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IFB No. 2023-028

October 13th 2023

Page 1

City of Coral Gables, FL

IFB No. 2023-028

Tree Planting Citywide

Treesources, LLC

Address:

3109 Grand Avenue #297
Miami, Florida,
33133

Contact Person:

Ian Wogan
(305)799-6319
info@treesources.com

October 13th, 2023



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Treesources is a green infrastructure company. Growing in collaboration with nature.



TREESOURCES



South Florida Experts

A local team that knows our community.

Our team has experience and unmatched local knowledge. We understand the important connections between green infrastructure, ecological integrity, and our community well-being.

“...building community resilience through trees.”

Trees are becoming defining and valued features of communities as they recognize the important contributions provided, such as ecological integrity, cooling, absorption of stormwater, carbon storage, air quality improvement, positive impacts to real estate value, and beautification. Treesources believes in building community resilience through trees. We strive to implement projects that provide benefits and we have become pioneers in developing, evaluating, and implementing green infrastructure. We are not only experts in arborist services, landscape installation, and green infrastructure, we are also stakeholders and members of the community.

Our team includes scientists with extensive research experience in South Florida ecological systems and arborists with extensive experience in consulting and implementation of projects. Our solutions are community and research based.



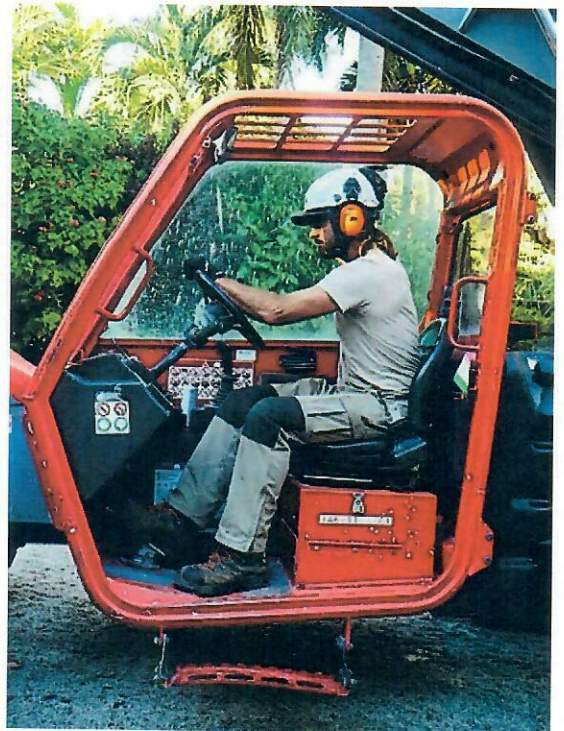
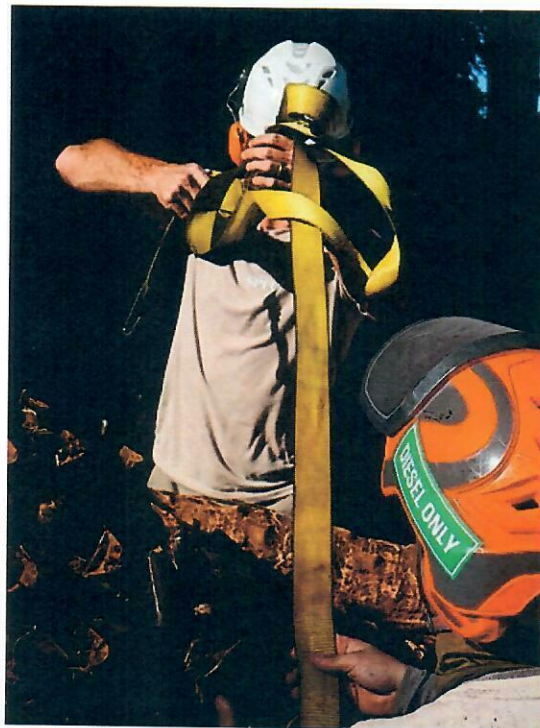


A Culture of Safety

We begin everything with safety.

Safety is ingrained in everything we do. We care about the people we work with, and we take this responsibility very seriously. As early as the planning and design phase, we look for ways to make the work safer during project implementation. We review our plans for potential safety concerns and address them before the work begins. Training is developed and delivered on the job site and in the office to ensure we remain sharp and focused on our efforts.

Routine training and site-specific orientations are developed and delivered to prepare our team for the work. Concomitantly, we utilize and implement proven tools and tested industry standards for safety including, OSHA and American National Standard for Arboriculture Operations (ANSI).





Community Involvement

Helping to build a better community.

Service is in our company DNA. We are proud to contribute to making our community a healthy, safe, and enjoyable place to live, work, and play through our work and community involvement. Our service work includes company beach cleanups, community workshops and green job skill-building, arts + science events, and more.

Our team makes long-term commitments to environmental efforts and our projects. We are keen to showcase our projects to the community via environmental education events when requested.

Our team is committed to inclusive collaboration and excellence. We understand the value of community and what it means to support each other. Treesources works diligently to attract, develop, and retain a diverse team that is representative of our community.





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(c) Bidder Acknowledgment

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CITY OF CORAL GABLES, FL

2800 SW 72nd Avenue, Miami, FL 33155
Finance Department / Procurement Division
Tel: 305-460-5102/ Fax: 305-261-1601


BIDDER ACKNOWLEDGEMENT

IFB Title: Tree Planting Citywide	Electronic Bid response must be received prior to 2:00 p.m., on October 16, 2023, via INFOR and may not be withdrawn for 90 calendar days. Submittals received after the specified date and time will not be accepted.
IFB No. 2023-028	
A cone of silence is in effect with respect to this IFB. The Cone of Silence prohibits certain communication between potential vendors and the City. For further information, please refer to the City Code Section 2-1027 of the City of Coral Gables Procurement Code.	Contact: Neivy Garcia Title: Procurement Specialist Telephone: 305-460-5121 Email: ngarcia2@coralgables.com / contracts@coralgables.com

Bidder Name: TreeSources LLC	FEIN or SS Number: 85-0536204
Complete Mailing Address: 3109 Grand Ave #297 Miami, FL. 33133	Telephone No. (305) 799-6319
Indicate type of organization below: Corporation: <input checked="" type="checkbox"/> Partnership: <input type="checkbox"/> Individual: <input type="checkbox"/> Other: <input type="checkbox"/>	Cellular No.
Bid Bond / Security Bond (if applicable) NA %	Fax No.:
	Email: info@treesources.com

ATTENTION: THIS FORM ALONG WITH ALL REQUIRED IFB FORMS MUST BE COMPLETED, SIGNED (PREFERABLY IN BLUE INK), AND SUBMITTED WITH THE BID PRIOR TO THE SUBMITTAL DEADLINE. FAILURE TO DO SO MAY DEEM YOUR BID NON-RESPONSIVE.

THE BIDDER CERTIFIES THAT THIS SUBMITTAL IS BASED UPON ALL CONDITIONS AS LISTED IN THE IFB DOCUMENTS AND THAT THE BIDDER HAS MADE NO CHANGES IN THE IFB DOCUMENT AS RECEIVED. THE BIDDER FURTHER AGREES, IF THE BID IS ACCEPTED, THE BIDDER WILL EXECUTE AN APPROPRIATE AGREEMENT FOR THE PURPOSE OF ESTABLISHING A FORMAL CONTRACTUAL RELATIONSHIP BETWEEN THE BIDDER AND THE CITY OF CORAL GABLES, FOR THE PERFORMANCE OF ALL REQUIREMENTS TO WHICH THIS IFB PERTAINS. FURTHER, BY SIGNING BELOW PREFERABLY IN **BLUE INK** ALL IFB PAGES ARE ACKNOWLEDGED AND ACCEPTED, AS WELL AS, ANY SPECIAL INSTRUCTION SHEET(S), IF APPLICABLE. THE UNDERSIGNED HEREBY DECLARES (OR CERTIFIES) ACKNOWLEDGEMENT OF THESE REQUIREMENTS AND THAT HE/SHE IS AUTHORIZED TO BIND THE PERFORMANCE OF THIS IFB FOR THE ABOVE BIDDER.

JAN WOGMAN  OWNER 10-13-23
Authorized Name and Signature Title Date

Coral Gables and Miami-Dade County Local Preference Acknowledgement. (Check the box if you are asserting you qualify. A valid Coral Gables and or Miami-Dade County business tax receipt must be submitted as proof of qualification.) Please refer to Ordinance 2009-53, § 2, 11-17-2009/Procurement Code Sec. 2-696.



