

BILL NO. S-20-09-03

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving the awarding of ITB# 4468
- 2020 STREET TREE PURCHASES/PLANTING
SERVICES - \$244,395.00 by the City of Fort Wayne,
Indiana, by and through its Department of Purchasing
and SHADE TREE UNLIMITED for the PARKS &
RECREATION DEPARTMENT.

**NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF
THE CITY OF FORT WAYNE, INDIANA;**

SECTION 1. That ITB# 4468 - 2020 STREET TREE
PURCHASES/PLANTING SERVICES between the City of Fort Wayne, by and
through its Department of Purchasing and SHADE TREE UNLIMITED for the
PARKS & RECREATION DEPARTMENT, respectfully for:

furnishing, delivering and installation of trees completely as specified
in the City right-of-way as well as withing the City parks.

involving a total cost of TWO HUNDRED FORTY-FOUR THOUSAND THREE
HUNDRED NINETY-FIVE AND 00/100 DOLLARS - (\$244,395.00) all as more
particularly set forth in said ITB# 4468 - 2020 STREET TREE
PURCHASES/PLANTING SERVICES - \$244,395.00 which is on file in the Office of
the Department of Purchasing, and is by reference incorporated herein, made a
part hereof, and is hereby in all things ratified, confirmed and approved.

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30

SECTION 2. That this Ordinance shall be in full force and effect from
and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

Shade Tree Species		Unit Cost						1.5" Street Tree		2" Street Tree		PW Replacement		3" Tree Grate		1.5" Park Tree			
Common Name	Botanical Name	1.5" Caliper (Delivered)	1.5" Planted/ Warranted	2.0" Caliper (Delivered)	Planted/ Warranted	3.0" Caliper (Delivered)	3" Planted/ Warranted	Total/ Species	Quant	Cost	Quant	Cost	Quant	Cost	Quant	Cost	Quant	Cost	
Freeman Maple	Acer x freemanii	\$ 120.00	\$ 120.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Armstrong	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			7	5	\$ 975.00	2	\$ 490.00		\$ -		\$ -		\$ -	
Red Maple	Acer rubrum	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	14	4	\$ 780.00		\$ -	10	\$ 2,450.00		\$ -		\$ -	
	October Glory	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	20		\$ -		\$ -		\$ -	10	\$ 5,050.00	10	\$ 1,950.00	
Sugar Maple	Acer saccharum	\$ 140.00	\$ 215.00	\$ 160.00	\$ 260.00			12	2	\$ 430.00		\$ -	10	\$ 2,600.00		\$ -		\$ -	
	Commomoration	\$ 120.00	\$ 195.00	\$ 160.00	\$ 260.00			55	31	\$ 6,045.00	24	\$ 6,240.00		\$ -		\$ -		\$ -	
	Green Mountain	\$ 120.00	\$ 195.00	\$ 160.00	\$ 260.00			10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Serviceberry	Amelanchier Sp.	\$ 140.00	\$ 215.00	\$ 160.00	\$ 260.00			20		\$ -		\$ -		\$ -		\$ -	20	\$ 4,300.00	
River Birch	Betula nigra	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Heritage	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			14	12	\$ 2,340.00	2	\$ 490.00		\$ -		\$ -		\$ -	
European Hornbeam	Carpinus betulus	\$ 125.00	\$ 200.00	\$ 145.00	\$ 245.00			1		\$ -	1	\$ 245.00		\$ -		\$ -		\$ -	
American Hornbeam	Carpinus caroliniana	\$ 125.00	\$ 200.00	\$ 145.00	\$ 245.00			10		\$ -		\$ -		\$ -		\$ -	10	\$ 2,000.00	
Northern Catalpa	Catalpa speciosa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			14	2	\$ 390.00	2	\$ 490.00		\$ -		\$ -	10	\$ 1,950.00	
Common Hackberry	Celtis occidentalis	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			47	14	\$ 2,730.00	8	\$ 1,960.00		\$ -		\$ -	25	\$ 4,875.00	
Katsura tree	Cercidiphyllum japonicum	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			2		\$ -	2	\$ 490.00		\$ -		\$ -		\$ -	
Easter Redbud	Cercis canadensis	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00			29		\$ -	9	\$ 2,475.00		\$ -		\$ -	20	\$ 4,200.00	
American Yellowwood	Cladrastis kentukea	\$ 175.00	\$ 250.00	\$ 205.00	\$ 305.00			7		\$ -	2	\$ 610.00		\$ -		\$ -	5	\$ 1,250.00	
Hardy Rubber tree	Eucornia ulmoides	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			10	10	\$ 1,950.00		\$ -		\$ -		\$ -		\$ -	
