poor	11 - 15	31-50	No	No
2	11-008930	1416	HILL ST	maple, sugar	Acer saccharum	HILL ST	Priority 1 Removal	Poor	11 - 15	51-70	No	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST & MAP

AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
2	11-009348	2128	WALLINGFORD RD	oak, white	Quercus alba	WALLINGFORD RD	Priority 1 Removal	Poor	31 - 35	GT70	No	No
2	11-009436	2000	NORWAY RD	maple, Norway	Acer platanoides	NORWAY RD	Priority 1 Removal	Poor	21 - 25	51-70	Yes	No
2	11-009452	1908	SCOTTWOOD AVE	oak, white	Quercus alba	SCOTTWOOD AVE	Priority 1 Removal	Poor	16 - 20	GT70	Yes	Yes
2	11-009508	1824	NORWAY RD	maple, Norway	Acer platanoides	NORWAY RD	Priority 1 Removal	Poor	21 - 25	31-50	Yes	Yes
2	11-009522	1930	NORWAY RD	maple, Norway	Acer platanoides	NORWAY RD	Priority 1 Removal	Poor	16 - 20	51-70	No	No
2	11-008632	1158	BALDWIN AVE	maple, sugar	Acer saccharum	WELLS ST	Priority 2 Removal	Poor	11 - 15	31-50	No	Yes
2	11-008869	1049	OLIVIA AVE	maple, sugar	Acer saccharum	OLIVIA AVE	Priority 2 Removal	Poor	16 - 20	51-70	No	Yes
2	11-009108	1717	HARDING RD	maple, sugar	Acer saccharum	HARDING RD	Priority 2 Removal	Poor	11 - 15	31-50	No	No
2	11-009135	2311	BROCKMAN BLVD	maple, Norway	Acer platanoides	BROCKMAN BLVD	Priority 2 Removal	Poor	6 - 10	21-30	Yes	No
2	11-009151	2204	BROCKMAN BLVD	maple, silver	Acer saccharinum	BROCKMAN BLVD	Priority 2 Removal	Poor	21 - 25	51-70	No	Yes
2	11-009160	2316	BROCKMAN BLVD	maple, Norway	Acer platanoides	BROCKMAN BLVD	Priority 2 Removal	Poor	16 - 20	31-50	No	Yes
2	11-009249	2309	WOODSIDE RD	hickory, shagbark	Carya ovata	WOODSIDE RD	Priority 2 Removal	Poor	11 - 15	31-50	No	Yes
2	11-009387	1710	HERMITAGE RD	maple, sugar	Acer saccharum	HERMITAGE RD	Priority 2 Removal	Poor	16 - 20	51-70	No	Yes
2	11-009432	2029	NORWAY RD	maple, Norway	Acer platanoides	NORWAY RD	Priority 2 Removal	Poor	31 - 35	51-70	No	No
2	11-009481	1138	FAIR OAKS PKWY	oak, bur	Quercus macrocarpa	FAIR OAKS PKWY	Priority 2 Removal	Poor	21 - 25	GT70	No	Yes
2	11-009573	2233	BROCKMAN BLVD	maple, Norway	Acer platanoides	BROCKMAN BLVD	Priority 2 Removal	Poor	6 - 10	31-50	No	No
2	11-056746	1105	CHURCH ST	maple, Norway	Acer platanoides	CHURCH ST	Priority 2 Removal	Poor	16 - 20	31-50	No	No
2	11-056797	1030	CHURCH ST	elm, American	Ulmus americana	CHURCH ST	Priority 2 Removal	DEAD	0 - 5	0 - 10	No	No
2	11-056890	912	OAKLAND AVE	maple, sugar	Acer saccharum	OAKLAND AVE	Priority 2 Removal	Poor	16 - 20	51-70	No	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST & MAP

AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
2	11-056919	915	OAKLAND AVE	linden, American	Tilia americana	OAKLAND AVE	Priority 2 Removal	Poor	16 - 20	51-70	No	No
2	11-056968	1125	S FOREST AVE	maple, silver	Acer saccharinum	S FOREST AVE	Priority 2 Removal	Poor	21 - 25	51-70	Yes	No
2	11-056618	832	E UNIVERSITY AVE	maple, sugar	Acer saccharum	E UNIVERSITY AVE	Priority 2 Removal	Poor	6 - 10	31-50	No	No
5	11-029880	1001	FULLER ST	tree-of-heaven	Ailanthus altissima	FULLER ST	Priority 1 Removal	Dead	6 - 10	21-30	No	No
5	11-029996	311	N INGALLS ST	planetree, London	Platanus x acerifolia	N INGALLS ST	Priority 1 Removal	Critical	6 - 10	21-30	No	No
5	11-030024	709	LAWRENCE ST	linden, American	Tilia americana	LAWRENCE ST	Priority 1 Removal	Poor	21 - 25	51-70	No	Yes
5	11-030407	406	N STATE ST	locust, black	Robinia pseudoacacia	N STATE ST	Priority 1 Removal	Poor	11 - 15	51-70	No	No
5	11-054058	418	HIGH ST	maple, Norway	Acer platanoides	HIGH ST	Priority 1 Removal	Poor	11 - 15	31-50	Yes	No
5	11-054145	505	N FIFTH AVE	maple, silver	Acer saccharinum	N FIFTH AVE	Priority 1 Removal	Poor	31 - 35	51-70	Yes	Yes
5	11-054158	503	N FOURTH AVE	catalpa, northern	Catalpa speciosa	E KINGSLEY ST	Priority 1 Removal	Poor	26 - 30	31-50	No	No
5	11-054296	300	N MAIN ST	linden, littleleaf	Tilia cordata	CATHERINE ST	Priority 1 Removal	Poor	6 - 10	21-30	No	No
5	11-015072	113	W SUMMIT ST	boxelder	Acer negundo	W SUMMIT ST	Priority 2 Removal	Poor	16 - 20	31-50	Yes	No
5	11-030420	528	N STATE ST	maple, Norway	Acer platanoides	N STATE ST	Priority 2 Removal	Poor	21 - 25	51-70	No	No
5	11-030700	408	N FIRST ST	maple, Norway	Acer platanoides	N FIRST ST	Priority 2 Removal	Poor	11 - 15	31-50	Yes	No
5	11-030710	309	N FIRST ST	linden, littleleaf	Tilia cordata	N FIRST ST	Priority 2 Removal	Poor	11 - 15	21-30	Yes	No
5	11-053850	200	DEPOT ST	maple, red	Acer rubrum	DEPOT ST	Priority 2 Removal	Poor	6 - 10	21-30	Yes	No
5	11-053915	625	N FOURTH AVE	maple, silver	Acer saccharinum	N FOURTH AVE	Priority 2 Removal	Poor	26 - 30	51-70	Yes	Yes
5	11-053920	605	N FOURTH AVE	maple, sugar	Acer saccharum	N FOURTH AVE	Priority 2 Removal	Poor	16 - 20	31-50	Yes	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST & MAP

