

SCOPE OF WORK

CONTRACTOR shall perform the following services under the direction of the CITY's Solid Waste Manager or his designee:

- A. Four times per year (January, April, July and October) CONTRACTOR shall:
- Meet with CITY to set up work schedule for that quarter and designate date that notices shall be sent to residents
 - Provide CITY with mutually agreed upon work schedule for quarter in writing
 - Identify addresses required for notification regarding alley work
 - Prepare and print notices as approved by CITY
 - Distribute notices to all affected property owners identified by CITY
 - Begin tree trimming work ten (10) working days after notices sent to residents
 - Communicate to crew specifications and standards to perform work required by CITY under this Agreement
 - Comply with daily starting location as designated by CITY
 - Post "No Parking" signage a minimum of 24 hours in advance of commencing work
 - Perform routine vehicle, equipment, and material inspections prior to start of work daily
 - Provide English speaking personnel at the job site at all times
 - Provide traffic control in accordance with CONTRACTOR's Work Area Traffic Control Handbook
 - Remove all vegetation growing on CITY property or the public right-of-way in the alleys, including weed abatement
 - Trim all trees to a minimum vertical clearance of 15 feet minimum height and cut all trees, bushes and hedges protruding into public right-of-way back to the private property line
 - Maintain a clean work zone when possible at all times
 - Inspect work site location(s) at end of work day and leave in clean condition
 - Report work location to CITY Inspector after daily work is completed
 - Record work completed for work inventory update
 - Divert all vegetation clippings from landfill either by compost or mulch for reuse
 - Provide CITY with copies of weight receipts for the mulch from the facility that processes vegetation clippings for recycling
 - Meet with CITY Inspector daily during the progress of work and notate day's activities
 - Notify CITY Inspector of any emergency and respond in a safe and efficient manner
 - Notify CITY Inspector immediately of damage to property (public or private)
 - Submit report and photos of any property damage or personal injury within 48 hours of occurrence to insurance company
- B. On an as-needed basis at CITY's direction, CONTRACTOR shall trim or remove trees, bushes, or any growing vegetation that impact the safe operating practice of public works crews working in CITY alleys. .
- C. CONTRACTOR shall provide CITY with a safety manual prior to commencement of work under this Agreement.

D. While performing services under this Agreement, CONTRACTOR shall at all times:

- Perform work in accordance with International Society of Arboriculture (ISA) and American National Standards Institute (ANSI)
- Provide all measures of safety necessary for CONTRACTOR and public protection
- Use best practices to protect private property
- Maintain excellent public relations within the community throughout CITY
- Ensure that CONTRACTOR's Quality Control Plan is enforced
- Utilize the highest level of pruning standards

Proposed Schedule of Work

CONTRACTOR'S regular work hours shall be 7:00 a.m. to 5:00 p.m. and CITY shall designate the starting location each day. CONTRACTOR shall notify CITY in writing of any changes to the Work Schedule.

CONTRACTOR shall complete all quarterly trimming within five to six weeks of start time. CITY shall have the right to cancel a quarterly trimming upon 5 days written notice to CONTRACTOR.

EXHIBIT B

SCHEDULE OF PAYMENT AND RATES

The quarterly trimming rate for approximately 260 alleys @ \$134.73 per alley shall be Thirty-Five Thousand Twenty-Nine Dollars and Eighty Cents (\$35,029.80) for Fiscal Year 2013/2014.

QUARTER	COST
July-September, 2013	\$35,029.80
October-December, 2013	\$35,029.80
January-March, 2014	\$35,029.80
April-June 2014	\$35,029.80
TOTAL:	\$140,119.20

ANNUAL COST

The annual rate based on performing work (4) times per year shall be as follows:

2013-2014:	\$140,119.20
2014-2015	\$144,331.20
2015-2016	\$151,538.40

CITY has the option to extend this Agreement for Fiscal Year 2016-2017 at an annual rate of \$154,576.00 and \$157,667.00 for 2017-2018. The City Manager or his designee has the authority to extend the Agreement as set forth in Section 2 at these yearly rates.

SCHEDULE OF PAYMENT

CONTRACTOR shall submit an itemized statement to CITY for its services performed for the prior month, which shall include documentation setting forth in detail a description of the services rendered and the unit prices. CITY shall pay CONTRACTOR the amount of such billing within (30) thirty days of receipt of same.