

EXHIBIT

"A"

**CITY OF ROUND ROCK
AGREEMENT FOR TREE TRIMMING
AND REMOVAL SERVICES
WITH
CERTIFIED ARBOR CARE, INC.**

THE STATE OF TEXAS

§

CITY OF ROUND ROCK

§

KNOW ALL BY THESE PRESENTS:

§

COUNTY OF WILLIAMSON

§

COUNTY OF TRAVIS

§

§

THAT THIS Agreement for purchase of tree trimming and tree removal services at, (referred to herein as the "Agreement"), is made and entered into on this the ____ day of the month of August, 2018, by and between the CITY OF ROUND ROCK, TEXAS, a home-rule municipality whose offices are located at 221 East Main Street, Round Rock, Texas 78664 (referred to herein as the "City") and CERTIFIED ARBOR CARE, INC., whose offices are located at 2405 Gardenia Drive, Austin, Texas 78727 (referred to herein as the "Vendor").

RECITALS:

WHEREAS, City desires to purchase tree trimming and tree removal services, and City desires to procure same from Vendor; and

WHEREAS, City has issued its "Invitation for Bid" for the provision of said goods and services, and City has selected the Bid submitted by the Vendor; and

WHEREAS, the parties desire to enter into this Agreement to set forth in writing their respective rights, duties, and obligations;

NOW, THEREFORE, WITNESSETH:

That for and in consideration of the mutual promises contained herein and other good and valuable consideration, sufficiency and receipt of which are hereby acknowledged, it is mutually agreed between the parties as follows:

1.01 DEFINITIONS

A. **Agreement** means the binding legal contract between City and Vendor whereby City is obligated to buy specified services and Vendor is obligated to provide said services. The Agreement includes the following: (a) City's Invitation for Bid, designated Solicitation Number 18-023, dated May 2018; (b) Vendor's Response to the IFB; (c) contract award; and (d) any exhibits, addenda, and/or amendments thereto. Any inconsistencies or conflicts in the contract documents shall be resolved by giving preference in the following order:

- (1) This Agreement;
- (2) Vendor's Response to IFB;
- (3) City's Invitation for Bids, exhibits, and attachments.

B. **City** means the City of Round Rock, Williamson and Travis Counties, Texas.

C. **Effective Date** means the date upon which the binding signatures of both parties to this Agreement are affixed.

D. **Force Majeure** means acts of God, strikes, lockouts, or other industrial disturbances, acts of the public enemy, orders of any kind from the government of the United States or the State of Texas or any civil or military authority, insurrections, riots, epidemics, landslides, lightning, earthquakes, fires, hurricanes, storms, floods, restraint of the government and the people, civil disturbances, explosions, or other causes not reasonably within the control of the party claiming such inability.

E. **Goods and services** mean the specified services, supplies, materials, commodities, or equipment.

2.01 EFFECTIVE DATE; TERM

A. This Agreement shall be effective on the date it has been signed by both parties hereto, and shall remain in full force and effect, unless and until it expires by operation of the term stated herein, or until terminated as provided herein.

B. The term of this Agreement is for sixty months (60) months from the effective date hereof. City reserves the right to review the relationship at any time, and may elect to terminate this Agreement, with or without cause, or may elect to continue.

3.01 CONTRACT DOCUMENTS AND EXHIBITS

City selected Vendor to supply the services as outlined in the IFB and Response to IFB submitted by Vendor, all as specified in Exhibit "A," attached hereto and incorporated herein by reference. The intent of these documents is to formulate an Agreement listing the responsibilities of both parties as outlined in the IFB and as offered by Vendor in its Response to the IFB.

The services which are the subject of this Agreement are described in Exhibit "A" and, together with this Agreement, comprise the total Agreement and they are fully a part of this Agreement as if repeated herein in full.

4.01 PRIMARY AND SECONDARY PROVIDERS

The parties specifically acknowledge and agree that Vendor shall be considered as one of the two (2) providers for specified goods and services set forth in the Contract Documents and Vendor shall be considered the primary provider. Vendor specifically further acknowledges and agrees that this Agreement is not an exclusive Agreement. City may, in its sole and unfettered discretion, elect to use either Vendor or secondary provider in whatever order it deems to be the “best value” for the City. City is not obligated to use or purchase any estimated annual quantity of goods, and no guarantee is made of any minimum or maximum purchase.

5.01 ITEMS AWARDED; SCOPE OF WORK

A. All bid items listed on “Attachment A – Bid Sheet” in Exhibit “A” are awarded to Vendor.

B. For purposes of this Agreement, City has issued documents delineating the required services (specifically Invitation for Bid Solicitation Number 18-023 dated May 2018). Vendor has issued its response agreeing to provide all such required service in all specified particulars. All such referenced documents are included in Exhibit “A.” When taken together with the appended exhibits, this Agreement shall evidence the entire understanding and agreement between the parties and shall supersede any prior proposals, correspondence or discussions.

C. Vendor shall satisfactorily provide all services described under the attached exhibits within the contract term specified in Section 2.01. Vendor’s undertakings shall be limited to performing services for the City and/or advising City concerning those matters on which Vendor has been specifically engaged. Vendor shall perform its services in accordance with this Agreement, in accordance with the appended exhibits, in accordance with due care, and in accordance with prevailing industry standards for comparable services.

6.01 COSTS

A. Only if, as, and when needed by City, the bid costs listed on Attachment A – Bid Sheet of Exhibit “A,” which are specifically relevant to the referenced bid items, shall be the basis of any charges collected by Vendor.

B. Vendor specifically acknowledges and agrees that City is not obligated to use any estimated quantity of services, and City may not expend in excess of **One Hundred Twenty-Five Thousand and No/100 Dollars (\$125,00.00) per year** for Vendor’s services combined with the secondary provider’s services for a total not to exceed amount of **Six Hundred Twenty-Five Thousand and No/100 Dollars (\$625,000.00)** for the term of this Agreement.

7.01 INVOICES

All invoices shall include, at a minimum, the following information:

- A. Name and address of Vendor;
- B. Purchase Order Number;
- C. Description and quantity of items received or services provided; and
- C. Delivery or performance dates.

8.01 INTERLOCAL COOPERATIVE CONTRACTING/PURCHASING

Authority for local governments to contract with one another to perform certain governmental functions and services, including but not limited to purchasing functions, is granted under Government Code, Title 7, Chapter 791, Interlocal Cooperation Contracts, Subchapter B and Subchapter C, and Local Government Code, Title 8, Chapter 271, Subchapter F, Section 271.101 and Section 271.102.

Other governmental entities within the State of Texas may be extended the opportunity to purchase off of the City's bid, with the consent and agreement of the successful vendor(s) and the City. Such agreement shall be conclusively inferred for the vendor from lack of exception to this clause in the vendor's response. However, all parties hereby expressly agree that the City is not an agent of, partner to, or representative of those outside agencies or entities and that the City is not obligated or liable for any action or debts that may arise out of such independently-negotiated "piggyback" procurements.

9.01 NON-APPROPRIATION AND FISCAL FUNDING

This Agreement is a commitment of City's current revenues only. It is understood and agreed that City shall have the right to terminate this Agreement at the end of any City fiscal year if the governing body of City does not appropriate funds sufficient to purchase the services as determined by City's budget for the fiscal year in question. City may effect such termination by giving Vendor a written notice of termination at the end of its then current fiscal year.

10.01 PROMPT PAYMENT POLICY

In accordance with Chapter 2251, V.T.C.A., Texas Government Code, payment to Vendor will be made within thirty (30) days of the day on which City receives the performance, supplies, materials, equipment, and/or deliverables, or within thirty (30) days of the day on which the performance of services was complete, or within thirty (30) days of the day on which City receives a correct invoice for the performance and/or deliverables or services, whichever is later. Vendor may charge interest on an overdue payment at the "rate in effect" on September 1 of the fiscal year in which the payment becomes overdue, in accordance with V.T.C.A., Texas

Government Code, Section 2251.025(b); however, this Policy does not apply to payments made by City in the event:

- A. There is a bona fide dispute between City and Vendor, a contractor, a subcontractor or supplier about the goods delivered or the service performed that cause the payment to be late; or
- B. The terms of a federal contract, grant, regulation, or statute prevent City from making a timely payment with federal funds; or
- C. There is a bona fide dispute between Vendor and a subcontractor or between a subcontractor and its supplier about the goods delivered or the service performed that causes the payment to be late; or
- D. Invoices are not mailed to City in strict accordance with instructions, if any, on the purchase order or the Agreement or other such contractual agreement.

11.01 GRATUITIES AND BRIBES

City may, by written notice to Vendor, cancel this Agreement without liability to Vendor if it is determined by City that gratuities or bribes in the form of entertainment, gifts, or otherwise were offered or given by Vendor or its agents or representatives to any City officer, employee or elected representative with respect to the performance of this Agreement. In addition, Vendor may be subject to penalties stated in Title 8 of the Texas Penal Code.

12.01 TAXES

City is exempt from Federal Excise and State Sales Tax; therefore, tax shall not be included in Vendor's charges.

13.01 ORDERS PLACED WITH ALTERNATE VENDORS

If Vendor cannot provide the goods as specified, City reserves the right and option to obtain the products or services from another supplier or suppliers.

14.01 INSURANCE

Vendor shall meet all requirements as stated in the attached IFB, including all attachments and exhibits thereto, and Vendor's bid response.

15.01 CITY'S REPRESENTATIVE

City hereby designates the following representatives authorized to act in its behalf with regard to this Agreement:

Emsud Horozovic
Forestry Manager
301 West Bagdad Avenue, Suite 250
Round Rock, Texas 78664
512-341-3350

16.01 RIGHT TO ASSURANCE

Whenever either party to this Agreement, in good faith, has reason to question the other party's intent to perform hereunder, then demand may be made to the other party for written assurance of the intent to perform. In the event that no written assurance is given within the reasonable time specified when demand is made, then and in that event the demanding party may treat such failure as an anticipatory repudiation of this Agreement.

17.01 DEFAULT

If Vendor abandons or defaults under this Agreement and is a cause of City purchasing the specified goods elsewhere, Vendor agrees that it may be charged the difference in cost, if any, and that it will not be considered in the re-advertisement of the service and that it may not be considered in future bids for the same type of work unless the scope of work is significantly changed.

Vendor shall be declared in default of this Agreement if it does any of the following:

- A. Fails to make any payment in full when due;
- B. Fails to fully, timely and faithfully perform any of its material obligations under this Agreement;
- C. Fails to provide adequate assurance of performance under the "Right to Assurance" section herein; or
- D. Becomes insolvent or seeks relief under the bankruptcy laws of the United States.

18.01 TERMINATION AND SUSPENSION

A. City has the right to terminate this Agreement, in whole or in part, for convenience and without cause, at any time upon thirty (30) days' written notice to Vendor.

B. In the event of any default by Vendor, City has the right to terminate this Agreement for cause, upon ten (10) days' written notice to Vendor.

C. Vendor has the right to terminate this Agreement only for cause, that being in the event of a material and substantial breach by City or by mutual agreement to terminate evidenced in writing by and between the parties.

D. In the event City terminates under subsections (A) or (B) of this section, the following shall apply: Upon City's delivery of the referenced notice to Vendor, Vendor shall discontinue all services in connection with the performance of this Agreement and shall proceed to cancel promptly all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. Within thirty (30) days after such notice of termination, Vendor shall submit a statement showing in detail the goods and/or services satisfactorily performed under this Agreement to the date of termination. City shall then pay Vendor that portion of the charges, if undisputed. The parties agree that Vendor is not entitled to compensation for services it would have performed under the remaining term of the Agreement except as provided herein.

19.01 INDEMNIFICATION

Vendor shall defend (at the option of City), indemnify, and hold City, its successors, assigns, officers, employees and elected officials harmless from and against all suits, actions, legal proceedings, claims, demands, damages, costs, expenses, attorney's fees, and any and all other costs or fees arising out of, or incident to, concerning or resulting from the fault of Vendor, or Vendor's agents, employees or subcontractors, in the performance of Vendor's obligations under this Agreement, no matter how, or to whom, such loss may occur. Nothing herein shall be deemed to limit the rights of City or Vendor (including, but not limited to the right to seek contribution) against any third party who may be liable for an indemnified claim.

20.01 COMPLIANCE WITH LAWS, CHARTER AND ORDINANCES

A. Vendor, its agents, employees and subcontractors shall use best efforts to comply with all applicable federal and state laws, the Charter and Ordinances of the City of Round Rock, as amended, and with all applicable rules and regulations promulgated by local, state and national boards, bureaus and agencies.

B. Vendor acknowledges and understands that City has adopted a Storm Water Management Program (SWMP) and an Illicit Discharge Ordinance, Sections 14-139 through 14-152 of the City's Code of Ordinances, to manage the quality of the discharges from its Municipal Separate Storm Sewer System (MS4) and to be in compliance with the requirements of the Texas Commission on Environmental Quality (TCEQ) and the Texas Pollutant Discharge Elimination System (TPDES). The Vendor agrees to perform all operations on City-owned facilities in compliance with the City's Illicit Discharge Ordinance to minimize the release of pollutants into the MS4. The Vendor agrees to comply with of the City's stormwater control measures, good housekeeping practices and any facility specific stormwater management operating procedures specific to a certain City facility. In addition, the Vendor agrees to comply with any applicable TCEQ Total Maximum Daily Load (TMDL) Requirements and/or I-Plan requirements.