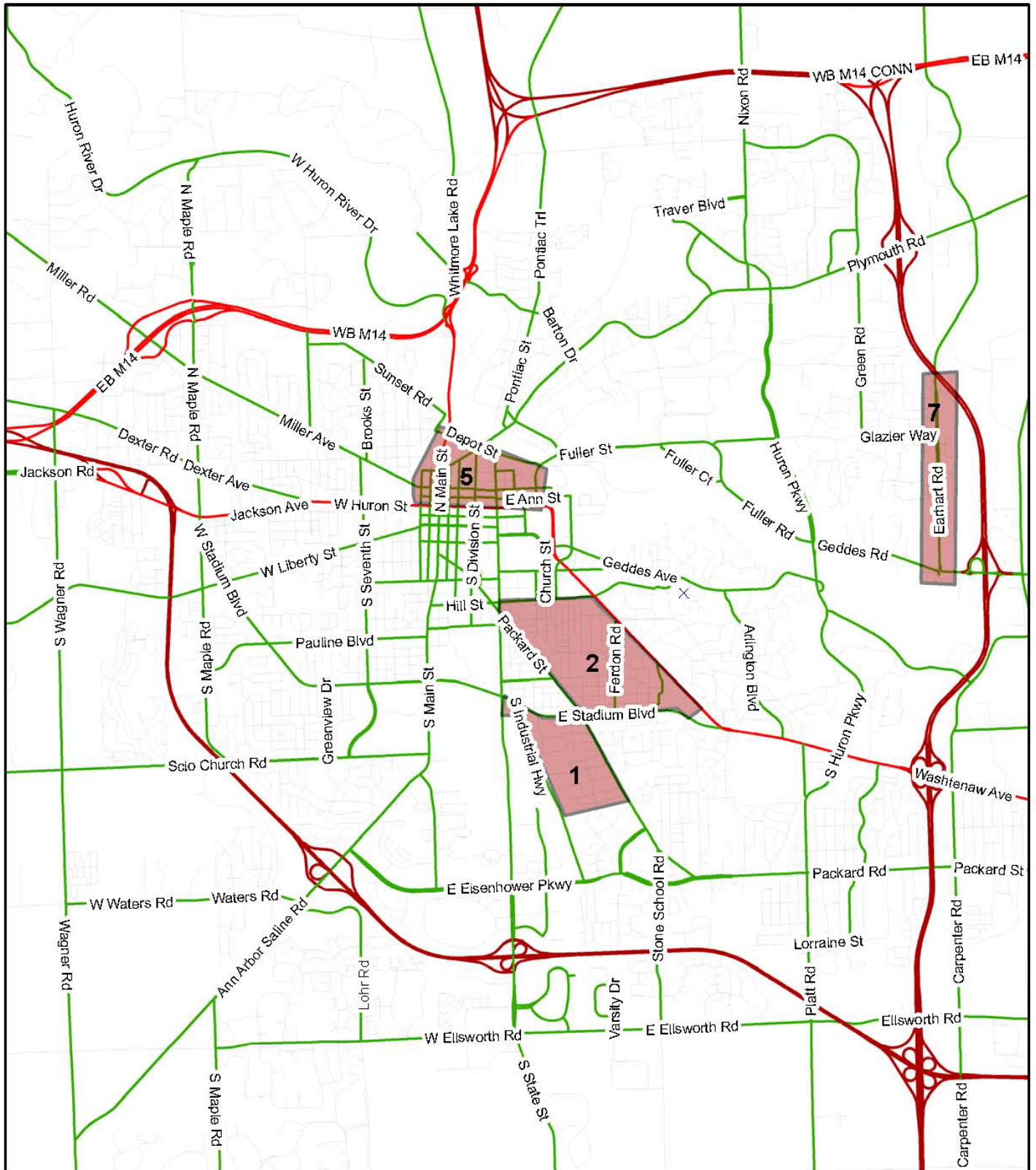
AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
5	11-053946	200	DEPOT ST	maple, Norway	Acer platanoides	N FIFTH AVE	Priority 2 Removal	Poor	11 - 15	21-30	Yes	No
5	11-053954	709	N FIFTH AVE	maple, silver	Acer saccharinum	N FIFTH AVE	Priority 2 Removal	Poor	21 - 25	51-70	Yes	No
5	11-053978	724	N FIFTH AVE	maple, Norway	Acer platanoides	N FIFTH AVE	Priority 2 Removal	Poor	6 - 10	21-30	No	No
5	11-054057	418	HIGH ST	maple, Norway	Acer platanoides	HIGH ST	Priority 2 Removal	Poor	11 - 15	31-50	Yes	No
5	11-054059	418	HIGH ST	maple, Norway	Acer platanoides	HIGH ST	Priority 2 Removal	Poor	11 - 15	31-50	Yes	No
5	11-054060	418	HIGH ST	maple, Norway	Acer platanoides	HIGH ST	Priority 2 Removal	Poor	6 - 10	21-30	Yes	No
5	11-054061	418	HIGH ST	maple, Norway	Acer platanoides	HIGH ST	Priority 2 Removal	Poor	16 - 20	31-50	Yes	Yes
5	11-054084	415	HIGH ST	linden, American	Tilia americana	HIGH ST	Priority 2 Removal	Poor	11 - 15	31-50	No	No
5	11-054195	408	E KINGSLEY ST	maple, Norway	Acer platanoides	E KINGSLEY ST	Priority 2 Removal	Poor	21 - 25	51-70	Yes	Yes
5	11-054197	408	E KINGSLEY ST	maple, Norway	Acer platanoides	E KINGSLEY ST	Priority 2 Removal	Poor	21 - 25	31-50	Yes	No
5	11-054324	221	N FIFTH AVE	maple, sugar	Acer saccharum	N FIFTH AVE	Priority 2 Removal	Poor	16-20	31-50	Yes	No
5	11-054383	517	CATHERINE ST	zelkova, Japanese	Zelkova serrata	CATHERINE ST	Priority 2 Removal	Poor	11 - 15	31-50	Yes	No
5	11-054404	618	LAWRENCE ST	catalpa, northern	Catalpa speciosa	LAWRENCE ST	Priority 2 Removal	Critical	16 - 20	11-20	No	No
5	11-054453	350	N FIFTH AVE	linden, littleleaf	Tilia cordata	N FIFTH AVE	Priority 2 Removal	Poor	11 - 15	31-50	Yes	No
5	11-054795	223	E ANN ST	honeylocust	Gleditsia triacanthos	E ANN ST	Priority 2 Removal	Poor	16-20	31-50	No	No
5	11-054616	208	N DIVISION	maple, Norway	Acer platanoides	E ANN ST	Priority 2 Removal	Poor	16-20	51-70	No	No
7	11-029060	1210	EARHART RD	oak, bur	Quercus macrocarpa	EARHART RD	Priority 2 Removal	Poor	16 - 20	51-70	No	No
7	11-029129	1201	EARHART RD	boxelder	Acer negundo	EARHART RD	Priority 2 Removal	Poor	21 - 25	31-50	No	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST & MAP

AREA #	TREE ID #	ADDRESS	STREET	COMMON NAME	BOTANICAL	ON STREET	MAINTENANCE	CONDITION	DBH (")	HEIGHT (')	OVERHEAD UTILITIES	SAWLOG
7	11-029097	1201	EARHART RD	elm, American	Ulmus americana	EARHART RD	Priority 1 Removal	Poor	11 - 15	51-70	No	No
7	11-029100	1201	EARHART RD	elm, American	Ulmus americana	EARHART RD	Priority 2 Removal	Poor	6 - 10	51-70	No	No
7	11-029107	1201	EARHART RD	hickory, shagbark	Carya ovata	EARHART RD	Priority 1 Removal	Critical	21 - 25	31-50	No	No
7	11-029132	1201	EARHART RD	hickory, shagbark	Carya ovata	EARHART RD	Priority 1 Removal	Critical	21 - 25	31-50	No	No
7	11-029134	1201	EARHART RD	hickory, shagbark	Carya ovata	EARHART RD	Priority 1 Removal	Poor	21 - 25	31-50	No	No
7	11-029140	1201	EARHART RD	hickory, shagbark	Carya ovata	EARHART RD	Priority 1 Removal	Critical	16 - 20	31-50	No	No

APPENDIX L: FY14 TREE & STUMP REMOVAL LIST AND MAP

See Tree & Stump Removal list for exact locations of tree removals.