Maldenhalr Tree	Ginkgo biloba	\$ 175.00	\$ 250.00	\$ 205.00	\$ 305.00			20		\$ -		\$ -	20	\$ 6,100.00		\$ -		\$ -	
Honeylocust	Gleditsia triacanthos	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			5		\$ -	5	\$ 1,225.00		\$ -		\$ -		\$ -	
Skylark	Gleditsia triacanthos	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			15		\$ -		\$ -		\$ -		\$ -	15	\$ 2,925.00	
Kentucky Coffee Tree	Gymnocladus dioicus	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Excelsa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			167	83	\$ 16,185.00	64	\$ 15,680.00		\$ -		\$ -	20	\$ 3,900.00	
Sweetgum	Liquidambar styraciflua	\$ 140.00	\$ 215.00	\$ 175.00	\$ 275.00			15		\$ -		\$ -		\$ -		\$ -	15	\$ 3,225.00	
Tulip Tree	Liriodendron tulipifera	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			23		\$ -	8	\$ 1,960.00		\$ -		\$ -	15	\$ 2,925.00	
Japanese Crabapple	Malus sp.	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Royal Rain-drop	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00			6		\$ -	6	\$ 1,380.00		\$ -		\$ -		\$ -	
	Raspberry Spear	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00			14		\$ -	14	\$ 3,220.00		\$ -		\$ -		\$ -	
London Planetree	Platanus x acerifolia	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	26		\$ -	6	\$ 1,470.00	10	\$ 2,450.00	10	\$ 5,050.00		\$ -	
White Oak	Quercus alba	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Swamp White Oak	Quercus bicolor	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			60	11	\$ 2,145.00	29	\$ 7,105.00		\$ -		\$ -	20	\$ 3,900.00	
Northern Pin Oak	Quercus ellipsoidalis	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Shingle Oak	Quercus imbricaria	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			5		\$ -		\$ -		\$ -		\$ -		\$ 975.00	
Bur Oak	Quercus macrocarpa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			66	26	\$ 5,070.00	20	\$ 4,900.00		\$ -		\$ -	20	\$ 3,900.00	
Pin Oak	Quercus palustris	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			25		\$ -		\$ -		\$ -		\$ -	25	\$ 4,875.00	
Heritage Oak	Quercus robur x macrocarpa 'Clemens'	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			13		\$ -	13	\$ 3,185.00		\$ -		\$ -		\$ -	
Northern Red Oak	Quercus rubra	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			29		\$ -	4	\$ 980.00		\$ -		\$ -	25	\$ 4,875.00	
Japanese Tree Lilac	Syringa reticulata	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Ivory Silk	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00			107	72	\$ 15,120.00	35	\$ 9,625.00		\$ -		\$ -		\$ -	
Bald Cypress	Taxodium distichum	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			1		\$ -	1	\$ 245.00		\$ -		\$ -		\$ -	
American Linden	Tilia americana	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Redmond	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			31	15	\$ 2,925.00	6	\$ 1,470.00		\$ -		\$ -	10	\$ 1,950.00	
Silver Linden	Tilia tomentosa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			10		\$ -		\$ -	10	\$ 2,450.00		\$ -		\$ -	
	Starling	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			6	5	\$ 975.00	1	\$ 245.00		\$ -		\$ -		\$ -	
American Elm Hybrids	Ulmus americana	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Princeton	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			124	77	\$ 15,015.00	13	\$ 3,185.00	9	\$ 2,205.00		\$ -	25	\$ 4,875.00	
Smoothleaf Elm Hybrids	Ulmus carpinifolia	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Homestead	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			36	36	\$ 7,020.00		\$ -		\$ -		\$ -		\$ -	
	Morton Glossy	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00			4	4	\$ 780.00		\$ -		\$ -		\$ -		\$ -	
Japanese Zelkova	Zelkova serrata	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00			4		\$ -	3	\$ 825.00	1	\$ 275.00		\$ -		\$ -	
Total									1104	409	\$ 80,875.00	280	\$ 70,190.00	70	\$ 18,530.00	20	\$ 10,100.00	325	\$ 64,700.00

