



*City of Naples*

FINANCE DEPARTMENT  
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Request for Written Quote  
Quote # 071-12

**PALM TREE LETHAL YELLOWING INOCULATIONS**

**OVERVIEW:** This quote is to seek a contractor to provide all labor, equipment, and supervision necessary to perform the Palm Tree Injection Program. **The OTC and casings will be supplied by the City of Naples.** Injection of palms shall be performed in strict accordance with specifications. The Contract Manager will answer any questions pertaining to the contract specifications. If the contractor's work becomes unsatisfactory, the contractor shall be notified, requiring corrective action.

**SPECIAL CONDITIONS:**

- A. **Price**  
The price will remain firm for the contract period.
- B. **Award**  
An award, if any, will be made to the lowest responsive and responsible bidder capable of providing the service.
- C. **Payment**  
Payment shall be made after satisfactory completion of the work.
- D. **Notice to Bidders**  
Each bidder, before submitting a bid, shall become fully informed as to the extent and character of the work required and should be licensed, if applicable. No consideration will be granted for any alleged misunderstanding of the material to be furnished or work to be done. It is understood the submission of a bid is an agreement with all of the items and conditions referred to herein.
- E. **Insurance**  
Proof of insurance shall be provided by the successful contractor prior to the start of work.

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**F. Contractor Responsibilities**

The successful contractor shall:

- a. Obtain all necessary licenses and permits
- b. Provide competent supervision
- c. Take precautions necessary to protect persons or property against injury or damage and be responsible for any such damage, or injury that occurs as a result of his/her negligence
- d. Perform the work without unnecessarily interfering with other City activities
- e. Be required to provide all necessary labor, equipment, materials and supervision necessary to the work as required.

**SPECIFICATIONS:**

**1) REQUIRED WORK**

The contractor shall inject each of the estimated 3,200 coconut and canary island date palms that are City owned, with a single dose three times per year. The Contractor shall prepare bid prices based on a per tree injection price, as outlined in the bid tab. The total bid price shall be firm and a “not to exceed” amount. Inoculation list is to be completed in 30-days of receipt, scheduled with Contract Manager.

**2) INJECTION PROCEDURE**

Drill 5/16" hole approximately 3-1/2" deep into the palm, inserting one casing into the hole, inserting syringe into bottle of oxytetracycline, extracting 5cc of antibiotic, then injecting material into casing for a single dose treatment. Casing's to be used for three series. Casing will be left in palm until next treatment, at which time casing will be removed, a new hole drilled and the treatment preformed. The process will continue for 3 treatments. On the third treatment, the casing will be hammered flush. A new casing will begin the process.

**3) CHEMICAL**

All chemical treatment will be done according to label instructions. Oxytetracycline hydrochloride is the required antibiotic to be used and will be supplied by the City of Naples. Bottles containing 86 grams of oxytetracycline hydrochloride should be mixed with 3 oz. or 90cc of distilled water. All material should be dissolved before injections are given. Solution should be used immediately after mixing. Each single injection is to be 5cc. One 86-gram bottle will treat approximately thirty (30) adult palms. The Oxytetracycline shall be kept in a cool place out of the sun. There is to be only one bottle to be mixed at one time.

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#### **4) EQUIPMENT REQUIRED**

Contractor is to provide sufficient equipment to meet the requirements of the job. Equipment includes, but is not limited to, battery-powered drills, 5/16 x 6" drill bits, hammers, pliers, vise grips, self-filling vet syringes and mode of transportation.

#### **5) PALM INJECTION SCHEDULE - WORK HOURS**

The Lethal Yellowing Injection Program will be conducted Monday through Friday from 8:00 a.m. to 5:00 p.m. There will be no work on the weekend (Saturdays or Sundays).

#### **6) REQUIREMENTS**

- Uniforms shall be free of holes, paint or oily stains. Shirts shall be worn at all times while working in the City of Naples. Name of contractor shall be on all shirts.
- Any questions regarding the injection during the duration of the program should be directed to the Contract Manager.
- Safety vest shall be worn when working in the roadway or right-of-way.
- Contract Manager to meet daily with contractor to review palm injections and locations.
- Varieties of Palms to be injected:
  - a. Coconut Palms
  - b. Canary Island Date Palms
- Other varieties of susceptible lethal yellow palms may be added to the inoculation program.
- **Vendor will be certified at project start for proper injection procedure** by the Collier County Office of Cooperative Extension.

#### **7) DAMAGE TO PERSONS OR PROPERTY**

The responsibility for all damage to person or property arising out of or on account of work done under this Contract shall rest upon the Contractor, and he/she shall save the City and political unit thereof harmless from all claims made on account of such damages.

#### **8) CHARACTER OF WORKMEN AND EQUIPMENT**

All equipment and workmen provided by the contractor for work hereunder, shall be the best available for the kind of work being performed. Any person employed by the Contractor whom the Purchasing Agent or his designee may deem temporarily or permanently incompetent or unfit to perform the work, shall under written instruction of the Purchasing Agent be removed from the job and such person shall not again be employed on the work. Failure by the Contractor to provide adequate equipment may result in annulment of this contract as herein provided.

#### **9) INVOICING**

Invoices shall be submitted upon completion of inoculation and forwarded to the City for payment. The number of palms may vary due to loss of palms and/or addition of planted palms. The contractor shall adjust the number of palms treated each treatment cycle, if needed.

#### **10) CONTRACT PRICE**

This contract is based on cost per injection. Payment will be made based upon actual quantities.

- The City of Naples will not be responsible for any work performed for private property owners. Contractor shall be responsible for performing the work in accordance with this contract.

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**11) AWARD**

An award, if any will be made to a single vendor based on overall bid price and meeting qualifications. The City reserves the right to reject any and all bids/proposals or any part of any bid/proposal and to award a contract in a manner that is in the best interest of the City of Naples.

**PRICE SCHEDULE:**

	<u>PER TREE</u>		<u>ANNUAL TOTAL</u>
Estimated 3,200 City Palm Trees X 3 Single Inoculations per year = 9,600 Single Inoculations	\$ _____	=	\$ _____

**BIDDER CONTRACT INFORMATION:**

Company Representative Signature: \_\_\_\_\_

Printed Name/Title: \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

EIN: \_\_\_\_\_

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**REFERENCES:**

**THIS SHEET MUST BE COMPLETED AND RETURNED WITH QUOTE.**

PROVIDE AT LEAST THREE REFERENCES FOR WHOM YOUR COMPANY HAS PROVIDED SAME OR SIMILAR SERVICES WITHIN THE LAST 2 YEARS.

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT E-MAIL ADDRESS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT E-MAIL ADDRESS: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

CONTACT E-MAIL ADDRESS: \_\_\_\_\_

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**WRITTEN QUOTE SUBMISSION:**

If you have any questions, contact Gregory Givens at 239-213-7101 or [ggivens@naplesgov.com](mailto:ggivens@naplesgov.com)

**Quotes are due by 4:00 PM, October 12, 2012, via:**

- Email to [ggivens@naplesgov.com](mailto:ggivens@naplesgov.com)
- Fax to 239-213-7105
- Mail (see address above)
- Hand delivery to Purchasing Division (see address above)

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