

# Tree Supply & Planting Contract Specifications Example

## 1.0 Scope of Services

The work shall consist of supplying and planting (???) trees in sites as specified, with warranty guarantee for two year(s).

This work will be paid on a per tree basis detailed in Section (6). The contractor will be required to complete this work by (?????).

## 2.0 General

### A. Qualifications of Bidders

The successful bidder will be required to have an International Society of Arboriculture Certified Arborist, Certified Nursery Professional, N.C. Registered Landscape Contractor or other professional green industry certification as approved by the (project management authority). Proof of the individual'(s)' certification will be required for award.

Bidders will be required to provide three references for similar types of work completed.

### B. Damages

The contractor is responsible for all damages that may result directly or indirectly from their activities.

### C. Maintenance & Protection of Traffic

Maintenance and protection of traffic shall be in compliance with (state and local requirements). The contractor shall be responsible to protect the public from damages to person or property that may result directly or indirectly from work activities. Control devices and work zone layout shall comply with (state and local requirements).

Cones, barricades or signage shall delineate the perimeter of the work zone. If a sidewalk or street must be closed, sidewalk and/or street closed signs shall be placed at both of the intersections of the nearest cross street. Two-way vehicular and pedestrian traffic must be maintained at all times. No work is permitted within posted school zones during arrival and departure times.

### D. Disposal of Debris

The contractor shall be responsible for the removal and disposal of all debris created by work activities.

### E. Site Restoration

# Tree Supply & Planting Contract Specifications Example

Lawn damage caused by the contractor's activities shall be restored with specified materials to the satisfaction of the (project management authority).

## F. Utilities

### Notifications

When excavation is planned, the (required underground facilities protection organization) shall be notified as required for stake out of the proposed excavation.

### Damage

Excavators shall take all necessary precautions to prevent damage to underground facilities or other infrastructure. The excavator must immediately report to the facility's owner and the project management authority any accidental damage to or discovery of potential failure of any infrastructure. Any work in the immediate vicinity of the damaged facility shall be suspended until the damage is repaired, or until the contractor is notified by the project management authority that work may resume. (Typically), the contractor is responsible for any damage caused to utilities.

## G. Conflicts

Occasionally, a proposed tree planting location may be in conflict with existing utilities. In these cases, the contractor shall notify the (project management authority) and an alternative planting site will be provided if necessary.

## H. Penalties for Nonperformance

### Contract Specifications

Contractors may be fined (\$100) per infraction of failing to meet a contract specification as determined by the (project management authority) or designated representative. Fines will be deducted from the contractor's payment for services.

## I. Warranty

Warranty shall be for two years. The contractor will be notified by the end of (???) with a list of tree species and locations of trees to be replaced. Tree species substitutions will not be accepted.

## 3.0 Materials

### A. Trees

#### Quality Standards

#### General

# Tree Supply & Planting Contract Specifications Example

Trees shall be true to the botanical name. Trees shall be grown in nurseries, Zone (??) or colder as described by the USDA Plant Hardiness Zones. Trees shall meet the most current standards of the "American Standard for Nursery Stock"; ANSI Standard, American Association of Nurserymen 1250 I St. NW, Suite 500, Washington, D.C. 20005.

Type 1 & 2 shade trees shall have a strong center lead for a minimum of  $\frac{3}{4}$  overall tree height and a branching height of 6 feet for shade trees. Type 3 & 4 ornamental street trees 2.5" to 3" caliper shall have a branching height of 4- $\frac{1}{2}$  feet; trees 3" to 3.5" caliper shall have a branching height of 5 feet.

## Bare Root

Trees shall be dipped in hydrogel and bagged.

## B. Pre-planting Care

Trees shall be placed standing upright with crowns untied for storage and inspection. Adequate watering and mulching shall be provided during storage. Trees shall be covered with a horticultural transport tarp during transport.

## C. Topsoil

Topsoil shall be natural, fertile agricultural soil, capable of sustaining vigorous plant growth. It shall be of uniform composition throughout and without admixtures of subsoil. The topsoil shall be screened free of stones, lumps, plants, roots, sticks or other extraneous matter. The topsoil shall have a ph of 6.5 to 7.2. It shall have an organic content of no less than 2% and no more than 20%, and the texture shall be sand/loam composition. In most situations, native soil may be used when available.