Planting of 3.0" caliper shade tree in tree grate planters in accordance with the provided detail drawing, including removing/replacing gravel mulch, weed barrier mat, excavating of 25 sq ft planting area, replacing topsoil and following other tree specifications (including 1 year warranty). Tree grate shall be leveled upon completion.	\$ 275.00
Planting of 2" caliper shade tree in tree grate planters in accordance with the provided detail drawing, including removing/replacing gravel mulch, weed barrier mat, excavating of 25 sq ft planting area, replacing topsoil and following other tree specifications (including 1 year warranty). Tree grate shall be leveled upon completion.	\$ 200.00
Removal of tree stump 4" dia. or less as part of planting operations. This includes tree stumps located within tree grate planters.	\$ 75.00

Summary		
Description	Total #	Cost
1.5" Street Tree	409	\$ 80,875.00
2" Street Tree	280	\$ 70,190.00
PW Replacement	70	\$ 18,530.00
3" Tree Grate Tree	20	\$ 10,100.00
1.5" Park Tree	325	\$ 64,700.00
	1104	\$ 244,395.00

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Bid/RFP #	4468
Awarded To	Shade Tree Unlimited
Amount	\$244,395.00
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	14
Number of Bidders	1
Required Attachments	Street and Park Tree Purchase and Planting-Balled and Burlapped

EXTENSIONS

Date Last Bid Out	2019
# Extensions Granted To Date	0

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	n/a
Sole Source/ Compatibility Justification	n/a

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☒ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	n/a