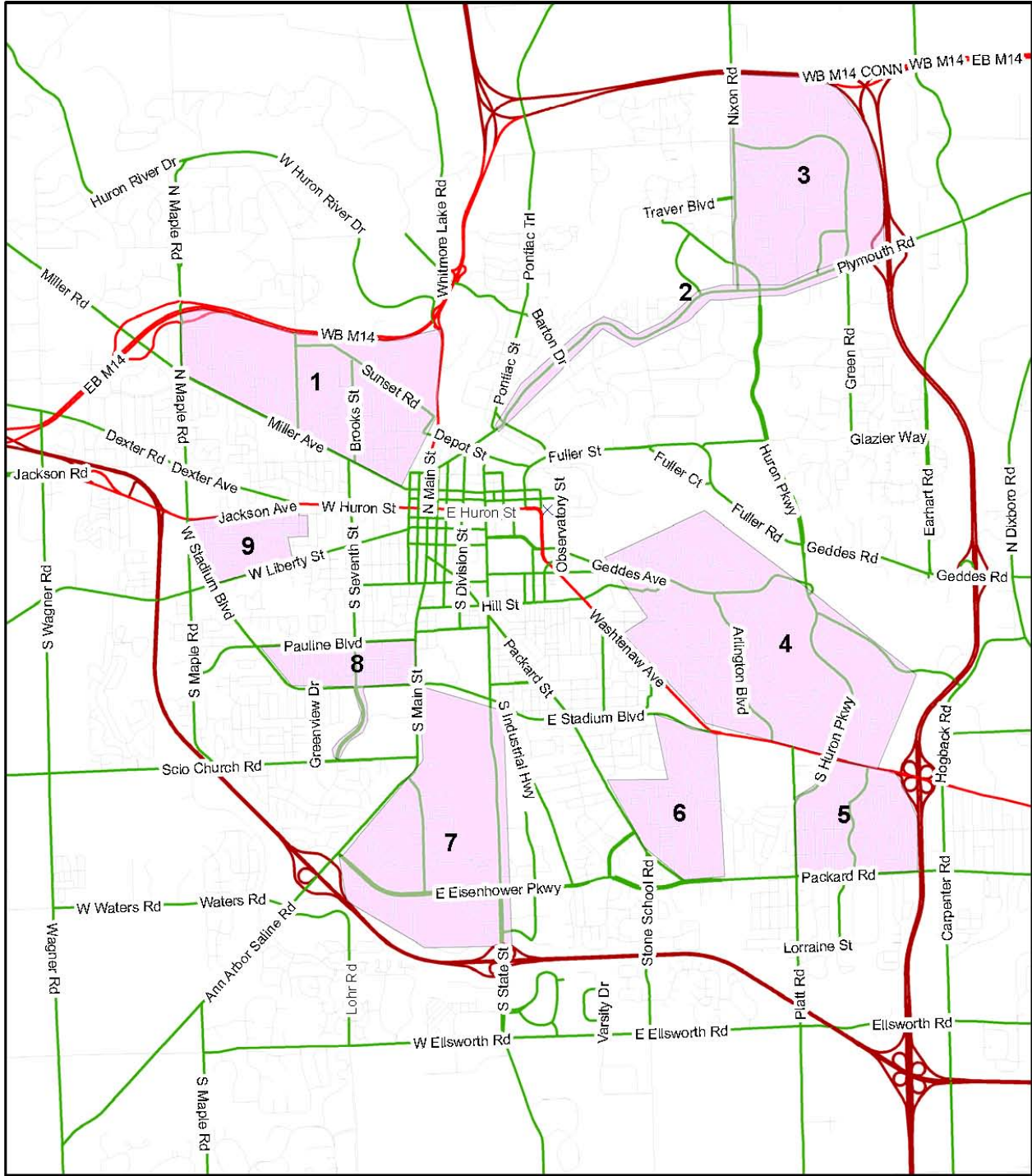
Appendix M: DRAFT FY15 Tree Planting Plan, and Map

*The Tree Planting Plan is to provide a general overview of the areas of the City where tree planting may occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability. Approximately 1000 trees will be planted in FY15.

Area # (See Map)	Potential Tree Planting Areas	Estimated # of Potential Sites*	Overhead Utilities?	Width of Lawn Extension	Avg. amount of Impervious Area
1	Area bounded by Miller, M-14, Maple and N. Main- including Morningside, Franklin, Foss St., Pomona Rd, Sunset Rd, Spring, St, W. Summitt and Huron View Blvd.	275	Yes, at some sites	4'-10'	70%
2	Plymouth Road from Maiden Lane to US 23	230	Yes, at some sites	4'-12'	75%
3	Area bounded by US-23, Plymouth Rd, Huron Parkway/Nixon including Bunkerhill, Lexington, Argonne, Green Rd, Yellowstone, Gettysburg, Prairie St., and Commonwealth Blvd	220	Yes, at some sites	5'-10'	70%
4	Area bounded by Washtenaw Ave, Greddes, Huron River and US-23, including Glenwood Rd, Aberdeen Dr, Devonshire Rd, Huntington Dr., Awixia Rd, and Londonderry Rd.	200	Yes, at a few sites	4'-10'	55%
5	Area bounded by Packard, Platt, Washtenaw and US-23	70	Yes, at some sites	4'-10'	70%
6	Area bounded by Packard and Washtenaw, including Essex Rd, Kimberly, Independence Blvd, James St, Nottingham Road	60	Yes, at some sites	4'-12'	60%
7	Ann Arbor Saline Road, Eisenhower Pkwy, S. Main St., S. State St.	320	Yes, at some sites	4'-10'	80%
8	Area bounded by Pauline Blvd, S. Main St., W. Stadium including S. Seventh (to Scio Church Road), Snyder, Belmar, Keech, Algonac and Van Dusen Dr.	155	Yes, at some sites	4'-10'	60%
9	Pleasant Place, Burwood, Charlton, Virginia Park neighborhood	85	Yes, at many sites	4'-12'	75%