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IFB No. 2023-028

October 13th, 2023

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(d) Solicitation Checklist

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IFB No. 2023-028

October 13th, 2023

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SOLICITATION SUBMISSION CHECKLIST

Invitation for Bids (IFB) No. 2023-028

COMPANY NAME: (Please Print): TreeSources LLC
Phone: (305) 799-6319 Email: info@treesources.com

A response package numbered by page must be submitted ELECTRONICALLY via INFOR. Please provide the PAGE NUMBER of your solicitation response (PLEASE DO NOT SUBMIT AN ENTIRE COPY OF THE ORIGINAL SOLICITATION) in the blanks provided as to where compliance information is located in your Submittal for each of the required submittal items listed below:

- 1) Title Page: Show the IFB number and title, the name of your firm, address, telephone number, name of contact person, e-mail address, and date. PAGE # 1
- 2) Provide a Table of Contents in accordance with the Bid Format, Section 6.2. Clearly identify the material by section and page number. Please ensure the following are properly identified on the following sections in the Bid Bond (if applicable), Bid Price Sheet and Addendum Acknowledgement. PAGE # 2
- 3) Fill out, sign, and submit the Bidder's Acknowledgement Form. PAGE # 8
- 4) Fill out and submit this Solicitation Submission Checklist. PAGE # 10
- 5) Minimum Qualification Requirements: submit detailed verifiable information affirmatively documenting compliance with the Minimum Qualifications Requirements shown in Section 3. PAGE # 12
- 6) List all contracts which the Bidder has performed (past and present) for the City of Coral Gables. The City will review all contracts the Bidder has performed for the City in accordance with Section 4.10 Evaluation of Bids (c) (4) which states the City may consider "Bidder's unsatisfactory performance record, judged from the standpoint of conduct of work, workmanship, progress or standards of performance agreed upon in the Contract as substantiated by past or current work with the City". PAGE # 21/22. As such the Proposer must list and describe all work performed for Coral Gables and include for each project:
 - a. Name of the City Department for which the services are being performed,
 - b. Scope/description of work,
 - c. Awarded value of the contract/current value
 - d. Effective dates and term of the contract
 - e. City project manager's name and phone number,
 - f. Statement of whether the Proposer was the prime contractor or subcontractor, and
 - g. Results of the project.
- 7) References: Provide a list and description of a minimum of 3 similar municipal engagements satisfactorily performed in the past 5 years. For each engagement listed, include the name, telephone number and email address of a representative for whom engagement was undertaken who can verify performance. Note: Do not include work/services performed for the City of Coral Gables or City employees as references. PAGE # 22
- 8) Bid Pricing Form: Complete in INFOR on the Line Items Tab.
- 9) Fill out, sign, notarize, and submit the Contractor's Affidavit and Schedules A through H. PAGE # 26-33
- 10) Complete Employer E-Verify Affidavit. (Refer to Section 4.26) PAGE # 34
- 11) Complete the Lobbyist Registration Form (Attachment C) PAGE # 35



- 12) Affirm in writing firm's compliance with the City of Coral Gables' Local Preference Ordinance 2009-53, § 2, 11-17-2009/Procurement Code Sec. 2-696, at the time of submission of a response to this bid to be eligible for consideration as a Coral Gables-based and/or Miami-Dade County-based business under this section (*if applicable*). PAGE # 46

-- NOTICE --

BEFORE SUBMITTING YOUR BID MAKE SURE YOU

- 1. Carefully read and have a clear understanding of the IFB, including the Specifications/Scope of Work and enclosed Contract or Professional Services Agreement (*draft*).
- 2. Carefully follow the "Submittal Instructions" and "Bid Format" outlined in Section 6 of the IFB and provide **an electronic response package**. **DO NOT INCLUDE A COPY OF THE ORIGINAL SOLICITATION.**
- 3. **Prepare and submit your RESPONSE electronically via INFOR**
- 4. Make sure your bid is submitted prior to the submittal deadline. **Late bids will not be accepted.**

FAILURE TO SUBMIT THIS CHECKLIST AND THE REQUESTED DOCUMENTATION MAY RENDER YOUR BID NON-RESPONSIVE AND CONSTITUTE GROUNDS FOR REJECTION. THESE PAGES MUST BE RETURNED WITH YOUR BID PACKAGE.



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(e) Minimum Qualifications Requirements

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Additional Project Experience, as well as budgets and references, beyond this page is available upon request.

Client: Miami-Dade Department of Transportation and Public Works

Project Type: Large-XL Tree Relocation and Care for Establishment Period

Project included the relocation of large, specimen-size native trees as part of a transportation project.

Duration: December 2022 – August 2023

Client: City of Hialeah

Project Type: Tree Planting and Care for Establishment Period

Our team is contracted to plant over 250 trees within the City of Hialeah's neighborhoods and parks.

Duration: August 7th, 2023 – In progress.

Client: Factory Town – Green Infrastructure Management

Project Type: Design and Tree Stewardship (Planting and Care for Establishment Period)

Our team has managed the tree resources within the Factory Town, an innovative campus and venue with the City of Hialeah. Management includes tree planting, relocation, maintenance, and tree health care. Our team has also designed and implemented several stormwater projects at Factory Town, including the design/build of a micro-Cypress Dome and linear bioswales to manage surface water onsite.

Duration: 2021 – Ongoing

Client: Pelican Harbor Seabird Station

Project Type: Florida Bonneted Bat Survey

Our experts conducted roost surveys for the Florida bonneted bat as part of the ecological evaluations performed pre-construction.

Duration: 2021

Client: FR-Aleman – Stormwater Improvements South of Fifth Miami Beach

Project Type: Arborist Report

Our experts conducted arborist surveys of over 500 trees for a large-scale project comprised of stormwater infrastructure improvements in the City of Miami Beach.

Duration: 2022

Client: PMG – E11even Hotel and Residences

Project Type: Arborist Report

Our experts conducted arborist surveys for new construction of a hotel and residences within downtown Miami.

Duration: 2022

Client: Bartlum Yards – Stock Island Marina and Residential Development

Project Type: Ecological Resource Evaluation and Arborist Report

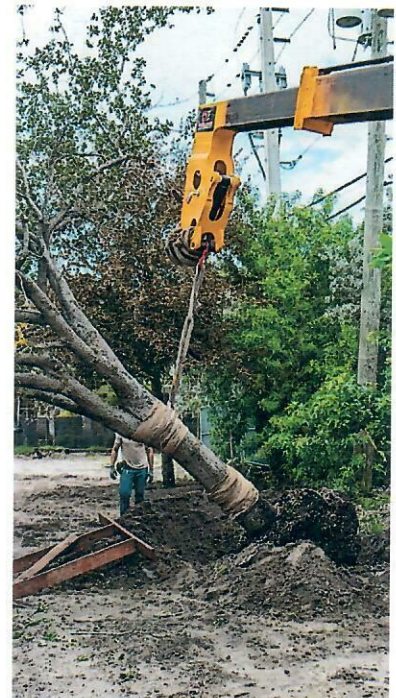
Our experts conducted preconstruction surveys for potential presence of protected wildlife and habitat, including wetlands, essential fish habitat, and listed species. Additionally, we produced an arborist report which included coastal trees such as mangroves.



Equipment

Treesources has the necessary equipment to fulfill the project goals and meet all the requirements of the solicitation. Below is a list of available equipment and software.

EQUIPMENT LIST 2023-2024	
Forestry Bucket Truck	1
Bandit & Vermeer Chipper	1
Water Trailer (500 gallon)	1
Skidsteer	1
Ford F-450	1
Ford F-150	1
Ford Super Duty F-250	1
General Forestry, Arboriculture, Landscaping Tools	Surplus
Arrow GNSS Receiver	1
AutoCAD Civil 3D AutoDesk Design Suite Premium	-
ArcGIS 10.3 and PRO	-
Binoculars	Surplus
Hand-held Refractometer	1
16' Work Boat	1
Borescope Digital Camera	1
Garmin Hand-held GPS Unit	2
Nikon Forestry Pro Laser Rangefinder	1
Hastings Fiberglass Height Poles	2