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	n/a
--	-----

DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	This contract is for the purchase and planting of trees for the City Street Tree/ park tree planting program. The City's contracted supplier (under a publicly bid price agreement) is Shade Trees Unlimited. A total of \$244,395.00 in tree purchases and planting services are being requested in this approval. With the approval of this contract we will be able to plant 1104 trees along our streets and in our parks. Trees offer significant financial benefits through reduced energy cost and increased property values. Some of the environmental benefits include decreased energy consumption, storm water management, and decreased ground and air pollutants. Trees tie neighborhoods to community and increase connections between neighbors. Our City's tree canopy is a critical element of our infrastructure that sets us apart from many other communities. If we discontinue the planting of trees in our city, the overall aesthetic beauty and quality of our city will diminish.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	n/a

FUNDING SOURCE

<i>Account Information.</i>	422PKTR3-5369-Tree Replacement Trust.....\$ 25,000.00
	439P2603-5369-Subdivision Street Trees.....\$ 19,365.00
	355P2603-5369.....\$135,000.00
	355P2303-5399.....\$ 65,000.00



SERVICE AGREEMENT: ITB#4055

SUPPLIER NAME Shade Trees Unlimited		CITY DEPARTMENT Parks & Recreation	
STREET ADDRESS 1785 West Keiser Road		STREET ADDRESS 1900 North Clinton Street	
CITY, STATE, ZIP CODE Columbia City, In 46725		CITY, STATE, ZIP CODE Fort Wayne, IN 46805	
ATTENTION Michael Hollis		INVOICE ADDRESS 1900 North Clinton Street	
TELEPHONE 260-248-2733	FAX 260-434-1960	CITY, STATE, ZIP CODE Fort Wayne, IN. 46805	
REMIT-TO ADDRESS P.O. Box 152		ATTENTION Derek Veit	
CITY, STATE, ZIP CODE Columbia City, IN. 46725		TELEPHONE 260-427-6480	FAX 260-427-6422

Service Description**Rates**

2020 Fall Tree Planting	See Fall Order Spread
Aggregate Price	\$244, 395.00

The following Attachments are part of this Agreement:

SERVICE ADDRESS 1900 N. Clinton Street
CITY, STATE, ZIP CODE Fort Wayne. IN. 46805
AGREEMENT START DATE October 1, 2020
AGREEMENT END DATE December 31, 2020

This Agreement Is entered into between Supplier and the City. The additional terms and conditions on the reverse side hereof are part of this Agreement. Capitalized terms on this page are used as defined terms when the context so requires. The City may extend the Contract at its option, for an equivalent period, by written notice to the Supplier not less than thirty days prior to the expiration date.

SUPPLIER:

City of Fort Wayne

By (Signature):	By (Signature):
Printed Name:	Printed Name:
Title:	Title:
Date:	Date:
FEDERAL TAX ID NUMBER:	

ADDITIONAL TERMS AND CONDITIONS

1. **SERVICES.** Supplier agrees to perform the Services beginning on the Begin Date and continuing until the Services are completed. Supplier warrants that the Services will be completed on or before the End Date. **TIME IS OF THE ESSENCE.** Supplier warrants that all Services shall conform to the Service Description, be of good quality and workmanship, and be free from defects. Supplier further warrants that all goods furnished in connection with the Services shall be merchantable and suitably safe and sufficient for the purpose for which they are normally used. Supplier warrants that it has good title to goods supplied hereunder and that they are free of all liens and encumbrances. These warranties are in addition to those implied in fact or in law. For the purposes of this Agreement, the term "Services" shall include any goods furnished in connection with the Services.
2. **INVOICES.** Supplier shall invoice the City for Services performed according to the Rates, Billing Interval, and Invoice Address. Invoices shall be rendered in triplicate and shall itemize the Services performed, the Service Address, and the corresponding rates and taxes, if any. Payment shall be due within thirty (30) days after the invoice date or the date of completion of the invoiced Services, whichever occurs later, provided that the City shall not be obligated to make any payment to Supplier hereunder until Supplier has furnished proof satisfactory to the City of full payment for all labor, materials, supplies, machinery, and equipment furnished for or used in performance of this Agreement or has furnished all necessary waivers of lien supported by affidavits, all satisfactory to the City, establishing that all liens and rights to claim liens that could arise out of the performance of the Services have been waived. Payment of invoices shall not constitute acceptance of the Services, and invoices shall be subject to adjustment for defects in quality or any other failure of Supplier to meet the requirements of this Agreement. The City may at any time set off any amount owed by the City to supplier against any amount owed by Supplier or any of its affiliated companies to the City.
3. **INDEPENDENT CONTRACTOR RELATIONSHIP.** City and Supplier are and shall remain as independent contractors with respect to each other. The persons provided by Supplier to perform the Services shall be Supplier's employees and shall be under the sole and exclusive direction and control of Supplier. They shall not be considered employees of the City for any purpose. Supplier shall be responsible for compliance with all laws, rules and regulations involving, but not limited to, employment of labor, hours of labor, health and safety, working conditions, and payment of wages with respect to such persons. Supplier shall also be responsible for payment of taxes, including federal, state and municipal taxes chargeable or assessed with respect to its employees, such as Social Security, unemployment, Workers' Compensation, disability insurance, and federal and state withholding. Supplier shall also be responsible for providing such reasonable accommodations, including auxiliary aids and services, as may be required under the Americans With Disabilities Act, 42 U.S.C. 12101 et seq., so as to enable any disabled person furnished by Supplier to perform the essential functions of the job. Supplier agrees to defend, indemnify, and hold harmless the City from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained by reason of Supplier's failure to comply with this paragraph.
4. **INDEMNITY.** Supplier shall defend, indemnify, and hold harmless the City (including its officers, employees, and agents) from all demands, damages, liabilities, costs, and expenses (including reasonable attorney's fees), judgments, settlements, and penalties of every kind arising out of its performance of Services including, without limitation, damages for personal injury or death or loss or damage to property due, or claimed to be due, to the negligence or willful misconduct of Supplier including such portion thereof due, or claimed to be due, to the negligence of the City except that Supplier shall have no duty to hold harmless the City for such portion of the foregoing proximately caused by negligence or misconduct of the City, and if any suit, claim, or demand was defended by Supplier, then the City will reimburse Supplier for its pro-rata share of its costs, expenses (including reasonable attorney's fees), and damages. The City may elect to participate in the defense of any suit, claim, or demand by employing attorneys at its own expense, without waiving Supplier's obligations to indemnify, defend, or hold harmless. Supplier shall not settle or compromise any claim, suit, or action, or consent to entry of judgment without the prior written consent of the City and without an unconditional release of all liability by each claimant or plaintiff to the City.
5. **LIMITATION OF LIABILITY.** Each party's liability to the other for any loss, cost, claim, liability, damage, or expense (including attorneys' fees) relating to or arising out of any negligent act or omission in its performance of obligations arising out of this Agreement, shall be limited to the amount of direct damage actually incurred. Absent gross negligence or knowing and willful misconduct which causes a loss, neither party shall be liable to the other for any indirect, special or consequential damage of any kind whatsoever.
6. **INSURANCE.** Supplier shall maintain in full force and effect during the performance of the Services the following insurance coverage; provided, however, that if a High Risk Insurance Attachment is attached hereto, the requirements of the High Risk Insurance Attachment shall be substituted in lieu of the following requirements:

(a) Worker's Compensation	per statutory requirements.
(b) General Liability	\$1,000,000 minimum per occurrence/ \$1,000,000 aggregate
(c) Automobile Liability	\$1,000,000 minimum per occurrence
(d) Products Liability	\$1,000,000 minimum per occurrence
(e) Completed Operations Liability	\$1,000,000 minimum per occurrence

The Certificate of Insurance must show the City of Fort Wayne, its Divisions and Subsidiaries as an Additional Insured and a Certificate Holder, with 30 days notification of cancellation or non-renewal. All Certificates of Insurance should be sent to the following address:
City of Fort Wayne Purchasing Department
1 East Main Street, Rm B-91
Fort Wayne, IN 46802
7. **HAZARDOUS MATERIALS.** Supplier will provide to the City before performing any Services, a statement describing any Hazardous Materials intended and necessary for use in performing the Services. "Hazardous Materials" means any item which may be classified under federal, state, or local law, as hazardous or toxic. Supplier must comply with all federal, state, or local law in the use, transportation, and disposal of such Hazardous Materials.
8. **PROGRESS REPORTS.** The Supplier shall submit progress reports to the City upon request. The report shall serve the purpose of assuring the City that work is progressing in line with the schedule, and that completion can be reasonably assured on the scheduled date. This contract shall be deemed to the substantially performed only when fully performed according to its terms and conditions and any modification thereof.
9. **CONFLICT OF INTEREST.** Supplier certifies and warrants that neither it nor any of its directors, officers, agents, representatives or employees which will participate in any way in the performance of the Supplier's obligations hereunder has or will have any conflict of interest, direct or indirect, with the City of Fort Wayne or any of its departments, divisions, agencies, officers, directors or agents.
10. **CONFIDENTIALITY OF DATA, PROPERTY RIGHTS IN PRODUCTS, AND COPYRIGHT PROHIBITION.** Supplier further agrees that all information, data findings, recommendations, proposals, etc. by whatever name described and by whatever form therein secured, developed, written or produced by the Supplier in furtherance of this contract—shall be the property of the City. The Supplier shall take action as is necessary under law to preserve such property rights in and of the City while such property is within the control and/or custody of the Supplier. By this contract the Supplier specifically waives and/or releases to the City any cognizable property right of the Supplier to copyright, license, patent or other wise use such information, data findings, recommendations proposals, etc.
11. **CONFIDENTIALITY OF CITY INFORMATION.** Supplier understands and agrees that data, materials, and information disclosed to Supplier may contain confidential and protected data. Therefore, the Supplier promises and assures that data, material, and information gathered, based upon or disclosed to the Supplier for the purpose of this contract, will not be disclosed to others or discussed with other parties without the prior written consent of the City.
12. **EMPLOYER CERTIFICATION.** In accordance with I.C. §22-5-1.7, Supplier understands and agrees to enroll and verify work eligibility status of all newly hired employees of the contractor through E-Verify program or any other system of legal residence verification as approved by the United States Department of Homeland Security or the department of homeland security. Supplier further understands that they are not required to verify work eligibility of status of newly hired employees of the Supplier through the E-Verify program if the E-Verify program no longer exists. Supplier certifies that they do not knowingly employ any unauthorized aliens.
13. **COMPLIANCE WITH LAWS.** Supplier warrants that the Services shall be in strict conformity with all applicable local, state and federal laws including, but not limited to, the standards promulgated by the occupational Safety and Health Act, Executive Order 11246, as amended, relative to Equal Employment Opportunity and all other applicable laws, rules, and regulations, including the Civil Rights Act of 1964 pertaining to equal opportunity, Section 503 of the Vocational Rehabilitation Act of 1973, the American with Disabilities Act, Section 402 of the Vietnam Era Veterans Readjustment Assistance Act of 1974 and all applicable immigration laws and regulations including the 1986 Immigration Reform and Control Act et seq. Supplier agrees to indemnify and hold harmless the City from and against any loss, cost, claim, liability, damage, or expense (including attorney's fees) that may be sustained because of Supplier's breach of such warranty.
14. **DEFAULT.** In the event that (a) Supplier breaches any warranty contained herein; (b) Supplier fails to provide the insurance certificate required herein; (c) Supplier or Supplier's insurance carrier fails to defend, indemnify, or hold harmless the City as required herein; (d) Supplier's performance of the Services violates applicable law; (e) Supplier admits insolvency, makes an assignment for the benefit of creditors, or has a trustee appointed to take over all or a substantial part of its assets; or (f) Supplier fails to perform or comply with any other provision of this Agreement, such failure, breach, or violation shall constitute a default under this Agreement.
15. **TERMINATION.** In the event of default by Supplier under this Agreement, the City reserves the right without liability, in addition to its other rights and remedies, to terminate this Agreement by notice to Supplier as to the portion of the Services not yet rendered and to purchase substitute services at Supplier's expense. Supplier shall reimburse the City for the cost of such substitute services upon Supplier's receipt of an invoice therefor.
16. **WAIVER.** No action or inaction by the City shall constitute a waiver of any right or remedy.
17. **CANCELLATION.** City may at any time cancel this Agreement in whole or in part for its sole convenience upon written notice to Supplier, and Supplier shall stop performing the Services on the date specified in such notice. The City shall have no liability as a result of such cancellation, except that the City will pay Supplier the Rates for completed Services accepted by the City and the actual incurred cost to Supplier for Services in progress. These payments shall not exceed the Aggregate Price.
18. **FORCE MAJEURE.** Neither party shall be liable to the other or responsible for nonperformance of any of the terms of this Agreement due to unforeseeable causes beyond the reasonable control and without the fault or negligence of such party, including, but not restricted to acts of God or the public enemy, acts of government, fire, floods, epidemics, quarantine restrictions, strikes, freight embargoes, or unusually severe weather.
19. **NOTICES.** All notices required or permitted to be made or given hereunder by one party to the other party shall be in writing and shall be deemed to have been given when hand delivered, or on the date stated on the receipt if deposited in the United States mail in certified form, postage prepaid with return receipt requested, and addressed to such other party at its Notice Address or at such other address as may be specified by such other party by written notice sent or delivered in accordance herewith.
20. **ASSIGNMENT.** Any assignment, in whole or in part, of Supplier's rights or obligation under this Agreement without the prior written consent of the City shall be void. Supplier shall not use subcontractors to perform any part of the Services without the prior written consent of the City.
21. **DISPUTE RESOLUTION.** The City shall be the sole judge of the quality of services. In the event of any dispute or disagreement between the parties either with respect to the interpretation of any provision of this agreement, or with respect to the performance of either party hereunder, the dispute shall be resolved by the Director of Finance and Administration and will not be subject to arbitration.
22. **ACCESS TO RECORDS.** The Supplier shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the cost incurred. They shall make such materials available at their respective offices at all reasonable times during the contract period and for three (3) years from the date of final payment under the contract for inspection by the City or by any other authorized representative of city government. Copies thereof shall be furnished at no cost to the City if requested.
23. **NONDISCRIMINATION.** Pursuant to IC 22-9-1-10 and the Civil Rights Act of 1964, Supplier and its subcontractors shall not discriminate against any employee or applicant for employment in the performance of this contract. The Supplier shall not discriminate with respect to hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of race, color, religion, sex, disability, national origin or ancestry. Breach of this covenant may be regarded as a material breach of contract. Acceptance of this contract also signifies compliance with applicable Federal laws, regulations, and executive orders prohibiting discrimination in the provision of services based on race, color, national origin, age, sex, disability or status as a veteran.
24. **MISCELLANEOUS.** If any provision of this Agreement is held to be invalid or unenforceable, the validity and enforceability of the remaining provisions shall not be affected. This Agreement shall be governed by the laws of the state of Indiana and shall be subject to the exclusive jurisdiction of the courts therein. This Agreement embodies the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and understanding, whether written or oral, and all contemporaneous oral agreements and understandings relating to the subject matter hereof. No agreement hereafter made shall be effective to modify or discharge this Agreement, in whole or in part, unless such agreement is in writing and signed by the party against whom enforcement of the modification or discharge is sought. The paragraph headings are for convenience only and are not intended to affect the interpretation of the provisions hereof. This agreement shall be binding on the parties hereto and their respective personal and legal representatives, successors and assigns.