Appendix M: DRAFT FY15 Tree Planting Plan, and Map

*The Tree Planting Plan is to provide a general overview of the areas of the City where tree planting may occur. The final list of planting sites will be provided by the City to the winning bidder(s) once each site has been evaluated by the City for suitability. Approximately 1000 trees will be planted in FY15.



01.14.2013

Appendix N: SAMPLE City of Ann Arbor Service Agreement

SERVICE AGREEMENT BETWEEN

_____XXXXXXXXXXXXXXXXXX_____
AND
CITY OF ANN ARBOR

The City of Ann Arbor, a Michigan municipal corporation, having its offices at 301 East Huron Street, Ann Arbor, Michigan 48104 ("CITY") and,

, _____ a _____, having its offices at
("CONTRACTOR"), Type of Business
_____ agree as follows on this ___ day of _____, 2013.
Address

The Contractor agrees to provide services to the City under the following terms and conditions:

I. DEFINITIONS

Administering Service Area/Unit means the _____.

Contract Administrator means the _____, acting personally or through any assistants authorized by the Administrator/Manager of the Administering Service Area/Unit

Project means _____.

II. DURATION

This Agreement shall become effective on _____, 2013, and shall remain in effect until satisfactory performance of all services or _____, whichever occurs first, unless terminated for breach or as provided in this agreement.

III. SERVICES

A. General Scope: The Contractor agrees to furnish all of the materials, equipment and labor necessary; and to abide by all the duties and responsibilities applicable to it for the Project in accordance with the requirements and provisions of the following documents, including all written modifications incorporated into any of the documents, which are incorporated as part of this Contract:

Contract and Exhibits
Bid No.4281 and Addenda (if applicable)
Bid Proposal of Contractor, dated _____

The contract documents are complementary and what is called for by any one shall be binding. The intention of the documents is to include all labor and materials, equipment and transportation necessary for the proper execution of the Project. Materials or work described in words that so applied have a well-known technical or trade meaning have the meaning of those recognized standards.

In case of a conflict among the contract documents listed above in any requirement(s), the requirement(s) of the document listed first shall prevail over any conflicting requirement(s) of a document listed later.

- B. Quality of Services: The Contractor's standard of service under this agreement shall be of the level of quality performed by businesses regularly rendering this type of service. Determination of acceptable quality shall be made solely by the Contract Administrator.
- C. Compliance with Applicable Law: The Contractor shall perform its services under this Agreement in compliance with all statutory, regulatory and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.
- D. Location: The Contractor shall provide all of these services at the locations specified in Bid No. 4281.
- E. Reports/Surveys: The Contractor may rely upon the accuracy of reports and surveys provided to it by the City except when defects should have been apparent to a reasonably competent contractor or when it has actual notice of any defects in the reports and surveys.

IV. RELATIONSHIP OF PARTIES

- A. The parties to this agreement agree that it is not a contract of employment but is a contract to accomplish a specific result. Contractor is an independent contractor performing services for the City. Nothing contained in this agreement shall be deemed to constitute any other relationship between the City and the Contractor.
- B. The Contractor certifies that it has no personal or financial interest in the project other than the fee it is to receive under this agreement. The Contractor further certifies that it shall not acquire any such interest, direct or indirect, which would conflict in any manner with the performance of services under this agreement. Further Contractor agrees and certifies that it does not and will not employ or engage any person with a personal or financial interest in this agreement.
- C. Contractor does not have any authority to execute any contract or agreement on behalf of the City, and is not granted any authority to assume or create any obligation or liability on the City's behalf, or to bind the City in any way.
- D. Contractor certifies that it is not, and shall not become, overdue or in default to the City for any contract, debt, or any other obligation to the City including real or personal property taxes. City shall have the right to set off any such debt against compensation awarded for services under this agreement.

V. COMPENSATION OF CONTRACTOR

The Contractor shall be paid on the basis of the bid price in the manner set forth in the Bid 4281. The total fee to be paid the Contractor for the services shall not exceed (\$_____). Payment shall be made within 30 days of acceptance of the work by the

Contract Administrator. It is understood and agreed between the parties that the compensation stated above is inclusive of any and all remuneration to which the Contractor may be entitled.