C. In accordance with Chapter 2270, Texas Government Code, a governmental entity may not enter into a contract with a company for goods and services unless the contract contains written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of this contract. The signatory executing this Agreement on behalf of

Vendor verifies Vendor does not boycott Israel and will not boycott Israel at any term of this Agreement.

21.01 ASSIGNMENT AND DELEGATION

The parties each hereby bind themselves, their successors, assigns and legal representatives to each other with respect to the terms of this Agreement. Neither party shall assign, sublet or transfer any interest in this Agreement without prior written authorization of the other party.

22.01 NOTICES

All notices and other communications in connection with this Agreement shall be in writing and shall be considered given as follows:

1. When delivered personally to the recipient's address as stated in this Agreement;
or
2. Three (3) days after being deposited in the United States mail, with postage prepaid to the recipient's address as stated in this Agreement.

Notice to Vendor:

Certified Arbor Care, Inc.
P.O. Box 1868
Round Rock, Texas 78680

Notice to City:

City Manager
221 East Main Street
Round Rock, TX 78664

Stephen L. Sheets, City Attorney
AND TO: 309 East Main Street
Round Rock, TX 78664

Nothing contained herein shall be construed to restrict the transmission of routine communications between representatives of City and Vendor.

23.01 APPLICABLE LAW; ENFORCEMENT AND VENUE

This Agreement shall be enforceable in Round Rock, Texas, and if legal action is necessary by either party with respect to the enforcement of any or all of the terms or conditions herein, exclusive venue for same shall lie in Williamson County, Texas. This Agreement shall be governed by and construed in accordance with the laws and court decisions of the State of Texas.

24.01 EXCLUSIVE AGREEMENT

This document, and all appended documents, constitutes the entire Agreement between Vendor and City. This Agreement may only be amended or supplemented by mutual agreement of the parties hereto in writing, duly authorized by action of the City Manager or City Council.

25.01 DISPUTE RESOLUTION

City and Vendor hereby expressly agree that no claims or disputes between the parties arising out of or relating to this Agreement or a breach thereof shall be decided by any arbitration proceeding, including without limitation, any proceeding under the Federal Arbitration Act (9 USC Section 1-14) or any applicable state arbitration statute.

26.01 SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

27.01 MISCELLANEOUS PROVISIONS

Standard of Care. Vendor represents that it employs trained, experienced and competent persons to perform all of the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted industry practices.

Time is of the Essence. Vendor understands and agrees that time is of the essence and that any failure of Vendor to fulfill obligations for each portion of this Agreement within the agreed timeframes will constitute a material breach of this Agreement. Vendor shall be fully responsible for its delays or for failures to use best efforts in accordance with the terms of this Agreement. Where damage is caused to City due to Vendor's failure to perform in these circumstances, City may pursue any remedy available without waiver of any of City's additional legal rights or remedies.

Force Majeure. Neither City nor Vendor shall be deemed in violation of this Agreement if it is prevented from performing any of its obligations hereunder by reasons for which it is not responsible as defined herein. However, notice of such impediment or delay in performance must be timely given, and all reasonable efforts undertaken to mitigate its effects.

Multiple Counterparts. This Agreement may be executed in multiple counterparts, any one of which shall be considered an original of this document; and all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, City and Vendor have executed this Agreement on the dates indicated.

City of Round Rock, Texas

By: _____
Printed Name: _____
Title: _____
Date Signed: _____


Attest:

By: _____
Sara White, City Clerk

For City, Approved as to Form:

By: _____
Stephan L. Sheets, City Attorney

Certified Arbor Care, Inc.

By: 
Printed Name: Deborah Evans
Title: CEO
Date Signed: 7-16-18



City of Round Rock, Texas
Purchasing Division
221 East Main Street
Round Rock, Texas 78664-5299
www.roundrocktexas.gov

INVITATION FOR BID (IFB)

TREE PRUNING AND REMOVAL SERVICES

SOLICITATION NUMBER 18-023

MAY 2018

EXHIBIT
"A"

**TREE PRUNING AND REMOVAL SERVICES
PART I
GENERAL REQUIREMENTS**

1. **PURPOSE:** The City of Round Rock, herein after "the City" seeks a bid from firms experienced in tree pruning and removal services.

The City intends to award one primary contract and one secondary contract based on the Best Value for the City following evaluation criteria contained in this IFB. The City may contact the Primary Contractor and/or Secondary Contractor to request a quote by project. The City anticipates making a total contract award in an amount not-to-exceed \$125,000.00 per year.

2. **BACKGROUND:** A service contract for tree pruning and removal services is needed to provide tree pruning, removing of dead limbs, removing dead trees and hazardous tree removal adjacent to homes, roadway medians, parks, sidewalks and other structures designated by the City. Additional services that may be ordered from this agreement include: stump grinding, insect and diseases treatment for trees, soil aeration, root excavation, deep root fertilization, air spading and arborist consulting services.

3. **SOLICITATION PACKET:** **This solicitation packet is comprised of the following:**

Description	Index
Part I – General Requirements	Page(s) 2-5
Part II – Definitions, Standard Terms and Conditions and Insurance Requirements	Page 6
Part III - Supplemental Terms and Conditions	Page(s) 6-9
Part IV – Specifications	Page(s) 10-11
Attachment A – Bid Sheet	Page 12
Attachment B – Reference Sheet	Page 13
Attachment C – Respondent Questionnaire	Page 14

4. **AUTHORIZED PURCHASING CONTACT:** For questions or clarification of specifications, you may contact:

Michael Schurwon, CPPB, CTPM
Purchaser
Purchasing Division
City of Round Rock
E-mail: mschurwon@roundrocktexas.gov

The individual listed above may be contacted by e-mail for clarification of the specifications only. No authority is intended or implied that specifications may be amended or alterations accepted prior to solicitation opening without written approval of the City of Round Rock through the Purchasing Department.

5. **SCHEDULE OF EVENTS:** It is the City's intention to follow the solicitation timeline below.

EVENT	TENTATIVE DATES
Solicitation released	May 8, 2018
Mandatory Pre-Bid meeting / site visit	May 16, 2018 @ 11:00 AM, CST
Deadline for submission of questions	May 18, 2018 @ 5:00 PM, CST
City responses to questions or addendums	May 21, 2018 @ 5:00 PM, CST
Deadline for submission of responses	May 24, 2018 @ 3:00 PM, CST

All questions regarding the solicitation shall be submitted in writing by 5:00 PM, CST on the due date noted above. A copy of all the questions submitted and the City's response to the questions shall be posted on the City's webpage in the form of an addendum.

Questions shall be submitted in writing to the "Authorized Purchasing Contact". The City reserves the right to modify these dates. Notice of date change will be posted to the City's website <http://www.roundrocktexas.gov/bids>.

6. **SOLICITATION UPDATES:** Respondents shall be responsible for monitoring the City's website at <http://www.roundrocktexas.gov/bids> for any updates pertaining to the solicitation described herein. Various updates may include addendums, cancellations, notifications, and any other pertinent information necessary for the submission of a correct and accurate response. The City will not be held responsible for any further communication beyond updating the website.

7. **MANDATORY PRE-BID MEETING:** A mandatory pre-bid meeting will be conducted to fully acquaint Respondents with the difficulties and/or restrictions inherent in the services specified. The mandatory pre-bid meeting will be conducted on the date specified in PART I Section 5-Schedule of Events.

7.1 Attendance at the pre-bid meeting is mandatory. Respondents shall sign-in at the pre-bid meeting to document their attendance. Immediately following the pre-bid meeting. The City reserves the right to determine a response "not available for award" if the Respondent fails to attend the mandatory pre-bid meeting which shall begin at: 11:00 AM

City of Round Rock, Parks and Recreation - Large Conference
301 W. Bagdad, Suite 250
Round Rock, Texas 78664

A City representative will carry the above listed cell phone during the pre-bid meeting to assist attendees with directions. For questions related to the mandatory pre-bid meeting, contact Emsud Horozovic, Forestry Manager, MBA, CPRP, at: (512) 801-4534.

7.2 Respondents are strongly encouraged to bring a copy of the solicitation document with them to the pre-bid meeting.

8. **RESPONSE DUE DATE:** Signed and sealed responses are due at or before 3:00 PM, on the due date noted in PART I, Section 5 – Schedule of Events. Mail or hand deliver sealed responses to:

City of Round Rock
Attn: Michael Schurwon, CPPB, CTPM
Purchasing Department
221 E. Main Street, 1st Floor Reception Desk
Round Rock, Texas 78664-5299

- 8.1 Sealed responses shall be clearly marked on the outside of packaging with the Solicitation title, number, due date and "DO NOT OPEN".
- 8.2 Facsimile or electronically transmitted responses are not acceptable.
- 8.3 Responses cannot be altered or amended after opening.
- 8.4 No response can be withdrawn after opening without written approval from the City for an acceptable reason.
- 8.5 The City will not be bound by any oral statement or offer made contrary to the written specifications.
- 8.6 Samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.

9. **BIDDER RESPONSE REQUIREMENTS:** The City of Round Rock makes no warranty that this checklist is a full comprehensive listing of every requirement specified in the solicitation. This list is only a tool to assist participating Bidders in compiling their final responses. Bidders are encouraged to carefully read the entire solicitation.

Bidders shall submit one (1) evident signed "Original" and two (2) copies of the response requirements including any required attachments and one (1) electronic copy of the IFB response on a flash drive. The samples and/or copies shall be provided at the Respondent's expense, and shall become the property of the City.

This invitation for bid (IFB) does not commit the City to contract for any supply or service. Respondents are advised that the City will not pay for any administrative costs incurred in response preparation to this IFB; all costs associated with responding to this IFB will be solely at the interested parties' expense. Not responding to this IFB does not preclude participation in any future RFP/RFQ/IFB.

For your bid to be responsive, addendums and the attachments identified below shall be submitted with your response.

Addendums: Bidders are required to submit signed addendums with their sealed response. The Bidder shall be responsible for monitoring the City's website at <http://www.roundrocktexas.gov/bids> for any updates pertaining to the solicitation.

Attachment A: BID SHEET: The bid response shall be submitted on itemized, signed Bid Sheet provided in the solicitation packet. Failure to complete and sign the bid sheet may result in disqualification. If there is a conflict between the unit price and extended price, the unit price will take precedence. Submission of responses on forms other than the City's Solicitation Document may result in disqualification of the response.

Attachment B: REFERENCE SHEET: Provide the name, address, telephone number and **E-MAIL** of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received may result in the disqualification of submittal.

Attachment C: RESPONDENT QUESTIONNAIRE: Complete the respondent questionnaire and submit with bid packet. Attach additional pages as needed. Failure to complete the respondent questionnaire and submit supporting documentation may result in disqualification of submittal.

10. **BEST VALUE EVALUATION AND CRITERIA:** The City reserves the right to reject any or all responses, or to accept any response deemed most advantageous, or to waive any irregularities or informalities in the response received that best serves the interest and at the sole discretion of the City. All solicitations received may be evaluated based on the best value for the City. In determining best value, the City may consider:

- 10.1 Purchase price;

- 10.2 Reputation of Respondent and of Respondent's goods and services;
- 10.3 Quality of the Respondent's goods and services;
- 10.4 The extent to which the goods and services meet the City's needs;
- 10.5 Respondent's past performance with the City;
- 10.6 The total long-term cost to the City to acquire the Respondent's goods or services;
- 10.7 Any relevant criteria specifically listed in the solicitation.

Respondents may be contacted for clarification of bid and/or to discuss details of the services they are proposing. This may include a presentation and/or the request for additional material/information.

10.8 EVALUATION FACTORS

Total 100% Points

- Cost-60% Points
- Response to Attachment D – Respondent Questionnaire – 40% Points
 - Vehicle and Equipment List – 10% Points
 - Company Experience – 15% points
 - Individual Work Experience and Qualifications -15% Points

11. **CONFIDENTIALITY OF CONTENT:** As stated in Section 16 of City of Round Rock Purchasing Definitions, Standard Terms and Conditions, all documents submitted in response to a solicitation shall be subject to the Texas Public Information Act. Following an award, responses are subject to release as public information unless the response or specific parts of the response can be shown to be exempt from the Texas Public Information Act. Pricing is not considered to be confidential under any circumstances

11.1 Information in a submittal that is legally protected as a trade secret or otherwise confidential must be clearly indicated with stamped, bold red letters stating "CONFIDENTIAL" on that section of the document. The City will not be responsible for any public disclosure of confidential information if it is not clearly marked as such.

11.2 If a request is made under the Texas Public Information Act to inspect information designated as confidential, the Respondent shall, upon request from the City, furnish sufficient written reasons and information as to why the information should be protected from disclosure. The matter will then be presented to the Attorney General of Texas for final determination.