Shade Tree Species		Unit Cost						1.5" Street Tree		2" Street Tree		PW Replacement		3" Tree Grate		1.5" Park Tree			
Common Name	Botanical Name	1.5" Caliper (Delivered)	1.5" Planted/ Warrantied	2.0" Caliper (Delivered)	Planted/ Warrantied	3.0" Caliper (Delivered)	3" Planted/ Warrantied	Total/ Species	Quant	Cost	Quant	Cost	Quant	Cost	Quant	Cost	Quant	Cost	
Freeman Maple	Acer x freemanii	\$ 120.00	\$ 120.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	0		\$ -		\$ -		\$ -		\$ -		\$ -	
Red Maple	Armstrong	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	7	5	\$ 975.00	2	\$ 490.00		\$ -		\$ -		\$ -	
	Acer rubrum	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	14	4	\$ 780.00		\$ -	10	\$ 2,450.00		\$ -		\$ -	
Sugar Maple	October Glory	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	20		\$ -		\$ -		\$ -	10	\$ 5,050.00	10	\$ 1,950.00	
	Acer saccharum	\$ 140.00	\$ 215.00	\$ 160.00	\$ 260.00	\$ -	\$ -	12	2	\$ 430.00		\$ -	10	\$ 2,600.00		\$ -		\$ -	
	Commemoration	\$ 120.00	\$ 195.00	\$ 160.00	\$ 260.00	\$ -	\$ -	55	31	\$ 6,015.00	24	\$ 6,240.00		\$ -		\$ -		\$ -	
	Green Mountain	\$ 120.00	\$ 195.00	\$ 160.00	\$ 260.00	\$ -	\$ -	10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Serviceberry	Amelanchier Sp.	\$ 140.00	\$ 215.00	\$ 160.00	\$ 260.00	\$ -	\$ -	20		\$ -		\$ -		\$ -		\$ -	20	\$ 4,300.00	
River Birch	Betula nigra	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
European Hornbeam	Heritage	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	14	12	\$ 2,340.00	2	\$ 490.00		\$ -		\$ -		\$ -	
	Carpinus betulus	\$ 125.00	\$ 200.00	\$ 145.00	\$ 245.00	\$ -	\$ -	1		\$ -	1	\$ 245.00		\$ -		\$ -		\$ -	
American Hornbeam	Carpinus caroliniana	\$ 125.00	\$ 200.00	\$ 145.00	\$ 245.00	\$ -	\$ -	10		\$ -		\$ -		\$ -		\$ -	10	\$ 2,000.00	
Northern Catalpa	Catalpa speciosa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	14	2	\$ 390.00	2	\$ 490.00		\$ -		\$ -	10	\$ 1,950.00	
Common Hackberry	Celtis occidentalis	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	47	14	\$ 2,730.00	8	\$ 1,960.00		\$ -		\$ -	25	\$ 4,875.00	
Katsuratre	Cercidiphyllum japonicum	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	2		\$ -		\$ -		\$ -		\$ -		\$ -	
Easter Redbud	Cercis canadensis	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00	\$ -	\$ -	29		\$ -	9	\$ 2,475.00		\$ -		\$ -	20	\$ 4,200.00	
American Yellowwood	Cladrastis kentuckea	\$ 175.00	\$ 250.00	\$ 205.00	\$ 305.00	\$ -	\$ -	7		\$ -	2	\$ 610.00		\$ -		\$ -	5	\$ 1,250.00	
Hardy Rubber tree	Eucommia ulmoides	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	10	10	\$ 1,950.00		\$ -		\$ -		\$ -		\$ -	
Maldenhalr Tree	Ginkgo biloba	\$ 175.00	\$ 250.00	\$ 205.00	\$ 305.00	\$ -	\$ -	20		\$ -		\$ -	20	\$ 6,100.00		\$ -		\$ -	
Honeylocust	Gleditsia triacanthos	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	5		\$ -	5	\$ 1,225.00		\$ -		\$ -		\$ -	
Kentucky Coffee Tree	Skyline	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	15		\$ -		\$ -		\$ -		\$ -	15	\$ 2,925.00	
	Gymnocladus dioica	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
Sweetgum	Espresso	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	167	83	\$ 16,185.00	64	\$ 15,680.00		\$ -		\$ -	20	\$ 3,900.00	
	Liquidambar styraciflua	\$ 140.00	\$ 215.00	\$ 175.00	\$ 275.00	\$ -	\$ -	15		\$ -		\$ -		\$ -		\$ -	15	\$ 3,225.00	
Tulip Tree	Liriodendron tulipifera	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	23		\$ -	8	\$ 1,960.00		\$ -		\$ -	15	\$ 2,925.00	
Japanese Crabapple	Malus sp.	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Royal Palmdrop	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00	\$ -	\$ -	6		\$ -	6	\$ 1,380.00		\$ -		\$ -		\$ -	
	Raspberry Spear	\$ 105.00	\$ 180.00	\$ 130.00	\$ 230.00	\$ -	\$ -	14		\$ -	14	\$ 3,220.00		\$ -		\$ -		\$ -	
London Planetree	Platanus x acerifolia	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ 230.00	\$ 330.00	26		\$ -	6	\$ 1,470.00	10	\$ 2,450.00	10	\$ 5,050.00		\$ -	
White Oak	Quercus alba	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Swamp White Oak	Quercus bicolor	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	60	11	\$ 2,145.00	29	\$ 7,105.00		\$ -		\$ -	20	\$ 3,900.00	
Northern Pin Oak	Quercus ellipsoidalis	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	10		\$ -		\$ -		\$ -		\$ -	10	\$ 1,950.00	
Shingle Oak	Quercus imbricaria	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	5		\$ -		\$ -		\$ -		\$ -	5	\$ 975.00	
Bur Oak	Quercus macrocarpa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	66	26	\$ 5,070.00	20	\$ 4,900.00		\$ -		\$ -	20	\$ 3,900.00	
Pin Oak	Quercus palustris	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	25		\$ -		\$ -		\$ -		\$ -	25	\$ 4,875.00	
Heritage Oak	Quercus robur x macrocarpa 'Clemens'	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	13		\$ -	13	\$ 3,185.00		\$ -		\$ -		\$ -	
Northern Red Oak	Quercus rubra	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	29		\$ -	4	\$ 980.00		\$ -		\$ -	25	\$ 4,875.00	
Japanese Tree Lilac	Syringa reticulata	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Ivory Silk	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00	\$ -	\$ -	107	72	\$ 15,120.00	35	\$ 9,625.00		\$ -		\$ -		\$ -	
	Bald Cypress	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	1		\$ -	1	\$ 245.00		\$ -		\$ -		\$ -	
American Linden	Tilia americana	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
Silver Linden	Redmond	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	31	15	\$ 2,925.00	6	\$ 1,470.00		\$ -		\$ -	10	\$ 1,950.00	
	Tilia tomentosa	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	10		\$ -		\$ -	10	\$ 2,450.00		\$ -		\$ -	
American Elm Hybrids	Sterling	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	6		\$ 975.00	1	\$ 245.00		\$ -		\$ -		\$ -	
	Ulmus americana	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
Smoothleaf Elm Hybrids	Princeton	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	124	77	\$ 15,015.00	13	\$ 3,185.00	9	\$ 2,205.00		\$ -	25	\$ 4,875.00	
	Ulmus carpinifolia	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	0		\$ -		\$ -		\$ -		\$ -		\$ -	
	Homestead	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	36	36	\$ 7,020.00		\$ -		\$ -		\$ -		\$ -	
	Morton Glossy	\$ 120.00	\$ 195.00	\$ 145.00	\$ 245.00	\$ -	\$ -	4	4	\$ 780.00		\$ -		\$ -		\$ -		\$ -	
Japanese Zelkova	Zelkova serrata	\$ 135.00	\$ 210.00	\$ 175.00	\$ 275.00	\$ -	\$ -	4		\$ -	3	\$ 825.00		\$ -		\$ -		\$ -	
Total									1104	409	\$ 80,875.00	280	\$ 70,190.00	70	\$ 18,530.00	20	\$ 10,100.00	325	\$ 64,700.00