## D. Grass Seed

### General

Seed shall be of current crop year with a germination rate of no less than 85%, must be certified, and have a purity of no less than 95%. Certified seed tags shall be available for inspection on-site.

### Composition

(Insert specification)

## 4.0 Planting Specifications

### A. Pre-planting Quality Assurance Inspection

The (project management authority) requires an inspection of all trees prior to planting. The (project management authority) must be notified by the contractor at least two days prior to inspection. Documentation, stating the origin of each tree must be submitted at the time of inspection. A tag, stating

# Tree Supply & Planting Contract Specifications Example

the species and variety, shall be attached to each tree. Trees will be inspected for general health, strong center lead, branch height, apparent shipping damage, root ball diameter or bare root spread, moisture content, wind burn, and caliper. Rejected trees will be (marked with white paint on the root crown/immediately removed from the staging area).

## B. Planting

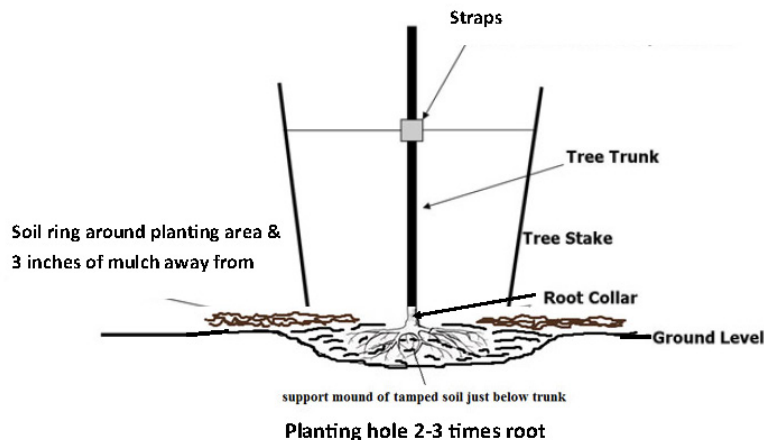
A list of planting locations will be provided to the contractor by address. The (project management authority) will mark specific planting locations at an address with a white line on the curb or pavement and sidewalk or by marker flag. The tree is to be centered in the tree lawn area on an imaginary line between the two marks.

## Bare Root

Planting hole shall be at least 6 feet in diameter. All rock, soil, fill or underground obstruction shall be removed to a depth and width as necessary to permit planting. All debris shall be removed. The area under the root or system ball shall be hand tamped to avoid settling.

Plastic bags shall be removed from the root system. Trees shall be set plumb, and the root crown shall be 1-3 inches above the existing tree lawn grade. Tree roots shall be evenly aligned in a radiating pattern in the planting hole without breaking the roots of the plant.

## Bareroot Tree Planting



# Tree Supply & Planting Contract Specifications Example

## **B&B & Container**

Planting hole shall be at least two times the diameter of the root ball. **The root crown shall be exposed and excess soil removed on the top of the root ball to an imaginary line parallel with the root crown before setting the plant.** All rock, soil, fill or underground obstruction shall be removed to a depth and width as necessary to permit planting. All debris shall be removed. The area under the root ball shall be hand tamped to avoid settling.

Containers shall be removed from the root ball and root scored with a knife. Wire baskets and burlap shall be removed for the top  $\frac{3}{4}$  of the root ball. String around the trunk shall be removed and burlap pulled back from around the top 8 inches of the root ball and buried. Trees shall be set plumb, and the root crown shall be 1-3 inches above the existing lawn grade.