12. **CERTIFICATE OF INTERESTED PARTIES:** Section 2252.908 of the Texas Government Code requires the successful offeror to complete a Form 1295 "Certificate of Interested Parties" that is signed and notarized for a contract award requiring council authorization. The "Certificate of Interested Parties" form must be completed on the Texas Ethics Commission website, printed, signed and submitted to the City by the authorized agent of the Business Entity with acknowledgment that disclosure is made under oath and under penalty of perjury prior to final contract execution. Link to Texas Ethics Commission Webpage: https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

PART II
DEFINITIONS, STANDARD TERMS AND CONDITONS
AND INSURANCE REQUIREMENTS

1. **DEFINITIONS, STANDARD TERMS AND CONDITIONS:** By submitting a response to this solicitation, the Bidder agrees that the City's Definitions, Standard Terms and Conditions, in effect at the time of release of the solicitation, shall govern unless specifically provided otherwise in a separate agreement or on the face of a purchase order. Said Definitions, Terms and Conditions are subject to change without notice. It is the sole responsibility of Bidders to stay apprised of changes. The City's Definitions, Standard Terms and Conditions can be viewed and downloaded from the City's Purchasing website at: <https://www.roundrocktexas.gov/departments/purchasing/>
2. **INSURANCE:** The Respondent shall meet or exceed all insurance requirements set forth in Standard Insurance Requirements. The City's Standard Insurance Requirements document can be viewed and downloaded from the City's Purchasing website at: <https://www.roundrocktexas.gov/departments/purchasing/>

PART III
SUPPLEMENTAL TERMS AND CONDITONS

1. **AGREEMENT TERM:** The terms of the awarded agreement shall include but not be limited to the following:
 - 1.1 The term of the Agreement shall begin from date of award and shall remain in full force for sixty (60) months.
 - 1.2 Upon expiration of the contract term, the Contractor agrees to hold over under the terms and conditions of this agreement for such a period as is reasonably necessary to re-solicit and/or complete the project up to 90 days.
2. **RESPONDENT QUALIFICATIONS:** The City has established the following minimum qualifications. Respondents who do not meet the minimum qualifications will not be considered for award. The Respondent shall:
 - 2.1 Be firms, corporations, individuals or partnerships normally engaged in providing Tree Pruning and Removal Services as specified herein and have adequate organization, facilities, equipment, financial capability, and personnel to ensure prompt and efficient service to the City;
 - 2.2 The selected contractor shall provide all labor, tools, safety equipment,
 - 2.3 supplies and materials required to satisfactorily perform the services as specified herein and own or acquire at no cost to the City all construction aids, appliances, and equipment Respondent deems necessary and maintain sole responsibility for the maintenance and repair of Respondent's vehicles, equipment, tools and all associated costs. The City shall not be responsible for any Respondent's tools, equipment or materials lost or damaged during the performance of the services specified herein;
 - 2.4 Commercial Business location from which work crews are dispatched is required to be in Williamson or surrounding counties (Travis, Burnet, Milam, Lee, Bastrop or Bell County). Respondents domiciled outside the Williamson or surrounding county area will not be included for consideration in this procurement process.

3. **SUBCONTRACTORS:** Respondent shall not subcontract or otherwise engage subcontractors to perform required services. The City seeks to do business directly with a company experienced in commercial tree pruning and removal services.
4. **SAFETY:** The City reserves the right to remove any employee from City property for violation of federal, state, and local health, safety and environmental laws, ordinances, rules and regulations. The Respondent shall:
 - 4.1 Ensure that all employees comply with all Occupational Safety and Health Administration (OSHA), State and City safety and occupational health standards and other applicable federal, state, and local health, safety, and environmental laws ordinances, rules and regulations in the performance of these services;
 - 4.2 Be held responsible for the safety of their employees and unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site. In case of conflict, the most stringent safety requirement shall govern;
 - 4.3 Indemnify and hold the City harmless from and against all claims, demands, suits, actions, judgments, fines penalties and liability of every kind arising from the breach of the Successful Respondents' obligations under this paragraph.
5. **WORKFORCE:** Successful Respondent shall:
 - 5.1 Ensure Respondent's employees perform the services in a timely, professional and efficient manner;
 - 5.2 Ensure Respondent's employees, while working on City property, wear a company uniform that clearly identifies them as the Respondent's employee;
 - 5.3 Employ all personnel for work in accordance with the requirements set forth by the United States Department of Labor. The City reserves the right to verify citizenship or right to work in the United States.
6. **PRICING:** The Bidder shall determine and submit a fixed cost for the work and shall include all incidental costs, labor, overhead charges, travel, payroll expenses, freight, equipment acquisition and maintenance, demurrage, fuel surcharges, delivery charges, costs associated with obtaining permits, insurance, bonds and risk management. No separate line item charges shall be permitted for either response or invoice purposes.
7. **PRICE INCREASE:** Contract prices for Tree Pruning and Removal Services shall remain firm throughout the initial twelve (12) month term of the contract. A price increase to the agreement may be considered on the anniversary date of the Contract each year and shall be equal to the consumer price index for that year, but at no time can the increase be greater than 10% for any single line item.
 - 7.1 **Consumer Price Index (CPI):** Price adjustments will be made in accordance with the percentage change in the U.S. Department of Labor Consumer Price Index (CPI-U) for all Urban Consumers. The price adjustment rate will be determined by comparing the percentage difference between the CPI in effect for the base year six-month average (January through June OR July through December); and each (January through June OR July through December six month average) thereafter. The percentage difference between those two CPI issues will be the price adjustment rate. No retroactive contract price adjustments will be allowed. The Consumer Price Index (CPI) is found at the Bureau of Labor Statistics, Consumer Price Index website: <http://www.bls.gov/cpi/>.
 - 7.2 **Procedure to Request Increase:**
 - 7.2.1 Mail the written price increase request with the rate detail comparison and comprehensive calculation and any supporting documentation to the designated City Contract Specialist

a minimum of 45 days prior to the annual Contract anniversary date. The detailed written calculation will be verified and confirmed. All written requests for increases must include the City of Round Rock contract number, solicitation reference information and contact information for the authorized representative requesting the increase. Price increase requests shall be sent by mail to:

**City of Round Rock
Purchasing Department
Attn: Contract Specialist
221 East Main Street
Round Rock, TX 79664-5299**

7.2.2 Upon receipt of the request, the City reserves the right to either, accept the escalation and make change to the purchase order within 30 days of the request, negotiate with the Vendor or cancel the agreement or purchase order if an agreement cannot be reached on the value of the increase.

- 8. PERFORMANCE REVIEW:** The City reserves the right to review the awarded respondents' performance anytime during the contract term.
- 9. ACCEPTANCE/INSPECTION:** Acceptance inspection should not take more than five (5) working days. The awarded respondent will be notified within the time frame if the services delivered are not in full compliance with the specifications. In the event the services are not performed to the satisfaction of the City; the vendor shall agree to reperform services to specification at no additional cost to the City. If any agreement or purchase order is cancelled for non-acceptance, the needed services may be purchased elsewhere and the vendor may be charged liquidated damages.
- 10. ORDER QUANTITY:** The quantities shown on the solicitation are estimates only. No guarantee of any minimum or maximum purchase is made or implied. The City will only order the services/goods needed to satisfy requirements within budgetary constraints, which may be more or less than indicated.
- 11. PERMITS:** The Successful Respondent shall verify and obtain all necessary permits, licenses, and/or certificates required by federal, state and local laws, ordinances, rules or regulations for the completion of the services as specified if required for the project.
- 12. AWARD:** The City reserves the right to enter into an Agreement or a Purchase Order with a single award, split award, primary and secondary award, non-award, or use any combination that best serves the interest and at the sole discretion of the City. Award announcement will be made upon City Council approval of staff recommendation and executed agreement. Award announcement will appear on the City's website at <http://www.roundrocktexas.gov/bids>.
- 13. POST AWARD MEETING:** The City and Successful Respondent(s) will have a post award meeting to discuss, but not be limited to the following:
 - 13.1** The method to provide a smooth and orderly transition of services performed from the current contractor;
 - 13.2** Provide City contact(s) information for implementation of agreement.
 - 13.3** Identify specific milestones, goals and strategies to meet objectives.
- 14. POINT OF CONTACT / DESIGNATED REPRESENTATIVE:**
 - 14.1. Contractor's point of contact:** In order to maintain consistent standards of quality work performed across the City, the City shall be provided with a designated and identified point of contact upon award of the contract to include contact information. The City's designated representative shall be notified by the Respondent immediately should the point of contact change.

14.2. The City's designated representative: The City's designated representative shall be:

Emsud Horozovic
Forestry Manager
Parks and Recreation Department
Phone: 512-341-3350
E-mail: ehorozovic@roundrocktexas.gov

15. INTERLOCAL PURCHASING AGREEMENTS

- 15.1** The City has entered into Interlocal Agreements with other Governmental agencies pursuant to the Interlocal Cooperation Act, Chapter 791 of the Texas Government Code. The Contractor agrees to offer the same price and terms and conditions to other eligible agencies that have an interlocal agreement with the City.
- 15.2** The City does not accept any responsibility or liability for the purchases by other government agencies through an interlocal cooperative agreement

PART IV **SPECIFICATIONS**

1.0 Purpose

The purpose of this contract is to provide tree pruning and removal services city-wide on a as needed basis. All services shall be provided in accordance with the terms and conditions of the final contract.

2.0 Background

The City of Round Rock has a periodic need to order tree pruning and removal services. The services include tree pruning, removing of dead limbs, removing dead trees and hazardous tree removal adjacent to homes, roadway medians, sidewalks and other structures designated by the City. Tree services may be planned in advance or may be required as a result of a storm or other unplanned event.

3.0 Tasks/Requirements

The City of Round Rock will order tree pruning and removal services as needed. Services shall be provided by the Contractor following standards below:

3.1 Service Order Requirements

- 3.1.1 The City will notify the Contractor of service requirements in advance by email or phone. The contractor shall confirm receipt of work order within 24 hours of notification. If emergency the Contractor shall respond to the order request within 2 hours of notification.
- 3.1.2 The Contractor shall coordinate the work with the City's Forestry Manager arrange to walk the site in advance.
- 3.1.3 The list of trees, diameter, ID number and work needed will be provided by the City of Round Rock in advance. Unauthorized tree work is not allowed under the terms of this contract.
- 3.1.4 The Contractor shall provide a written quote of work to be done and shall not proceed with work until written City authorization is received.
- 3.1.5 Regular Business Hours shall be Monday-Friday 8:00 AM – 5:00 PM (except City Holidays). All work is to performed during regular business hours unless authorized in advance by the City.
- 3.1.6 Emergency Services may be required. In the event of an emergency, trees damaged by storms or other unplanned events the Contractor may be requested to perform emergency tree services as directed by the City's Forestry Manager.
- 3.1.7 Each Contractor work crew shall be comprised of three (3) staff and supervised by a certified arborist.

3.2 Tree Work Requirements

- 3.2.1 All pruning work shall be done per ANSI A300 Standards for Tree Care Operations-Tree, Shrub, and Other Woody Plant Maintenance-Standard Practices.
- 3.2.2 Crown cleaning. Includes the removal of dead, dying, diseased, weakly attached or low-vigor branches as well as some water sprouts from tree's crown.
- 3.2.3 Minimum size of branches to be removed will be 1- inch in diameter.
- 3.2.4 Tree work, removal shall be done per City's Forestry Manager or his designee. The contractor is responsible for securing any permits needed to perform work.

- 3.2.5 All pruning cuts on all oak trees shall be painted immediately with pruning paint for oak wilt prevention.
- 3.2.6 All pruning tools used for pruning oak trees shall be sterilized before and between pruning on individual oak trees for oak wilt prevention.
- 3.2.7 All pruning work shall be directly supervised by a Certified Arborist provided by the contractor.
- 3.2.8 The Contractor shall be responsible for damage to trees during work. The Contractor shall replace damaged trees at the appraisal value as determined by the City's Forestry Manager.
- 3.2.9 The quality of work shall be subject to the inspection of the City's Forestry Manager or his designee.

3.3 Worksite Safety and Cleanup

- 3.3.1 While performing tree work the Contractor shall take all appropriate safety precautions including the placement of safety cones and other barriers as needed to secure the work area.
- 3.3.2 In locations where ordinary felling operations might cause damage to the property, the trees shall be suitably dismembered and felled using recognized forestry rigging practices as stated in the latest ANSI and OSHA work-site safety regulations.
- 3.3.3 The Contractor shall be responsible for removing all tree limbs and debris from the work area. All tree limbs and debris shall be disposed of in an appropriate manner approved by the City's Forestry Manager. The work site shall be left in a clean, safe condition. Cost of damage caused by the Contractor to any property serviced under the agreement shall be the sole responsibility of the Contractor.

4.0 Other Services

Other services may be required under this agreement and shall be quoted separately upon request from the City.

- 4.1 Stump grinding services. Bidder shall own and operate stump grinding equipment. All stumps shall be sprayed with herbicide to help prevent regrowth. Texas Department of Agriculture (TDA) commercial pesticide applicator license required for spraying. The Contractor shall be responsible for locating all underground utilities such as electrical water, gas and cable before starting work.
- 4.2 Tree insect and disease treatment including but are not limited to: Caterpillars, Mildew, Aphids, Pecan Web Worms. All chemicals and treatment methods to be approved by the City's Forestry Manager in advance. TDA certification required. No subcontracting allowed.
- 4.3 Soil aeration, root excavation, deep root fertilization and air spading services shall be provided upon request by City's Forestry Manager.
- 4.4 Certified Arborist consulting services shall be available on a as needed basis.