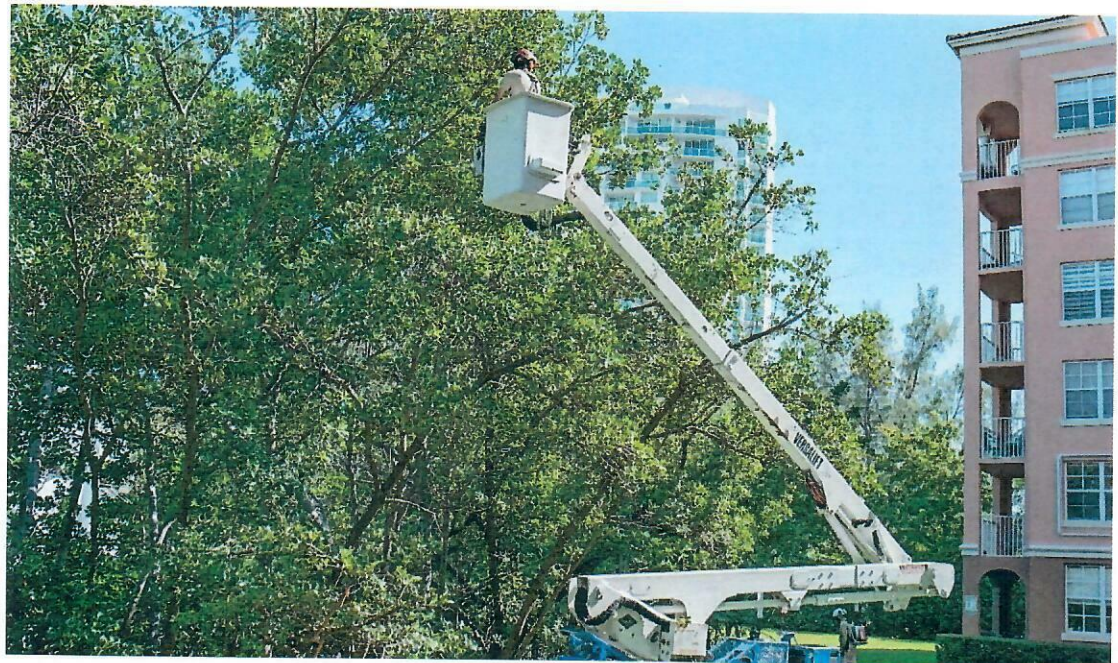
Licenses and Certifications

Our team is comprised of trained and experienced personnel. Our certifications and licenses include, but are not limited to, the following list.

- Small Business Enterprise (SBE) with Miami-Dade County
- Small Business Enterprise (SBE) with South Florida Water Management District
- Equitable Distribution Program (EDP) with Miami-Dade County
- Pre-Qualification for Architectural & Engineering (AE), Environmental Engineering – Biology Services, with Miami-Dade County
- ISA Certified Arborist (Select Team Members)
- ASCA Registered Consulting Arborist (Select Team Members)
- Professional Mangrove Trimmer (Select Team Members)
- Florida Stormwater and Erosion Control Certified (Select Team Members)
- OSHA HAZWOPER 10-Hour and 40-Hour (All team members)
- S130-S190 Basic Wildland Firefighter (Select Team Members)
- A-312 Water Ditching and Survival (Select Team Members)
- USACE Qualified Monitor: Birds, FL Manatee, FL Bonneted Bat, Eastern Indigo Snake, and Turbidity (Select Team Members and Projects)
- PADI Open Water SCUBA (Select Team Members)

Federal Identification:

UEI: TVZ3D7PNCYB8 | CAGE: 9MVA4 | DUNS: 070741560





Key Staff CV

Ian Wogan
President of Treesources
ian@treesources.com
3109 Grand Ave #297
Miami, FL 33133
305.799.6319



Education

BA Environmental Studies, Florida International University

Certifications / Memberships

ISA, Certified Arborist (FL#6594A)

ASCA Member, Registered Consulting Arborist #684

Trimmer (FDEP & Miami Dade County DERM), Florida Urban Forestry Council

Executive Board Member, President - Tropical Arborist Guild

Treemendous Executive Board Member

Florida Native Plant Society (FNPS) Executive Board Member

About

Ian Wogan is the President of Treesources. Ian has overseen daily operations of prescribed tree management (structural pruning, invasive tree removal, cabling and bracing, relocation, planting, etc), horticulture management and arboriculture consultation. Ian has led a wide range of arboriculture-based projects, including mangrove management, native habitat restoration, hurricane preparation and post-storm recovery efforts, tree mitigation, adaptive tree management strategies in the urban environment, specimen tree restoration and management planning and land-use/development consultation. Most recently, he has been working closely on projects within South Florida to guide solutions in the management, protection & restoration of the urban canopy.

Recent / Related Projects

Neighborhood Development Association, Miami Design District, City of Miami, Florida –
Responsibilities: Development and implementation of long-term urban tree health and management plan.

Factory Town, City of Hialeah, Florida –
Responsibilities: Arboriculture consulting, landscape design, tree relocation and planting.

GREEN Tree Planting, City of Hialeah, Florida –
Responsibilities: Project management, planting >250 trees in municipal parks and ROW.

Old Cutler Road Intersection Improvements DTPW, Miami-Dade County, Florida –
Responsibilities: Project management, relocation of large-XL trees from project to municipal and county park spaces.



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Last updated: 7/26/2023
Mr Ian Wogan, RCA #684
Registered
ian@treesources.com

Professional information

My
Engagement

TREESOURCES
President
2360 Overbrook St
Miami
Florida
33133-3185 United States
[]

3059059244 (Phone)
Visit Website

Arborist Type: Other (Free Form), Private Full Time
Consultant, Support to Landscape
Architecture Projects

**Arborist Type
Other:** Certified arborist #FL-6594A
TRAQ certified

State(s): Florida, Georgia, North Carolina

Services Provided: Contract Preparation and Supervision,
Diagnosis of Tree and Landscape Problems,
Expert Witness and Litigation, Insect and
Disease Identification and Management, Plant
Health Care Programs, Training and Education,
Tree Planting Programs, Tree Plant Inventories,
Tree Protection for Construction Projects, Tree
Risk Assessments and Surveys

**International
Directory
Locations:** Bahamas, Caribbean

BCMA: No

**ISA Certified
Arborist:** Yes



The International Society of Arboriculture

Hereby Announces That

Ian Wogan

Has Earned the Credential

ISA Certified Arborist®

By successfully meeting ISA Certified Arborist certification requirements
through demonstrated attainment of relevant competencies as supported by
the ISA Credentialing Council

Caitlyn Pollihan
CEO & Executive Director

25 February 2014

30 June 2026

FL-6594A

Issue Date

Expiration Date

Certification Number



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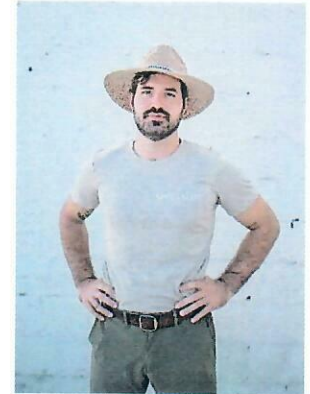
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Alex Martinez-Held
Project Scientist
alex@treesources.com
3109 Grand Ave #297
Miami, FL 33133
786.351.6713



Education

BS Environmental Science, University of Oregon
MS Biology, Florida International University (2024)

Certifications / Memberships

Professional Mangrove Trimmer (Miami-Dade County)
SCUBA Certified
40-hr OSHA Hazwoper Certification
S130-S190 Basic Wildland Firefighter
A-100 Basic Aviation Safety
A-312 Water Ditching and Survival
FL Stormwater and Erosion Control Inspector Certified

About

Alex has seven years of experience in the environmental field working in the public and private sector. Alex has worked in both laboratory and field settings; conducting research projects, analyzing large datasets, and producing scientific reports. He has worked on projects which focus on ecological monitoring, involving extensive and remote fieldwork, including wildlife surveys, exotic and invasive species surveys, soil sampling, water quality monitoring, and GIS analysis. He has coauthored technical reports, involving analysis of large datasets that track the progress of Everglades restoration projects.

Recent / Related Projects

Singer Island Bridge Replacement, Singer Island, Riviera Beach, FL –
Responsibilities: Preconstruction surveys, GIS analysis, technical memorandums.

Cocoplum Bridge Replacement, City of Coral Gables, FL-
Responsibilities: Preconstruction surveys and technical memorandums.

USACE CEPP South Contract 1, L-67A Structures (S-631, S-632, S-633) Spoil Pile Removal; L-67C Gap Project, Miami-Dade County, FL –
Responsibilities: Preconstruction surveys and endangered species surveys, species and water quality monitoring, technical memorandums.

Miami Beach Stormwater Infrastructure Improvement Project, City of Miami Beach, FL –
Responsibilities: Tree surveys, GIS analysis, and arborist report.

CERP Biscayne Coastal Wetlands L31-A Flow-way (Phase I Project), Pump Station S-709, Miami-Dade County, FL –
Responsibilities: GIS analysis, technical memorandums, and monitoring of listed species.