VI. INSURANCE; INDEMNIFICATION

A. The Contractor shall procure and maintain during the life of this Contract, including the guarantee period and during any warranty work, such insurance policies, including those set forth below, as will protect itself and the City from all claims for bodily injuries, death or property damage which may arise under this Contract; whether the acts were made by the Contractor or by any subcontractor or anyone employed by them directly or indirectly. The following insurance policies are required:

1. Worker's Compensation Insurance in accordance with all applicable state and federal statutes. Further, Employers Liability Coverage shall be obtained in the following minimum amounts:

Bodily Injury by Accident - \$500,000 each accident
Bodily Injury by Disease - \$500,000 each employee
Bodily Injury by Disease - \$500,000 each policy limit

2. Commercial General Liability Insurance equivalent to, as a minimum, Insurance Services Office form CG 00 01 07 98. The City of Ann Arbor shall be named as an additional insured. There shall be no added exclusions or limiting endorsements including, but not limited to: Products and Completed Operations, Explosion, Collapse and Underground coverage or Pollution. Further, the following minimum limits of liability are required:

\$1,000,000 Each occurrence as respect Bodily Injury Liability or Property Damage Liability, or both combined.

\$2,000,000 Per Job General Aggregate

\$1,000,000 Personal and Advertising Injury

\$2,000,000 Products and Completed Operations Aggregate

3. Motor Vehicle Liability Insurance, including Michigan No-Fault Coverages, equivalent to, as a minimum, Insurance Services Office form CA 00 01 07 97. The City of Ann Arbor shall be named as an additional insured. There shall be no added exclusions or limiting endorsements. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles. Further, the limits of liability shall be \$1,000,000 for each occurrence as respects Bodily Injury Liability or Property Damage Liability, or both combined.
4. Umbrella/Excess Liability Insurance shall be provided to apply excess of the Commercial General Liability, Employers Liability and the Motor Vehicle coverage enumerated above, for each occurrence and for aggregate in the amount of \$1,000,000.

- B. Insurance required under VI.A.2 and A.3 of this Contract shall be considered primary as respects any other valid or collectible insurance that the City may possess, including any self-insured retentions the City may have; and any other insurance the City does possess shall be considered excess insurance only and shall not be required to contribute with this insurance. Further, the Contractor agrees to waive any right of recovery by its insurer against the City.
- C. In the case of all Contracts involving on-site work, the Contractor shall provide to the City before the commencement of any work under this Contract documentation demonstrating it has obtained the above mentioned policies. Documentation must provide and demonstrate an unconditional 30 day written notice of cancellation in favor of the City of Ann Arbor. Further, the documentation must explicitly state the following: (a) the policy number; name of insurance company; name and address of the agent or authorized representative; name and address of insured; project name; policy expiration date; and specific coverage amounts; (b) any deductibles or self-insured retentions which shall be approved by the City, in its sole discretion; (c) that the policy conforms to the requirements specified. An original certificate of insurance may be provided as an initial indication of the required insurance, provided that no later than 21 calendar days after commencement of any work the Contractor supplies a copy of the endorsements required on the policies. Upon request, the Contractor shall provide within 30 days a copy of the policy(ies) to the City. If any of the above coverages expire by their terms during the term of this Contract, the Contractor shall deliver proof of renewal and/or new policies to the Administering Service Area/Unit at least ten days prior to the expiration date.
- D. Any insurance provider of Contractor shall be admitted and authorized to do business in the State of Michigan and shall carry and maintain a minimum rating assigned by A.M. Best & Company's Key Rating Guide of "A-" Overall and a minimum Financial Size Category of "V". Insurance policies and certificates issued by non-admitted insurance companies are not acceptable unless approved in writing by the City.
- E. To the fullest extent permitted by law, Contractor shall indemnify, defend and hold harmless the City, its officers, employees and agents harmless from all suits, claims, judgments and expenses including attorney's fees resulting or alleged to result, in whole or in part, from any act or omission, which is in any way connected or associated with this contract, by the Contractor or anyone acting on the Contractor's behalf under this contract. Contractor shall not be responsible to indemnify the City for losses or damages caused by or resulting from the City's sole negligence.

7. COMPLIANCE REQUIREMENTS

- A. Nondiscrimination. The Consultant agrees to comply, and to require its subcontractor(s) to comply, with the nondiscrimination provisions of Section 209 of the Elliot-Larsen Civil Rights Act MCL 37.2209). The Contractor further agrees to comply with the nondiscrimination provisions of Chapter 112 of the Ann Arbor City Code and to assure that applicants are employed and that employees are treated during employment in a manner which provides equal employment opportunity
- B. Wages: Under this Contract, the Contractor shall conform to Chapter 14 of Title I of the Code of the City of Ann Arbor as amended; which in part states "...that all craftsmen, mechanics and laborers employed directly on the site in connection with

said improvements, including said employees of subcontractors, shall receive the prevailing wage for the corresponding classes of craftsmen, mechanics and laborers, as determined by statistics for the Ann Arbor area compiled by the United States Department of Labor. At the request of the City, any contractor or subcontractor shall provide satisfactory proof of compliance with the contract provisions required by the Section." Where the Contract and the Ann Arbor City Ordinance are silent as to definitions of terms required in determining contract compliance with regard to prevailing wages, the definitions provided in the Davis-Bacon Act as amended (40 U.S.C. 278-a to 276-a-7) for the terms shall be used.