**ATTACHMENT A
BID SHEET**

1. **ATTACHMENT A- BID SHEET** is posted in Solicitation Documents for IFB No. 18-023 – Tree Pruning and Removal Services in an Excel format on the City of Round Rock website at:
<https://www.roundrocktexas.gov/departments/purchasing/purchasing-active-solicitations/>
 - 1.1 In order to be considered responsive Attachment A- Bid Sheet must be completed, signed by an authorized representative and returned by the deadline for submission of response indicated in Part I, Section 5 – Schedule of Events.
 - 1.2 The Respondent, by submitting and signing Attachment A – Bid Sheet, acknowledges that he/she has received and read the entire document packet sections defined above including all documents incorporated by reference, and agrees to be bound by the terms therein.
 - 1.3 In order to do business with the City of Round Rock you must be registered with the City's Vendor Database. To register, go to: <https://roundrock.munisselfservice.com/Vendors/default.aspx>.
 - 1.4 By the signature affixed on Attachment A-Bid Sheet, the Respondent hereby certifies that neither the Respondent nor the entity represented by the Respondent, or anyone acting for such entity has violated the antitrust laws of this State, codified in Section 15.01 et seq., Texas Business and Commerce Code, or the Federal antitrust laws, nor communicated directly or indirectly, the response made to any competitor or any other person engaged in such line of business."
 - 1.5 The Respondent agrees, if this Offer is accepted within 120 calendar days after the Due Date, to fully comply in strict accordance with the Solicitation, specifications and the amounts shown on bid sheet.

"NEW" Attachment A- Bid Sheet, Revised 05/18/18
Tree Pruning and Removal Services
IFB No. 18-023

The Respondent represents by their signature below that he/she is submitting a binding offer and is authorized to bind the respondent to fully comply with the solicitation documents contained in IFB No. 18-023 - Tree Pruning and Removal Services. The Respondent acknowledges that he/she has received and read the entire solicitation packet, attachments and all documents incorporated by reference, and agrees to be bound by the terms therein.

Special Instructions: All prices must be quoted in order to be considered responsive. be advised that exceptions taken to any portion of the solicitation may jeopardize acceptance of the bid. The City anticipates making a total contract award in an amount not-to-exceed \$125,000 per year. Pricing bid below is being collected for cost evaluation purposes only.

Cost - 60% Points					
No.	Description	Unit	Estimated Hours per Year	Unit Cost	Total
1	Tree Pruning and Removal Services, including all labor, travel, equipment, supplies and disposal, 3 person crew under direct supervision of certified arborist - Regular Hours (M-F 8:00AM to 5:00PM)	Per Hour	500	50	25,000
2	Tree Pruning and Removal Services, including all labor, travel, equipment, supplies and disposal, 3 person crew under direct supervision of certified arborist - Emergency/Afterhours	Per Hour	40	50	2,000
3	Stump Grinding Services per Hour	Per Hour	30	50	1500
4	Treatment of Tree - Oak wilt Injection (includes labor and materials)	Per Hour	30	65	1950
5	Treatment of Tree - Foliar insect disease treatment (includes labor and materials)	Per Hour	30	85	2550
6	Soil Aeration (includes labor and materials)	Per Hour	25	65	1625
7	Root Excavation (includes labor and materials)	Per Hour	25	65	1625
8	Deep Root Fertilization (includes labor and materials)	Per Hour	25	95	2375
9	Young Tree Structural Pruning per Hour	Per Hour	50	50	2500
10	Arborist Consultation Services - By certified arborist	Per Hour	20	0	0
Annual Total					41,125

Attachment D- Respondent Questionnaire and Document Submittal- Total 40% Points	
* Vehicle and Equipment List - 10% Points	
* Company Experience - 15% points	
* Individual Work Experience and Qualifications -15% Points	

COMPANY NAME: Certified Arbor Care Inc
SIGNATURE OF AUTHORIZED REPRESENTATIVE: Debbie Evans
PRINTED NAME: Debbie Evans
PHONE NUMBER: 512.671.8733
EMAIL ADDRESS: debbie@certifiedarborcare.net

**ATTACHMENT B:
BIDDERS REFERENCE SHEET**

PLEASE COMPLETE AND RETURN THIS FORM WITH THE SOLICITATION RESPONSE

SOLICITATION NUMBER: 18-023
RESPONDENT'S NAME: Certified Arbor Care, Inc. **DATE:** 5.22.18

Provide the name, address, telephone number and **E-MAIL** of at least three (3) valid Municipal, Government agencies or firms of comparable size that have utilized services that are similar in type and capacity within the last two (2) years. City of Round Rock references are not applicable. References may be checked prior to award. If references cannot be confirmed or if any negative responses are received it may result in the disqualification of submittal.

1. Company's Name Austin Community College
Name of Contact George Griffith
Title of Contact Grounds Supervisor
E-Mail Address ggriffit@austincc.edu
Present Address 10200 Grove Blvd
City, State, Zip Code Austin, Tx 78741
Telephone Number (512) 609-9808 Fax Number: () None/unknown

2. Company's Name Priority Landscapes LLC
Name of Contact Tripp Hamby
Title of Contact Owner
E-Mail Address tripp@prioritylandscapes.com
Present Address 116 San Jacinto
City, State, Zip Code Hutto, Tx 78634
Telephone Number (512) 818-9868 Fax Number: () unknown

3. Company's Name Mainscape
Name of Contact Sidney Johnson
Title of Contact Branch Manager, Fort Hard
E-Mail Address Sjohnson@mainscape.com
Present Address 13418 Britton Park Rd
City, State, Zip Code Fishers, IN 46038
Telephone Number (254) 206-7372 Fax Number: () unknown

FAILURE TO PROVIDE THE REQUIRED INFORMATION WITH THE SOLICITATION RESPONSE MAY AUTOMATICALLY DISQUALIFY THE RESPONSE FROM CONSIDERATION FOR AWARD

**ATTACHMENT C
RESPONDENT QUESTIONNAIRE
40% Points**

Name of Business:	Certified Arbor Care Inc	
HQ Business Address	Physical	133 Arabian Ave S Liberty Hill, Tx 78642
	Mailing	P.O. Box 18708 Round Rock, Tx 78680
Physical Address of Serving Branch: (if different address from HQ)	2405 Gardena Drive, Austin, Tx 78727	

1. EQUIPMENT LIST: Attach a separate sheet of paper that lists and describes the type and quantity of vehicles and equipment owned by your company that will be used to support this contract. Describe vehicles and equipment used for general tree work, stump grinding, tree inspections and disease treatment soil aeration, root excavation or similar -**10% Points**

2. Number of full time employees that are eligible to work on City of Round Rock projects:

Number of Employees:	26
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3. How many years has your company been in tree pruning and removal?

Number of years in the commercial Tree Pruning and Removal Service:	12
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4. EXPERIENCE: Attach separate sheets of paper that describe relevant company experience and individual experience/qualifications for the personnel who will be actively engaged in the performance of this contract.

- Company work experience: Describe recent company work experience (2 years or less) for at least 2 commercial contracts for tree pruning and removal services as well as stump grinding, insect and disease treatment, soil aeration, root excavation, deep root fertilization, air spading and arborist consultation services. - **15% Points**
- Individual Work Experience and Qualifications- Include the resume of the owner, certified arborist and lead personnel as well as supporting documentation as applicable; such as certifications, licenses and years of experience. – **15% Points**



**CITY OF ROUND ROCK
INVITATION FOR BID (IFB)**

TREE PRUNING AND REMOVAL SERVICES

IFB No. 18-023

Addendum No. 1

Date: 05/18/2018

Addendum No. 1, dated Friday, May 18, 2018 is being issued to change "original" Attachment A – bid Sheet and respond to all questions submitted by the deadline on Friday, May 18, 2018 @ 5:00 p.m. for IFB No.18-023 – Tree Pruning and Removal Services.

Section A: The following are changes regarding Attachment A – Bid Sheet outlined as follows:

1. Change Line Item #4 on "original" Attachment A – Bid Sheet as follows: Please be advised that line item #4 on "original" Attachment A – Bid Sheet is being divided into two (2) separate line items for bidding purposes and are reflected as line items #4 and #5 on "NEW" Attachment A – Bid Sheet, revised 05/17/18, as follows:

Line Item #4 – Treatment of Tree – Oak wilt injection (includes labor and materials) – 30 hours

Line Item #5 – Treatment of Tree – Foliar insect disease treatment (includes labor and materials) – 30 hours

2. Change Line Item #5 on Attachment A – Bid Sheet as follows: Please be advised that line item #5 on "original" Attachment A – Bid Sheet is being divided into three (3) separate line items for bidding purposes and are reflected as line items #6, #7, and #8 on "NEW" Attachment A – Bid Sheet, revised 05/17/18, as follows:

Line Item #6 – Soil Aeration (includes labor and materials) – 25 hours

Line Item #7 – Root Excavation (includes labor and materials) – 25 hours

Line Item #8 – Deep Root Fertilization (includes labor and materials) – 25 hours

3. Add line item #9 to "NEW" Attachment A – Bid Sheet for bidding purposes for the following

Line Item #9 - Young Tree Structural Pruning – 50 hours

Section A: The following are questions addressed at the mandatory pre-bid meeting and received by the deadline for questions on Friday, 05/18/18, @ 5:00 p.m. as follows:

Question No. 1: Will the City require the awarded Contractor to pull permits for specific tree pruning and removal services?

Answer: No

CITY OF ROUND ROCK
INVITATION FOR BID (IFB)

TREE PRUNING AND REMOVAL SERVICES
(CONTINUED)

IFB No. 18-023

Addendum No. 1

Date: 05/18/2018

Question No. 2: Will the City require the awarded Contractor to pull traffic control permits for specific tree pruning and removal services?

Answer: No

Question No. 3: Would it be possible to have a one (1) day extension for the due date, that would put the due date 5/25/2018?

Answer: The bid opening date on May 24, 2018 @ 3:00 p.m., remains as specified in IFB No. 18-023 – Tree Pruning and Removal Services in the "Schedule of Events", on page 3 of 14.

Section B: Please replace "original" Attachment A – Bid Sheet with "NEW" Attachment A – Bid Sheet, revised 05/18/2018.


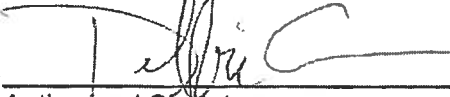
1. The City hereby replaces in it's entirety Attachment A-Bid Sheet posted to the Solicitation with a "**NEW**" Attachment A- Bid Sheet which can be viewed in an Excel format on the City of Round Rock website at: <https://www.roundrocktexas.gov/businesses/solicitations/>

Approved by: 
Michael Schurwon, CPPB, CTPM
Purchaser

Date: 05-18-18

By the signatures affixed below this addendum is hereby incorporated into and made a part of the above referenced solicitation.

ACKNOWLEDGED

  5-21-18
Vendor Authorized-Signature Date

RETURN ONE SIGNED COPY OF THIS ADDENDUM TO THE PURCHASING OFFICE WITH YOUR SEALED PROPOSAL. FAILURE TO DO SO MAY AUTOMATICALLY DISQUALIFY YOUR RESPONSE FROM CONSIDERATION FOR AWARD.



1. EQUIPMENT LIST

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General Tree Work

- 6 Tree Trucks: We have 6 white dump body tree trucks, with our name and logo on them in operation to haul chipped up debris or stumps too large to be chipped up.

	Year	Make & model
Tree Truck	2007	Ford F700
Tree Truck	2008	Ford F750
Tree Truck	2008	Ford F750
Tree Truck	2006	International 4300
Tree Truck	2012	International 4300
Tree Truck	2013	International 4300

- 7 Chippers: We have 7 yellow chippers in operation, 6 of the 7 chippers have winches to aid the crews in collecting branches that are too large to drag and increases the crews production in the field.

The BCXL 1500 chippers can chip up tree debris up to 16 inches in diameter.
The BCXL 1800 chippers can chip up tree debris to 19 inches in diameter.