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Christian Camacho

Project Manager
christian@treesources.com
3109 Grand Ave #297
Miami, FL 33133
305.203.5978



Education

BA, Architecture and Design, University of Florida
MLA Candidate, Landscape Architecture and Urban Planning,
FIU (2024)

Certifications / Memberships

OSHA 10-Hour Hazwoper

About

Working as both a designer and in the field, Christian has participated within a wide range of environmental service projects; specializing in client management, team building and leadership, as well as project implementation and stewardship. Currently pursuing a master's in landscape architecture and urban planning from Florida International University, Christian hopes to aid and champion forward thinking creative strategies to renew South Florida's endangered sense of place and one-of-a-kind ecosystem.

Recent / Related Projects

Neighborhood Development Association, Miami Design District, City of Miami, Florida –
Responsibilities: Implementation of long-term urban tree health and management plan.

Factory Town, City of Hialeah, Florida –
Responsibilities: Co-project management, tree relocation and planting.

GREEN Tree Planting, City of Hialeah, Florida –
Responsibilities: Co-project management, planting >250 trees in municipal parks and ROW.

Calderon Pine Rockland Restoration, Homestead, Florida –
Responsibilities: Implementation of comprehensive site-specific arboriculture practices to prepare project site for prescribed burn and restoration in collaboration with North American Butterfly Association (NABA) and Miami-Dade County's Environmentally Endangered Lands (EEL) program.



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Tom Wogan

Arboriculture Consultant
tom@treesources.com
3109 Grand Ave #297
Miami, FL 33133
305.203.5978



Education

US Naval Academy

Certifications / Memberships

ISA, Certified Arborist

About

Tom Wogan was an engineer and the Plant Supervisor at the Turkey Point Nuclear Generating Facility Plant for over 35 years. He is now an ISA certified arborist with Treesources where he provides expertise in arboriculture consulting and tree management for new construction and large-scale development. Tom's unique background adds valuable analytical, detail-orientated, and problem-solving skills to our project approach.

Recent / Related Projects

Highland Park Development, City of Miami, Florida –

Responsibilities: Tree surveys, arborist report and tree resource evaluation including comprehensive development recommendations.

Little River Neighborhood Development, City of Miami Florida –

Responsibilities: Tree surveys, arborist report and tree resource evaluation including comprehensive development recommendations.

Homestead Park Expansion/Development, City of Homestead, Florida –

Responsibilities: Tree surveys, arborist report and tree resource evaluation including comprehensive development recommendations.

Neighborhood Development Association, Miami Design District, City of Miami, Florida –

Responsibilities: Implementation of long-term urban tree health and management plan.

Old Cutler Road Intersection Improvements DTPW, Miami-Dade County, Florida –

Responsibilities: Evaluation of tree resources for relocation feasibility.



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The International Society of Arboriculture

Hereby Announces That

Thomas L. Wogan

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Polihan
CEO & Executive Director

1 March 2016

30 June 2025

FL-9146A

Issue Date

Expiration Date

Certification Number





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(g) References

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The City of Coral Gables
Procurement Division
2800 S.W. 72ND AVENUE
MIAMI, FLORIDA 33155

REFERENCE FORM

Complete the form as indicated below, to provide the required information. The City shall contact the firms listed below to provide references on behalf of your company.

- | | | |
|----|-----------------------|--|
| 1. | Project Name/Location | Miami Design District |
| | Owner Name | DACRA Development Group |
| | Contact Person | Kerem Kayser |
| | Contact Telephone No. | 786-802-6679 |
| | Email Address: | Kerem@designdistrict.net |
| | Yearly Budget/Cost | \$500,000 |
| | Dates of Contract | From: 2017 To: 2022 |
| | Project Description | Management and maintenance of
over 500 street and roof trees
and all landscaped areas. |
| | | |
| 2. | Project Name/Location | Factory Town, Hialeah |
| | Owner Name | Vagabound Group |
| | Contact Person | Avra Jain |
| | Contact Telephone No. | |
| | Email Address: | Jainavra@gmail.com |
| | Yearly Budget/Cost | > \$371,000 |
| | Dates of Contract | From: 2021 To: On-going |
| | Project Description | Consulting, implementing, and stewarding the
green infrastructure program and maintenance |



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of a 6.5 acre property scheduled for development.

3. Project Name/Location

Green Tree Planting Project BID #2022-23-3210-00-050

Owner Name

City of Hialeah

Contact Person

Yamil Alquizar

Contact Telephone No.

305-687-2615

Email Address:

yalquizar@hialeahfl.gov

Yearly Budget/Cost

\$232,000

Dates of Contract

From: Aug 14th, 2023 To: On-going

Project Description

255 planted in parks and right
of way areas within the City
of Hialeah.



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(i) IFB Reference Forms

- (ii) Bidder's Affidavit – Along with Schedules A through H
- (iii) Employer E-Verify Affidavit
- (iv) Lobbyist Registration Form

The remainder of this page is intentionally left blank.



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(ii) Bidder's Affidavit

BIDDER'S AFFIDAVIT

SOLICITATION: IFB 2023-028 Citywide Tree Succession

SUBMITTED TO: City of Coral Gables
Procurement Division
2800 SW 72 Avenue
Miami, Florida 33155

The undersigned acknowledges and understands the information contained in response to this solicitation and the referenced Schedules A through H shall be relied upon by Owner awarding the contract and such information is warranted by the Bidder to be true and correct. The discovery of any omission or misstatements that materially affects the Bidder's ability to perform under the contract shall be cause for the City to reject the solicitation submittal, and if necessary, terminate the award and/or contract. I further certify that the undersigned name(s) and official signatures of those persons are authorized as (*Owner, Partner, Officer, Representative or Agent of the bidder that has submitted the attached response*). Schedules A through H are subject to Local, State and Federal laws (as applicable); both criminal and civil.

- SCHEDULE A – STATEMENT OF CERTIFICATION
- SCHEDULE B – NON-COLLUSION AND CONTINGENT FEE AFFIDAVIT
- SCHEDULE C – DRUG-FREE STATEMENT
- SCHEDULE D – BIDDER'S QUALIFICATION STATEMENT
- SCHEDULE E – CODE OF ETHICS, CONFLICT OF INTEREST, AND CONE OF SILENCE
- SCHEDULE F – AMERICANS WITH DISABILITIES ACT (ADA)
- SCHEDULE G – PUBLIC ENTITY CRIMES
- SCHEDULE H – ACKNOWLEDGEMENT OF ADDENDA

This affidavit is to be furnished to the City of Coral Gables with its solicitation response. It is to be filled in, executed by the bidder and notarized. If the response is made by a Corporation, then it should be executed by its Chief Officer. This document **MUST** be submitted with the solicitation response.

Ian Wogan

Authorized Name and Signature

Owner, Treesources LLC

Title

10-13-23

Date



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STATE OF Florida

COUNTY OF Miami-Dade County

On this 13 day of October, 2023, before me the undersigned Notary Public of
the State of Florida, personally appeared Ian Wogan
(Name(s) of individual(s) who appeared before Notary

And whose name(s) is/are subscribes to within the instrument(s), and acknowledges it's
execution.

[Signature]
NOTARY PUBLIC, STATE OF Florida

Harley Komar
(Name of notary Public; Print, Stamp or
Type as Commissioned.)



NOTARY PUBLIC
SEAL OF OFFICE:

Personally know to me, or Produced
Identification:

Florida Driver Lic.
(Type of Identification Produced)



SCHEDULE "A" - CITY OF CORAL GABLES – STATEMENT OF CERTIFICATION

Neither I, nor the company, hereby represented has:

- a. employed or retained for a commission, percentage brokerage, contingent fee, or other consideration, any company or person (other than a bona fide employee working solely for me or the company) to solicit or secure this contract.
- b. agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any company or person in connection with carrying out the contract, or
- c. paid, or agreed to pay, to any company, organization or person (other than a bona fide employee working solely for me or the company) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the contract except as here expressly stated (if any):

SCHEDULE "B" - CITY OF CORAL GABLES - NON-COLLUSION AND CONTINGENT FEE AFFIDAVIT

- 1. He/she is the Owner
(Owner, Partner, Officer, Representative or Agent)

of the bidder that has submitted the attached bid response.

- 2. He/she is fully informed with respect to the preparation and contents of the attached bid response and of all pertinent circumstances respecting such response;
- 3. Said response is made without any connection or common interest in the profits with any other persons making any response to this solicitation. Said response is on our part in all respects fair and without collusion or fraud. No head of any department, any employee or any officer of the City of Coral Gables is directly or indirectly interested therein. If any relatives of bidder's officers or employees are employed by the City, indicate name and relationship below.

Name: _____ Relationship: _____

Name: _____ Relationship: _____

- 4. No lobbyist or other bidder is to be paid on a contingent or percentage fee basis in connection with the award of this Contract.