Planting of 3.0" caliper shade tree in tree grate planters in accordance with the provided detail drawing, including removing/replacing gravel mulch, weed barrier mat, excavating of 25 sq ft planting area, replacing topsoil and following other tree specifications (including 1 year warranty). Tree grate shall be leveled upon completion.	\$ 275.00
Planting of 2" caliper shade tree in tree grate planters in accordance with the provided detail drawing, including removing/replacing gravel mulch, weed barrier mat, excavating of 25 sq ft planting area, replacing topsoil and following other tree specifications (including 1 year warranty). Tree grate shall be leveled upon completion.	\$ 200.00
Removal of tree stump 4" dia. or less as part of planting operations. This includes tree stumps located within tree grate planters.	\$ 75.00

Summary		
Description	Total #	Cost
1.5" Street Tree	409	\$ 80,875.00
2" Street Tree	280	\$ 70,190.00
PW Replacement	70	\$ 18,530.00
3" Tree Grate Tree	20	\$ 10,100.00
1.5" Park Tree	315	\$ 64,700.00
	1104	\$ 244,395.00

CITY OF FORT WAYNE, INDIANA

Shade Trees Unlimited, Inc
(Vendor Name)

VENDOR DISCLOSURE STATEMENT RELATING TO:

1. **FINANCIAL INTERESTS;**
2. **POTENTIAL CONFLICTS OF INTEREST;**
3. **CURRENT AND PENDING CONTRACTS OR PROCUREMENTS**

Vendors desiring to enter into certain contracts with the City of Fort Wayne, Indiana (the "City") shall disclose their financial interests, potential conflicts of interest and current and pending contract or procurement information as set forth below.

The following disclosures by Vendors are required for all contracts with annual payments by the City in the amount of \$50,000 or more. Vendors shall disclose their financial interests, potential conflicts of interest and other contract and procurement information identified in Sections 1, 2 and 3 below as a prerequisite for consideration for a contract awarded by the City. This Disclosure Statement must be completed and submitted together with the Vendor's contract, bid, proposal or offer.

A publicly traded entity may submit its current 10K disclosure filing in satisfaction of the disclosure requirements set forth in Sections 1 and 2 below.