	Year	Make	Model
Chipper	2007	Vermeer	BCXL 1500
Chipper	2008	Vermeer	BCXL 1800 with winch
Chipper	2008	Vermeer	BCXL 1500 with winch
Chipper	2009	Vermeer	BCXL 1500 with winch
Chipper	2013	Vermeer	BCXL 1800 with winch
Chipper	2016	Vermeer	BCXL 1800 with winch
Chipper	2018	Vermeer	BCXL 1500 with winch

- 1 2016 red Arborist by Arborist Self-propelled Tracked Aerial Lift & Trailer: For difficult removal or pruning jobs and tomography scans (fits thru 36" gate)
- 1 2015 white F250: Used to move the Tracked Lift
- 1 2015 white Chevy 2500HD with traffic control devices and our logo and name on it: Used by field supervisor to check on and support crews. It carries extra parts and safety gear for onsite equipment repairs or gear replacement.
- 1 2017 Polaris Ranger with winch: Used to access and remove tree debris from challenging sites.
- 1 2012 Bobcat 35E Mini Excavator with thumb: Used for stump removal and land clearing.
- 7 STIHL 461 saws: Large saws for large removals (up to 32" bar)
- 15 STIHL 201T saws: Saws the climbing crews take into the tree
- 7 STIHL HT133 saws: Power Pole pruner, used for ground level canopy lifting
- 18 SILKY Hayauchi 21ft-3 extension pole pruner: Has 3 extensions, used by the ground crew for canopy lifting, or by climbing crews for dead wood removal.
- 8 STIHL BG-85 blowers: Backpack blowers that the crews use to clean the job site.
- 18 Sets of climbing harnesses, helmets and safety gear for all crews.
- 30 Safety Delineators: Used to mark job sites and for traffic control at job sites.
- 300 Linear feet of Safety Fencing: Used for traffic control on job sites.
- 2 16 ft Trailers: Used for moving smaller equipment, or hauling debris from sites when requested



1. EQUIPMENT LIST (CONTINUED)

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Insect Disease & Fertilization Treatments

- 1 2011 white Isuzu NQR 354 Flatbed Truck: Has the skid unit mounted on the back with a mounted water meter to allow connection to fire hydrants to fill tanks.
- 1 2012 R&K Pump & Equipment multi tank skid unit mounted on Flatbed Isuzu truck: Has 400,200,100 gallon tanks with a 13 horsepower Honda Engine with kappa-udor pump capable of spraying trees 60-65 feet tall
- 1 Turbine Tree Gun from Sherrill: Used for foliar applications.
- 1 Deep Root Feeder from Rittenhouse: Used for deep root applications.
- 1 2004 Enclosed Pace Trailer with name and logo: Enclosed trailer used to transport supplies for oak wilt injections.
- 28 Regular Kegs: Used for pressurized oak wilt macro-infusion treatments
- 1 Small Keg: Used for pressurized oak wilt macro-infusion treatments
- 1 Water Keg: Used to test lines for leaks before fungicide is connected.
- 30 Tap Harness Sets- Tap Harnesses with T-s, tubing, and clamps as necessary used in oak wilt injections.

Soil Aeration & Root Excavation

- 1 2012 Atlas-Copco 185 Air Compressor: Used for soil aeration, deep root fertilizations, to pressurize tanks for oak wilt injections.
- 1 Air Spade: Used for soil aeration, root excavation, vertical mulching, root rejuvenation treatments, soil decompaction, root collar excavation, radial trenching.
- 1 STIHL Auger: Used for vertical mulching and soil decompaction.

Stump Grinding

- 1 2014 Vermeer SC30Tx Tracked Stump Grinder & Safety Equipment: Used for stump grinding.
- 1 Trailer: For transporting miscellaneous equipment and stump grinder.

Miscellaneous Equipment

- 1 2016 ArboTom tomograph with 18 sensors: Tomography unit for internal image of tree to aid in tree risk assessment determinations and internal decay detection.
- 6 Soil Probes: Used to observe soil profiles and test for soil compaction.
- 1 DJI Phantom 4 Drone: Used to collect real time aerial images for tree damage appraisals.
- 1 Trimble Geo 7X GPS unit: Used for Tree Survey's and large scale Tree Management Plans, and irrigation head mapping.
- 10 Green Laser pointers: To aid the crews and arborists in clarifying the scopes of their jobs.
- 1 Nikon Forestry Pro Laser Rangefinder and Hypsometer: Used for tree height determination and to assist with wind load calculations.
- 5 Pocket magnifiers: Each arborist has one to aid in tree inspections.
- 6 Spencer Pro Diameter tapes: Used by all arborists and field technician to measure diameter of trees.
- 6 iPads: Enable our arborist team to complete bids in the field with our bidding system, access the schedule, track crews progress with GPS trackers and to take notes and pictures on site.
- 1 2015 Lenovo lap top: For use in the field during tomography scans.
- 13 GPS Tracking systems: Used to track crews and sales staff in the field. This is especially helpful on hourly bids.



**CERTIFIED
ARBOR CARE**

City of Round Rock
IFB No. 18-023

! CONFIDENTIAL

4.1 COMPANY WORK EXPERIENCE

Recent projects that Certified Arbor Care Inc. has completed similar in scope to this RFP that include tree pruning and removal services, stump grinding, insect and disease treatment, soil aeration, root excavation, deep root fertilization, air spading and arborist consultation services are: Austin Community College Campus, Priority Landscape-Blockhouse Creek MUD, Mainscape-Fort Hood, and the City of Pflugerville.

Austin Community College: This became a six year contract for all of our tree care services across all Austin Community College campuses (2013-Fall 2018) including pruning and removals, stump grinding, insect and disease treatment, deep root fertilization, soil aeration, root excavation, deep root fertilization, oak wilt treatment, air spading and our consultation services including tree tomography. We were given a window when classes were out to complete an annual pruning across all 12 campuses and we met the deadline each year. Through out the year special projects are completed as requested, in addition to the annual prune. All work is billed by the hour at set rate, the same as for the project we are currently bidding for the City of Round Rock. Our emergency response has been on target, and we have been able to exceed their expectations with the quality of our work.

Priority Landscape-Blockhouse Creek MUD (BHCMUD): This project requires the full range of our services including tree pruning, removal services, stump grinding, insect and disease treatment, soil aeration, root excavation, deep root fertilization, air spading, arborist consultation services, and emergency services. We have held this contract for 5 months with the current landscape company (Priority Landscape) that holds their maintenance contract. We have also worked with Priority Landscape for a full range of our services since 2014 and continuing today. BHCMUD has been a customer for 5 years thru their landscaper. They have requested that their landscape contractor continue to work with us since we have met and exceeded their expectations.

Mainscape-Fort Hood: This project requires pruning, removal, stump grinding services, and emergency services. Our response time and work quality has exceeded their expectations and we have maintained this project for 4 years with Mainscape and 3 years before that with the previous landscape company that held the landscape maintenance contract with Fort Hood. This project is especially important as it requires effective communication since all projects are on a military post and the jobs are at the homes of soldiers on base. Communication and key personnel has been the success on this contract.

City of Pflugerville: We have completed multiple projects for the City of Pflugerville beginning in 2008 and continuing today. The services they have requested include pruning, removals, and stump grinding.



4.2 INDIVIDUAL WORK EXPERIENCE AND QUALIFICATIONS

! CONFIDENTIAL

Of our 27 employees, 26 will be eligible for use on this project. The resumes for our owners Debbie Evans and Lee Evans (lead for this project), and our additional certified arborists Dan Hayden (secondary lead for this project) and Nathan Abbott are attached to this solicitation. The list of our employees to be involved in the project, their function with our company, their years of experience and their time with us are listed below. Copies of Certifications, Licenses, Qualifications and Memberships are attached following the Resumes.

OWNERS/ARBORISTS:

Debbie Evans, Arborist and Chief Executive Officer
12 years of experience in arboriculture (12 with CAC)

Registered Consulting Arborist:	RCA-572
ISA Certified Arborist:	TX-3609A
Texas Oak Wilt Certified Arborist:	TOWC-0149
TDA Commercial Applicators License	
Landscape Maintenance Endorsement	
Fruit & Crop Endorsement	TDA-0727016
Masters Degree in Environmental Science (2001)	
<i>Stephen F. Austin State University</i>	
Bachelor Degree in Biology (2000)	
<i>Stephen F. Austin State University</i>	

Debbie has been in the arboriculture field since 2006 with previously related experience as a Staff Scientist for an Engineering and Environmental Consulting Company. She currently focuses mainly on technical reports, consulting, tomography scans, tree appraisals, reports, bids, management, contracts, human resources and marketing. She is the current Chief Executive Officer for Certified Arbor Care Inc.

Lee Evans, Arborist and President ***Lead for this project**
18 years of experience in arboriculture field (12 with CAC)

Tree Risk Assessment Qualified	
ISA Certified Arborist:	TX-1339A
Texas Oak Wilt Certified Arborist	TOWC-0024
TDA Commercial Applicator License	
Landscape Maintenance Endorsement	TDA-0389620
Bachelor Degree in Forestry (2000)	
<i>Stephen. F. Austin State University</i>	

Lee has been in the arboriculture field since 2001 not including his years in the forestry program at Stephen F. Austin State University. He focuses primarily on all tree care service bids, operations management, sales staff management, crew management, consulting, tree disease and pest management, tree mitigation, Tree Risk Assessments, marketing and projects. He is the current President of Certified Arbor Care Inc.



4.2 INDIVIDUAL WORK EXPERIENCE (CONTINUED)

CONFIDENTIAL

SALES AND MANAGEMENT

Dan Hayden, Operations Manager***Secondary Lead for this Project**

9 years of experience (6 years with CAC)

ISA Certified Arborist:	TX-3748A
Texas Oak Wilt Certified Arborist:	TOWC-0249
Texas Oak Wilt Qualified:	TOWQ-199
TDA Commercial Applicators License	
Landscape Maintenance Endorsement	TDA-0710291
Bachelor Degree in Urban Forestry (2008)	
<i>Texas A & M University</i>	

Dan joined our team in 2012 with 3 years of previous experience with a corporate tree care company. He focuses primarily on all tree care service bids, crew management, scheduling, tree disease and pest management plans, tree mitigation, commercial services and consulting and operations manager.

Nathan Abbott, Senior Residential Arborist

8 years of experience (8 years with CAC)

ISA Certified Arborist:	TX-3885A
Texas Oak Wilt Certified Arborist:	TOWC-0239
Texas Oak Wilt Qualified	TOWQ-184
TDA Commercial Applicators License	
Landscape Maintenance Endorsement	TDA-0703325
Bachelor Degree in Forestry (2010)	
<i>Stephen F. Austin State University</i>	

Nathan joined our team in January 2011 and has been a staff arborist since 2012. Nathan focuses primarily on all tree care services, consulting, tree disease and pest management plans, and crew management.

OFFICE MANAGER

Darcy Hawkins, Office Manager

27 years of experience (6 years with CAC)

Darcy joined our team in 2012 and primarily focuses on answering the phone during normal business hours, accounts payable and receivable, time sheet management, sales staff paperwork, arborist scheduling, and she is a notary republic.



4.2 INDIVIDUAL WORK EXPERIENCE (CONTINUED)

CONFIDENTIAL

FIELD TECHNICIAN

Jayson Kisselburg, Field Technician
8 years of experience (1 year with CAC)

10-hour OSHA Construction Safety & Health Certified: 26-006050920

Jayson joined our team in April 2016 and is primarily responsible for tree fertilization applications, tree disease and pest management applications, oak wilt injections, soil aeration, root excavation, vertical mulching, soil decompaction, stump grinding and herbicide applications. His previous 7 years of experience were applying fertilization and insect/disease management applications to lawns. Jayson is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification.

FIELD SUPERVISOR

Daniel Ponce, Field Supervisor
26 years of experience (11 years with CAC)

Daniel came to us with 15 years of experience in the arboriculture field and joined our team in April 2007. His primary focus is crew management, equipment repairs, mobile vehicle and equipment maintenance/repairs and pruning and removals as needed. He was a crew leader with us for approximately 9 years before being promoted to this position in 2015, where he has excelled in aiding our team in working efficiently.

PRUNING AND REMOVAL CREWS

7 Crew Leaders

Crew Leaders are responsible for filling out the job safety sheet, the quality of the job, job safety, efficient completion of the job, communication between their crew and anyone in their work area.

Javier Ponce, Crew Leader
11 years with CAC

Javier joined our team in April 2007 and came with 5 years of previous experience in the arboriculture field.

Juan Cruz, Crew Leader
11 years with CAC

Juan joined our team in February 2007 and had 10 years of previous experience in the arboriculture field.



**CERTIFIED
ARBOR CARE**

City of Round Rock
IFB No. 18-023

4.2 INDIVIDUAL WORK EXPERIENCE (CONTINUED)

CONFIDENTIAL

Vicente Martinez, Crew Leader
6 years with CAC

Vicente joined our team in August of 2012 and has recently been promoted to crew leader due to his hard work and efficiency.

Oscar Ponce, Crew Leader
6 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006054613

Oscar joined our team in April 2008 and left in 2012. He returned in July of 2016 and came to us in 2008 with 5 years of previous experience in the arboriculture field. Oscar Ponce is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification.

Rolando Lopez-Moctezuma, Crew Leader
2 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006051245

Rolando joined our team in June of 2016 and is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification.

Tirso Sanchez-Garcia, Crew Leader
2 years with CAC

Tirso joined our team in May of 2016.

Claudio Ibarra, Crew Leader
2 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006050921

Claudio has been cross-trained as a field technician as well as a crew leader. He has worked on pruning jobs requiring the lift as well as standard climbing jobs. Claudio is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification. Claudio joined our team in February of 2016.

PRUNING AND REMOVAL CREWS

12 Climbers and Ground Workers

Climbers are responsible for climbing and pruning the trees safely and in keeping with ANSI 300 standards. Ground Workers are responsible for groundwork, including brush dragging, and using pole saws or power pruners to raise canopies, in keeping with ANSI 300 standards.

Oscar Collazo-Maldonado, Climber
3 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006051247

Oscar Collazo-Maldonado is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification and joined our team in March of 2015.