SCHEDULE "C" CITY OF CORAL GABLES – VENDOR DRUG-FREE STATEMENT

Preference may be given to bidders submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under solicitation a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under solicitation, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section. As the person authorized to sign the statement, I certify that this form complies fully with the above requirements.

The company submitting this solicitation has established a Drug Free work place program in accordance with State Statute 287.087



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SCHEDULE "D" CITY OF CORAL GABLES – BIDDER'S QUALIFICATION STATEMENT

The undersigned declares the truth and correctness of all statements and all answers to questions made hereinafter:

GENERAL COMPANY INFORMATION:

Company Name: Treesources, LLC

Address: 3109 Grand Ave #297 Miami FL 33133
Street City State Zip Code

Telephone No: 305 799-6319 Fax No: () NA Email: info@treesources.com

How many years has your company been in business under its present name? 3.5 Years

If company is operating under Fictitious Name, submit evidence of compliance with Florida Fictitious Name Statute:

Under what former names has your company operated? : _____

At what address was that company located? _____

Is your Company Certified? Yes No If Yes, **ATTACH COPY** of Certification. } *see page 47*
Is your Company Licensed? Yes No If Yes, **ATTACH COPY** of License

Has your company or its senior officers ever declared bankruptcy?
Yes No If yes, explain: _____

LEGAL INFORMATION:

Please identify each incident **within the last five (5) years** where a civil, criminal, administrative, other similar proceeding was filed or is pending, if such proceeding arises from or is a dispute concerning the bidder's rights, remedies or duties under a contract for the same or similar type services to be provided under this solicitation (**A response is required. If applicable please indicate "none" or list specific information related to this question. Please be mindful that responses provided for this question will be independently verified**):
None

Has your company ever been debarred or suspended from doing business with any government entity?
Yes No If Yes, explain _____



SCHEDULE "E" CITY OF CORAL GABLES – CODE OF ETHICS, CONFLICT OF INTEREST, AND CONE OF SILENCE

THESE SECTIONS OF THE CITY CODE CAN BE FOUND ON THE CITY'S WEBSITE, UNDER GOVERNMENT, CITY DEPARTMENT, PROCUREMENT, PROCUREMENT CODE (CITY CODE CHAPTER 2 ARTICLE VIII); SEC 2-1023; SEC 2-606; AND SEC 2-1027, RESPECTIVELY.

IT IS HEREBY ACKNOWLEDGED THAT THE ABOVE NOTED SECTIONS OF THE CITY OF CORAL GABLES CITY CODE ARE TO BE ADHERED TO PURSUANT TO THIS SOLICITATION.

SCHEDULE "F" CITY OF CORAL GABLES - AMERICANS WITH DISABILITIES ACT (ADA) DISABILITY NONDISCRIMINATION STATEMENT

I understand that the above named firm, corporation or organization is in compliance with and agreed to continue to comply with, and assure that any sub-contractor, or third party contractor under this project complies with all applicable requirements of the laws listed below including, but not limited to, those provisions pertaining to employment, provision of programs and service, transportation, communications, access to facilities, renovations, and new construction.

The American with Disabilities Act of 1990 (ADA), Pub. L. 101-336, 104 Stat 327, 42 U.S.C. 12101,12213 and 47 U.S.C. Sections 225 and 661 including Title I, Employment; Title 11, Public Services; Title III, Public Accommodations and Services Operated by Private Entities; Title IV, Telecommunications; and Title V, Miscellaneous Provisions.

The Florida Americans with Disabilities Accessibility Implementation Act of 1993, Sections 5553.501-553.513, Florida Statutes

The Rehabilitation Act of 1973, 229 U.S.C. Section 794

The Federal Transit Act, as amended, 49 U.S.C. Section 1612

The Fair Housing Act as amended, 42 U.S.C. Section 3601-3631

SCHEDULE "G" CITY OF CORAL GABLES - STATEMENT PURSUANT TO SECTION 287.133 (3) (a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

1. I understand that a "public entity crime" as define in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any Proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
2. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.



3. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
1. A predecessor or successor of a person convicted of a public entity crime; or 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 4. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which Proposals or applies to Proposal on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
 5. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **[Must indicate which statement below applies.]**
 Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity subsequent to July 1, 1989.

____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list.

[Attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



Schedule "H" City of Coral Gables – Acknowledgement of Addenda

SCHEDULE "H" CITY OF CORAL GABLES - ACKNOWLEDGEMENT OF ADDENDA

1. The undersigned agrees, if this bid response is accepted, to enter in a Contract with the CITY to perform and furnish all work as specified or indicated in the solicitation, any associated addendum and Contract Documents within the contract time indicated in the solicitation and in accordance with the other terms and conditions of the solicitation and contract documents.
2. Acknowledgement is hereby made of the following Addenda, if any (identified by number) received since issuance of the applicable solicitation.

Addendum No. 1 Date 10/6/2023 Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Addendum No. _____ Date _____ Addendum No. _____ Date _____

Failure to adhere to changes communicated via any addendum may render your response non-responsive.



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(iii) Employer E-Verify Affidavit



City of Coral Gables
Finance Department/Procurement Division

Employer E-Verify Affidavit

By executing this affidavit, the undersigned employer verifies its compliance with F.S. 448.095, stating affirmatively that the individual, firm or corporation has registered with and utilizes the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in F.S. 448.095 which prohibits the employment, contracting or sub-contracting with an unauthorized alien. The undersigned employer further confirms that it has obtained all necessary affidavits from its subcontractors, if applicable, in compliance with F.S. 448.095, and that such affidavits shall be provided to the City upon request. Failure to comply with the requirements of F.S. 448.095 may result in termination of the employer's contract with the City of Coral Gables. Finally, the undersigned employer hereby attests that its federal work authorization user identification number and date of authorization are as follows:

850536204

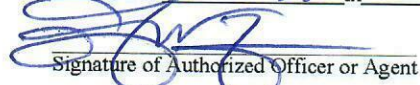
Federal Work Authorization User Identification Number

07/05/2023

Date of Authorization

I hereby declare under penalty of perjury that the foregoing is true and correct.

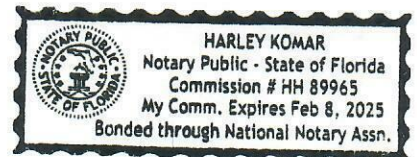
Executed on 10-13-23 in Miami (city), FL (state).


Signature of Authorized Officer or Agent

Ian Wogan OWNER
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME
ON THIS THE 13 DAY OF October, 2023


NOTARY PUBLIC
My Commission Expires:
Feb. 08, 2025





(iv) Lobbyist Registration Form

CITY OF CORAL GABLES
FINANCE DEPARTMENT/PROCUREMENT DIVISION
LOBBYIST REGISTRATION FORM

SOLICITATION NAME/NUMBER: Tree Planting Citywide / IFB 2023-028

The Bidder/Proposer certifies that it understands if it has retained a lobbyist(s) to lobby in connection with this specific competitive solicitation that each lobbyist retained has timely filed the registration or amended registration required under the City of Coral Gables Lobbyist Registration requirement pursuant to Ordinance 2021-24 as outlined below:

Lobbyist means an individual, firm, corporation, partnership, or other legal entity employed or retained, whether paid or not, by a principal, or that contracts with a third-party for economic consideration to perform lobbying activities on behalf of a principal.

Lobbying activity means any attempt to influence or encourage the passage or defeat of, or modification to, governmental actions, including, but not limited to, ordinances, resolutions, rules, regulations, executive orders, and procurement actions or decisions of the city commission, the mayor, any city board or committee, or any city personnel. The term "lobbying activity" encompasses all forms of communication, whether oral, written, or electronic, during the entire decision-making process on actions, decisions, or recommendations which foreseeably will be heard or reviewed by city personnel. This definition shall be subject to the exceptions stated below.

Procurement matter means the city's processes for the purchase of goods and services, including, but not limited to, processes related to the acquisition of, technology; public works; design services; construction, professional architecture, engineering, landscape architecture, land surveying, and mapping services; the purchase, lease or sale of real property; and the acquisition, granting, or other interest in real property.

City personnel means those city officials, officers and employees who are entrusted with the day-to-day policy setting, operation, and management of certain defined city functions or areas of responsibility, even though ultimate responsibility for such functions or areas rests with the city commission, with the exception of the City Attorney, Deputy City Attorney, and Assistant City Attorneys, advisory personnel (members of city advisory boards and agencies whose sole or primary responsibility is to recommend legislation or give advice to the city commission); and any employee of a city department or division with the authority to participate in procurement matters, when the communication involves such procurement.