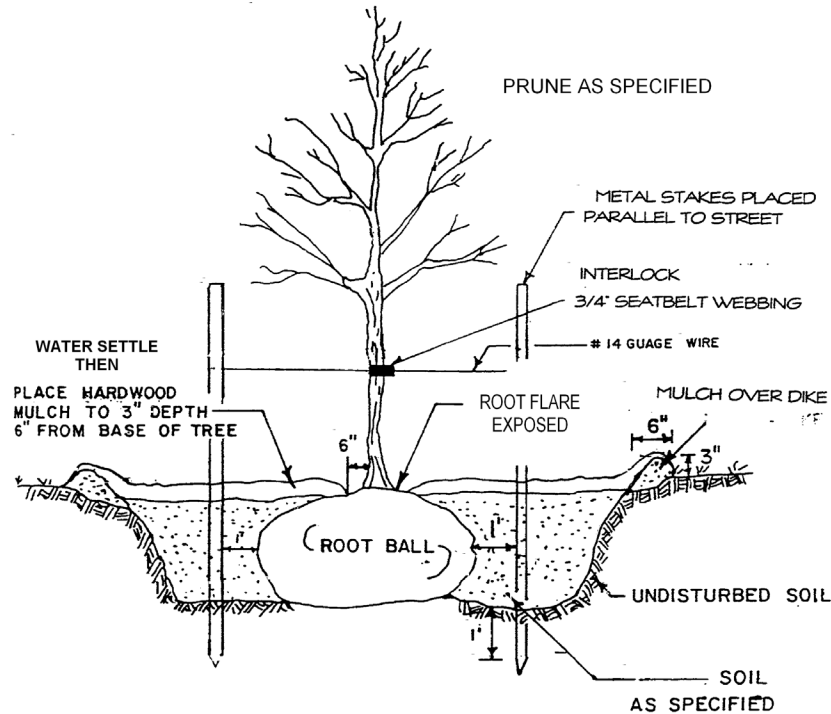
Native soil may be used as backfill. All large earth clumps shall be broken to a diameter no greater than 1 inch before used as backfill. All rock greater than 1 inch in diameter shall be removed from the native soil before used as backfill. All foreign material shall be removed from the native soil before used as backfill. Backfill material shall be evenly dispersed throughout the planting hole and thoroughly settled by watering with fresh water. The contractor will be required to provide the water supply. A saucer dike capable of holding water shall be formed around the edge of the planting hole.

Mulch shall be placed to a depth of 3 inches. Mulch shall be placed to within 6 inches of the tree trunk. Mulch shall cover the saucer dike.

## C. Staking (if required)

- Wiring shall not be set to allow several inches of sway of the trunk.
- Stakes shall be set as detailed in the diagram below.

# Tree Supply & Planting Contract Specifications Example



LOOSEN AND BLEND THE SOIL IN THE ENTIRE PLANTING AREA AS DIAGRAMED. THE PLANTING PIT SHALL BE 2 TIMES THE BALL DIA.

## D. Pruning

- Codominant Stems (if present)
  - The less dominant shall be removed or headed.
- Broken or dead branches shall be pruned.

## 5.0 Post-planting Care Warranty Period

A contractor shall provide supplemental care including watering after planting until final acceptance by the "(). The contractor may provide continued care at their discretion to minimize transplant losses through the warranty period.

## 6.0 Plant List & Bid Schedule

The contractor will (supply/plant) the following trees. The bidder is required to itemize their bid price to supply the following plants, planting, supplies, warranty and profit. Unit prices will be used as required for changes. Tree species substitutions will not be accepted. The award will be given to a qualified contractor as determined by the (project management authority) and with the lowest total bid.

# Tree Supply & Planting Contract Specifications Example

## Supply Bid

Species	Size	Form	Quantity	Unit Price	Extended Cost
<i>Acer campestre</i> "Carnival"	2.5 inch	B&B	10		
<i>Cornus mas</i> "Spring Glow"	6 foot	B&B, multi-stem	10		
<i>Quercus rubra</i>	1.5 inch	Bare Root	10		
Total (A)					

## Planting Bid

Unit	Quantity	Unit Bid Price	Total Bid (B) ?? x Unit Bid Price
Plant one minimum (1.5) caliper, bare root tree as specified	??		
Plant one minimum (2.5) caliper, balled & burlap tree as specified	??		
Plant one minimum (??) caliper/gallon, container tree as specified	??		

## Total Bid

Item	Total Bid
Total Supply Bid – (A)	
Total Plant Bid – (B)	
Total Bid (sum A +B)	

# Tree Supply & Planting Contract Specifications Example

## 7.0 Qualifications of Bidders

### Professional Certifications

Supervisor Name    Certification(s)    Certification #

### References

1) Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Phone #: \_\_\_\_\_  
Projects: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2) Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Phone #: \_\_\_\_\_  
Projects: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3) Company Name: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Phone #: \_\_\_\_\_  
Projects: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_