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ARBOR CARE**

City of Round Rock
IFB No. 18-023

4.2 INDIVIDUAL WORK EXPERIENCE (CONTINUED)

CONFIDENTIAL

Leonides Pinedea, Climber
3 years with CAC

Leonides joined our team in July of 2015.

Jose Martinez, Ground Worker
2 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006054612

Jose joined our team in January of 2016 and is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification.

Pedro Salinas-Martinez, Climber
2 years with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006051246

Pedro joined our team in May of 2016.

Rogelio Torres Gonzalez, Climber
1 year with CAC

Rogelio joined our team in February of 2017.

Roosvel Hernandez, Climber
9 months with CAC

10-hour OSHA Construction Safety & Health Certified: 26-006054614

Roosvel joined our team in August of 2017 and is one of our 8 employees with the 10-hour OSHA Construction Safety & Health Certification.

Hugo Ponce, Ground Crew/Climber
8 months with CAC

Hugo joined our team in September 2017 and is in training to be a climber.

Joaquin Resendiz Rivera, Climber
7 months with CAC

Joaquin joined our team in November of 2017 and came to us with 9 years of previous experience.

Ivan Reyes Benitez, Climber
7 months with CAC

Ivan joined our team in November of 2017 and came to us with 11 years of previous experience.

Celso Garcia, Climber
2 months with CAC

Celso joined our team in Marcy of 2018 and came to us with 16 years of previous experience.

Exhibit "A"



**CERTIFIED
ARBOR CARE**

City of Round Rock
IFB No. 18-023

4.2 INDIVIDUAL WORK EXPERIENCE (CONTINUED)

! CONFIDENTIAL

Alonzo Martinez, Ground worker

2 weeks with CAC

Alonzo joined our team in May 2018.

Miguel Moctezuma, Climber

2 weeks with CAC

Miguel joined our team in May of 2018 and came to us with 5 years of previous experience.

Deborah Magee Evans



PO Box 1868 • Round Rock, Tx 78680 • Phone: 512.671.8733 • Fax: 512.382.6272 • E-Mail: debbie@certifiedarborcare.net

Summary

I have a Master of Science Degree in Environmental Science, a Bachelor Degree in Biology, my ISA Certification, Texas Oak Wilt Certification, my Texas Department of Agriculture Commercial Pesticide Applicator License with Landscape Maintenance and Field and Crop Endorsements and 12 years of experience in the arboriculture field and management.

Education

Master of Science Degree in Environmental Science Stephen F. Austin State University, Nacogdoches, Texas Thesis: A benthic macroinvertebrate and physicochemical analysis of the effects that off-road vehicles (ORV's) have on water quality at three stream crossing sites in the Angelina National Forest in East Texas. Advisor: Dr. Jack D. McCullough	Dec 2001
Bachelor of Science Degree in Biology Stephen F. Austin State University Nacogdoches, Texas Concentration: Biology with a minor in Chemistry Advisor: Dr. Jack D. McCullough	May 2000

Awards

Grant for thesis research from the Texas Forest Service Teaching Assistantship with Stephen F. Austin State University	2000 & 2001
---	-------------

Presentations

Thesis defense presented to the Texas Forest Service and Stephen F. Austin State University Environmental Science and Forestry representatives	2001
Thesis presentation at the Texas Academy of Math and Science (Analysis of first 3 months of data collected was presented.)	2000

Professional Certifications, Memberships, & Licenses

Registered Consulting Arborist	RCA-372
International Society of Arboriculture Certified Arborist	TX-3609A
Texas Oak Wilt Certified Arborist	TOWC-0149
Texas Department of Agriculture Commercial Pesticide Applicators License With Landscape Maintenance and Field & Crop Endorsements	TDAL-0727016
Member of the American Society of Consulting Arborists	

Deborah Magee Evans

PO Box 1868 • Round Rock, TX 78680 • Phone: 512.671.8733 • Fax: 512.532.6272 • E-Mail: debbie@certifiedarbor.com

Experience

Owner/Arborist 2006- Present
Certified Arbor Care, Inc

- Chief Executive Officer of Certified Arbor Care Inc. (2012-Present)
 - Management of Accounts Receivables, Accounts Payables, Financial Reports, and Budgets
 - Manage Office Staff and conduct Sales Staff Evaluations
 - Equipment and Vehicle Acquisitions
 - Marketing and Client Relations
- Arborist (2006-Present)
 - Research, Write, and Edit Technical Reports
 - Tree Tomography
 - Tree Survey
 - Consulting Services
 - Conduct Bids, Site Assessments, Tree Appraisals, and Tree Mitigation Proposals
 - Writing, Editing, and Distribution of our Company Newsletter, Texas Tree Talk
- Office Manager and Secretary of Board of Directors for Certified Arbor Care Inc. (2006-2012)
 - Management of Accounts Receivables, Accounts Payables, Financial Reports, and Budgets
 - Minutes of Board Meetings

Board of Directors 2011- 2012
Liberty Hill Sundance Ranch Property Owners Association

- President (2012)
 - Reviewed and aided in Managing: Financial Reports, Budgets, Violation Notices, and Resident Complaints
 - Directed Board of Director Meetings
 - Research and bid out Insurance Policies
 - Assisted with Mediation and Lawsuit Research
- Vice President (2011)
 - Assisted standing president as needed
- Assistant Secretary-Treasurer (2011)
 - Reviewed financials and kept meeting minutes

Staff Scientist 2002
Lopez Garcia Group

- Staff Scientist
 - Conducted fieldwork encompassing but not limited to Threatened and Endangered Species surveys, Habitat Surveys, Terrestrial Vegetation Identification, and Wetland Delineations.
 - Worked on Environmental Impact Statements, Conceptual Feasibility Studies, and Environmental Assessment Studies.

Deborah Magee Evans

PO Box 1868 • Round Rock, Tx 78680 • Phone: 512.671.8733 • Fax: 512.592.6272 • E-Mail: debbie@certifiedarbor.com

Thesis Research/ Teaching Assistantship
Stephen F. Austin State University

2000-2001

- Thesis Research

Conducted a 12-month benthic macroinvertebrate and physicochemical analysis over the impacts of off-road vehicles on stream water quality in the Angelina National Forest Service for the Texas Forest Service and included field sampling and analysis, research, lab tests, terrestrial and aquatic plant and animal species identification, statistical analysis and final thesis.

- Teaching Assistantship

Planned lessons, created tests, graded papers and taught Botany and Ecology Labs
Tutored students

Herbert Lee Evans, Jr.



PO Box 1868 • Round Rock, Tx 78680 • Phone: 512.671.8783 • Fax: 512.332.6272 • E-Mail: lee@certifiedarborcare.net

Summary

I have a Bachelor of Science Degree in Forestry, my ISA Certification, Texas Oak Wilt Certification, Texas Department of Agriculture Commercial Pesticide Applicators License and over 18 years of experience in the arboriculture field and management, the last 12 of which have been as President of Certified Arbor Care, Inc.

Education

Bachelor of Science Degree in Forestry	Dec 2000
Stephen F. Austin State University Nacogdoches, Texas	

Professional Certifications, Memberships & Licenses

Tree Risk Assessment Qualified	
International Society of Arboriculture Certified Arborist	TX-1339A
Texas Oak Wilt Certified Arborist	TOWC-0024
Texas Department of Agriculture Commercial Pesticide Applicator with Landscape Management endorsement	TDA-0389620

Experience

Owner/Arborist	2006- Present
Certified Arbor Care, Inc.	

- President
- Arborist/Operations Manager
 - Write Reports, Bids and Assessments
 - Tree Risk Assessments
 - Tree Mitigation
 - All Tree Care Service Bids
 - Consulting
 - Tree Disease and Pest Management
 - Review of Financial Accounts, and Budgets
 - Operations Management
 - Scheduling
 - Manage Tree Crews and Sales Staff
 - Equipment Maintenance and Acquisition
 - Development of Safety Program
 - Marketing and Client Relations

Herbert Lee Evans, Jr.



PO Box 1868 • Round Rock, TX 78680 • Phone: 512.671.8733 • Fax: 512.532.6272 • E-Mail: lee@certifiedarbor.com

International Society of Arboriculture Texas Chapter
Board of Directors

2012-2014

- Publicity
- Treasurer

Benchmark Landscapes

2004-2006

- Arborist
 - Write Reports, Bids and Assessments
 - Accounts Receivables
 - Review Financial Reports and Budget
 - Equipment Maintenance and Acquisition
 - Manage Tree Employees
 - Manage the Schedule

TruGreen Landcare

2001-2004

- Arborist
 - Write Reports, Bids and Assessments
 - Manage Tree Employees
 - Manage the Schedule

Daniel Kenneth Hayden



PO Box 1868 • Round Rock, Tx 78680 • Phone: 512.671.8733 • Fax: 512.532.6272 • E-Mail: dan@certifiedarborecare.net

Summary

I have a Bachelor of Science Degree in Urban Forestry, my ISA Certification, Texas Oak Wilt Certification, Texas Oak Wilt Qualification, Texas Department of Agriculture Commercial Pesticide Applicators License and over 9 years of experience in the arboriculture field and management, the last 6 of which have been as President of Certified Arbor Care, Inc.

Education

Bachelor of Science Degree in Urban Forestry	Dec 2008
Texas A & M University	

Professional Certifications, Memberships & Licenses

International Society of Arboriculture Certified Arborist	TX-3748A
Texas Oak Wilt Certified Arborist	TOWC-0249
Texas Oak Wilt Qualified	TOWQ-199
Texas Department of Agriculture Commercial Pesticide Applicator with Landscape Management endorsement	TDA-0710291

Experience

Arborist/Operations Manager Certified Arbor Care, Inc	2012- Present
--	---------------

- Arborist/Operations Manager
 - Write Reports, Bids and Assessments
 - Tree Risk Assessments
 - Tree Mitigation
 - All Tree Care Service Bids
 - Consulting
 - Tree Disease and Pest Management
 - Scheduling
 - Manage Crews
 - Tailgate Safety Meetings

- Knights of Columbus Council 14055
Third Degree
- Fundraising
- Fish Fry's
- Toy Collections

Nathan Bruce Abbott



PO Box 1868 • Round Rock, TX 78680 • Phone: 512.671.8733 • Fax: 512.332.6272 • E-Mail: dan@certifiedarborcare.net

Summary

I have a Bachelor of Science Degree in Urban Forestry, my ISA Certification, Texas Oak Wilt Certification, Texas Oak Wilt Qualification, Texas Department of Agriculture Commercial Pesticide Applicators License and 8 years of experience in the arboriculture field and management, all 8 of which have been with Certified Arbor Care, Inc.

Education

Bachelor of Science Degree in Urban Forestry	Dec 2010
Stephen F. Austin State University	

Professional Certifications, Memberships & Licenses

International Society of Arboriculture Certified Arborist	TX-3885A
Texas Oak Wilt Certified Arborist	TOWC-0239
Texas Oak Wilt Qualified	TOWQ-184
Texas Department of Agriculture Commercial Pesticide Applicator with Landscape Management endorsement	TDA-0703325

Experience

Senior Residential Arborist Certified Arbor Care, Inc	2012- Present
--	---------------

- Arborist

- Write Reports, Bids and Assessments
- Tree Risk Assessments
- Tree Mitigation
- All Tree Care Service Bids
- Consulting
- Tree Disease and Pest Management
- Time Sheets
- Manage Crews

- Field Technician

2011-2012

- Tree Fertilization Applications
- Tree Disease and Pest Management Applications
- Oak Wilt Injections
- Soil Aeration
- Root Excavation
- Vertical Mulching
- Soil Decompaction
- Stump Grinding
- Herbicide Application

Exhibit "A"



**CERTIFIED
ARBOR CARE**

City of Round Rock
IFB No. 18-023

! CONFIDENTIAL

4.2 INDIVIDUAL WORK EXPERIENCE AND QUALIFICATIONS

LIST OF CERTIFICATIONS, LICENSES, QUALIFICATIONS AND MEMBERSHIPS INCLUDED IN THIS BID SUBMISSION (COPIES ATTACHED):

HUB Certification for Certified Arbor Care Inc.

Registered Certified Arborist Certificate:
Debbie Evans

Tree Risk Assessment Qualification:
Lee Evans

ISA Certification:
Debbie Evans
Lee Evans
Dan Hayden*
Nathan Abbott

Texas Oak Wilt Certification:
Debbie Evans
Lee Evans
Dan Hayden
Nathan Abbott

Texas Oak Wilt Qualification:
Dan Hayden
Nathan Abbott

TDA Commercial Pesticide Applicator License:
Debbie Evans
Lee Evans
Dan Hayden
Nathan Abbott

OSHA 10-Hour Construction Safety and Health Certificate:
Oscar Collazo
Pedro Salinas
Rolando Lopez
Oscar Ponce
Roosvel Hernandez
Jose S. Martinez
Jayson Kisselburg
Claudio Ibarra

*Daniel Hayden is waiting for his renewed ISA Certified Arborist Certification, but until it is received I have included verification of his current certification from the Trees are Good website as supporting documentation until his certificate arrives.