Affidavit requirement. The following provisions shall apply to certain individuals who, in procurement matters participate in oral presentations or recorded negotiation meetings and sessions:

- a. The principal shall list on an affidavit form, provided by the City, all technical experts or employees of the principal whose normal scope of employment does not include lobbying activities and whose sole participation in the city procurement matter involves an appearance and participation in a city procurement matter involves an appearance and participation in an oral presentation before a city certification, evaluation, selection, technical review or similar committee, or recorded negotiation meetings or sessions.
- b. No person shall appear before any procurement committee or at any procurement negotiation meeting or session on behalf of a principal unless he/she has been listed as part of the principal's presentation or negotiation team or has registered as a lobbyist. For purposes of this subsection only, the listed members of the oral presentation or negotiation team shall not be required to separately register as lobbyists or pay any registration fees. The affidavit will be filed by the city procurement staff with the city clerk at the after the proposal is submitted or prior to the recorded negotiation meeting or session. Notwithstanding the foregoing, any person who engages in lobbying activities in addition to appearing before a procurement committee to make an oral presentation, or at a recorded procurement negotiation meeting or session, shall comply with all lobbyist registration requirements.

The Bidder/Proposer hereby certifies that: (select one)
 It has not retained a lobbyist(s) to lobby in connection with this competitive solicitation, however, if one is retained anytime during the competitive process and prior to contract execution for this project, the lobbyist will properly register with the City Clerk's Office within two (2) business days of being retained with copy to the city procurement staff.

It has retained a lobbyist(s) to lobby in connection with this competitive solicitation and certified that each lobbyist retained has timely filed the registration or amended registration required under the City of Coral Gables



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CITY OF CORAL GABLES
FINANCE DEPARTMENT/PROCUREMENT DIVISION
LOBBYIST REGISTRATION FORM

Lobbyist Registration requirement pursuant to Ordinance 2021-24 Section and that the required affidavit has been properly filed


It is a requirement of this solicitation that the following information be provided for all lobbyists retained to lobby in connection with this solicitation be listed below:

Name of Lobbyist _____
Lobbyist's Firm (if applicable): _____
Phone: _____
E-mail: _____

Name of Lobbyist _____
Lobbyist's Firm (if applicable): _____
Phone: _____
E-mail: _____

Name of Lobbyist _____
Lobbyist's Firm (if applicable): _____
Phone: _____
E-mail: _____

Name of Lobbyist _____
Lobbyist's Firm (if applicable): _____
Phone: _____
E-mail: _____

Authorized Signature: 
Printed Name: Ian Wogan
Date: 10-13-23
Title: Owner
Bidder/Proposer Name: Treesources, LLC



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Certificate of Insurance

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302240

ACORD® **CERTIFICATE OF LIABILITY INSURANCE** DATE (MM/DD/YYYY)
5/10/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Biscayne Risk Group 5571 N University Dive Suite 101 Coral Springs, FL 33067	CONTACT NAME: Matthew Pitnick PHONE (A.C. No. Em): (561) 571-1001 FAX (A.C. No): E-MAIL ADDRESS: mjp@biscaynerisk.com																					
INSURED Treesources, LLC 2360 Overbrook Street Coconut Grove, FL 33133	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC#</th> </tr> <tr> <td>INSURER A:</td> <td>NOVA CASUALTY COMPANY</td> <td>42552</td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC#	INSURER A:	NOVA CASUALTY COMPANY	42552	INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC#																				
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INSURER B:																						
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION (INSR WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PER-SUBJECT <input type="checkbox"/> LOC	X X	ARB-ML-10000613-00	2/12/2023	2/12/2024	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 Professional Liab \$
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X X	ARB-ML-10000613-00	2/12/2023	2/12/2024	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A				<input type="checkbox"/> W/C STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate holder is named additional insured on a primary and non-contributory basis with waiver of subrogation as per written contract. Thirty (30) days Notice of cancellation, ten (10) days for non-payment, to the certificate holder

CERTIFICATE HOLDER City of Coral Gables Insurance Compliance P.O. Box 100085 - CE Duluth GA 30096	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Matthew J. Pitnick</i>
--	---

ACORD 25 (2010/05)

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COMMERCIAL GENERAL LIABILITY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

GENERAL LIABILITY EXTRA ENDORSEMENT - FLORIDA

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

A. SECTION I – COVERAGES, COVERAGE A – BODILY INJURY AND PROPERTY DAMAGE LIABILITY,
Paragraph 2. Exclusions is amended as follows:

1. EXPECTED OR INTENDED INJURY EXTENSION

Paragraph a. **Expected Or Intended Injury** is deleted and replaced by the following:

a. "Bodily Injury" or "property damage" expected or intended from the standpoint of the insured. This exclusion does not apply to "bodily injury" or "property damage" resulting from the use of reasonable force to protect persons or property.

2. NON-OWNED WATERCRAFT EXTENSION

Subparagraph (2) of g. **Aircraft, Auto Or Watercraft** is deleted and replaced by the following:

(2) A watercraft you do not own that is:

a. Less than 52 feet long; and

b. Not being used to carry persons or property for a charge;

This provision applies to any person who, with your consent, either uses or is responsible for the use of a watercraft.

This insurance is excess over any other valid and collectible insurance available to the insured whether primary, excess, or contingent.

3. PROPERTY SOLD OR ABANDONED BY YOU

Subparagraph (2) of j. **Damage To Property** is deleted and replaced by the following:

(2) Premises you sell, give away, or abandon, if the "property damage" arises out of any part of those premises, and occurred from hazards that were known by you or should have reasonably been known by you at the time the property was sold, given away or abandoned.

4. The last paragraph of 2. Exclusions is deleted and replaced by the following:

Exclusions c. through n. do not apply to damage to premises while rented to you, or temporarily occupied by you with the permission of the owner, when the damage is caused by fire, lightning, explosion, smoke or leaks from automatic fire protective systems. A separate limit of insurance applies to this coverage as described in **SECTION III – LIMITS OF INSURANCE**.

B. ADDITIONAL INSURED

1. SECTION II – WHO IS AN INSURED is amended to include, as an additional insured, any person(s) or organization(s) for whom a written contract or written agreement between you and such person(s) or organization(s) exists and requires such person(s) or organizations(s) to be added as an additional insured to your Policy. This additional insured status applies to liability because of "bodily injury", "property damage", or "personal and advertising injury", but shall not apply to any independent acts or omissions of such person or organization who qualifies as an additional insured.

a. This endorsement applies only if the written contract or written agreement is:

(1) Currently in effect or becomes effective during the term of this Policy; and

(2) Executed prior to the "bodily injury", "property damage", or "personal and advertising injury".

b. The insurance afforded to such additional insured only:

(1) Applies to the extent permitted by law; and

(2) Will not be broader than that which you are required by the written contract or written agreement to provide for such additional insured.

2. The insurance provided to the additional insured by this endorsement applies as follows:

a. The person(s) or organization(s) is an additional insured but only for liability caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

(1) In connection with premises owned by or rented to you; or

(2) In the performance of your ongoing operations.