Section 1: Disclosure of Financial Interest in Vendor

- a. If any individuals have either of the following financial interests in Vendor (or its parent), please check all that apply and provide their names and addresses (attach additional pages as necessary):

(i) Equity ownership exceeding 5% ☐

(ii) Distributable income share exceeding 5% ☐

(iii) Not Applicable (If N/A, go to Section 2) ☐

Name: Randall R. Geist Name: _____

Address: 2715 Cliffwood Ln Ft. Wayne IN 46825 Address: _____

- b. For each individual listed in Section 1a, show his/her type of equity ownership:

sole proprietorship ☒ stock ☐
partnership interest ☐ units (LLC) ☐
other (explain) _____

- c. For each individual listed in Section 1a, show the percentage of ownership interest in Vendor (or its parent): ownership interest:

Name: Randall R Geist 100 %

Section 3: DISCLOSURE OF OTHER CONTRACT AND PROCUREMENT RELATED INFORMATION

- a. Does Vendor have current contracts (including leases) with the City? Yes _____ No ✓

If "Yes", identify each current contract with descriptive information including purchase order or contract reference number, contract date and City contact below (attach additional pages as necessary).

- b. Does Vendor have pending contracts (including leases), bids, proposals, or other pending procurement relationship with the City? Yes _____ No ✓

If "Yes", identify each pending matter with descriptive information including bid or project number, contract date and City contact using space below (attach additional pages as necessary).

- c. Does vendor have any existing employees that are also employed by the City of Fort Wayne?

Yes _____ No ✓

If "Yes", provide the employee's name, current position held at vendor, and employment payment terms (hourly, salaried, commissioned, etc.).

Name / Position / Payment Terms:

Name / Position / Payment Terms:

Name / Position / Payment Terms:

ITB #4468

- d. Does vendor's representative, agent, broker, dealer or distributor (if applicable) have any existing employees that are also employed by the City of Fort Wayne? For each instance, please provide the name of the representative, agent, broker, dealer or distributor; the name of the City employee, and the payment terms (hourly, salaried, commissioned, etc.).

Company	/	Name	/	Payment	Terms:
Company / Name / Payment Terms: _____					

Section 4: CERTIFICATION OF DISCLOSURES

In connection with the disclosures contained in Sections 1, 2 and 3 Vendor hereby certifies that, except as described in attached Schedule A:

- a. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, been debarred, suspended, proposed for debarment declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- b. No officer or director of Vendor (or its parent) or individual listed in Section 1a. is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any offense;
- c. Vendor (or its parent) has not, within the five (5) year period preceding the date of this Disclosure Statement, had one or more public transactions (federal, state or local) terminated for cause or default;
- d. No officer or director of Vendor (or its parent) or individual listed in Section 1a. has, within the five (5) year period preceding the date of this Disclosure Statement, been convicted, adjudged guilty, or found liable in any criminal or civil action instituted by the City, the federal or state government or any other unit of local government; and
- e. Neither Vendor, nor its parent, nor any affiliated entity of Vendor, or any of their respective officers, directors, or individuals listed in Section 1a. is barred from contracting with any unit of any federal, state or local government as a result of engaging in or being convicted of: (i) bid-rigging; (ii) bid-rotating; or (iii) any similar federal or state offense that contains the same elements as the offense of bid-rigging or bid-rotating
- f. Pursuant to IC 5-22-16.5, Vendor hereby certifies they do NOT provide \$20 million dollars or more in goods or services to the energy sector of Iran. Vendor also certifies it is not a financial institution that extends \$20 million dollars or more in credit that will provide goods or services to the energy sector of Iran or extends \$20 million dollars or more in credit to a person identified on the list as a person engaging in investment activities in Iran.

The disclosures contained Sections 1, 2 and 3 and the foregoing Certifications are submitted by

ITB #4468

Shade Trees Unlimited, Inc
(Name of Vendor)

P.O. Box 152
Address

260 248-2733
Telephone

michael.hollis@shadetreesunlimited.com
E-Mail Address

The individual authorized to sign on behalf of Vendor represents that he/she: (a) is fully informed regarding the matters pertaining to Vendor and its business; (b) has adequate knowledge to make the above representations and disclosures concerning Vendor; and (c) certifies that the foregoing representations and disclosures are true and accurate to the best of his/her knowledge and belief.

Name (Printed) Michael S Hollis

Title GM

Signature Michael S Hollis

Date 6/28/2019

NOTE: FAILURE TO COMPLETE AND RETURN THIS FORM WITH YOUR DOCUMENTATION MAY RESULT IN YOUR CONTRACT, OFFER, BID OR PROPOSAL BEING DISQUALIFIED FROM CONSIDERATION.

MEMORANDUM

To: City Council Members, City of Fort Wayne
From: Derek Veit
CC: File
Subject: Council Approval of 2020 Street Tree Purchases/Planting Services-ITB# 4468
Date: August 19, 2020

The Fort Wayne Parks and Recreation Department is requesting approval for a contract with Shade Trees Unlimited Inc. Work includes furnishing, delivering, and installation of trees completely as specified in the city right-of-way as well as within the city parks. The City's contracted supplier, Shade Trees Unlimited Inc., has been selected by means of a publicly bid price agreement.

Please review the attached digest for more information.

I will be available at the Council meetings to answer any questions you may have and I may also be reached at 427-6480.

Thank you for your consideration and support

We respectfully request your approval of this contract so that we may proceed with the work..

Thank you in advance.

Derek Veit
Superintendent of Forestry Operations
Fort Wayne Parks and Recreation