Exhibit "A"



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

The Texas Comptroller of Public Accounts (CPA) administers the Statewide Historically Underutilized Business (HUB) Program for the State of Texas, which includes certifying minority- and woman-owned businesses as HUBs and is designed to facilitate the participation of minority- and woman-owned businesses in state agency procurement opportunities. The CPA has established Memorandums of Agreement with other organizations that certify minority- and women-owned businesses that meet certification standards as defined by the CPA. The agreements allow for Texas-based minority- and women-owned businesses that are certified with one of our certification partners to become HUB certified through one convenient application process.

In accordance with the Memorandum of Agreement the CPA has established with the City of Austin (COA), we are pleased to inform you that your company is now certified as a HUB. Your company's profile is listed in the State of Texas HUB Directory and may be viewed online at <http://www.window.state.tx.us/procurement/cmbi/hubonly.html>. Provided that your company continues to remain certified with the COA, and they determine that your company continues to meet HUB eligibility requirements, the attached HUB certificate is valid for the time period specified.

You must notify the COA in writing of any changes affecting your company's compliance with the HUB eligibility requirements, including changes in ownership, day-to-day management, control and/or principal place of business. Note: Any changes made to your company's information may require the COA and/or the HUB Program to re-evaluate your company's eligibility. Failure to remain certified with the COA, and/or failure to notify them of any changes affecting your company's compliance with HUB eligibility requirements, may result in the revocation of your company's certification.

Please reference the enclosed pamphlet for additional resources, such as the state's Centralized Master Bidders List (CMBL), that can increase your chance of doing business with the state.

Thank you for your participation in the HUB Program! If you have any questions, you may contact a HUB Program representative at 512-463-5872 or toll-free in Texas at 1-888-863-5881.

Texas Historically Underutilized Business (HUB) Certificate



Certificate/VID Number: **1204621337200**
File/Vendor Number: **480575**
Approval Date: **18-MAR-2016**
Scheduled Expiration Date: **18-MAR-2019**

In accordance with the Memorandum of Agreement between the
City of Austin (COA)
and the Texas Comptroller of Public Accounts (CPA), the CPA hereby certifies that

CERTIFIED ARBOR CARE INC

has successfully met the established requirements of the State of Texas Historically Underutilized Business (HUB) Program to be recognized as a HUB. This certificate, printed 23-MAR-2016, supersedes any registration and certificate previously issued by the HUB Program. If there are any changes regarding the information (i.e., business structure, ownership, day-to-day management, operational control, addresses, phone and fax numbers or authorized signatures) provided in the submission of the business' application for registration/certification into the COA's program, you must immediately (within 30 days of such changes) notify the COA's program in writing. The CPA reserves the right to conduct a compliance review at any time to confirm HUB eligibility. HUB certification may be suspended or revoked upon findings of ineligibility. If your firm ceases to remain certified in the COA's program, you must apply and become certified through the State of Texas HUB program to maintain your HUB certification.

Paul A. Gibson

*Paul Gibson, Statewide HUB Program Manager
Texas Procurement and Support Services*

Note: In order for State agencies and institutions of higher education (universities) to be credited for utilizing this business as a HUB, they must award payment under the Certificate/VID Number identified above. Agencies and universities are encouraged to validate HUB certification prior to issuing a notice of award by accessing the Internet (<http://www.window.state.tx.us/procurement/cmbi/cmbihub.html>) or by contacting the HUB Program at 1-888-863-5881 or 512-463-5872.

Rev 01/15

The American Society of Consulting Arborists

*in recognition of fulfillment of the requirements for
Registered Consulting Arborist® status
confers upon*

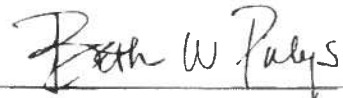
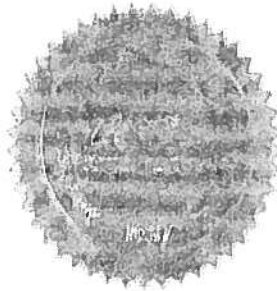
Deborah Evan, RCA #572

Registered Membership

April 14, 2015



Barbara Neal, RCA #428
President



Beth W. Palys, FASAE, CAE
Executive Director

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018



International Society of Arboriculture™ Tree Risk Assessment Qualification

Lee Evans

Having successfully completed the requirements established by the Certification Board of the International Society of Arboriculture,™ the above named is hereby recognized as ISA Tree Risk Assessment Qualified.

David Glenn, Certification Board Chair
International Society of Arboriculture

Jim Skiera, Executive Director
International Society of Arboriculture

July 12, 2013

Issue Date

July 12, 2018

Term of Validity End Date

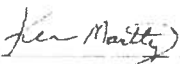
INTERNATIONAL SOCIETY OF ARBORICULTURE

CERTIFIED ARBORIST™

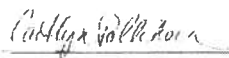
Debbie Evans

Having successfully completed the requirements set by the
International Society of Arboriculture, the above named
is hereby recognized as an ISA Certified Arborist®




Kevin Martlage
Director of Credentialing
International Society of Arboriculture

TX-3609A
Certification Number


Caitlyn Pollihan
Executive Director
International Society of Arboriculture

26 Sep 2008
Certified Since

31 Dec 2020
Expiration Date



#0847
ISO/IEC 17024
Personnel Certification Program
ISA Certified Arborist®

CERTIFIED ARBOR CARE INC.
SOLICITATION IPB No. 18-023
MAY 2018


INTERNATIONAL SOCIETY OF ARBORICULTURE

CERTIFIED ARBORIST™

Lee Evans

Having successfully completed the requirements set by the Arborist Certification
Board of the International Society of Arboriculture,
the above named is hereby recognized as an ISA Certified Arborist[®]




Jim Skiera, Executive Director
International Society of Arboriculture


Kevin Martlage
Director of Professional Development
International Society of Arboriculture

TX-1339A
Certification Number

22 Mar 2002
Certified Since

30 Jun 2020
Expiration Date

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

(http://www (/home) (http://www
w.isa- w.itcc-

(/home)



Brought to you by ISA

About (<https://www.treesaregood.org/about>)

Tree Owner Information (<https://www.treesaregood.org/treeowner>)

Educational Activities (<https://www.treesaregood.org/education>)

Find an Arborist (<https://www.treesaregood.org/findanarborist>)

Get Involved (<https://www.treesaregood.org/getinvolved>)

Newsroom (<https://www.treesaregood.org/newsroom>)

Shop (<https://www.treesaregood.org/shop>)

About

(<https://www.treesaregood.org/about>)

Patrons

(<https://www.treesaregood.org/patrons>)

Tree Owner Information

(<https://www.treesaregood.org/treeowner>)

Benefits of Trees

(<https://www.treesaregood.org/treeowner/benefitsoftrees>)

Choosing the Right Tree

(<https://www.treesaregood.org/treeowner/choosingtherighttree>)

Managing Tree Hazards and Risk

(<https://www.treesaregood.org/treeowner/treehazards>)

Plant Health Care

(<https://www.treesaregood.org/treeowner/planthealthcare>)

Planting a Tree

(<https://www.treesaregood.org/treeowner/plantingatree>)

Pruning Your Trees

(<https://www.treesaregood.org/treeowner/pruningyourtrees>)

Tree Owner's Manual

(<https://www.treesaregood.org/treeowner/treeownersmanual>)

Why Hire an Arborist?

(<https://www.treesaregood.org/treeowner/whyhireanarborist>)

Translated Brochures

(<https://www.treesaregood.org/treeowner/translations>)

Educational Activities

(<https://www.treesaregood.org/education>)

Find an Arborist

(<https://www.treesaregood.org/findanarborist>)

Home

(<http://www.facebook.com/pages/TreesAreGoodorg/117572634987502>)

(<https://www.treesaregood.org>) Find an Arborist (<https://www.treesaregood.org/findanarborist>) Verify an ISA Credential (<https://www.treesaregood.org/findanarborist/verify>)

Credential Verification

Certification ID search 'TX-3748A' returned 1 records

[Back to Search](#)

					Credentials
--	--	--	--	--	-------------

Daniel K. Hayden Austin TX

LIMITED
STATES

ISA Certified Arborist[®]

[Explanation of ISA certification credentials \(https://www.isa-arbor.com/Credentials/Which-Credential-is-Right-for-You\)](https://www.isa-arbor.com/Credentials/Which-Credential-is-Right-for-You)

[Explanation of ISA qualifications \(https://www.isa-arbor.com/Credentials/Which-Credential-is-Right-for-You#CertVQual\)](https://www.isa-arbor.com/Credentials/Which-Credential-is-Right-for-You#CertVQual)


INTERNATIONAL SOCIETY OF ARBORICULTURE

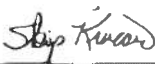
CERTIFIED ARBORIST™

Nathan Abbott

Having successfully completed the requirements set by the Arborist Certification
Board of the International Society of Arboriculture,
the above named is hereby recognized as an ISA Certified Arborist™




Jim Skiera, Executive Director
International Society of Arboriculture


Certification Board, Chair
International Society of Arboriculture

TX-3885A

Certification Number

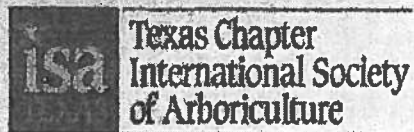
Feb 20, 2012

Certified Since

Jun 30, 2018

Expiration Date

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB NO. 18-023
MAY 2018



Texas Oak Wilt Qualified

Dan Hayden


Having successfully completed the Oak Wilt Identification and Management Course and passed the assessment the above named is recognized as Texas Oak Wilt Qualified

Qualification Number: TXOWQ - 199

Qualified Since: May 10, 2018

Expiration Date: May 10, 2023




Dan Hayden
Texas Chapter International Society of Arboriculture

CERTIFIED ARBOR CARE INC.
SOLICITATION IPB No. 18-023
MAY 2018



Texas Chapter
International Society
of Arboriculture

Texas Oak Wilt Qualified

Nathan Abbott

Having successfully completed the Oak Wilt Identification and Management Course and passed the assessment the above named is recognized as Texas Oak Wilt Qualified

Qualification Number: TXOWQ - 184

Qualified Since: May 10, 2018

Expiration Date: May 10, 2023



A handwritten signature in black ink, reading 'Gene Gehring'.

Gene Gehring, Oak Wilt Qualification Chair
Texas Chapter International Society of Arboriculture



CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

Applicators are required to keep certificates of completion for 12 months follow TAC§7.24(s)

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

Regulations and statutory provisions governing pesticide applicator licensees are found in Chapter 7, Title 4, of the Texas Administrative Code and Chapter 76 of the Texas Agriculture Code, respectively. TDA's web site provides convenient links to these laws. Failure to comply with these laws, including misuse of any pesticide, may result in revocation, suspension, modification, or probation of your license and/or assessment of monetary administrative penalties.

If you have any questions regarding your license, please contact our Austin headquarters toll free at (877) LIC-AGRI (877-542-2474), or visit our web site at www.TexasAgriculture.gov. For the hearing impaired, you may call Relay Texas (800) 735-2988 (voice) or (800) 735-2989 (TDD) or visit our web site.

TEXAS DEPARTMENT OF AGRICULTURE	
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847	
COMMERCIAL PESTICIDE APPLICATOR LICENSE	
DEBORAH EVANS	
PO BOX 1868 ROUND ROCK TX 78680	TDA Client No: 00553810 License No: 0727016 Effective Date: 04/30/2018 Expires: 04/30/2019
	

Front side

Categories: 1B,3A	
Descriptions:	
1A Field Crop	3A Landscape Maint
1B Fruit, Nut, & Veg	3B Nursery Plant Prod
1C Pasture & Rangeland	4 Seed Treatment
1D Vertebrate Pest	5 Vegetation Mgmt
1E Farm Commodity Pest Control	6 Aquatic
1F Animal Health	7 Demonstr & Research
1G Citrus	8 Reg Pest Control
1H Livestock Prot Collar	9 Aerial Application
1I M-44 Device	11 Soil Fumigation
2 Forest Pest Control	12 Public Health Pest Control (Vector)

Back side

LAMINATION ADVISED: Please cut out along heavy black lines, placing front and back sides together, and laminate.





TEXAS DEPARTMENT OF AGRICULTURE		
COMMISSIONER SID MILLER		
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847		
(877) LIC-AGRI (877-542-2474)		
For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE		
www.TexasAgriculture.gov		
COMMERCIAL PESTICIDE APPLICATOR LICENSE		
This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.		
DEBORAH EVANS PO BOX 1868 ROUND ROCK TX 78680	TDA Client No: License No: Effective Date: Expires: Categories:	00553810 0727016 April 30, 2018 April 30, 2019 1B,3A
		

Exhibit "A"

LAMINATION ADVISED: Please cut out along heavy black lines, placing front and back sides together, and laminate.