COMMERCIAL GENERAL LIABILITY

- b. If the additional insured is an architect, engineer, or surveyor, this insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or failure to render any professional services including:
 - (1) The preparing, approving, or failing to prepare or approve maps, drawings, opinions, reports, surveys, change orders, designs or specifications; or
 - (2) Supervisory, inspection, or engineering services.This exclusion applies even if the claims against any insured allege negligence or other wrongdoing in the supervision, hiring, employment, training or monitoring of others by that insured, if the "occurrence" which caused the "bodily injury" or "property damage", or the offense which caused the "personal and advertising injury", involved the rendering of or the failure to render any professional services by or for you.
- c. If the additional insured is a lessor of equipment, this insurance only applies to liability caused, in whole or in part, by your maintenance, operation or use of equipment leased to you by such additional insured and does not apply to any "occurrence" which takes place after the equipment lease expires.
- d. If the additional insured is a state or governmental agency or political subdivision and has issued a permit in connection with premises you own, rent, or control, this insurance applies only with respect to the following hazards for which the state or political subdivision has issued such permit:
 - (1) The existence, maintenance, repair, construction, erection, or removal of advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, street banners, or decoration and similar exposures;
 - (2) The construction, erection, or removal of elevators; or
 - (3) The ownership, maintenance, or use of any elevators covered by this insurance.
- e. If the additional insured is a state or governmental agency or political subdivision that has issued a permit or authorization with respect to operations performed by you or on your behalf, then this insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the federal government, state or municipality; or "bodily injury", or "property damage" included within the "products-completed operations hazard".
- f. If the additional insured is a manager or lessor of insured premises, that person or organization is an additional insured but only with respect to liability caused, in whole or in part by the ownership, maintenance or use of that part of the premises leased to you.
This insurance does not apply to:
 - (1) Any "occurrence" that takes place after you cease to be a tenant in that premises.
 - (2) Structural alterations, new construction or demolition operations performed by or on behalf of the manager or lessor of insured premises.
- g. If the additional insured is a grantor of a franchise, that person(s) or organization(s) is only an additional insured with respect to liability as grantor of a franchise to you.
- h. If the additional insured is an owner or has some other interest in land that has been leased to you, that person(s) or organization(s) is only an additional insured with respect to liability caused, in whole or in part by the ownership, maintenance or use of that part of the land leased to you.
This insurance does not apply to:
 - (1) Any "occurrence" that takes place after you cease to lease that land;
 - (2) Structural alterations, new construction or demolition operations performed by or on behalf of the owner or other interest from whom land has been leased.
- i. If the additional insured is a mortgagee, assignee, or receiver, that person(s) or organization(s) is only an additional insured with respect to liability caused, in whole or in part, by the ownership, maintenance or use of the premises by you.
This insurance does not apply to structural alterations, new construction or demolition operations performed by or for that mortgagee, assignee, or receiver.
- j. If the additional insured has a controlling interest, that person(s) or organization(s) is an additional insured but only for liability caused, in whole or in part, by:
 - (1) Their financial control of you; or
 - (2) Premises they own, maintain or control while you lease or occupy those premises.This insurance does not apply to structural alterations, new construction and demolition operations performed by or for that controlling interest.
- k. If the additional insured is a vendor, that person(s) or organization(s) is only an additional insured with respect to "bodily injury" or "property damage" caused, in whole or in part, by "your products" which are distributed or sold in the regular course of the vendor's business, but only if this Policy provides



COMMERCIAL GENERAL LIABILITY

coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".

(1) This insurance afforded to the vendor does not apply to:

- (a) "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
- (b) Any express warranty unauthorized by you;
- (c) Any physical or chemical change in the product made intentionally by the vendor;
- (d) Repackaging, except when unpacked under the instructions of the manufacturer for the sole purpose of inspection, demonstration, testing or the substitution of parts and then repackaged in the original container;
- (e) Any failure by the vendor to make inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of "your products";
- (f) Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of "your products";
- (g) Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
- (h) "Bodily injury" or "property damage" arising out of the sole negligence of the vendor for its own acts or omissions or those of its employees or anyone else acting on its behalf. However, this exclusion does not apply to:
 - (i) The exceptions contained in subparagraphs (d) or (f); or
 - (ii) Such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the usual course of business, in connection with the distribution or sale of "your products".

(2) This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.

3. With respect to the insurance afforded to an additional insured as provided in Paragraphs B.1. and B.2. above, the most we will pay on behalf of the additional insured is the amount of insurance:
- a. Required by the contract or agreement; or
 - b. Available under the applicable Limits of Insurance shown in the Declarations; whichever is less.

With respect to the insurance afforded to an additional insured as provided in paragraphs B.1. and B.2. above, this insurance shall not increase the applicable Limits of Insurance shown in the Declarations.

If an Additional Insured endorsement is attached to this Policy that specifically names a person or organization as an insured, then the above Paragraph B. ADDITIONAL INSUREDS does not apply to such person(s) or organization.

4. SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS, Paragraph 4. Other Insurance, is amended to include:

For the purposes of this endorsement, this insurance shall be either primary, or primary and non-contributory if the written contract or written agreement between you and the additional insured requires primary, or primary and non-contributory status for the additional insured. This insurance shall be excess to any other policy providing additional insured coverage to the additional insured person or organization for the same claim or "suit".

- C. SECTION II – WHO IS AN INSURED is amended as follows:

BROADENED NAMED INSURED

Paragraph 3. is deleted and replaced by the following:

3. Any business entity organized under the laws of the United States of America (including any state thereof, its territories or possessions), or Canada (including any province thereof) will qualify as a Named Insured if there is no similar insurance available to that business entity, provided that one or more Named Insureds shown in the Declarations have, at the inception of the policy period, an ownership interest in such business entity of more than 50%. However, if a Named Insured has an ownership interest in a business entity of more than 50%, the business entity will not be a Named Insured if such business entity is an insured under



COMMERCIAL GENERAL LIABILITY

any other liability policy or would be an insured under such policy but for its termination or the exhaustion of its Limit of Insurance.

D. Paragraph 6. of **SECTION III – LIMITS OF INSURANCE** is deleted and replaced by the following:

6. Subject to Paragraph 5. above, the Damage To Premises Rented To You Limit is the most we will pay under **SECTION I – COVERAGES, COVERAGE A** for damages because of "property damage" to any one premises while rented to you, or temporarily occupied by you with permission of the owner, when the damage is caused by fire, lightning, explosion, smoke, or leaks from automatic fire protective systems.

E. **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS** are amended as follows:

1. **KNOWLEDGE AND NOTICE OF OCCURRENCE, OFFENSE, CLAIM OR SUIT**

The notification requirements of Paragraphs 2.a. and 2.b. **Duties In The Event Of Occurrence, Offense, Claim Or Suit** apply only when the "occurrence", offense, claim or "suit" is known to:

- a. You, if you are an individual;
- b. A partner or member if you are a partnership or joint venture;
- c. An officer or director if you are an entity other than a partnership, joint venture or limited liability company;
- d. A member or manager if you are a limited liability company; or
- e. An insurance manager, risk manager or other "employee" you designate prior to loss to give notice to us.

Knowledge of an "occurrence", offense, claim, or "suit" by your agent, servant or "employee" shall not in and of itself constitute knowledge by you unless an individual in one of the positions listed above has actual knowledge.

2. **FAILURE TO DISCLOSE HAZARDS**

The following is added to Paragraph 6. **Representations**:

If you unintentionally failed to disclose all hazards or prior "occurrences" existing at the inception of this Policy, but reported such error or omission to us as soon as practicable after discovery, then we will not deny coverage under this Coverage Part because of such failure.

This provision does not affect our right to collect any additional premium or exercise our right of cancellation or non-renewal.

3. **WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US**

The following is added to Paragraph 8. **Transfer Of Rights of Recovery Against Others To Us**:

We waive any right of recovery we may have against any person or organization when such waiver is required by a written contract that you have agreed to prior to any "occurrence", "suit" or the offense which caused the "bodily injury", "property damage" or "personal and advertising injury", provided that the "occurrence", "suit" or the offense which caused the "bodily injury", "property damage" or "personal and advertising injury" arises out of operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

F. **SECTION V – DEFINITIONS** is amended as follows:

1. **BODILY INJURY**

The definition of "bodily injury" in Paragraph 3. is deleted and replaced by the following:

"Bodily injury" means bodily injury, sickness or disease sustained by a person, including mental anguish or death resulting from any of these at any time.

2. **PERSONAL AND ADVERTISING INJURY**

The definition of "personal and advertising injury" in Paragraph 14.b. is deleted and replaced by the following:

Abuse of process; and malicious prosecution;

All other terms and conditions of the policy remain unchanged.



COMMERCIAL AUTO

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

AUTO EXTRA ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM
COMMON POLICY CONDITIONS

To the extent that the provisions of this endorsement provide broader benefits to the "insured" than other provisions of the Coverage Form, the provisions of this endorsement apply. Unless otherwise indicated, the following provisions amend the Business Auto Coverage Form.

A. ADDITIONAL INSURED

SECTION II - LIABILITY COVERAGE, Paragraph A.1. **Who Is An Insured** is amended to add:

1. Additional Insured If Required By Contract Or Agreement

When you have agreed in a written contract or written agreement to provide insurance for an additional insured, such person or organization is included as an "insured":

- a. Only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under Paragraphs a. or b. of **Who Is An Insured**, with regard to the ownership, maintenance or use of a covered "auto", and
- b. The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:
 - (1) During the policy period, and
 - (2) Subsequent to the execution of such contract or agreement, and
 - (3) Prior to the expiration of time that the written contract or agreement requires such additional insured coverage to be provided.
- c. The most we will pay on behalf of such additional insured is the lesser of:
 - (1) The Limits of Insurance specified in the written contract or agreement; or
 - (2) The Limits of Insurance shown in the Declarations.
- d. The amount in c. above shall be a part of and not in addition to the Limits of Insurance shown in the Declarations.
- e. This insurance will be primary and noncontributory if a written contract between you and the additional insured specifically requires that this insurance be primary, otherwise this coverage is excess.

