

GENERAL INFORMATION

1. PROJECT OBJECTIVE

To plant more native shade trees and native understory plantings in the City of Lake Worth Beach. City residents have expressed the need for more shade trees and understory plantings City-wide which is a shared value of the City Tree and Landscape Board. Over 60% of the respondents to the Mobility Plan Survey stated that they wanted more shade and trees along sidewalks. The addition of trees in the city will:

1. Increase shade and tree canopy
2. Reduce energy consumption by air conditioning
3. Reduce heat island effects
4. Reduce effects of climate change by increasing carbon capture
5. Increase habitat diversity
6. Encourage a more pleasing natural environment

The City of Lake Worth Beach is seeking qualifications from interested professional landscape installation companies/firms. The services required: a) provide and install native shade trees and native understory plantings using industry best management practices and ANSI A300 standard part 6, using qualified in-house staff and qualified contractor staff. b) Provide and deliver trees for city-wide tree giveaways. The selected Respondent will be chosen based upon their relevant expertise and thorough knowledge of the professional services, functions, activities, and related responsibilities to successfully deliver required services. A more detailed scope of services is attached and incorporated into this RFQ as Exhibit "A".

2. SUBMITTAL OF QUALIFICATIONS

CITY WILL ADD BOILER PLATE LANGUAGE

EXHIBIT "A"

RFQ# xx-xx

SCOPE OF SERVICES

The CONTRACTOR shall be responsible for all aspects of this xx including but not limited to:

Tree and Shrub Planting

- Acquire, deliver and install high-quality native shade trees and native understory plantings
- Provide 25, 15, 7- and 3-gallon plant material as directed by City staff
- Provide and install staking materials
- Provide necessary equipment for tree planting and staking
- Water trees and understory plantings at time of planting.
- Tree planting to be supervised by qualified individual, Certified Arborist preferred.
- Ensure planting sites are free of debris and tools at conclusion of work day

Tree Giveaway

- Provide 15, 7- and 3-gallon plant materials
- Deliver plants to City on date of giveaways.

Notes

- 1) The City will provide direction on tree selection and understory plantings.
- (2) The City reserves the right to reject trees that are of poor quality, damaged, poor structured, etc.

1. GENERAL STANDARDS OF WORK

- 1.1. **Schedule of Work:** At the beginning of each project, the CONTRACTOR shall furnish to the CITY a schedule of work. The City reserves the right to direct the CONTRACTOR to rearrange the schedule to meet the needs of the CITY.
- 1.2. **Maintenance of Traffic:** The CONTRACTOR shall be responsible for proper MOT control and monitoring of pedestrian and vehicular traffic as it pertains to this work.
- 1.3. **Utilities:** The CONTRACTOR shall be responsible to report any encountered damaged utilities and report/repair any damages associated with their work.
- 1.4. **Litter Control:** The CONTRACTOR shall be responsible for the pickup and collection of litter associated with the work in this RFQ. The litter shall be disposed of legally in CITY provided waste collection receptacles.
- 1.5. **Watering:** The CONTRACTOR shall be responsible for the initial watering of all planted material immediately after planting. Watering must be sufficient to remove all possible air pockets and to thoroughly soak the root ball and surrounding soils.
- 1.6. **Deficiencies:** The City will inform the CONTRACTOR of any deficiencies in the planting and/or staking of the trees and/or shrubs. CONTRACTOR will correct deficiencies within 48 hours of notification.
- 1.7. **The City reserves the right to decrease or amend any of the services as listed and described herein in negotiations with the selected firm.**

Location of projects

Various locations City-wide including parks, cemeteries, public buildings, greenways, golf course, rights-of-way

QUALIFICATIONS

The City is seeking a landscape company/firm with the following qualifications:

- Certified arborist on staff preferred
- Minimum of one supervisor and four field workers
- Experience in selecting and planting native trees and shrubs
- Provide equipment list needed in order to undertake scope of services
- Respondents shall provide a three-page summary of their ability to deliver the requested services in a specific timeframe, including a proposed project timeline. Information regarding dedicated staff and current workload should be provided.
- Related experience, projects completed and for whom (include photos and/or other documentation)
- Training, education and degrees
- Professional certifications, licenses and affiliations/memberships
- Three professional references required (not from family relatives)