Further, to the extent that any employees of the Contractor providing services under this contract are not part of the class of craftsmen, mechanics and laborers who receive a prevailing wage in conformance with Section 1:319 of Chapter 14 of Title I of the Code of the City of Ann Arbor, the Contractor agrees to conform to Chapter 23, Living Wage, of Title I of the Code of the City of Ann Arbor, as amended. The Contractor agrees to pay those employees providing Services to the City under this Agreement a "living wage," as defined in Section 1:815 of the Ann Arbor City Code; to post a notice approved by the City of the applicability of Chapter 23 in every location in which regular or contract employees providing services under this agreement are working; to maintain records of compliance; if requested by the City, to provide documentation to verify compliance; to take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee or person contracted for employment in order to pay the living wage required by Section 1:815; and otherwise to comply with the requirements of Chapter 23.

VIII. WARRANTIES BY CONTRACTOR

- A. The Contractor warrants that the quality of its services under this agreement shall conform to the level of quality performed by businesses regularly rendering this type of service. The Contractor warrants that the work performed shall be free of defects and guaranteed for a period of one year.
- B. The Contractor warrants that it has all the skills and experience necessary to perform the services it is to provide pursuant to this agreement. Further that it has available, or will engage, at its own expense, sufficient trained employees or subcontractors to provide the services specified in this Agreement.
- C. The Contractor warrants that it is not, and shall not become overdue or in default to the City for any contract, debt, or any other obligation to the City including real and personal property taxes.

IX. TERMINATION OF AGREEMENT; RIGHTS ON TERMINATION

- A. This agreement may be terminated by either party in the case of a breach of this agreement by the other party, if the breaching party has not corrected the breach within 15 days after notice of termination is given in conformance with the terms of this agreement. Breach under this terms of this Agreement shall include but not be limited to the failure to deliver service on time, poor quality materials or workmanship, failure to follow specifications identified in Article III above, or the unauthorized substitution of articles other than those quoted and specified in the bid documents.
- B. The City may terminate this Agreement, on at least ten (10) days advance notice, for any reason, including convenience, without incurring any penalty, expense or liability to the Contractor except the obligation to pay for services actually performed under the Agreement.
- C. Contractor acknowledges that, if this Agreement extends for several fiscal years, continuation of this Agreement is subject to appropriation of funds for this Project. If funds to enable the City to effect continued payment under this Agreement are not appropriated or otherwise made available, the City shall have the right to terminate this Agreement without penalty at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to the Contractor. The Contract Administrator shall give the Consultant written notice of such non-appropriation within thirty (30) days after it receives notice of such non-appropriation.
- D. The remedies provided in this Agreement will be cumulative, and the assertion by a party of any right or remedy will not preclude the assertion by such party of any other rights or the seeking of any other remedies.

X. OBLIGATIONS OF THE CITY

- A. The City agrees to give the Contractor access to staff and City owned properties as required to perform the necessary services under the agreement.
- B. The City shall notify the Contractor of any defects in the services of which the City has actual notice.

XI. ASSIGNMENT

- A. The Contractor shall not subcontract or assign any portion of the services without prior written consent to such action by the City. Notwithstanding any consent by the City to any assignment, Contractor shall at all times remain bound to all warranties, certifications, indemnifications, promises and performances, however described, as are required of it under the Agreement unless specifically released from the requirement, in writing, by the City.
- B. The Contractor shall retain the right to pledge payment(s) due and payable under the agreement to third parties.

XII. NOTICE

All notices and submissions required under this Agreement shall be delivered to the respective party in the manner described herein to the address stated in this Agreement or such other address as either party may designate by prior written notice to the other.

Notices given under this Agreement shall be in writing and shall be personally delivered, sent by next day express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent next day express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

If Notice is sent to the CONTRACTOR, it shall be addressed and sent to:

If Notice is sent to the CITY, it shall be addressed and sent to:

City of Ann Arbor
301 E. Huron St.
Ann Arbor, MI 48107-8647
Attn:

XIII. SEVERABILITY OF PROVISIONS

Whenever possible, each provision of this agreement will be interpreted in a manner as to be effective and valid under applicable law. However, if any provision of this agreement or the application of any provision to any party or circumstance will be prohibited by or invalid under applicable law, that provision will be ineffective to the extent of the prohibition or invalidity without invalidating the remainder of the provisions of this agreement or the application of the provision to other parties or other circumstances.

XIV. CHOICE OF LAW

This agreement shall be construed, governed, and enforced in accordance with the laws of the State of Michigan. By executing this agreement, the Contractor and the City agree to venue in a court of appropriate jurisdiction sitting within Washtenaw County for purposes of any action arising under this agreement. The parties stipulate that the venues referenced in this Agreement are convenient and waive any claim of non-convenience.

XV. EXTENT OF AGREEMENT

This agreement represents the entire understanding between the City and the Contractor and it supersedes all prior representations or agreements whether written or oral. Neither party has relied on any prior representations in entering into this agreement.

This agreement may be altered, amended or modified only by written amendment signed by the Contractor and the City.

FOR CONTRACTOR

By _____
Authorized Representative

FOR THE CITY OF ANN ARBOR

By _____
John Hieftje, Mayor

By _____
Jacqueline Beaudry, City Clerk

Approved as to substance

Steven D. Powers, City Administrator

Craig Hupy
Public Service Area Administrator

Approved as to form and content

Stephen K. Postema, City Attorney

Appendix O

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor, _____, represents that on _____, 20__, it was awarded a contract by the City of Ann Arbor, Michigan to _____ under the terms and conditions of a Contract titled _____

The Contractor represents that all work has now been accomplished and the Contract is complete.