2. Broadened Named Insured

- a. Any legally incorporated business entity organized under the laws of the United States of America (including any state thereof, its territories or possessions), or Canada (including any province thereof) will qualify as a Named Insured if there is no similar insurance available to that organization, provided that one or more Named Insureds shown in the Declarations have, at the inception of the policy period, an ownership interest in such organization of more than 50%. The Named Insured does not include any organization that is an "insured" under any other automobile policy or would be an "insured" under such policy but for its termination or the exhaustion of its Limit of Insurance.
- b. Coverage does not apply to "bodily injury" or "property damage" that results from an "accident" that occurred before you formed or acquired the business entity.

3. Employees As Insureds

Any "employee" of yours while using a covered "auto" you do not own, hire, or borrow in your business or your personal affairs.

4. Lessors As Insureds

- a. The lessor of a covered "auto" while the "auto" is leased to you under a written agreement if:
 - (1) The agreement requires you to provide direct primary insurance for the lessor; and



COMMERCIAL AUTO

N. UNINTENTIONAL FAILURE TO DISCLOSE HAZARDS

The following Paragraph is added to **SECTION IV – BUSINESS AUTO CONDITIONS, B.2. Concealment, Misrepresentation Or Fraud:**

If you unintentionally fail to disclose any hazards existing at the inception date of your policy, such failure will not prejudice the coverage provided to you. However, this provision does not affect our right to collect additional premium for any additional hazards or exercise our right of cancellation or non-renewal.

O. WAIVER OF DEDUCTIBLE – REPAIRED GLASS AND STOLEN AUTOS EQUIPPED WITH RADIO FREQUENCY TRANSCEIVERS

The following Paragraphs are added to **SECTION III - PHYSICAL DAMAGE COVERAGE, D. Deductible:**

1. A deductible does not apply to "loss" to glass used in the windshield, doors, and windows, if the glass is repaired rather than replaced.
2. A deductible does not apply to covered "autos" that are stolen if they are equipped with a radio frequency transceiver that is part of a stolen vehicle recovery system and:
 - a. You promptly report the theft to the police and inform them that the stolen "auto" is equipped with a radio frequency transceiver;
 - b. Such transceiver was installed, inspected and maintained according to guidelines provided by the transceiver's manufacturer; and either
 - c. The covered "auto" sustains damage as a result of being stolen; or
 - d. The covered "auto" is not recovered within 90 days of the theft.

P. WAIVER OF SUBROGATION

The following Paragraph is added to **SECTION IV – BUSINESS AUTO CONDITIONS, A.5. Transfer Of Rights Of Recovery Against Others To Us:**

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury" or "property damage" but only to the extent that subrogation is waived prior to the "accident" or the "loss" under a written contract or written agreement with that person or organization.

All other terms and conditions of the policy remain unchanged.



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Miami, FL 33133

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IFB No. 2023-028

October 13th, 2023

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CERTIFICATE OF LIABILITY INSURANCE							Date 5/10/2023	
Producer: Plymouth Insurance Agency 2739 U.S. Highway 19 N. Holiday, FL 34691 (727) 938-5562				This Certificate is issued as a matter of information only and confers no rights upon the Certificate Holder. This Certificate does not amend, extend or alter the coverage afforded by the policies below.				
Insured: South East Personnel Leasing, Inc. & Subsidiaries 2739 U.S. Highway 19 N. Holiday, FL 34691				Insurers Affording Coverage		NAIC #		
				Insurer A: Lion Insurance Company		11075		
				Insurer B:				
				Insurer C:				
				Insurer D:				
				Insurer E:				
Coverages <small>The policies of insurance listed below have been entered to the last end named above for the policy period indicated. No limitations, requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may be made, the insurance afforded by the policies described herein is subject to all the terms, exclusions, and conditions of such policies. Aggregate limits shown may have been reduced by paid claims.</small>								
INSR LTR	ADDL INSR	Type of Insurance	Policy Number	Policy Effective Date (MM/DD/YY)	Policy Expiration Date (MM/DD/YY)	Limits		
		GENERAL LIABILITY <input type="checkbox"/> Commercial General Liability <input type="checkbox"/> Claims Made <input type="checkbox"/> Occur General aggregate limit applies per: <input type="checkbox"/> Policy <input type="checkbox"/> Project <input type="checkbox"/> LOC				Each Occurrence Damage to rented premises (EA Occurrence) Med Exp Personal Adv Injury General Aggregate Products - Comp/Op Agg		
		AUTOMOBILE LIABILITY <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Solely Owned Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos				Combined Single Limit (EA Accident) Bodily Injury (Per Person) Bodily Injury (Per Accident) Property Damage (Per Accident)		
		EXCESS/UMBRELLA LIABILITY <input type="checkbox"/> Occur <input type="checkbox"/> Claims Made Deductible				Each Occurrence Aggregate		
A		Workers Compensation and Employers' Liability Any proprietor/partner/executive officer/member excluded? NO If Yes, describe under special provisions below.	WC 71949	01/01/2023	01/01/2024	<input checked="" type="checkbox"/> W/C Statutory Limits <input type="checkbox"/> OTHER		
Other		Lion Insurance Company is A.M. Best Company rated A (Excellent). AMB # 12616						
Descriptions of Operations/Locations/Vehicles/Exclusions added by Endorsement/Special Provisions								
Coverage only applies to active employee(s) of South East Personnel Leasing, Inc. & Subsidiaries that are leased to the following "Client Company": Treesources, LLC						Client ID: 90-70-489		
Coverage only applies to injuries incurred by South East Personnel Leasing, Inc. & Subsidiaries active employee(s), while working in: FL. Coverage does not apply to statutory employee(s) or independent contractor(s) of the Client Company or any other entity. A list of the active employee(s) leased to the Client Company can be obtained by emailing a request to certificates@lioninsurancecompany.com								
Project Name IS SUE05-10-23 (KLT)								
CERTIFICATE HOLDER CITY OF CORAL GABLES ATTN: INSURANCE COMPLIANCE P.O. BOX 100095-CE DULUTH, GA 30096				CANCELLATION Not later than 30 days before the expiration date hereof, the listing hereon will endeavor to mail 30 days written notice to the certificate holder named to the left, but shall be to do so shall impose no obligation or liability of any kind upon the insurer, its agents or representatives.				
				Revis. Date: 8/22/2022 				

[End of Document]



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October 13th, 2023

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Confirmation of Compliance

with Ordinance 2009-53, § 2, 11-17-2009/Procurement Code Sec. 2-696

Attn:

City of Coral Gables
Procurement Division
2800 SW 72nd Avenue
City of Coral Gables, FL 33155

Re:

Citywide Tree Planting
IFB 2023-028
October 13th, 2023

To Whom It May Concern:

Please consider this letter confirmation that Treesources, LLC is in compliance with the City of Coral Gables' Local Preference Ordinance 2009-53, § 2, 11-17-2009/Procurement Code Sec. 2-696, at the time of submission of a response to this bid.

For participation in this process, we expressly state that Treesources, LLC is a Miami-Dade County based business. Our documentation can be found on page 47 of our response to the bid.

Thank you for your time and consideration.

Sincerely,

Ian Wogan
Owner, Treesources, LLC
Registered Consulting Arborist
FL ISA #6594-A

TREESOURCES



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IFB No. 2023-028

October 13th, 2023

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Local Business Tax Receipt
Miami-Dade County, State of Florida
-THIS IS NOT A BILL - DO NOT PAY

LBT

7342456 RECEIPT NO.
RENEWAL
7635089

BUSINESS NAME/LOCATION
TRESOURCES LLC
OPERATING IN DADE COUNTY

EXPIRES
SEPTEMBER 30, 2024
Must be displayed at place of business
Pursuant to County Code
Chapter 8A - Art. 9 & 10




SEC. TYPE OF BUSINESS
213 SERVICE BUSINESS

OWNER
TRESOURCES LLC
C/O IAN WOGAN PRES

PAYMENT RECEIVED BY TAX COLLECTOR
75.00 07/28/2023
INT-23-416209

Employee(s) 1 EXEMPT

This Local Business Tax Receipt only confirms payment of the Local Business Tax. The Receipt is not a license, permit, or a certification of the holder's qualifications, to do business. Holder must comply with any governmental or nongovernmental regulatory laws and requirements which apply to the business.
The RECEIPT NO. above must be displayed on all commercial vehicles - Miami-Dade Code Sec 8a-276.
For more information, visit www.miamidade.gov/taxcollector





The International Society of Arboriculture

Hereby Announces That

Ian Wogan

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Catlyn Polihan
Catlyn Polihan
CEO & Executive Director

25 February 2014	30 June 2026	FL-6594A
Issue Date	Expiration Date	Certification Number




[End of Document]

TRESOURCES