TEXAS DEPARTMENT OF AGRICULTURE COMMISSIONER SID MILLER P. O. BOX 12847 AUSTIN, TEXAS 78711-2847 (877) LIC-AGRI (877-542-2474) For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE www.TexasAgriculture.gov		
COMMERCIAL PESTICIDE APPLICATOR LICENSE		
<p>This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.</p>		
HERBERT EVANS JR. PO BOX 1868 ROUND ROCK TX 78680	TDA Client No: License No: Effective Date: Expires: Categories:	00317843 0389620 February 28, 2018 February 28, 2019
		3A

Applicators are required to keep certificates of completion for 12 months following TAC§7.24(s)

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB NO. 18-023
MAY 2018

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TEXAS DEPARTMENT OF AGRICULTURE
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847

**COMMERCIAL PESTICIDE APPLICATOR
LICENSE**

DANIEL HAYDEN

2417 SPANISH CAMP CV
AUSTIN TX 78725

TDA Client No: 00397107
License No: 0710291
Effective Date: 04/30/2018
Expires: 04/30/2019



Front side

Categories: 3A

Descriptions:

1A Field Crop	3A Landscape Maint
1B Fruit, Nut, & Veg	3B Nursery Plant Prod
1C Pasture & Rangeland	4 Seed Treatment
1D Vertebrate Pest	5 Vegetation Mgmt
1E Farm Commodity Pest Control	6 Aquatic
1F Animal Health	7 Demonstr & Research
1G Citrus	8 Reg Pest Control
1H Livestock Prot Collar	9 Aerial Application
1I M-44 Device	11 Soil Fumigation
2 Forest Pest Control	12 Public Health Pest Control (Vector)

Back side

LAMINATION ADVISED: Please cut out along heavy black lines, placing front and back sides together, and laminate.


TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847
(877) LIC-AGRI (877-542-2474)
For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE
www.TexasAgriculture.gov

COMMERCIAL PESTICIDE APPLICATOR LICENSE

This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.

DANIEL HAYDEN
2417 SPANISH CAMP CV
AUSTIN TX 78725

TDA Client No: 00397107
License No: 0710291
Effective Date: April 30, 2018
Expires: April 30, 2019
Categories:





3A

Applicators are required to keep certificates of completion for 12 months following TAC§7.24(s)

Regulations and statutory provisions governing pesticide applicator licensees are found in Chapter 7, Title 4, of the Texas Administrative Code and Chapter 76 of the Texas Agriculture Code, respectively. TDA's web site provides convenient links to these laws. Failure to comply with these laws, including misuse of any pesticide, may result in revocation, suspension, modification, or probation of your license and/or assessment of monetary administrative penalties.

If you have any questions regarding your license, please contact our Austin headquarters toll free at (877) LIC-AGRI (877-542-2474), or visit our web site at www.TexasAgriculture.gov. For the hearing impaired, you may call Relay Texas (800) 735-2988 (voice) or (800) 735-2989 (TDD) or visit our web site.



TEXAS DEPARTMENT OF AGRICULTURE	
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847	
COMMERCIAL PESTICIDE APPLICATOR LICENSE	
NATHAN ABBOTT	
2100 DONNA DR TAYLOR TX 76574	TDA Client No: 00537478 License No: 0703325 Effective Date: 03/31/2018 Expires: 03/31/2019
	

Front side

Categories: 3A	
Descriptions:	
1A Field Crop	3A Landscape Maint
1B Fruit, Nut, & Veg	3B Nursery Plant Prod
1C Pasture & Rangeland	4 Seed Treatment
1D Vertebrate Pest	5 Vegetation Mgmt
1E Farm Commodity Pest Control	6 Aquatic
1F Animal Health	7 Demonstr & Research
1G Citrus	8 Reg Pest Control
1H Livestock Prot Collar	9 Aerial Application
1I M-44 Device	11 Soil Fumigation
2 Forest Pest Control	12 Public Health Pest Control (Vector)

Back side

LAMINATION ADVISED: Please cut out along heavy black lines, placing front and back sides together, and laminate.

TEXAS DEPARTMENT OF AGRICULTURE		
COMMISSIONER SID MILLER		
P. O. BOX 12847 AUSTIN, TEXAS 78711-2847		
(877) LIC-AGRI (877-542-2474)		
For the hearing impaired: (800) 735-2989 TDD (800) 735-2988 VOICE		
www.TexasAgriculture.gov		
COMMERCIAL PESTICIDE APPLICATOR LICENSE		
This is to certify that the person whose name appears below has met the requirements of Texas Agriculture Code Chapter 76, relating to application of restricted-use or state-limited-use pesticides or regulated herbicides. This license is issued for purchase and application of restricted-use or state-limited-use pesticides or regulated herbicides to be used according to label directions consistent with the use categories listed below.		
NATHAN ABBOTT 2100 DONNA DR TAYLOR TX 76574	TDA Client No: License No: Effective Date: Expires: Categories:	00537478 0703325 March 31, 2018 March 31, 2019 3A
		

Certificate of Training

Awarded to:

Debbie Evans

Has successfully completed an intensive 2-day
technical training course for ISA Certified Arborists entitled

**Identification and Management
of Oak Wilt in Texas**

as presented by:

The Texas Forest Service in Cooperation with the
International Society of Arboriculture-Texas Chapter

CERTIFICATE NUMBER: **TOWC-0149**

11-JUNE-2009



TEXAS
FOREST SERVICE
The Texas A&M University System

Jim Houser

JIM HOUSER, TECHNICAL COORDINATOR FOR OAK WILT
TEXAS FOREST SERVICE



Disclaimer: This Certificate of Training and accompanying Texas Oak Wilt Certified logo shall verify that the individual recipient holds the designation of Certified Arborist as recognized by the International Society of Arboriculture (ISA), and furthermore, has successfully completed technical training course for ISA Certified Arborists on the Identification and Management of Oak Wilt in Texas as administered by the Texas Forest Service. This Certificate of Training and accompanying logo does not imply recognition or endorsement of the individual recipient by the Texas Forest Service or Texas A&M University.

The use of the Texas Oak Wilt Certified logo is intended for the sole use of identifying those individual arborists who have received official Certification from the International Society of Arboriculture, and thus were qualified to receive and have completed a Texas Forest Service (TFS) technical training course on the Identification and Management of Oak Wilt in Texas thus achieving the designation of Texas Oak Wilt Certified. This designation is reserved for those qualified individuals only and cannot be extended to companies, groups, organizations, or businesses. Any attempt to use the Texas Oak Wilt Certified logo for promotional purposes by companies or groups without individual certification will result in the name and logo being removed from any/all current or future TFS or Forest Service training programs.

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB NO. 18-023
MAY 2018

June 26, 2006

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

Dear Tree Care Professional,

On behalf of the Texas Forest Service and the International Society of Arboriculture's Texas Chapter, I would like to extend our thanks for your participation in the recent two-day oak wilt workshop in Hollywood Park, Texas.

Also, we would like to congratulate you on becoming one of the very first Texas Oak Wilt Certified (TOWC) Arborists in the state of Texas!

Along with this certification comes a great deal of responsibility. This responsibility not only pertains to **YOU** upholding the level of knowledge and commitment you have demonstrated in becoming a Texas Oak Wilt Certified Arborist, but this certification also signifies that **YOU** represent an organization that has made a commitment to ensure that it's members uphold the highest standards of honesty, integrity, and professionalism that the industry has to offer. This level of professional commitment will quickly reveal itself when attempting identify and control the spread of this extremely difficult tree disease.

For all of the reasons mentioned above, the Texas Forest Service and its staff of Central Texas Foresters are also committed to uphold and support the continued success of the ISA-Texas chapter and its members.

CERTIFICATION NOTE: If you and your business are posted on the Oak Wilt Informational Partnership website's (www.texasoakwilt.org) **Oak Wilt Vendor Directory**, please take a moment to visit the site and review/update your license and certification information.

If you are not listed on the website, we strongly encourage you to do so. This listing of vendors has become the primary referral tool of the Texas Forest Service and also County Extension when guiding folks to sources for on-site technical oak wilt assistance and treatment.

Currently, the website is under reconstruction. Please be patient as we get all of the new information in place.

THIS PACKET: This packet should contain:

- 1 - TOWC decal with your certification number (hard hat)
- 1 - TOWC decal with your certification number (windshield)
- 1 - TDA Certificate of Completion (6-general/2-Laws & Regulations continuing education credits)
- 1 - CD containing the Technical Program Presentations (PowerPoint format) and TOWC electronic logo (.JPEG format)

Again, congratulations!

Best Regards,

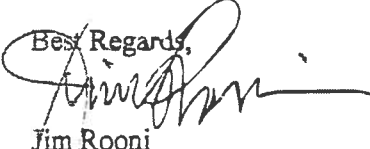

Jim Rooni
Chief Regional Forester
Texas Forest Service
Phone: 512-407-9728
Email: jrooni@tfs.tamu.edu



Exhibit "A"

Certificate of Completion

This is to certify that

Lee Evans

*has successfully completed a Texas Department of Agriculture
approved course for Pesticide Applicator Continuing Education Credits*

Course Number: **0458919**

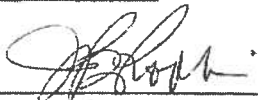
Identification and Management of Oak Wilt in Texas

6.0 **General**

2.0 **Laws and Regulations**

Integrated Pest Management

Drift Minimization



(Jim Rooni – Texas Forest Service)
Course Representative

June 9, 2006

Date

Note: **KEEP THIS CERTIFICATE.** TDA will randomly audit a number of applicators to check for compliance with the CEU requirement. Applicators who are selected or audit will receive a letter requesting copies of certificates of completion be sent to TDA. Applicators may also be asked for CEU if inspected or have a complaint filed against them. Failure to comply with the CEU requirement will result in revocation and/or non-renewal of a license.

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

TEXAS
OAK WILT
CERTIFIED



TOWC-0249

ertificate of Training

Awarded to:

Dan Hayden

Has successfully completed an intensive 2-day
technical training course for ISA Certified Arborists entitled

**Identification and Management
of Oak Wilt in Texas**

as presented by:

The Texas A&M Forest Service in Cooperation with the
International Society of Arboriculture-Texas Chapter

CERTIFICATE NUMBER: TOWC-0249

14-JUNE-2018



TEXAS A&M
FOREST SERVICE

Jim Houser

JIM HOUSER, FOREST HEALTH COORDINATOR
TEXAS A&M FOREST SERVICE

Disclaimer: This certificate is awarded to the recipient for completing the training course. It does not constitute a guarantee of performance or a warranty of any kind. The recipient is responsible for the proper use of the information provided in this certificate. The Texas A&M Forest Service and the International Society of Arboriculture-Texas Chapter are not liable for any damages, including consequential damages, arising from the use of this certificate. The recipient is responsible for the proper use of the information provided in this certificate. The Texas A&M Forest Service and the International Society of Arboriculture-Texas Chapter are not liable for any damages, including consequential damages, arising from the use of this certificate.

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB NO. 18-023
MAY 2018

Certificate of Training

Awarded to:

Nathan Abbott

Has successfully completed an intensive 2-day
technical training course for ISA Certified Arborists entitled

Identification and Management of Oak Wilt in Texas

as presented by:

The Texas A&M Forest Service in Cooperation with the
International Society of Arboriculture-Texas Chapter

CERTIFICATE NUMBER: TOWC-0239

14-JUNE-2013



**TEXAS A&M
FOREST SERVICE**

Jim Houser

JIM HOUSER, FOREST HEALTH COORDINATOR
TEXAS A&M FOREST SERVICE



Disclaimer: This Certificate of Training and accompanying Texas Oak Wilt Identification and Management course is presented by the Texas A&M Forest Service in cooperation with the International Society of Arboriculture-Texas Chapter. The certificate of training and accompanying logo does not imply endorsement or certification of the Texas Forest Service or Texas A&M University. This certificate is awarded to individuals who have successfully completed the Texas Oak Wilt Identification and Management course. The certificate is awarded to individuals who have successfully completed the Texas Oak Wilt Identification and Management course. The certificate is awarded to individuals who have successfully completed the Texas Oak Wilt Identification and Management course.

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018

! CONFIDENTIAL



26-006051247



26-006051246

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Oscar Collazo

Jaime Duran
Trainer Name

11/08/2017
Date of Issue

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Pedro Salinas

Jaime Duran
Trainer Name

11/08/2017
Date of Issue



26-006051245

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Rolando Lopez

Jaime Duran
Trainer Name

11/08/2017
Date of Issue

! CONFIDENTIAL

CERTIFIED ARBOR CARE INC.
SOLICITATION IFB No. 18-023
MAY 2018



26-006054613

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Oscar Ponce

Jaime Duran

Trainer Name

12/13/2017

Date of Issue



26-006054614

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Roosvel Hernandez

Jaime Duran

Trainer Name

12/13/2017

Date of Issue



26-006054612

This card acknowledges that the recipient has successfully completed:

10-hour Construction Safety and Health

This card issued to:

Jose S Martinez

Jaime Duran

Trainer Name

12/13/2017

Date of Issue

CONFIDENTIAL

OSHA <small>Occupational Safety and Health Administration</small>	26-006050920
<small>This card acknowledges that the recipient has successfully completed:</small>	
10-hour Construction Safety and Health	
<small>This card issued to:</small>	
Jayson Kisselburg	
<u>David H. Stoddard</u>	<u>11/02/2017</u>
<small>Trainer Name</small>	<small>Date of Issue</small>

OSHA <small>Occupational Safety and Health Administration</small>	26-006050921
<small>This card acknowledges that the recipient has successfully completed:</small>	
10-hour Construction Safety and Health	
<small>This card issued to:</small>	
Claudio Ibarra	
<u>David H. Stoddard</u>	<u>11/02/2017</u>
<small>Trainer Name</small>	<small>Date of Issue</small>