The Contractor warrants and certifies that all of its indebtedness arising by reason of the Contract has been fully paid or satisfactorily secured; and that all claims from subcontractors and others for labor and material used in accomplishing the project, as well as all other claims arising from the performance of the Contract, have been fully paid or satisfactorily settled. The Contractor agrees that, if any claim should hereafter arise, it shall assume responsibility for it immediately upon request to do so by the City of Ann Arbor.

The Contractor, for valuable consideration received, does further waive, release and relinquish any and all claims or right of lien which the Contractor now has or may acquire upon the subject premises for labor and material used in the project owned by the City of Ann Arbor.

This affidavit is freely and voluntarily given with full knowledge of the facts.

Contractor

By _____
(Signature)

Its _____
(Title of Office)

Subscribed and sworn to before me, on this _____ day of _____, 20__

Notary Public _____ County, Michigan

My commission expires on: _____, 20__

ADDENDUM No. 1
ITB-4281 Fall 2013-2015 Street Tree Purchase, Planting, Removal and Stumping
City of Ann Arbor
Due: Friday, May 3, 2013

The following changes, additions and/or deletions shall be made to ITB 4281, Fall 2013-2015 Street Tree Purchase, Planting, Removal and Stumping for the City of Ann Arbor, Michigan.

The information contained herein shall take precedence over the original Invitation to Bid and is appended thereto. This Addendum includes 2 pages.

Changes in the Invitation to Bid which are outlined below are referenced to a page or attachment in which they appear conspicuously. The Bidder is to take note in its review of the documents and include these changes as they affect work or details in other areas not specifically referenced here.

ADVERTISEMENT (pg 2); INSTRUCTIONS TO BIDDERS/BID SECURITY (pg 10)

Bidder are directed to calculate and submit the required bid bond as follows:

Bid Bond

To calculate the bid bond, please take the average tree price for each season and multiply by the number of trees that are to be planted for the season (per the Advertisement to Bid). Complete this for each season- total the tree planting costs for all of the seasons, and add the cost of watering and the tree removal and stump removal pricing to get a total bid price.

For example (costs used are for example purposes only):

Season/Activity	Avg. Cost Per Tree/ Cost of Activity	Subtotal
FY14 Fall Tree Planting	\$10	\$3500
FY 14 Spring Tree Planting	\$12	\$4200
FY 15 Fall Tree Planting	\$12	\$6000
FY 15 Spring Tree Planting	\$15	\$7500
Tree Watering	\$2 per tree	\$3400
Tree Removals	\$2000	\$2000
Tree Stumping	\$1000	\$1000
	TOTAL	\$27,600
	5% Bid Bond Amount	\$1380.00

ADVERTISEMENT (pg 3); INSTRUCTIONS TO BIDDERS/SURETY BONDS (pg 11)

The amount of the surety bonds required under this ITB are to be calculated as follows:

Surety Bonds

Due to surety bonds expiring after 1 year, the Performance and Labor and Material Bonds can be split based on activities occurring within the City of Ann Arbor's Fiscal Year (July 1-June 30). The FY14 Performance and Labor and Material Bonds would include the FY14 Tree Planting (Fall 2013 and Spring 2014) and the Tree Removals and Stump Removals. The FY15 Performance and Labor and Material Bonds would include the FY15 Tree Planting (Fall 2014 and Spring 2015).

SCOPE OF WORK

Tree Removal Specifications (Letter I, pg. 18)

Stump Removal Specifications (Letter I, pg 19)

Letter I in the Tree and Stump Removal specifications is deleted and replaced with the following:

- I. The bidder will be responsible to pay for the disposal of all wood waste generated from the tree removals and stump removals. The Bidder can use the City of Ann Arbor's Material Recover Facility (MRF) to dispose of the wood waste, if they choose, the cost for wood disposal at the MRF is \$15 per ton. Please ensure that the bid price for stump and tree removals reflect the Bidders responsibility to pay for the cost of wood waste disposal. The Bid Sheet in Appendix H already reflects this change.

When submitting bid package, please include the "Invitation to Bid" letter for ITB-4281 and include all Addenda that have been posted.

ADDENDUM No. 2
ITB-4281 Fall 2013-2015 Street Tree Purchase, Planting, Removal and Stumping
City of Ann Arbor
Due: Friday, May 3, 2013

Bidder Question:

Our State of Michigan is now in Zone 6. Since the Mountains of Tennessee is also a Zone 6 like us is it acceptable to purchase trees from them?

Answer:

No, stock from Tennessee will not be permitted. The City of Ann Arbor is in USDA hardiness zone 6A and only a very small portion of Tennessee is in hardiness zone 6 but it is 6B. Hardiness zones provide the average annual low temperature for the area and are used to assist in plant selection based on a plant's cold hardiness. The Hardiness Zones in Tennessee (6B, 7A (majority of state), and 7B) all have an average low temperature that is higher than Ann Arbor, which may lead to trees that are unable to tolerate the winter/early spring climate of Ann Arbor, therefore Tennessee tree stock will not be permitted.

When submitting bid package, please include the "Invitation to Bid" letter for ITB-4281 and include all Addenda that have been posted.